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**IFB NO. Y18-790-JS**

**ISSUED: July 31, 2018**

**INVITATION FOR BIDS**

**FOR**

**ORANGE COUNTY BARNETT PARK SITE LIGHTING**

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**PART H  
TECHNICAL SPECIFICATIONS**

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**PART H  
Volume II**

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ORANGE COUNTY  
BARNETT PARK  
SITE LIGHTING



TECHNICAL SPECIFICATIONS

BID/PERMIT DOCUMENTS

MAY 9, 2018

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## SECTION 01010 - SUMMARY OF WORK

### 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.
- B. When the titles such as Engineer, Project Engineer, or Owner are used throughout this specification, this implies Orange County as property owner and/or an officially appointed County Representative.

#### 1.02 PROJECT DESCRIPTION

- A. Performance of all tasks specified in the contract documents shall be the responsibility of the contractor unless specified otherwise.

#### 1.03 SCOPE OF WORK

- A. The work consists of the following:
  1. Addition of pole mounted parking lot lighting for the following areas:
    - a. Soccer/Football field north parking lot
    - b. Baseball/Softball parking areas
    - c. Tennis/Basketball court parking areas
  2. Replace four light fixtures on existing poles at the tennis court
  3. Provide power wiring, conduit, circuit breakers and in-ground pull box.
  4. Provide 30'-0" concrete poles. Contractor shall provide wind load calculations signed and sealed by a Florida licensed structural engineer.

#### 1.04 CONTRACTOR RESPONSIBILITIES

- A. General:
  1. The contractor shall have all submittals approved by the Engineer and accepted by the Owner prior to the start of active construction.
  2. The contractor shall have all equipment and material onsite prior to the start of active construction.
  3. The contractor shall submit to the Owner prior to the project pre-construction meeting the following:
    - Schedule of Values
    - Construction Schedule

- Submittal Schedule
  - Emergency Telephone List including subcontractors and suppliers
4. The contractor shall field verify existing conditions of construction prior to start of active construction.
  5. Not Used
  6. The contractor shall coordinate with the Owner on the operation of the security alarm system prior to the start of active construction. The contractor shall submit an action plan for operation of the security alarm system during construction to the Owner for acceptance prior to start of active construction. This active plan shall be in place prior to the start of active construction. Any false security alarms that occur during construction and deemed by the Owner to be the fault of the contractor, the contractor shall pay all cost incurred from the local police and or sheriff department for responding to a false alarm.
  7. The contractor shall videotape or take pictures of pre-existing conditions of the site prior to the start of active construction. Failure to provide photographs or videotape prior to start of construction, places the responsibility on the Contractor to complete the necessary replacement, repairs, and or cleaning as determined by the Owner at no additional cost to the Owner. One set of photographs (in a three-ring binder) or videotape of the site existing conditions shall be submitted to the Owner.
  8. The contractor shall at all times maintain daily cleanup of construction areas. Work areas that are not cleaned by the contractor, and cleaned by the Owner, those costs shall be charged back to the contractor via change order.
  9. The contractor shall provide a construction schedule to the Owner's Project Manager prior to the pre-construction meeting. The contractor shall update the construction schedule weekly and submit it to the Owner's Project Manager for review.

#### 1.05 WORK UNDER OTHER CONTRACTS

- A. Separate contracts may be issued to perform certain construction operations at the site.

#### 1.06 WORK SEQUENCE

- A. Normal business hours are defined as 8am to 5pm. Material and equipment deliveries will be during normal business hours. After hours is defined as 6pm to 6am Monday through Friday.
- B. The contractor may work on the weekends at his or her discretion. Weekend work shall not be an additional cost to the Owner. The contractor will coordinate with the Owner for access to the building on weekends and after hours work.

## 1.07 CONTRACTOR USE OF PREMISES

- A. General: During the construction period, the Contractor shall have full use of the premises for construction operations, including use of the site. The Contractor's use of the premises is limited only by the Owner's right to perform construction operations with its own forces or to employ separate contractors on portions of the project.
- B. General: Limited use of the premises to construction activities in areas indicated within the limit of the premises. The Contractor may use any portion of the site for storage or work areas or any legal purpose, upon approval of the Owner.
1. Confine operations to areas within Contract limits indicated on the Drawings. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.
  2. Keep driveways and entrances serving the premises clear and available to the Owner and the Owners' employees at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
  3. Burial of Waste Materials: Do not dispose of organic and hazardous material on site, either by burial or by burning.
  4. Where appropriate, maintain the existing building in a watertight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.
  5. Confine construction operations to the areas permitted by the contract documents and other Owner directives.
  6. Provide protection and safekeeping of material and equipment stored on premises.
  7. Contractor will move any stored material and equipment, which interfere with operations of the Owner or other contractors.
  8. Comply with Owners' requirements for ingress and egress procedures, prohibitions against firearms, procedures for transportation of workers, safety and fire prevention requirements and pollution control requirements.
  9. Contractor to require all employees and subcontractors to wear non-objectionable clothing; prohibit revealing clothing and articles of clothing with offensive writings displayed. The contractor shall require offending personnel to leave the premises until such clothing is changed.
  10. Contractor employees and subcontractors will not fraternize with County employees or the general public during the entire construction period.

11. Use of sound equipment (such as boom boxes, stereos, radios, etc.) during day times of construction is not allowed.
12. Smoking is not allowed on County Property.
13. Conduct that is disrespectful, abusive or otherwise objectionable to the Owners' employees or general public will not be allowed at any time during the construction period. Repetitive complaints and violations of the requirements listed above will be cause for dismissal and or permanent removal of offending personnel from the project.
14. Contractor to coordinate with the Owner the site location for storage of equipment, machinery, materials, tools and a construction waste dumpster.
15. Contractor shall at all times keep the premises free of all waste or surplus materials, rubbish and debris, which is caused by contractor employees or subcontractors resulting from their work. Contractor shall maintain a safe work environment to all building occupants during the construction period.

#### 1.08 OWNER OCCUPANCY

- A. Not Applicable.

#### 1.09 DISTRIBUTION OF RELATED DOCUMENTS

- A. The Contractor is solely responsible for the distribution of ALL related documents/drawings to ALL appropriate vendors/subcontractors to ensure proper coordination of all aspects of the project and its related parts during bidding and construction.

#### 1.10 CONTRACT DOCUMENT FILE

- A. Copies of the Contract Documents, Plans, Specifications, Addenda, Change Orders, Engineers Supplemental Instructions, approved Shop Drawings, Substitution Acceptances, etc. shall be placed and maintained at the project site by the Contractor throughout the entire contract period. These said documents shall be filed in a manner that allows for ease of retrieval. Documents shall be made available to the Engineer and the County's representatives throughout this same period.

#### 1.11 BUILDING/SITE SECURITY

- A. The site shall be secured from unwarranted entry at the end of each workday.

### PART 2 - PRODUCTS

#### 2.01 ASBESTOS FREE MATERIAL

- A. Contractor shall provide a written and notarized statement on company letterhead(s) to certify and warrant that **ONLY ASBESTOS FREE MATERIALS AND PRODUCTS** were provided as required by the Engineer. Such statement shall be submitted with the final payment request. Final payment shall not be made until such statement is submitted. Contractor agrees that if materials containing asbestos are subsequently discovered at any future time to have been included in the construction, the Contractor shall be liable for all costs related to the redesign or modification of the construction of the project so that materials containing asbestos are removed from the facility. If construction has begun or has been completed pursuant to a design that includes asbestos containing materials, the Contractor shall also be liable for all costs related to the abatement of such asbestos.

PART 3 - EXECUTION (Not applicable).

END OF SECTION 01010



## SECTION 01027 - 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 01300 – 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.
  - 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 Engineer
    - 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.
  - c. All multiple item subcontracts or work items (i.e. mechanical, electrical items, etc.) will be shown broken down at least in labor and material (all taxes, burden and overhead and profit included).
  - d. Mobilization (move-on, bond, insurance, temporary office and sanitary service installation) shall not exceed 2 1/2% of contract price.
  - e. For multi-story work all items broken down per floor.
  - f. HVAC: Typically shown per specification section, labor and material, per floor.
  - g. Electrical: same as HVAC.
  - h. Logical grouping of specification subsections are 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 Contractor's 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's 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 County'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 Contractor's 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 four (4) 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. Waivers of Mechanics Lien – only applicable if this project does not require bonds or is not bonded: With each Application for Payment submit waivers of mechanics liens from subcontractors of sub-subcontractors and suppliers for the construction period covered by the previous application.
  - 1. Submit partial waivers on each item for the amount requested, prior to deduction for retainage, on each item.
  - 2. When an application shows completion of an item, submit final or full waivers.
  - 3. The Owner reserves the right to designate which entities involved in the work must submit waivers.
  - 4. List all Subcontractor's start and finish dates to substantiate any Notice to Owner received by the Project Manager.
- G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of the first Application for Payment include the following:
  - 1. List of principal subcontractors
  - 2. List of principal suppliers and fabricators
  - 3. Schedule of Values
  - 4. Approved Contractor's Construction Schedule (preliminary if not final)
  - 5. Schedule of principal products
  - 6. Schedule of unit prices (if applicable)
  - 7. Submittal schedule (preliminary if not final)

8. List of Contractor's staff assignments
  9. List of Contractor's principal consultants
  10. Copies of building permits for trades requiring separate permits
  11. Copies of authorizations and licenses from governing authorities for performance of the Work
  12. Initial progress report
  13. Report of Pre-construction Meeting
  14. Initial settlement survey and damage report, (if required)
  15. Listing of all long lead procurement items monthly applications for payment will be accompanied with updated schedule and review of as-built drawings
- H. Interim Application for Payment: Payment will be processed once a month. No applications will be processed without receipt of previous month's waiver of lien described in subsection F above. Payment for item will be based on percentage completed as determined and approved by the County Project Manager or invoice for stored materials. Retainage (10%) will be held for all interim applications.
- I. 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. above.
- J. Administrative actions and submittals that shall proceed or coincide with Substantial Completion Payment. Substantial Completion as defined per General Conditions Section "F" application include:
1. Occupancy permits and similar approvals
  2. Warranties (guarantees) and maintenance agreements
  3. Test/adjust/balance records
  4. Maintenance instructions
  5. Start-up performance reports
  6. Change-over information related to Owner's occupancy, use, operation and maintenance
  7. Final cleaning
  8. Application for reduction of retainage, and consent of surety
  9. List of incomplete Work, recognized as exceptions to Project Manager's Certificate of Substantial Completion
- K. 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
  3. Assurance that unsettled claims will be settled
  4. Assurance that all work has been completed and accepted
  5. Proof that taxes, fees and similar obligations have been paid
  6. Removal of temporary facilities and services
  7. Removal of surplus materials, rubbish and similar elements

8. Change of door locks to Owner's access
9. Submission of all close-out documents. Refer to Section 01700.
10. Submit notarized asbestos free letter.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01027

## SECTION 01035 - 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 01631 - 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.

#### 1.07 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 01035



## SECTION 01040 - 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
  - 3. General installation provisions
  - 4. Cleaning and protection
- B. Progress meetings, coordination meetings and Pre-installation conferences are included in Section 01200 PROJECT MEETINGS.
- C. Requirements for the Contractor's Construction Schedule are included in Section 01300 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 01300 SUBMITTALS.
  - 4. Refer to Division-26 for specific coordination drawing requirements for mechanical and electrical installations, as required.
- 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.
  - 1. Post copies of the list in the project meeting room, the temporary field office, and each temporary telephone.

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 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
9. Rodent and insect infestation
10. Combustion
11. Destructive testing
12. Misalignment
13. Excessive weathering
14. Unprotected storage
15. Improper shipping or handling
16. Theft
17. Vandalism

END OF SECTION 01040

## SECTION 01045 - 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. Requirements of this Section apply to mechanical and electrical installations. Refer to Division-26 Sections for other requirements and limitations applicable to cutting and patching mechanical and electrical installations.

#### 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
- 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
- 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. 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 01045

## SECTION 01095 - 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 completed a minimum of five successful 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 16 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 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.

#### 1.07 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 Manufacturer's Association
AAN	American Association of Nurserymen
AASHTO	American Association of State Highway and Transportation Officials
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	American Society of Heating, Refrigerating, and Air Conditioning Engineers
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	Manufacturers Standardization Society of the Valve and Fittings Industry
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	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

#### 1.08 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

(MATERIAL IS USUALLY FIRST PUBLISHED IN THE FEDERAL REGISTER)

CPSC	Consumer Product Safety Commission
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	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 20590	(202) 426-4000
EPA	Environmental Protection Agency 401 M. St., SW Washington, DC 20460	(202) 382-2090
FAA	Federal Aviation Administration (U.S. Department of Transportation) 800 Independence Avenue SW Washington, DC 20590	(202) 366-4000
FCC	Federal Communications Commission 1919 M. Street NW Washington, DC 20554	(202) 632-7000
NBS	National Bureau of Standards (U.S. Department of Commerce) Gaithersburg, MD 20899	(301) 921-1000
OSHA	Occupational Safety and Health Administration (U.S. Department of Labor) Government Printing Office Washington, DC 20402	(202) 523-7001
PS	Product Standard of NBS (U.S. Department of Commerce) Government Printing Office Washington, DC 20402	(202) 783-3238
USDA	U.S. Department of Agriculture Independence Avenue Between 12th and 14 Street, SW Washington, DC 20250	(202) 447-8732

PART 2 PRODUCTS

(Not Applicable)

PART 3 EXECUTION

(Not Applicable)

END OF SECTION 01095

## SECTION 01200 - 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 01300 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 OWNERS, 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.

- D. 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 01200



## SECTION 01300 - 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 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 01027 "Applications for Payment".

#### 1.03 ELECTRONIC SUBMITTAL PROCEDURES

- A. General: Submittals shall be submitted electronically directly to the Engineer from the General/Mechanical/Electrical Contractor.
  - 1. All shop drawings and other submittals as specified herein, shall be submitted in electronic format. All electronic CAD generated drawings shall be in Acrobat PDF format and all product data or other information shall be submitted in Acrobat PDF format. Coordinate with Engineer prior to submitting. All electronic submittals shall be posted to the Engineer's FTP site. Information regarding the username and password shall be distributed to all parties prior to the pre-construction meeting.



- B. Electronic copies of CAD drawings made from the Construction/Contract Documents will not be provided by Engineer without a written indemnification. Indemnification form will be provided by the Engineer at Pre-Construction Meeting to the General/Mechanical/Electrical Contractor upon written request.
- C. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that require sequential activity.
  - 2.. Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.
    - a. The Project Manager reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
  3. Processing: Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for resubmittals.
    - a. Allow two weeks for initial review. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. The Project Manager will promptly advise the Contractor when a submittal being processed must be delayed for coordination.
    - b. If an intermediate submittal is necessary, process the same as the initial submittal.
    - c. Allow two weeks for reprocessing each submittal.
    - d. No extension of Contract Time will be authorized because of failure to transmit submittals to the Engineer sufficiently in advance of the Work to permit processing.
- D. Identification: Place a permanent label or title block on each submittal for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
  2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Engineer.
  3. Include the following information on label for processing and recording action taken:
    - a. Project name.
    - b. Date.
    - c. Name and address of Engineer.
    - d. Name and address of Contractor.
    - e. Name and address of subcontractor.
    - f. Name and address of supplier.
    - g. Name of manufacturer.
    - h. Submittal number or other unique identifier, including revision identifier.

- 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 06100.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 06100.01.A).
  - 2) Where multiple products are shown, highlight/circle or identify product intended to be used
    - i. Number and title of appropriate Specification Section.
    - j. Drawing number and detail references, as appropriate.
    - k. Location(s) where product is to be installed, as appropriate.
    - l. Other necessary identification.
- E. Contractor shall be responsible for cost of re-review of rejected submittals, shop drawing, etc. Costs for re-review shall be reimbursed to the County by deducting the cost from the Contractors monthly progress payments. Costs to be determined by applying the consultants standard billing rates, plus 10% handling by the County.
- F. Substitution request to specified products will be made within 30 days of Notice to Proceed. After the 30 day period, no requests for substitutions from the Contractor will be considered.
1. Substitution submitted within the first 30 days will have product data from specified and requested substitute submitted together and demonstrate better quality, cost savings if of equal quality, or show benefit to the County for accepting the substitute.
- G. Once electronic submittals are approved or approved as noted, they will be transmitted to the owner.

#### 1.04 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Critical Path Method (CPM) Schedule: Prepare a fully developed, horizontal bar-chart type Contractor's construction schedule.
1. Provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week. Use the same breakdown of units of the work as indicated in the Schedule of Values.
  2. Within each time bar, indicate estimated completion percentage in 10 percent increments. As work progresses, place a contrasting mark in each bar to indicate Actual Completion.
  3. Prepare the schedule on a sheet, series of sheets, stable transparency, or other reproducible media, of sufficient width to show data for the entire construction period.
  4. Secure time commitments for performing critical elements of the work from parties involved. Coordinate each element on the schedule with other construction activities; include minor elements involved in the sequence of the

- work. Show each activity in proper sequence. Indicate graphically sequences necessary for completion of related portions of the work.
5. Coordinate the Contractor's construction schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment request and other schedules.
  6. Indicate completion in advance of the date established for Substantial Completion. Indicate Substantial Completion on the schedule to allow time for the Engineer's procedures necessary for certification of Substantial Completion.
- B. Phasing: Provide notations on the schedule to show how the sequence of the work is affected by requirements for phased completion to permit work by separate Contractors and partial occupancy by the Owner prior to Substantial Completion.
- C. Work Stages: Indicate important stages of construction for each major portion of the work, including testing and installation.
- D. Area Separations: Provide a separate time bar to identify each major construction area for each major portion of the work. Indicate where each element in an area must be sequenced or integrated with other activities.
- E. Cost Correlation: At the head of the schedule, provide a two item cost correlation line, indicating pre-calculated and actual costs. On the line show dollar-volume of work performed as the dates used for preparation of payment requests.
1. Refer to Section Applications for Payment for cost reporting and payment procedures.
- F. Distribution: Following response to the initial submittal, print and distribute copies to the Engineer, Owner, subcontractors, and other parties required to comply with scheduled dates. Post copies in the project meeting room and temporary field office.
1. When revision are made distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in construction activities.
- G. Schedule Updating: Revise the schedule monthly or activity, where revisions have been recognized or made. Issue the updated schedule concurrently monthly pay request.

#### 1.05 SUBMITTAL LOG

- A. After development and acceptance of the Contractor's construction schedule, prepare a complete log of submittals.
1. Coordinate submittals log with the list of subcontracts, schedule of values and the list of products as well as the Contractor's construction schedule.

2. Prepare the log in chronological order; include all submittals required. Provide the following information:
    - a. Scheduled date for the first submittal
    - b. Related Section number
    - c. Submittal category
    - d. Name of subcontractor
    - e. Description of the part of the work covered
    - f. Scheduled date for re-submittal
    - g. Scheduled date for the Engineer's final release or approval.
  3. All submittals must be received within the first 25% of contract time.
- B. Distribution: Following response to initial submittal, print and distribute copies to the Project Manager, subcontractors, and other parties required to comply with submittal dates indicated. Post copies in the project meeting room and field office.
1. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in construction activities.
- C. Log Updating: Revise the log after each meeting or activity, where revisions have been recognized or made. Issue the updated schedule concurrently with report of each meeting.

#### 1.06 DAILY CONSTRUCTION REPORTS

- A. Prepare a daily construction report, recording the following information concerning events at the site; and submit duplicate copies to the Project Manager at weekly intervals:
1. List of subcontractors at the site
  2. Approximate count of personnel at the site
  3. High and low temperatures, general weather conditions
  4. Accidents and unusual events
  5. Meetings and significant decisions
  6. Stoppages, delays, shortages, losses
  7. Meter readings and similar recordings
  8. Emergency procedures
  9. Orders and requests of governing authorities
  10. Change Orders received, implemented
  11. Services connected, disconnected
  12. Equipment or system tests and start-ups
  13. Partial completions, occupancies
  14. Substantial Completions authorized

#### 1.07 SHOP DRAWINGS

- A. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not considered a Shop Drawing and will be rejected.
- B. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates and similar drawings. Include the following information:
  - 1. All required dimensions
  - 2. Identification of products and materials included
  - 3. Compliance with specified standards
  - 4. Notation of coordination requirements
  - 5. Notation of dimensions established by field measurement
  - 6. Sheet Size: Except for templates, patterns and similar full-size Drawings on sheets at least 8" x 11" but no larger than 24" x 36".
  - 7. Number of Copies: Submit one (1) electronic copy of each submittal to the County's Representative, unless copies are required for operation and maintenance manuals. Submit one (1) electronic copy where copies are required for operation and maintenance manuals. Engineer will retain 1 electronic copy. Mark up and retain one returned electronic copy as a Project Record Drawing.
  - 8. Submit one (1) hard copy once approved for legal seal stamping if needed at jobsite. Coordinate with Engineer and County's Representative.
  - 9. Do not use Shop Drawings without an appropriate final stamp indicating action taken in connections with construction.
- C. Coordination drawings are a special type of Shop Drawing that show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or function as intended.
  - 1. Preparation of coordination Drawings is specified in section Project Coordination and may include components previously shown in detail on Shop Drawings or Product Data.
  - 2. Submit coordination Drawings for integration of different construction elements. Show sequence and relationships of separate components to avoid any conflict including conflicts in use of space.
  - 3. Contractor is not entitled to additional payments due to lack of compliance with this Section.

#### 1.08 PRODUCT DATA

- A. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams and performance curves. Where Product Data must be specially prepared because standard printed data is not suitable for use, submit as "Shop Drawing".

1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information. Include the following information:
  - a. Manufacturer's printed recommendations
  - b. Compliance with recognized trade association standards
  - c. Compliance with recognized testing agency standards
  - d. Application of testing agency labels and seals
  - e. Notation of dimensions verified by field measurement
  - f. Notation of coordination requirements
  - g. Manufacturers local representative and phone number.
2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.
3. Preliminary Submittal: Submit a preliminary single-copy of Product Data where selection of options is required.
4. Submittals: Submit six (6) copies of each required submittal. The Project Manager will return two (2) sets to the Contractor marked with action taken and corrections or modifications required.
  - a. Unless noncompliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
5. Distribution: Furnish copies of final submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.
  - a. Do not proceed with installation until an applicable copy of Product Data applicable is in the Installer's possession.
  - b. Do not permit use of unmarked copies of Product Data in connection with construction.

#### 1.09 SAMPLES

- A. Submit full-size, fully fabricated Samples cured and finished as specified and physically identical with the material or product proposed. Samples include partial sections of materials, color range sets, and swatches showing color, texture and pattern.
  1. Mount, display, or package Samples in the manner specified to facilitate review of qualities indicated. Prepare Samples to match the Engineer's/Owner's Sample. Include the following:
    - a. Generic description of the Sample
    - b. Sample source
    - c. Product name or name of manufacturer
    - d. Compliance with recognized standards

- e. Availability and delivery time
  2. Submit Samples for review of kind, color, pattern, and texture, for a final check of these characteristics with other elements, and for a comparison of these characteristics between the final submittal and the actual component as delivered and installed.
    - a. Where variation in color, pattern, texture or other characteristics are inherent in the material or product represented, submit multiple units (not less than 3), that show approximate limits of the variations.
    - b. Refer to other Specification Sections for requirements for Samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation and similar construction characteristics.
  3. Preliminary submittals: Where Samples are for selection of color, pattern, texture or similar characteristics from a range of standard choices, submit a full set of choices for the material or product.
    - a. Preliminary submittals will be reviewed and returned with the Engineer's/Owner's mark indicating selection and other action.
  4. Submittals: Except for Samples illustrating assembly details, workmanship, fabrication techniques, connections, operation and similar characteristics, submit 3 sets; one will be returned marked with the action taken.
  5. Maintain sets of Samples, as returned, at the project site, for quality comparisons throughout the course of construction.
    - a. Unless noncompliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
    - b. Sample sets may be used to obtain final acceptance of the construction associated with each set.
- B. Distribution of Samples: Prepare and distribute additional sets to subcontractors, manufacturers, fabricators, suppliers, installers, and others as required for performance of the Work. Show distribution on transmittal forms.
1. Field Samples specified in individual sections are special types of Samples. Field Samples are full-size examples erected on site to illustrate finishes, coatings, or finish materials and to establish the standard by which the work will be judged.
    - a. Comply with submittal requirements. Process transmittal forms to provide a record of activity.

#### 1.10 ENGINEER'S ACTION

- A. Except for submittals for record, information or similar purposes, where action and return is required or requested, the Engineer/Project Manager will review each submittal, mark to indicate action taken, and return promptly.
  - 1. Compliance with specified characteristics is the Contractor's responsibility.
- B. Action Stamp: The Engineer/Project Manager will stamp each submittal with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, similarly as follows, to indicate the action taken:
  - 1. Final Unrestricted Release: Where submittals are marked No Exceptions Taken, that part of the work covered by the submittal may proceed provided it complies with requirements of the Contract Documents; final acceptance will depend upon that compliance.
  - 2. Final-But-Restricted Release: When submittals are marked Made Corrections Noted that part of the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents; final acceptance will depend on that compliance.
  - 3. Returned for Resubmittal: When submittal is marked Revise and Resubmit, do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal in accordance with the notations; resubmit without delay. Repeat if necessary to obtain a different action mark.
    - a. Do not permit submittals marked Revise and Resubmit to be used at the Project site, or elsewhere where work is in progress.
  - 4. Rejected: Submittal does not comply with requirements of the Contract Documents. Submittal must be discarded and entirely new submittal shall be forward to the Project Manager without delay.

PART 2 - PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 01300



## SECTION 01380 - 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. Prints: Submit 3 digital photographs 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 Engineer's files.

#### 1.04 QUALITY ASSURANCE

- A. Utilize a digital camera with a minimum of 6 megapixels.

### PART 2 PRODUCTS

#### 2.01 PHOTOGRAPHIC COPIES

- A. Provide digital photographs to the Owner weekly.

### 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.
  - 1. The Architect will give the contractor 3 days' notice, where feasible.
  - 2. In emergency situations, the contractor 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 01380

## SECTION 01400 - QUALITY CONTROL SERVICES

### 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 quality control services.
- B. Quality control services include inspections and tests and related actions including reports, performed by independent agencies, governing authorities, and the Contractor. They do not include Contract enforcement activities performed by the Architect.
- C. Inspection and testing services are required to verify compliance with requirements specified or indicated. These services do not relieve the Contractor of responsibility for compliance with Contract Document requirements.
- D. Requirements of this Section relate to customized fabrication and installation procedures, not production of standard products.
  - 1. Specific quality control requirements for individual construction activities are specified in the Sections that specify those activities. Those requirements, including inspections and 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 facilitates 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.

#### 1.03 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 product work of specified quality. The completed work shall be of high quality throughout.

#### 1.04 WORKMANSHIP

- A. Comply with well-known standards recognized by each trade except when more

restrictive tolerances or specified requirements indicate more rigid standards or more precise workmanship.

- 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.

#### 1.05 MANUFACTURER'S INSTRUCTIONS

- A. Comply with instructions in full detail, including each step in sequence. Should instructions conflict with Contract Documents, request clarification from Architect before proceeding.

#### 1.06 MANUFACTURER'S CERTIFICATES

- A. When required by individual Specifications Section, submit manufacturer's certificate and supporting documentation, in duplicate, that products meet or exceed specified requirements.
- B. 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.

#### 1.07 MOCKUPS

- A. When required by individual Specifications Section, erect complete, full scale mockup of assembly at Project Site.

#### 1.08 MANUFACTURER'S FIELD SERVICES

- A. 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.
- B. Representative shall submit written report to Owner listing observations, recommendations, and certifying full conformance and compliance with manufacturers standards or requirements.

#### 1.09 TESTING LABORATORY SERVICES

- A. The County shall employ and pay for services of an Independent Testing Laboratory to perform inspections, tests for construction materials (soils, concrete) and threshold inspections.

- B. Services will be performed in accordance with requirements of governing authorities and with specified standards.
- C. Reports will be submitted to the County, Contractor and Architect giving observations and results of tests, indicating compliance or noncompliance with specified standards and with Contract Documents.
- D. Contractor shall cooperate with testing laboratory personnel; furnish tools, samples of materials, design, mix equipment, storage and assistance as requested.
  - 1. The contractor shall be responsible for notifying the testing laboratory at least 24 hours prior to expected time for operations requiring testing services. Longer length of notice to testing laboratory shall be provided by Contractor when required by the testing laboratory to ensure the timely scheduling and performance of all tests required.
  - 2. The Contractor is responsible for obtaining and paying tests including but not limited to test and balance, portable water bacteriological tests and test required in Division 26.
- E. The costs of any tests which fail will be paid for by the Contractor. The amount to be reimbursed to the County by the Contractor, will be the amount invoiced to the County by the testing laboratory in accordance with the testing services fees set forth in its contract with the County.

#### 1.10 TEMPERATURE/HUMIDITY LOG

- A. 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.
- B. 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.
- C. The Temperature/Humidity Log shall be available to the Project Manager as part of the Contract Documents.

#### 1.11 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 as a substitution and not as originally specified.

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.

## 1.12 SUBMITTALS

- A. Qualification for Service Agencies: Engage inspection and testing service agencies, including independent testing laboratories, which are pre-qualified as complying with Recommended Requirements for Independent Laboratory qualification by the American Council of Independent Laboratories, and which specialize in the types of inspections and tests to be performed.
  - 1. Each independent inspection and testing agency engages on the Project shall be authorized by authorities having jurisdiction to operate in the State in which the Project is located.

## PART 2 PRODUCTS (Not Applicable)

## PART 3 EXECUTION

### 3.01 REPAIR AND PROTECTION

- A. General: Upon completion of inspection, testing, sample-taking and similar services, repair damaged construction and restore substrates and finished 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.
- D. Crane Operations: Follow all OSHA and local code requirements regarding crane operator qualifications, crane critical lift plans, crane reports and certificates of compliance.

END OF SECTION 01400

## SECTION 01600 - MATERIALS AND EQUIPMENT

### 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 governing the Contractor's selection of products for use in the Project.
- B. The Contractor's Construction Schedule and the Schedule of Submittals are included under Section 01300 -Submittals.
- C. Standards: Refer to Section - Definitions and Standards for applicability of industry standards to products specified.
- D. Administrative procedures for handling requests for substitutions made after award of the Contract are included under Section 01631 'Product Substitution'.

#### 1.03 DEFINITIONS

- A. Definitions used in this Article are not intended to change the meaning of other terms used in the Contract Documents such as 'specialties', 'systems', 'structure', 'finishes', 'accessories', and similar terms. Such terms are self-explanatory and have well recognized meanings in the construction industry.
  - 1. 'Products' are items purchased for incorporation in the Work, whether purchased for the Project or taken from previously purchased stock. The term 'product' includes the term 'material', 'equipment', 'system' and terms of similar intent.
    - a. 'Named Products' are items identified by manufacturer's product name, including make or model designation, indicated in the manufacturer's published product literature, that is current as of the date of the Contract Documents.
    - b. 'Foreign Products', as distinguished from 'domestic products', are items substantially manufactured (50 percent or more of value) outside of the United States and its possessions; or produced or supplied by entities substantially owned (more than 50 percent) by persons who are not citizens nor living within the United States and its possessions.
  - 2. 'Materials' are products that are substantially shaped, cut, worked, mixed, finished, refined or otherwise fabricated, processed, or installed to form a part of the work.



3. 'Equipment' is a product with operational parts, whether motorized or manually operated, that requires service connections such as wiring or piping.

#### 1.04 SUBMITTALS

- A. Product List Schedule: Prepare a schedule showing products specified in a tabular form acceptable to the Project Manager. Include generic names of products required. Include the manufacturer's name and proprietary product names for each item listed.
  1. Coordinate the product list schedule with the Contractor's Construction Schedule and the Schedule of Submittals.
    - a. Related Specification Section Number
    - b. Generic name used in Contract Documents
    - c. Proprietary name, model number and similar designations.
    - d. Manufacturer's name and address
    - e. Supplier's name and address
    - f. Installer's name and address
    - g. Projected delivery date, or time span of delivery period.
  2. Initial Submittal: Within 30 days after date of commencement of the work, submit 3 copies of an initial product list schedule. Provide a written explanation for omissions of data, and for known variations from Contract requirements.
    - a. At the Contractor's option, the initial submittal may be limited to product selections and designations that must be established early in the Contract period.
  3. Complete Scheduled: Within 45 days after date of commencement of the Work, submit 3 copies of the completed product list schedule. Provide a written explanation for omissions of data, and for known variations from Contract requirements.
  4. Engineer's Action: The Architect will respond in writing to the Contractor within 2 weeks of receipt of the completed product list schedule. No response within this time period constitutes no objection to listed manufacturers on products, but does not constitute a waiver of the requirement that products comply with Contract Documents. The Engineer's response will include the following:
    - a. A list of unacceptable product selections, containing a brief explanation of reasons for this action.

#### 1.05 QUALITY ASSURANCE

- A. Source Limitations: To the fullest extent possible, provide products of the same kind, from a single source.

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

#### 1.06 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver, store and handle products in accordance with the manufacturer's recommendations, using means and methods that will prevent damage, deteriorating and loss, including theft.
  - 1. Schedule delivery to minimize long-term storage at the site and to prevent overcrowding of construction spaces.
  - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft and other losses.
  - 3. Deliver products to the site in the manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
  - 4. Inspect products upon delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
  - 5. Store products at the site in a manner that will facilitate inspection and measurement of quantity or counting of units.

6. Store heavy materials away from the Project structure in a manner that will not endanger the supporting construction.
7. Store products subject to damage by the elements above ground, under cover in a weather tight enclosure, with ventilation adequate in prevent condensation. Maintain temperature and humidity within range required by manufacturer's instructions.

## PART 2 PRODUCTS

### 2.01 PRODUCT SELECTION

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, unused at the time of installation.
  1. Provide products complete with all accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for the intended use and effect.
  2. Standard Products: Where available, provide standard products of types that have been produced and used successfully in similar situation on other projects.
- B. Product Selection Procedures: Product selection is governed by the Contract Documents and governing regulations, not by previous project experience. Procedures governing product selection include the following:
  1. Proprietary Specification Requirements: Where only a single product or manufacturer is named, provide the product indicated. No substitutions will be permitted.
    - a. Where products or manufacturers are specified by name, accompanied by the term 'or equal' or 'or approved equal' comply with the Contractor Document provisions concerning 'substitutions' to obtain approval for use of an unnamed product.
  2. Non-Proprietary Specifications: When the Specifications list products or manufacturers that are available and may be incorporated in the Work, but do not restrict the Contractor to use of those products only, the Contractor may propose any available product that complies with Contract requirements. Comply with Contract Document provisions concerning 'substitutions' to obtain approval for use of an unnamed product.
  3. Descriptive Specification Requirements: Where Specifications describe a product or assembly, listing exact characteristics required, with or without use of a brand or trade name, provide a product or assembly that provides the characteristics and otherwise complies with Contract requirements.

4. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with these requirements, and are recommended by the manufacturer for the application indicated.
  - a. Manufacturer's recommendations may be contained in published product literature, or by the manufacturer's certification of performance.
5. Compliance with Standards, Codes and Regulations: Where the Specifications only require compliance with an imposed code, standard or regulation, select a product that complies with the standards, codes or regulations specified.
6. Visual Matching: Where Specifications require matching an established Sample, the Architect's decision will be final on whether a proposed product matches satisfactorily.
  - a. Where no product available within the specified category matches satisfactorily and also complies with other specified requirements, comply with provisions of the Contract Documents concerning 'substitutions' for selection of a matching product in another product category, or for noncompliance with specified requirements.
7. Visual Selection: Where specified product requirements include the phrase ... as selected from manufacturer's standard colors, pattern, textures... or a similar phrase, select a product and manufacturer that complies with other specified requirements. The Engineer will select the color, pattern and texture from the product line selected.
8. Asbestos free materials: No products containing asbestos shall be used for any part of the work for this product. Provide verification.

### PART 3 EXECUTION

#### 3.01 INSTALLATION OF PRODUCTS

- A. Comply with manufacturer's instructions and recommendations for installation of products in the applications indicated. Anchor each project securely in place, accurately located and aligned with other work.
  1. Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

END OF SECTION 01600

## SECTION 01631 - PRODUCTS SUBSTITUTIONS

### 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 request for substitutions made during bidding and after award of the Contract.
- B. The Contractors Installation Schedule and the Schedule of Submittals are included under Section Submittals.
- C. Standards: Refer to Section Definitions and Standards for applicability of industry standards to products specified.
- D. Procedural requirements governing the Contractors selection of products and product options are included under Section Materials and Equipment.

#### 1.03 DEFINITIONS

- A. Definitions used in this Article are not intended to change or modify the meaning of other terms used in the Contract Documents.
- B. Substitutions: Requests for changes in products, materials, equipment, and methods of installation required by Contract Documents proposed by the Contractor after award of the Contract are considered requests for substitutions. The following are not considered substitutions:
  - 1. Revisions to Contract Documents requested by the Owner or Engineer.
  - 2. Specified options of products and installation methods included in Contract Documents.
  - 3. The Contractors determination of and compliance with governing regulations and orders issued by governing authorities.

#### 1.04 SUBMITTALS

- A. Substitution Request Submittal: Request for substitution will be considered if received within thirty (30) days of notice to proceed. As long as this time allowance will not impact the construction schedule.
  - 1. Submit three (3) copies of each request for substitution for consideration.

Submit requests in the form and in accordance with procedures required for Change Order proposals.

2. Identify the product, or the fabrication or installation method to be replaced in each request. Include related Specification Section and Drawing numbers. Provide complete documentation showing compliance with the requirements for substitution, and the following information, as appropriate:
  - a. Product Data, including Drawings, and descriptions of products, fabrication and installation procedures.
  - b. Samples, where applicable or requested.
  - c. A detailed comparison of significant qualities of the proposed substitution with those of the Work specified. Significant qualities may include elements such as size, weight, durability, performance and visual effect.
  - d. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors, that will become necessary to accommodate the proposed substitution.
  - e. A statement indicating the substitutions effect on the Contractors construction schedule compared to the schedule without approval of the substitution. Indicate the effect of the proposed substitution on overall Contract Time.
  - f. Cost information, including a proposal of the net change, if any in the Contract Sum.
  - g. Certification by the Contractor that the Substitution proposed is equal-to or better in every significant respect to that required by the Contract Documents, and that it will perform adequately in the application indicated. Include the contractors waiver of rights to additional payment or time, that may subsequently become necessary because of the failure of the substitution to perform adequately.
3. Engineer's Action: Within two weeks of receipt of the request for substitution, the Architect will request additional information or documentation necessary for evaluation of the request if needed. Within two (2) weeks of receipt of the request, or one week of receipt of the additional information or documentation, which ever is later, the Architect will notify the Contractor of acceptance or rejection of the proposed substitution. If a decision on use of a proposed substitute cannot be made or obtained within the time allocated, use the project specified by name. Decision on the use of a product substitution or its rejection by the Engineer is considered final. Acceptance will be in the form of a Change Order.

## PART 2 PRODUCTS

### 2.01 SUBSTITUTIONS

- A. Conditions: The Contractors substitution request will be received and considered by the Architect when one or more of the following conditions are satisfied, as determined by the Architect; otherwise request will be returned without action except to record noncompliance with these requirements.
1. Extensive revisions to Contract Documents are not required.
  2. Proposed changes are in keeping with the general intent of Contract Documents.
  3. The request is timely, fully documented and properly submitted.
  4. The specified product or method of construction cannot be provided within the Contract Time. The request will not be considered if the product or method cannot be provided as a result of failure to pursue the work promptly or coordinate activities properly.
  5. The specified product or method of construction cannot receive necessary approval by a governing authority, and the requested substitution can be approved.
  6. A substantial advantage is offered to the Owner, in terms of cost, time, energy conservation or other considerations of merit, after deducting offsetting responsibilities the Owner may be required to bear. Additional responsibilities for the Owner may include additional compensation to the Architect for redesign and evaluation services, increased cost of other construction by the Owner or separate Contractors, and similar consideration.
  7. The specified product or method of construction cannot be provided in a manner that is compatible with other materials, and where the Contractor certifies that the substitution will overcome the incompatibility.
  8. The specified product or method of construction cannot be coordinated with other materials, and where the Contractor certifies that the proposed substitution can be coordinated.
  9. The specified product or method of construction cannot provide a warranty required by the Contract Documents and where the Contractor certifies that the proposed substitution provide the required warranty.
- B. The Contractor's submittal and Project Manager's acceptance of Shop Drawings, Product Data or Samples that relate to construction activities not complying with the Contract Documents does not constitute an acceptable or valid request for substitution, nor does it constitute approval.
- C. Substitution request constitutes a representation that the Contractor:
1. Has investigated proposed product and determined that it meets or exceeds, in all respects, specified product.

2. Will provide the same warranty for substitution as for specified product.
3. Will coordinate installation and make other changes which may be required for work to be complete in all respects.
4. Waives claims for additional costs which may subsequently become apparent. All costs associated with the substitution will be paid by the Contractor regardless of approvals given, and regardless of subsequent difficulties experienced as a result of substitutions.

END OF SECTION 01631



## SECTION 01700 - PROJECT CLOSE-OUT

### 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.

#### 1.01 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 requirement).
  - 3. Operating and Maintenance Manual Submittal (substantial completion requirement).
  - 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 23 and 26, as required.
- C. Final Payment to be made when the County has received all required close-out documents.
- D. The term "Engineer" shall also refer to the Architect of Record, or any other Designer/Consultant of Record on the Project.

#### 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. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.

4. Obtain and submit releases enabling the Owner unrestricted use of the work and access to services and utilities; include occupancy permits, operating certificates and similar releases.
  5. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finishes.
- B. Inspection Procedures: On receipt of a request for inspection, the Project Manager will either proceed with inspection or advise the Contractor of unfilled requirements. The Project Manager will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.
1. Results of the completed inspection will form the basis of requirements for final acceptance.
  2. Should the project fail to meet the standards required for Substantial Completion as defined in the documents, the Contractor will pay the expense of a second inspection by the Engineer and the Owner. Cost will be deducted from the Contractor's retainage.

#### 1.04 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 Engineer 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. Re-inspection Procedure: The Engineer will re-inspect 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 Engineer.
  - 1. Upon completion of re-inspection, the Engineer 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.

#### 1.05 RECORD DOCUMENT SUBMITTALS

- A. General: Do not use record documents for construction purposes; protect from deterioration and loss in a secure, fire-resistive location; provide access to record documents for the Engineer's reference during normal working hours.
- B. Record Drawings: Maintain a clean, undamaged set of blue or black line white-prints of Contract Drawings and Shop Drawings. Mark the set to show the actual installation; where the installation varies substantially from the work as originally shown. Mark whichever drawing is most capable of showing conditions fully and accurately; where Shop Drawings are used, record a cross-reference at the corresponding location on the Contract Drawings. Give particular attention to concealed elements that would be difficult to measure and record at a later date. Provide for project photographs if deemed necessary by Owner's representative.
  - 1. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the work.
  - 2. Mark new information that is important to the Owner, but was not shown on Contract Drawings or Shop Drawings.
  - 3. Note related Change Order numbers where applicable.
  - 4. Organize record drawing sheets, and print suitable titles, dates and other identification on the cover of each set.
  - 5. Provide three (3) additional sets of black line drawing sets of As-Builts Drawings.
- C. Record Specifications: Maintain one complete copy of the Project Manual, including addenda, and one copy of other written construction documents such as Change Orders and modifications issued in printed form during construction. Mark these documents to show substantial variations in actual work performed in comparison with the text of the specifications and modifications. Give particular attention to substitutions, selection of options and similar information on elements that are concealed or cannot otherwise be readily discerned later by direct observation. Note related record drawing information and Project Data.
  - 1. Upon completion of the Work, submit record Specifications to the Engineer for the Owner's records.

- D. Record Project Data: Maintain one copy of each Product Data submittal. Mark these documents to show significant variation in actual work performed in comparison with information submitted. Include variations in products delivered to the site, and from the manufacturer's installation instructions and recommendations. Give particular attention to concealed products and portions of the Work which cannot otherwise be readily discerned later by direct observation. Note related Change Orders and mark-up of record drawings and Specifications.
1. Upon completion of mark-up, submit complete set of record Product Data in the three ring binder (indexed) to the Engineer for the Owner's records.
- E. Record Sample Submitted: Immediately prior to the date or dates of substantial completion, the Contractor will meet at the site with the Engineer and the Owner's personnel to determine which of the submitted Samples that have been maintained during progress of the work are to be transmitted to the Owner for record purposes. Comply with delivery to the Owner's Sample storage area.
- F. Miscellaneous Record Submittals: Refer to other Specification Sections for requirements of miscellaneous record-keeping and submittals in connection with actual performance of the work. Immediately prior to the date or dates of substantial completion, complete miscellaneous record and place in good order, properly identified and bound or filed, ready for continued use and reference. Submit to the Project Manager for the Owner's records.
- G. Maintenance Manuals: Organize operating and maintenance data into four (4) suitable sets of manageable size and electronically as PDFs on one (1) CD-ROM compact disc, or USB thumb drive. 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

## PART 2 - PRODUCTS (Not Applicable)

## PART 3 - EXECUTION

### 3.01 CLOSE-OUT PROCEDURES

- A. Operating and Maintenance Instructions: Arrange for each installer of equipment that required regular maintenance. If installers are not experienced in procedures, provide instruction by manufacturer's representatives. All items to be provided or completed prior

to Certificate of Substantial Completion being issued by the Owner. 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 County 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

### 3.02 PROJECT CLOSE-OUT MANUALS AT SUBSTANTIAL COMPLETION

- A. Submit Project Close-out Manuals prior to issuance of final application for payment. Provide one (1) hardcopy.
- B. Bind in commercial quality 8 1/2" 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-Built: 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 16 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.

### 3.03 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.

END OF SECTION 01700

## SECTION 01740 - WARRANTIES AND BONDS

### 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 general administrative and procedural requirements for warranties and bonds required by the Contractor Documents, including manufacturers' standard warranties on products and special warranties.
  - 1. Refer to the General Conditions for terms of the Contractor's special warranty of workmanship and materials.
  - 2. General close-out requirements are included in Section 01700 PROJECT CLOSE-OUT.
  - 3. Specific requirements for warranties for the work and products and installations that are specified to be warranted are included in this document.
  - 4. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
- B. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties to not relieve the Contractor of the warranty on the work that incorporates the products, nor does it relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.
- C. The term "Engineer" shall also refer to the Architect of Record, or any other Designer/Consultant of Record on the Project.

#### 1.03 WARRANTY REQUIREMENTS

- A. Related Damages and Losses: When correcting warranted work that has failed, remove and replace other work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted work.
- B. Reinstatement of Warranty. When work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
  - . Replacement Cost: Upon determination that work covered by a warranty has failed, replace or rebuild the work to an acceptable condition complying with requirements of Contract Documents.



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

#### 1.04 WARRANTY PERIOD

- A. The Contractor shall participate with the County and the Engineer's representative, at the beginning of the tenth month of the warranty period, in conducting an on site review and evaluation of all items of equipment, materials and workmanship covered by the warranties and guarantees. Contractor shall act promptly and without cost to the County to correct all defects, problems, or deficiencies determined as such by the Engineer/Owner during on the site review.
- B. All warranties and guarantees shall commence on the date of Substantial Completion except for items which are determined by the County to be incomplete or a non-comply status at the time of Substantial Completion. The coverage commencement date for warranties and guarantees of such work shall be the date of the County's acceptance of that work.
- C. Warranty period shall be manufacturer's standard for product specified except where specific warranty periods are specified in individual sections or drawings. But in no case less than one year.

#### 1.05 SUBMITTALS

- A. Submit written warranties to the Owner prior to the date certified for Substantial Completion. If the Engineer's Certificate of substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the work, submit written warranties upon request of the Project Manager.
  - 1. When a designated portion of the work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Project Manager within fifteen days of completion of that designated portion of the work.
- B. When a special warranty is required to be executed by the Contractor, or the Contractor and a subcontractor, supplier or manufacturer, prepared a written document that contains appropriate terms and identification, ready for executing by the required parties. Submit a draft to the Engineer for approval prior to final execution.

1. Refer to individual Sections of Division 26 for specific content requirements, and particular requirements for submittal of special warranties.
- C. Form of Submittal: At Final Completion compile two (2) copies of each required warranty and bond properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
- D. Bind (3) three sets of warranties and bonds in heavy-duty, commercial quality, durable 3-ring vinyl covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8 1/2" by 11" paper.
  1. Provide heavy paper dividers with Celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product, and the name, address and telephone number of the installer.
  2. Identify each binder on the front and the spine with the typed or printed title "WARRANTIES AND BONDS", the Project title or name, and the name of the Contractor.
  3. When operating and maintenance manuals are required for warranted construction, provide additional copies of each required warranty, as necessary, for inclusion in each required manual.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01740

## SECTION 260519 - LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Building wires and cables rated 600 V and less.
2. Connectors, splices, and terminations rated 600 V and less.

#### 1.2 ACTION SUBMITTALS

- ##### A. Product Data: For each type of product.

#### 1.3 INFORMATIONAL SUBMITTALS

- ##### A. Field quality-control reports.

### PART 2 - PRODUCTS

#### 2.1 CONDUCTORS AND CABLES

- ##### A. Copper Conductors: Comply with NEMA WC 70/ICEA S-95-658.
- ##### B. Conductor Insulation: Comply with NEMA WC 70/ICEA S-95-658 for Type THHN-2-THWN-2

#### 2.2 CONNECTORS AND SPLICES

- ##### A. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated.

#### 2.3 SYSTEM DESCRIPTION

- ##### A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- ##### B. Comply with NFPA 70.

### PART 3 - EXECUTION

#### 3.1 CONDUCTOR MATERIAL APPLICATIONS

- A. Feeders: Copper Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- B. Branch Circuits: Copper. Solid for No. 12 AWG and smaller; stranded for No. 10 AWG and larger, except VFC cable, which shall be extra flexible stranded.

#### 3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS

- A. Feeders Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN-2-THWN-2, single conductors in raceway
- B. Branch Circuits Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN-2-THWN-2, single conductors in raceway

#### 3.3 INSTALLATION OF CONDUCTORS AND CABLES

- A. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.
- B. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.
- C. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.

#### 3.4 CONNECTIONS

- A. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A-486B.

#### 3.5 IDENTIFICATION

- A. Identify and color-code conductors and cables according to Section 260553 "Identification for Electrical Systems."
- B. Identify each spare conductor at each end with identity number and location of other end of conductor, and identify as spare conductor.

3.6 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
  - 1. After installing conductors and cables and before electrical circuitry has been energized, test circuit conductors for compliance with requirements.
  - 2. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
- B. Test and Inspection Reports: Prepare a written report to record the following:
  - 1. Procedures used.
  - 2. Results that comply with requirements.
  - 3. Results that do not comply with requirements and corrective action taken to achieve compliance with requirements.
- C. Conductors shall be considered defective if they do not pass tests and inspections.

END OF SECTION 260519

## SECTION 260526 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes: Grounding systems and equipment.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

#### 1.4 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. Comply with UL 467 for grounding and bonding materials and equipment.

### PART 2 - PRODUCTS

#### 2.1 CONDUCTORS

- A. Insulated Conductors: Copper wire or cable insulated for 600 V unless otherwise required by applicable Code or authorities having jurisdiction.
- B. Bare Copper Conductors:
  - 1. Solid Conductors: ASTM B 3.
  - 2. Stranded Conductors: ASTM B 8.
  - 3. Tinned Conductors: ASTM B 33.
  - 4. Bonding Conductor: No. 4 or No. 6 AWG, stranded conductor.

#### 2.2 CONNECTORS

- A. Listed and labeled by an NRTL acceptable to authorities having jurisdiction for applications in which used and for specific types, sizes, and combinations of conductors and other items connected.

- B. Bolted Connectors for Conductors and Pipes: Copper or copper alloy, pressure type with at least two bolts.
  - 1. Pipe Connectors: Clamp type, sized for pipe.
- C. Welded Connectors: Exothermic-welding kits of types recommended by kit manufacturer for materials being joined and installation conditions.

## 2.3 GROUNDING ELECTRODES

- A. Ground Rods: Copper-clad steel, sectional type; 3/4 inch by 10 feet in diameter.

## PART 3 - EXECUTION

### 3.1 APPLICATIONS

- A. Conductors: Install solid conductor for No. 8 AWG and smaller, and stranded conductors for No. 6 AWG and larger unless otherwise indicated.
- B. Underground Grounding Conductors: Install bare tinned-copper conductor. Bury at least 24 inches below grade.
- C. Conductor Terminations and Connections:
  - 1. Pipe and Equipment Grounding Conductor Terminations: Bolted connectors.
  - 2. Underground Connections: Welded connectors except at test wells and as otherwise indicated.
  - 3. Connections to Ground Rods at Test Wells: Bolted connectors.
  - 4. Connections to Structural Steel: Welded connectors.

### 3.2 EQUIPMENT GROUNDING

- A. Install insulated equipment grounding conductors with the following items, in addition to those required by NFPA 70:
  - 1. Feeders and branch circuits.
  - 2. Lighting circuits.
- B. Concrete Poles Supporting Outdoor Lighting Fixtures: Install grounding electrode and a separate insulated equipment grounding conductor in addition to grounding conductor installed with branch-circuit conductors.

### 3.3 INSTALLATION

- A. Grounding Conductors: Route along shortest and straightest paths possible unless otherwise indicated or required by Code. Avoid obstructing access or placing conductors where they may be subjected to strain, impact, or damage.
- B. Ground Rods: Drive rods until tops are 2 inches below finished floor or final grade unless otherwise indicated.
  - 1. Interconnect ground rods with grounding electrode conductor below grade and as otherwise indicated. Make connections without exposing steel or damaging coating if any.

### 3.4 LABELING

- A. Comply with requirements in Section 260553 "Identification for Electrical Systems" for instruction signs. The label or its text shall be green.

### 3.5 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections and prepare test reports:
  - 1. After installing grounding system but before permanent electrical circuits have been energized, test for compliance with requirements.
  - 2. Inspect physical and mechanical condition. Verify tightness of accessible, bolted, electrical connections with a calibrated torque wrench according to manufacturer's written instructions.
  - 3. Test completed grounding system at each location where a maximum ground-resistance level is specified, at service disconnect enclosure grounding terminal, and at ground test wells. Make tests at ground rods before any conductors are connected.
- B. Report measured ground resistances that exceed the following values:
  - 1. Power and Lighting Equipment or System with Capacity of 500 kVA and Less: 10 ohms.
- C. Excessive Ground Resistance: If resistance to ground exceeds specified values, notify Architect promptly and include recommendations to reduce ground resistance.

END OF SECTION 260526



## SECTION 260543 - UNDERGROUND DUCTS AND RACEWAYS FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. This Section includes the following:
  - 1. Conduit, ducts, and duct accessories for direct-buried single duct runs.
  - 2. Handholes and boxes.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For accessories for manholes, handholes, and boxes.
- B. Shop Drawings for Factory-Fabricated Handholes and Boxes: Include dimensioned plans, sections, and elevations, and fabrication and installation details, including the following:
  - 1. Duct entry provisions, including locations and duct sizes.
  - 2. Cover design.
  - 3. Grounding details.
  - 4. Dimensioned locations of cable rack inserts, and pulling-in and lifting irons.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control test reports.

#### 1.4 QUALITY ASSURANCE

- A. Comply with ANSI C2.
- B. Comply with NFPA 70.

### PART 2 - PRODUCTS

#### 2.1 CONDUIT

- A. Rigid Steel Conduit: Galvanized. Comply with ANSI C80.1.
- B. RNC: NEMA TC 2, Type EPC-40-PVC, UL 651, with matching fittings by same manufacturer as the conduit, complying with NEMA TC 3 and UL 514B.

## 2.2 NONMETALLIC DUCTS AND DUCT ACCESSORIES

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. ARNCO Corp.
  2. Beck Manufacturing.
  3. Cantex, Inc.
  4. CertainTeed Corp.; Pipe & Plastics Group.
  5. Condux International, Inc.
  6. ElecSys, Inc.
  7. Electri-Flex Company.
  8. IPEX Inc.
  9. Lamson & Sessions; Carlon Electrical Products.
  10. Manhattan/CDT; a division of Cable Design Technologies.
  11. Spiraduct/AFC Cable Systems, Inc.
- C. Duct Accessories:
1. Duct Separators: Factory-fabricated rigid PVC interlocking spacers, sized for type and sizes of ducts with which used, and selected to provide minimum duct spacings indicated while supporting ducts during concreting or backfilling.
  2. Warning Tape: Underground-line warning tape specified in Section 260553 "Identification for Electrical Systems."

## 2.3 HANDHOLES AND BOXES

- A. Description: Comply with SCTE 77.
1. Color: Gray.
  2. Configuration: Units shall be designed for flush burial and have open bottom, unless otherwise indicated.
  3. Cover: Weatherproof, secured by tamper-resistant locking devices and having structural load rating consistent with enclosure.
  4. Cover Finish: Nonskid finish shall have a minimum coefficient of friction of 0.50.
  5. Cover Legend: Molded lettering, "ELECTRIC."
  6. Duct Entrance Provisions: Duct-terminating fittings shall mate with entering ducts for secure, fixed installation in enclosure wall.
  7. Handholes 24 inches wide by 24 inches long and larger shall have inserts for cable racks and pulling-in irons installed before concrete is poured.
- B. Fiberglass Handholes and Boxes with Polymer Concrete Frame and Cover: Sheet-molded, fiberglass-reinforced, polyester resin enclosure joined to polymer concrete top ring or frame.

1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
2. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
3. Basis-of-Design Product: Subject to compliance with requirements, provide the product indicated on Drawings or a comparable product by one of the following:
  - a. Armorcast Products Company.
  - b. Carson Industries LLC.
  - c. Christy Concrete Products.
  - d. Synertech Moulded Products, Inc.; a division of Oldcastle Precast.

### PART 3 - EXECUTION

#### 3.1 EARTHWORK

- A. Restore surface features at areas disturbed by excavation and reestablish original grades, unless otherwise indicated. Replace removed sod immediately after backfilling is completed.
- B. Restore areas disturbed by trenching, storing of dirt, cable laying, and other work. Restore vegetation and include necessary topsoiling, fertilizing, liming, seeding, sodding, sprigging, and mulching.

#### 3.2 DUCT INSTALLATION

- A. Slope: Pitch ducts a minimum slope of 1:300 down toward handhole.
- B. Curves and Bends: Use 5-degree angle couplings for small changes in direction. Use manufactured long sweep bends with a minimum radius of 48 inches, both horizontally and vertically, at other locations, unless otherwise indicated.
- C. Joints: Use solvent-cemented joints in ducts and fittings and make watertight according to manufacturer's written instructions. Stagger couplings so those of adjacent ducts do not lie in same plane.
- D. Sealing: Provide temporary closure at terminations of ducts that have cables pulled. Seal spare ducts at terminations. Use sealing compound and plugs to withstand at least 15-psig hydrostatic pressure.
- E. Pulling Cord: Install 100-lbf- test nylon cord in ducts, including spares.

#### 3.3 INSTALLATION OF HANDHOLES AND BOXES OTHER THAN PRECAST CONCRETE

- A. Install handholes and boxes level and plumb and with orientation and depth coordinated with connecting ducts to minimize bends and deflections required for proper entrances. Use box

extension if required to match depths of ducts, and seal joint between box and extension as recommended by the manufacturer.

- B. Unless otherwise indicated, support units on a level bed of crushed stone or gravel, graded from 1/2-inch sieve to No. 4 sieve and compacted to same density as adjacent undisturbed earth.
- C. Elevation: In paved areas and trafficways, set so cover surface will be flush with finished grade. Set covers of other handholes 1 inch above finished grade.

### 3.4 GROUNDING

- A. Ground underground ducts and utility structures according to Section 260526 "Grounding and Bonding for Electrical Systems."

### 3.5 FIELD QUALITY CONTROL

- A. Perform the following field tests and inspections and prepare test reports:
  - 1. Demonstrate capability and compliance with requirements on completion of installation of underground conduits.
  - 2. Pull aluminum or wood test mandrel through duct to prove joint integrity and test for out-of-round duct. Provide mandrel equal to 80 percent fill of duct. If obstructions are indicated, remove obstructions and retest.
  - 3. Test handhole grounding to ensure electrical continuity of grounding and bonding connections. Measure and report ground resistance as specified in Section 260526 "Grounding and Bonding for Electrical Systems."
- B. Correct deficiencies and retest as specified above to demonstrate compliance.

### 3.6 CLEANING

- A. Pull leather-washer-type duct cleaner, with graduated washer sizes, through full length of conduits. Follow with rubber duct swab for final cleaning and to assist in spreading lubricant throughout ducts.

END OF SECTION 260543

## SECTION 260553 - IDENTIFICATION FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Identification for raceways.
2. Identification for conductors.
3. Underground-line warning tape.
4. Warning labels and signs.
5. Equipment identification labels.
6. Miscellaneous identification products.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For each electrical identification product indicated.

#### 1.3 QUALITY ASSURANCE

- A. Comply with ANSI A13.1.
- B. Comply with NFPA 70.
- C. Comply with 29 CFR 1910.144 and 29 CFR 1910.145.
- D. Comply with ANSI Z535.4 for safety signs and labels.
- E. Adhesive-attached labeling materials, including label stocks, laminating adhesives, and inks used by label printers, shall comply with UL 969.

### PART 2 - PRODUCTS

#### 2.1 POWER RACEWAY IDENTIFICATION MATERIALS

- A. Comply with ANSI A13.1 for minimum size of letters for legend and for minimum length of color field for each raceway size.
- B. Colors for Raceways Carrying Circuits at 600 V or Less:
1. Black letters on an orange field.
  2. Legend: Indicate voltage and system or service type.

- C. Self-Adhesive Vinyl Labels for Raceways Carrying Circuits at 600 V or Less: Preprinted, flexible label laminated with a clear, weather- and chemical-resistant coating and matching wraparound adhesive tape for securing ends of legend label.

## 2.2 CONDUCTOR IDENTIFICATION MATERIALS

- A. Color-Coding Conductor Tape: Colored, self-adhesive vinyl tape not less than 3 mils thick by 1 to 2 inches wide.

## 2.3 UNDERGROUND-LINE WARNING TAPE

- A. Tape:
  - 1. Recommended by manufacturer for the method of installation and suitable to identify and locate underground electrical utility lines.
  - 2. Printing on tape shall be permanent and shall not be damaged by burial operations.
  - 3. Tape material and ink shall be chemically inert, and not subject to degrading when exposed to acids, alkalis, and other destructive substances commonly found in soils.
- B. Color and Printing:
  - 1. Comply with ANSI Z535.1 through ANSI Z535.5.
  - 2. Inscriptions for Red-Colored Tapes: ELECTRIC LINE, HIGH VOLTAGE.

## 2.4 EQUIPMENT IDENTIFICATION LABELS

- A. Adhesive Film Label with Clear Protective Overlay: Machine printed, in black, by thermal transfer or equivalent process. Minimum letter height shall be 3/8 inch. Overlay shall provide a weatherproof and UV-resistant seal for label.
- B. Stenciled Legend: In nonfading, waterproof, ink or paint. Minimum letter height shall be 1/2”.

## 2.5 MISCELLANEOUS IDENTIFICATION PRODUCTS

- A. Paint: Comply with requirements in painting Sections for paint materials and application requirements. Select paint system applicable for surface material and location (exterior or interior).
- B. Fasteners for Labels and Signs: Self-tapping, stainless-steel screws or stainless-steel machine screws with nuts and flat and lock washers.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Location: Install identification materials and devices at locations for most convenient viewing without interference with operation and maintenance of equipment.
- B. Apply identification devices to surfaces that require finish after completing finish work.
- C. Self-Adhesive Identification Products: Clean surfaces before application, using materials and methods recommended by manufacturer of identification device.
- D. Attach signs and plastic labels that are not self-adhesive type with mechanical fasteners appropriate to the location and substrate.
- E. Underground-Line Warning Tape: During backfilling of trenches install continuous underground-line warning tape directly above line at 6 to 8 inches below finished grade. Use multiple tapes where width of multiple lines installed in a common trench exceeds 16 inches overall.

### 3.2 IDENTIFICATION SCHEDULE

- A. Power-Circuit Conductor Identification, 600 V or Less: For conductors in vaults, pull and junction boxes, and handholes, use color-coding conductor tape to identify the phase.
  - 1. Color-Coding for Phase and Voltage Level Identification, 600 V or Less: Use colors listed below for ungrounded conductors.
    - a. Color shall be factory applied:
    - b. Colors for 230/110-V Circuits:
      - 1) Phase A: Black.
      - 2) Phase B: Red.
      - 3) Phase C: Blue.
    - c. Field-Applied, Color-Coding Conductor Tape: Apply in half-lapped turns for a minimum distance of 6 inches from terminal points and in boxes where splices or taps are made. Apply last two turns of tape with no tension to prevent possible unwinding. Locate bands to avoid obscuring factory cable markings.
- B. Install instructional sign including the color-code for grounded and ungrounded conductors using adhesive-film-type labels.
- C. Equipment Identification Labels: On each unit of equipment, install unique designation label that is consistent with schedules. Apply labels to disconnect switches and protection equipment. Systems include power, lighting.
  - 1. Labeling Instructions:

- a. Outdoor Equipment: Engraved, laminated acrylic or melamine label
- b. Unless provided with self-adhesive means of attachment, fasten labels with appropriate mechanical fasteners that do not change the NEMA or NRTL rating of the enclosure.

END OF SECTION 260553



## SECTION 265600 - EXTERIOR LIGHTING

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Exterior luminaires with lamps and ballasts.
2. Poles and accessories.

#### 1.2 STRUCTURAL ANALYSIS CRITERIA FOR POLE SELECTION

- A. Dead Load: Weight of luminaire and its horizontal and vertical supports, lowering devices, and supporting structure, applied as stated in AASHTO LTS-4-M.
- B. Live Load: Single load of 500 lbf, distributed as stated in AASHTO LTS-4-M.
- C. Wind Load: Pressure of wind on pole and luminaire and banners and banner arms, calculated and applied as stated in AASHTO LTS-4-M.
  1. Basic wind speed for calculating wind load for poles 50 feet high or less is 130 mph.
    - a. Wind Importance Factor: 1.0
    - b. Minimum Design Life: 25 years
    - c. Velocity Conversion Factors: 1.0

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each luminaire, pole, and support component, arranged in order of lighting unit designation. Include data on features, accessories, and finishes.
- B. Shop Drawings: Anchor-bolt templates keyed to specific poles and certified by manufacturer.

#### 1.4 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. Comply with IEEE C2, "National Electrical Safety Code."
- C. Comply with NFPA 70.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Products: Subject to compliance with requirements, provide product indicated on Drawings.

### 2.2 GENERAL REQUIREMENTS FOR LUMINAIRES

- A. Luminaires shall comply with UL 1598 and be listed and labeled for installation in wet locations by an NRTL acceptable to authorities having jurisdiction.
- B. Lateral Light Distribution Patterns: Comply with IESNA RP-8 for parameters of lateral light distribution patterns indicated for luminaires.
- C. Metal Parts: Free of burrs and sharp corners and edges.
- D. Sheet Metal Components: Corrosion-resistant aluminum unless otherwise indicated. Form and support to prevent warping and sagging.
- E. Housings: Rigidly formed, weather- and light-tight enclosures that will not warp, sag, or deform in use. Provide filter/breather for enclosed luminaires.
- F. Exposed Hardware Material: Stainless steel.
- G. Plastic Parts: High resistance to yellowing and other changes due to aging, exposure to heat, and UV radiation.
- H. Light Shields: Metal baffles, factory installed and field adjustable, arranged to block light distribution to indicated portion of normally illuminated area or field.
- I. Reflecting surfaces shall have minimum reflectance as follows unless otherwise indicated:
  - 1. White Surfaces: 85 percent.
  - 2. Specular Surfaces: 83 percent.
  - 3. Diffusing Specular Surfaces: 75 percent.
- J. Lenses and Refractors Gaskets: Use heat- and aging-resistant resilient gaskets to seal and cushion lenses and refractors in luminaire doors.
- K. Luminaire Finish: Manufacturer's standard paint applied to factory-assembled and -tested luminaire before shipping. Where indicated, match finish process and color of pole or support materials.

### 2.3 GENERAL REQUIREMENTS FOR POLES AND SUPPORT COMPONENTS

- A. Structural Characteristics: Comply with AASHTO LTS-4-M.

1. Wind-Load Strength of Poles: Adequate at indicated heights above grade without failure, permanent deflection, or whipping in steady winds of speed indicated in "Structural Analysis Criteria for Pole Selection" Article.
  2. Strength Analysis: For each pole, multiply the actual equivalent projected area of luminaires and brackets by a factor of 1.1 to obtain the equivalent projected area to be used in pole selection strength analysis.
- B. Luminaire Attachment Provisions: Comply with luminaire manufacturers' mounting requirements. Use stainless-steel fasteners and mounting bolts unless otherwise indicated.
- C. Mountings, Fasteners, and Appurtenances: Corrosion-resistant items compatible with support components.
1. Materials: Shall not cause galvanic action at contact points.
  2. Anchor Bolts, Leveling Nuts, Bolt Caps, and Washers: Hot-dip galvanized after fabrication unless otherwise indicated.
  3. Anchor-Bolt Template: Plywood or steel.
- D. Handhole: Oval-shaped, with minimum clear opening of 2-1/2 by 5 inches, with cover secured by stainless-steel captive screws.

### PART 3 - EXECUTION

#### 3.1 LUMINAIRE INSTALLATION

- A. Install lamps in each luminaire.
- B. Fasten luminaire to indicated structural supports.
- C. Adjust luminaires that require field adjustment or aiming.

#### 3.2 POLE INSTALLATION

- A. Alignment: Align pole foundations and poles for optimum directional alignment of luminaires and their mounting provisions on the pole.
- B. Clearances: Maintain the following minimum horizontal distances of poles from surface and underground features unless otherwise indicated on Drawings:
  1. Fire Hydrants and Storm Drainage Piping: 60 inches
  2. Water, Gas, Electric, Communication, and Sewer Lines: 10 feet
  3. Trees: 15 from tree trunk.
- C. Raise and set poles using web fabric slings (not chain or cable).

3.3 GROUNDING

- A. Ground nonmetallic poles and support structures according to Section 260526 "Grounding and Bonding for Electrical Systems."
1. Install grounding electrode for each pole.
  2. Install grounding conductor and conductor protector.
  3. Ground metallic components of pole accessories and foundations.

END OF SECTION 265600

SECTION 265668 - EXTERIOR ATHLETIC LIGHTING

PART 1 – GENERAL

1.1 SUMMARY

- A. Work covered by this section of the specifications shall conform to the contract documents, engineering plans as well as state and local codes.
- B. The purpose of these specifications is to define the lighting system performance and design standards for Barnett Park Tennis using an LED Lighting source. The manufacturer / contractor shall supply lighting equipment to meet or exceed the standards set forth in these specifications.
- C. Orange county is requesting Musco LED lighting fixture (TLC-LED-400). Other manufactures are not accepted.
- D. The sports lighting will be for the following venues:
  - 1. 2 - Tennis Courts (side by side)

1.2 LIGHTING PERFORMANCE

- A. Illumination Levels and Design Factors: Playing surfaces shall be lit to an average target illumination level and uniformity as specified in the chart below. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below. Appropriate light loss factors shall be applied and submitted for the basis of design. Average illumination level shall be measured in accordance with the IESNA LM-5-04 (IESNA Guide for Photometric Measurements of Area and Sports Lighting Installations). Illumination levels shall not to drop below desired target values in accordance to IES RP-6-15, Page 2, Maintained Average Illuminance and shall be guaranteed for the full warranty period.

Area of Lighting	Average Target Illumination Levels	Maximum to Minimum Uniformity Ratio	Grid Points	Grid Spacing
Tennis	30fc	2.0:1	30	20' x 20'

- B. Color: The lighting system shall have a minimum color temperature of 5700K and a CRI of 65+.
- C. Mounting Heights: Existing poles are to be re-used, Mounting heights below

Field	Pole Designation	Pole Height
Tennis	T1-T4	30'

### 1.3 ENVIRONMENTAL LIGHT CONTROL

- A. Light Control Luminaires: All luminaires shall utilize spill light and glare control devices including, but not limited to, internal shields, louvers and external shields. No symmetrical beam patterns are accepted.
- B. The first page of a photometric report for all luminaire types proposed showing horizontal and vertical axial candle power shall be provided to demonstrate the capability of achieving the specified performance. Reports shall be certified by a qualified independent testing laboratory with a minimum of five years experience or by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program for Energy Efficient Lighting Products. A summary of the horizontal and vertical aiming angles for each luminaire shall be included with the photometric report.
- C. Upper Beam Definition

Fixtures shall not exceed the candlepower at the specified degrees above the center of the beam in the vertical plane as specified in the following table.

NEMA Classification of Vertical Beam	Candela	Degrees Above the Center of the Beam in the Vertical Plane
4	10,000	15.00 degrees

## PART 2 – PRODUCT

### 2.1 SPORTS LIGHTING SYSTEM CONSTRUCTION

- A. Manufacturing Requirements: All components shall be designed and manufactured as a system. All luminaires, wire harnesses, drivers and other enclosures shall be factory assembled, aimed, wired and tested.
- B. Fixtures are to be labeled individually for ease of installation and identification for warranty purposes
- C. Durability: All exposed components shall be constructed of corrosion resistant material and/or coated to help prevent corrosion. All exposed carbon steel shall be hot dip galvanized per ASTM A123. All exposed aluminum shall be powder coated with high performance polyester or anodized. All exterior reflective inserts shall be anodized, coated, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All exposed hardware and fasteners shall be stainless steel of 18-8 grade or better, passivated and coated with aluminum-based thermosetting epoxy resin for protection against corrosion and stress corrosion cracking. Structural fasteners may be carbon steel and galvanized meeting ASTM A153 and ISO/EN 1461 (for hot dipped galvanizing), or ASTM B695 (for mechanical galvanizing). All wiring shall be enclosed within the cross-arms, pole, or electrical components enclosure.
- D. System Description: Lighting system shall consist of the following:

1. Manufacturer will remote all drivers and supporting electrical equipment in aluminum enclosures mounted approximately 10 feet above grade. The enclosures shall be touch-safe and include drivers and fusing with indicator lights on fuses to notify when a fuse is to be replaced for each luminaire. Disconnect per circuit for each pole structure will be in the enclosure. Integral driver fixtures will not be accepted.
  2. Manufacturer shall provide surge protection at the pole equal to or greater than 40kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2\_2002.
  3. Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.
  4. All luminaires, visors, and cross-arm assemblies shall withstand 150 mph winds and maintain luminaire aiming alignment.
- E. Safety: All system components shall be UL listed for the appropriate application.

## 2.2 ELECTRICAL

- A. Electric Power Requirements for the Sports Lighting Equipment:
1. Electric power: 240 Volt, 1 Phase
- B. Energy Consumption: The Max kW consumption for the field lighting system shall be 3.2kW.

## 2.3 STRUCTURAL PARAMETERS

- A. Fixture loading cannot be more than 1 fixture per pole. (2.8 EPA per fixture)

## PART 3 – EXECUTION

### 3.1 FIELD QUALITY CONTROL

- A. Laser aiming is required - This can be accomplished two ways
1. Fixtures shall be individually laser aimed for quality control.
- B. Illumination Measurements: Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner's Representative, and Manufacturer's Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with IESNA LM-5-04.

### 3.4 WARRANTY AND GUARANTEE

- A. 10-Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for 10 years from the date of shipment. Warranty shall guarantee specified light levels. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty does not cover weather conditions

events such as lightning or hail damage, improper installation, vandalism or abuse, unauthorized repairs or alterations, or product made by other manufacturers.