

Project:
**EDDYVILLE CHARTER SCHOOL
SIDING & WINDOW REPLACEMENT**

1 Eddyville School Rd, Eddyville, OR

Owner:
Eddyville Charter School

Architect:
DH Goebel
Oregon Coast Architect

Date: July 28, 2022

Specification prepared by:
LINN WEST
ARCHITECTURAL SPECIFICATIONS CONSULTANT
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PROJECT

EDDYVILLE CHARTER SCHOOL SIDING & WINDOW REPLACEMENT

1 Eddyville School Rd.
Eddyville, OR 97343

OWNER

EDDYVILLE CHARTER SCHOOL

1 Eddyville School Rd.

Eddyville, OR 97343

Phone: (541) 541-875-2942

Owner's Rep.: Danny Wheeler-Jones

Danny.wheeler@lincoln.k12.or.us

ARCHITECT

DH Goebel

Oregon Coast Architect

147 NE Golf Course Drive

Newport, OR 97365

Phone: (541) 265-5665

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linnarchspec@gmail.com

Date: July 28, 2022

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• **NOTICE TO CONTRACTORS**

- Sealed bids for the construction of **Siding and Window Replacement – Phase 1** will be received from interested Contractors by: **Eddyville Charter School**
 - At: **1 Eddyville School Rd
Eddyville, OR 97343**
 - Until: **2:00pm** prevailing local time, on **Tuesday, August 23, 2022**
 - Immediately thereafter, the Bids will be publicly opened and read aloud by the undersigned or designated representative.
 - Attendance at Bid Opening is not preferred
 - Summary of Bid Results will be emailed to all Registered General Contractors.
- Additionally, in accordance with ORS 279C.370 and with requirements specified in Section 00-20-00, Bidders shall submit List of 1st-tier Subcontractors (if your Bid is over \$100,000) at:
 - Same location stipulated above, until **4:00pm** prevailing local time, on **Tuesday, August 23, 2022**
 - As soon as conveniently possible thereafter, the Subcontractors Lists will be reviewed and considered as stipulated in Section 00-20-00.

• **PROJECT DESCRIPTION**

- In general, the Project comprises the removal and replacement of the existing windows, siding, trim and other elements, indicated on Drawings, of the Main School Building. The entire Project will be in Phases over the next several years. **This Bid is for Phase 1 with estimated costs for Phases 2 & 3.** All Phases are illustrated on Drawings
 - The Project is located at **1 Eddyville School Rd
Eddyville, OR 97343**

• **TYPE OF BID**

- One proposal for the **Phase 1 Project Work and estimates for Phases 2&3** is required.

• **BIDDING DOCUMENTS**

- Drawings and Specifications, including Bidding and Agreement Documents may be examined at the following locations:
 - Architect: DH Goebel
dietmar@dhgoebel.com
Eddyville Charter School
danny.wheeler@lincoln.k/12.or.us
- Addenda, if any, will be issued to Registered Prime Bidders only.

• **PREQUALIFICATION**

- Prequalification of Bidders will not be required, but if Bidders voluntarily wish to submit Forms they may do so provided Forms are received by Architect at least ten (10) days prior to Bid opening date.

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- **RESPONSIBLE BIDDERS**

- As stipulated in ORS 279B.110, Responsible Bidders shall:
 - Have adequate resources
 - Have satisfactory performance records
 - Have satisfactory integrity record
 - Be legally qualified to contract with Owner
 - Have promptly supplied requested responsibility information

- **NON-RESIDENT BIDDERS**

- In accordance with ORS 279A-120, preference to Oregon residents will be given when awarding this Contract by adding to a non-resident's bid the same percentage, if any, given to the Bidder by the Bidder's home State. Accordingly, Bidders will be required to indicate on the Bid Form whether or not the Bidder is an Oregon resident.

- **CONTRACTOR'S REGISTRATION**

- Bids will not be considered, unless the Bidder is registered with the Construction Contractors Board in accordance with the laws of the State of Oregon.

- **ASBESTOS ABATEMENT**

- Asbestos Abatement Work will not be required on this Project. If such work should be required, Owner will engage a State-licensed asbestos abatement contractor using State-certified workers to perform Work in accordance with ORS 279C-525.
- Owner has had the building tested. There is no lead paint.

- **WAGE RATES**

- No Bid will be received or considered unless the Bid contains a statement assuring the Bidder's compliance with ORS 279C-800 through ORS 279C-870, which relate to payment of prevailing rates of wage.

- **BID SECURITY**

- Bidders shall submit with their Bid Proposal a Bid Bond, Certified Check, irrevocable Line of Credit issued by an insured institution as defined by ORS 706.008, or Bank Cashier's Check equal to 10% of the Base Bid including Additive Alternates, if any; which bind Bidder to enter into a Contract and to furnish Performance & Payment Bonds, as required, within 10 working days after notification to acceptance of Proposal. Checks, if any, shall be made payable to Owner.

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- **DRUG TESTING**

- In accordance with ORS 279C-505(2) and with requirements specified in Section 00-80-00, Contractor and Contractor's Subcontractors will be required to certify that they have and will maintain a Drug Testing Program for their Employees.

- **PRE-BID CONFERENCE & BUILDING WALK-THROUGH**

- A **Mandatory Pre-Bid Conference** to answer questions regarding the Project and an existing building Walk-around to inspect existing conditions will be held. All bidding General Contractors shall attend, and interested General Contractors, Sub-Contractors, and Suppliers are invited to attend.
- Statements made by the Owner's Representatives at the Conference or during the Walk-around will not be binding, unless confirmed in writing by Addendum, issued shortly after the Pre-Bid Conference
- The Conference will be held as follows:
 - Date: **August 5, 2022**
 - Time: **1:30 pm**
 - Location: **Eddyville Charter School
1 Eddyville School Rd
Eddyville, OR 97343**

- **OWNER'S RIGHT TO NEGOTIATE**

- In event that all Bids exceed the Owner's cost estimate, and in accordance with ORS 279C-340, the Owner may negotiate with the lowest responsive responsible Bidder prior to awarding the Contract, in order to solicit value engineering and other options to attempt to bring the Contract within the Owner's cost estimate.

- **OWNER'S RIGHT TO HOLD BIDS**

- Prior to awarding the Contract, the Owner reserves the right to hold the Bids for 45 days following the Bid opening date for the purpose of reviewing the Bids and investigating Bidders' qualifications.

- **OWNER'S RIGHT TO REJECT BIDS**

- The Owner reserves the right to waive any informality and to reject any or all Bids when it is in the Owner's best interest to do so.

- **BY INVITATION OF**

- By: **Eddyville Charter School**

END OF INVITATION / ADVERTISEMENT

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• **DEFINITIONS**

- Bidding Documents include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Invitation to Bid, Instructions to Bidders, the Bid Form, and other sample Bidding and Contract Forms. The proposed Contract Documents consist of the form of Agreement between the Owner and the Contractor, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, and all Addenda issued prior to the execution of the Contract.
- All definitions set forth in the Contract General Conditions, or in other Contract Documents, are applicable to the Bidding Documents.
- Addenda: Written or Graphic instruments issued by the Architect prior to the execution of the Contract which modify, clarify, or interpret the Bidding Documents by additions, deletions, or corrections.
- A Bid is a complete and properly signed proposal to do the Work, or designated portion thereof, for the sums stipulated therein, submitted in accordance with the Bidding Documents.
- The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the base to which Work may be added, or from which Work may be deducted for sums stated in Alternate Bids.
- An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from the amount of the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.
- A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services or a portion of the Work as described in the Bidding Documents or in the proposed Contract Documents.
- An Estimate Bid is one based on current knowledge is a best guess of the cost at a future time. This cost is subject to be changed at the time of that future work.
- A Bidder is a person or entity who submits a Bid.
- A Subbidder is a person or entity who submits a Subbid to a Bidder for materials, equipment, and/or labor for a portion of the Work.

• **BIDDER'S REPRESENTATION**

- The Bidder, by submitting a Bid, represents that:
 - The Bidder has read and understands the Bidding Documents and his Bid is made in accordance therewith.
 - The Bidder has visited the Site, become familiar with local conditions under which the Work is to be performed and has correlated the Bidder's personal observations with the requirements of the proposed Contract Documents.
 - The Bid is based upon the Materials, Equipment, and Systems required by the Bidding Documents without exception.

• **BIDDING DOCUMENTS**

- Copies:
 - Bidders may obtain from **Eddyville Charter School** an electronic copy of the Bidding Documents as well as through **OregonBuys**.
 - Bidding Documents will not be issued directly to Subbidders or others, except as indicated in the Advertisement for Bids.

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• **BIDDING DOCUMENTS (Cont)**

- Complete sets of Bidding Documents shall be used in preparing Bids; neither the Owner nor the Architect assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- In making copies of the Bidding Documents available on the above terms, the Owner and the Architect do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant permission for any other use of the Bidding Documents.
- Interpretation or Correction of Bidding Documents:
 - Bidders and Subbidders shall carefully study and compare the Bidding Documents with each other and with other work being bid concurrently or presently underway to the extent that it relates to the Work for which the Bid is submitted, shall examine the site and local conditions, and shall promptly notify the Architect of any ambiguity, inconsistency, or error which they may discover.
 - Bidders and Subbidders requiring clarification or interpretation of the Bidding Documents shall make a request to reach the Architect at least seven days prior to the date for receipt of Bids.
 - Any interpretation, correction, or change of the Bidding Documents will be made by Addendum. Interpretations, corrections, or changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections, and changes.
- Product Substitutions:
 - Submit requests for approval in accordance with requirements specified in Section 01-63-00, and to reach Architect at least 5 Working Days prior to Bid opening.
- Addenda:
 - Copies of Addenda will be made available for inspection wherever Bidding Documents are on file for that purpose, and will be issued as follows:
 - Addenda will be electronically-mailed to each Entity who filed a Company Name, Contact name and e-mail address with the Owner for the express purpose of receiving Addenda.
 - Telephoned Addenda will not be assumed to be reliable transmissions.
 - In compliance with OAR 137-047-0430 (3a), Addenda will not be issued within 72 hours of Bid-submission time, except to extend Bid-submission date.
 - Each Bidder shall ascertain, prior to submitting a Bid that the Bidder, and each Subbidder, has received all Addenda issued, and the Bidder shall acknowledge receipt of the Addenda in the Bid.
 - Addenda, if any, issued after Subbid submissions, Bid opening, will be transmitted only to Bidders whose Bid is under consideration, and adequate time will be allowed for response thereto.

• **BIDDING PROCEDURE**

- Form & Style of Bids:
 - Bids shall be submitted on the forms identical to the form provided by the Architect.
 - All blanks on the Bid Form shall be legibly executed in a non-erasable medium.
 - Where so indicated by the makeup of the Bid Form, sums shall be expressed in both words and figures, and in case of discrepancy between the two, the written amount shall govern.
 - Any interlineations, alteration, or erasure must be initialed by the signer of the Bid.

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• **BIDDING PROCEDURE (Cont)**

- All requested Alternate Bids shall be bid. If no change in the Base Bid Amount is required, enter "No Change."
- The Bidder shall make no additional stipulations on the Bid Form nor qualify his Bid in any other manner.
- Each copy of the Bid shall include the legal name of the Bidder and a statement that the Bidder is a Sole Proprietor, a Partnership, a Corporation, or other legal entity. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. A Bid by a Corporation shall further give the State of incorporation and have the Corporate Seal affixed. A Bid submitted by an Agent shall have a current Power of Attorney attached certifying the Agent's authority to bind the Bidder.

• Bid Security:

- Each Bid shall be accompanied by a Bid Security in the amount of 10% of the Bid, pledging that the Bidder will enter into a Contract with the Owner on the terms stated in his Bid, and will furnish Bonds covering the faithful performance of the Contract and the payment of all obligations arising there under. Should the Bidder refuse to enter into such Contract or fail to furnish such Bonds, the amount of the Bid Security shall be forfeited to the Owner as liquidated damages, not a penalty.
- If the Owner fails to furnish evidence of financial arrangements to fulfill the Contract obligation as stipulated hereunder the Bid Security will not be forfeited.
- The Surety Bond shall be written by a Bonding Company licensed in the locality of the Project, in the form specified in Section 00-43-00, required by the Owner, and the Attorney-In-Fact who executes the Bond on behalf of the Surety shall affix to the Bond a certified and current copy of his Power of Attorney.
- In lieu of a Surety Bond, Bidders may submit a Cashier's Check, a Certified Check, or a Savings & Loan Secured Check.
- The Owner will have the right to retain the Bid Security of all Bidders until either (a), the Contract has been executed and the Bonds have been furnished, or (b), the specified time has elapsed so that Bids may be withdrawn, or (c), all Bids have been rejected.

• Submission of Bids:

- Submission of Bids in person:
- The Bid, Bid Security, and any other Documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope.
- The envelope shall be addressed to the Party receiving the Bids and shall be identified with the Project name, the designated portion of the Work, for which the Bid is submitted, and the Bidder's name and address.
- If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.
- Bids shall be deposited at the designated location prior to the time and date for receipt of Bids indicated in the Invitation to Bid, or any extension thereof made by Addendum.
- Bids received after the time and date for receipt of Bids will be returned unopened.
- The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.
- Orally or Telephonically submitted Bids will not be considered.

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- **BIDDING PROCEDURE (Cont)**
 - Submission of Bid by E-mail: (Preferred)
 - Bid, including any required Attachment(s), may at Contractor’s option be E-mailed provided E-mail Submission is received by Owner prior to Bid Closing Date and Time.
 - Address E-mailed Bid to Party receiving Bids at danny.wheeler@lincoln.k/12.or.us , and identify E-mail Subject Line as “**BID FOR Siding and Window Replacement – Phase 1**”
 - In addition to E-mail-submittal, Bidder must telephone Party receiving Bids at **(541) 875-2962** and confirm that electronic Bid and any required Attachment(s) were received by Owner prior to Bid Closing Date and Time.
 - If and when it is in Owner’s best interest to do so, Bids delayed or lost by E-mail System filtering or failure may be considered by Owner.
 - In addition to E-mail submission, Bidder shall ship or mail original Bid Submission to Owner for receipt no later that 5 working days following Bid Opening date. Label outside of Bid Package with “**BID FOR Siding and Window Replacement – Phase 1**”
 - Modification or Withdrawal of Bid:
 - A Bid may not be modified, withdrawn, or canceled by the Bidder for 45 days following the time and date designated for the receipt of Bids, and each Bidder so agrees in submitting his Bid.
 - Prior to the time and date designated for receipt of Bids, any Bid submitted may be modified or withdrawn by notice to the Party receiving Bids at the place designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder, and must have been mailed and postmarked on or before the date and time set for receipt of Bids. A change shall be so worded as not to reveal the amount of the original Bid.
 - Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids provided that they are then fully in conformance with these Instructions to Bidders.
 - Bid Security, shall be in an amount sufficient for the Bid as modified or resubmitted.
- **CONSIDERATION OF BIDS**
- Bid Opening:
 - Properly identified Bids will be opened privately at the above stated time and place, and recorded..
 - Bidders will be provided with a list of the Bids, as recorded with in 24 hours of Bid Opening.. The identity of the successful Bidder will not be determined at the Bid opening time. The Owner reserves the right to review the Bids and to consult with the Architect and with Legal Counsel about the sufficiency and legality of the Bids.
 - Final determination of Award of Contract is by the School Board.
- Rejection of Bids:
 - The Owner shall have the right to reject any or all Bids, reject a Bid not in compliance with bidding procedures and requirements, or not accompanied by Bid Security or Data required by the Bidding Documents, or are in any way incomplete or irregular.
 - The Owner shall also have the right to reject any or all Bids when, in the Owner's judgment, it is in the Owner's best interest to do so.

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• **CONSIDERATION OF BIDS (CONT)**

• **Acceptance of Bid:**

- It is the intent of the Owner to award a Contract to the lowest qualified Bidder provided the Bid has been submitted in accordance with the requirements of the Bidding Documents, and does not exceed the funds available.
- The Owner shall have the right to waive informalities and irregularities in a Bid received and to accept a Bid which, in the Owner's judgment, is in the Owner's own best interests.
- The Owner shall have the right to accept Alternates, if any, in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the low Bidder on the basis of the sum of the Base Bid and the Alternates accepted.

• **PRE-BID CONFERENCE**

- A **Mandatory Pre-Bid Conference** will be held **Friday, August 5, 2022, 1:30 pm** to answer questions regarding the Project. All interested General Contractors, Subcontractors, and Suppliers are invited to attend.
- Additional opportunities to view Project Conditions can be made available to Registered Contractors August 8th through August 11 by setting up an appointment with the Owner's Representative:
 - danny.wheeler@lincoln.k/12.or.us
- At no other times is the School accessible to Bidders

• **POST-BID SUBMITTALS**

- Using the Form specified in Section 00-41-00, and within 2 working hours of the Bid Submittal Deadline, Bidders shall submit to the Owner the names, addresses, and phone numbers of those 1st tier Subcontractors whose Subbids are:
 - Equal to or greater than 5% of the Base Bid Sum, or
 - \$350,000 regardless of the percentage of the Base Bid Sum.
- If the Bidder is going to self-perform part of the Contract Work, the Bidder is still required to submit the List and insert "None" in the areas of self-performance.
- If the List is not submitted within the specified time, or if the List is incomplete, the Bid will be considered to be non-responsive and the Bid will not be considered.
- Additionally, the selected Bidder shall, within 48 hours after notification of his successful Bid, submit in writing the following to the Owner through the Architect:
 - Designation of the Work to be performed with the Bidder's own forces;
 - Names and addresses of all other 1st tier Subcontractors, and;
 - Names of manufacturers and suppliers of principal Products, Systems, and Equipment proposed for the Work.
- The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

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- **POST-BID SUBMITTALS (Cont)**
- Prior to the award of the Contract, the Architect will notify the Bidder in writing if either the Architect or the Owner, after due investigation, has reasonable objection to any person or entity proposed by the Bidder. If the Owner or Architect has a reasonable objection to a proposed person or entity on such List, and refuses in writing to accept such Person or Entity, the Bidder may, at the Bidder's option, (1) withdraw the Bid, or (2) submit an acceptable substitute person or entity with an adjustment in the Base Bid or Alternate Bid to cover the proven difference in cost occasioned by such substitution.
The Owner may, at his discretion, accept the increased bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, Bid Security will not be forfeited.
- Failure to object to a Manufacturer shall not constitute a waiver of any of the requirements of the Contract Documents, and all Products furnished by the listed Manufacturer must conform to such requirements.
- Persons or entities proposed by the Contractor, and to whom the Owner and Architect have made no reasonable objection, must be used on the Work for which they are proposed, and they shall not be changed except with the written consent of the Owner and the Architect.
- The General Contractor (GC) may substitute a Subcontractor (SC) only for the following reasons:
 - When the SC fails or refuses to execute a written Subcontract after having a reasonable opportunity to do so after the written Subcontract has been presented.
 - When the SC becomes bankrupt or insolvent.
 - When the SC fails or refuses to perform the Subcontract.
 - When the SC fails or refuses to meet the bond requirements of the GC which were established before the Subbid submittal.
 - When the GC demonstrates to the Owner that the SC was listed due to an inadvertent clerical error.
 - When the SC is not registered with the Construction Contractors Board (CCB) , and is required to be.
 - When the GC determines that the SC's work is substantially unsatisfactory and not in substantial accordance with the Drawings, Specifications, or other Contract Documents, or that the SC is substantially delaying the Project Work.
 - When the SC is ineligible to work on a Public Improvement Project.
 - When the Owner's election of an Alternate Bid dictates the use of a different SC.
 - When determined by the Owner, that it is clearly in the Owner's best interest to do so.
 - When the substitution is for "Good Cause" as defined by the CCB as follows:
 - The Substitution was consistent with, and did not violate, public policy expressed in ORS 279C-585, that public agencies shall make every effort to construct public improvements at the least cost to the public; and
 - One or more of the following facts was true:
 - The SC was financially unstable.
 - The SC had an unacceptable performance history on past contracts.
 - The SC has an unacceptable history of untimely performance.
 - The SC has an unacceptable history of filing excessive claims and lawsuits on past contracts.
 - The SC has an unacceptable work safety record.
 - The SC did not have sufficient human resources to perform the work required under contracts entered into by the SC.
 - The SC failed or refused to meet insurance requirements of the GC.
 - The SC failed or refused to meet any other ORS requirements.

- 1 • **POST-BID SUBMITTALS (Cont)**
2
3 • The SC's ability to successfully perform the Project Work and protect
4 the guarantees and warranties placed by the GC was substantially
5 jeopardized.
6 • When requesting acceptance of a substituted SC, the GC must submit the reason(s) in writing to
7 the Owner.
8
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10 • **MISCELLANEOUS PROVISIONS**
11
12 • Protest of Bid:
13 • Protest of Bid Specifications or Contract terms shall be presented to Architect and
14 Owner in writing at least 5 working days prior to Bid opening. Such protests or
15 requests for change shall contain reason for protest or request, and any proposed
16 changes to Specifications or Terms. No protest will be considered after deadline
17 established for submitting such protest. Where applicable, provisions of OAR 137
18 shall prevail.
19 • Determination of Low Bid:
20 • Bid will be ranked, and low bid determined, on basis of total project cost (Base Bid
21 plus or minus those Alternate Bids chosen by Owner).
22 • Final Award:
23 • Written notice of Contract award shall constitute Owner's final decision to award
24 Contract, unless Protest of Award is received as stipulated below.
25 • Protest of Award:
26 • Any actual Bidder, who is adversely affected by Owner's Notice of Contract Award to
27 another Bidder on the same solicitation, shall have 72 hours from issuance of Notice of
28 Award to submit to Owner, written protest of Notice of Award. In order to be
29 adversely affected or aggrieved, Bidder must be next in line for award. Where
30 applicable, provisions of OAR 137 shall prevail.
31 • Protest of Bid:
32 • Protest of Bid Specifications or Contract terms shall be presented to Architect and
33 Owner in writing at least 5 working days prior to Bid opening. Such protests or
34 requests for change shall contain reason for protest or request, and any proposed
35 changes to Specifications or Terms. No protest will be considered after deadline
36 established for submitting such protest. Where applicable, provisions of OAR 137
37 shall prevail.
38 • Determination of Low Bid:
39 • Bid will be ranked, and low bid determined, on basis of total project cost (Base Bid
40 plus or minus those Alternate Bids chosen by Owner).
41 • Final Award:
42 • Written notice of Contract award shall constitute Owner's final decision to award
43 Contract, unless Protest of Award is received as stipulated below.
44 • Protest of Award:
45 • Any actual Bidder, who is adversely affected by Owner's Notice of Contract Award to
46 another Bidder on the same solicitation, shall have 72 hours from issuance of Notice of
47 Award to submit to Owner, written protest of Notice of Award. In order to be
48 adversely affected or aggrieved, Bidder must be next in line for award. Where
49 applicable, provisions of OAR 137 shall prevail.
50

END OF SECTION

BID FORM

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2 • **PROJECT TITLE: Siding and Window Replacement – Phase 1**

3

4 • Project Location: **Eddyville Charter School**
5 **1 Eddyville School Rd**
6 **Eddyville, OR 97343**

7

8 • Bid Submission Location: **1 Eddyville School Rd**
9 **Eddyville, OR 97343**

10 •

11 • Bid Submission Deadline: **2:00pm** local prevailing time on **August 23, 2022**12 • Bid Opening Time & Date: **2:05pm** local prevailing time on **August 23, 2022**

13

14

15 • **P R O P O S A L**

16

17 • Bidder's Name: _____

18 • Bidder's Address: _____

19 • Bidder's Telephone Number: (____) _____

20

21

22 • Owner's Name: **Eddyville Charter School**

23

24 • Owner's Address: **1 Eddyville School Rd**
25 **Eddyville, OR 97343**

26

27

28 • **BASE BID**

29

30 • The undersigned (check one of the following and insert information requested),

31

32 ____ a. A corporation organized and existing under the laws of the State

33 of _____, or

34 ____ b. A partnership registered under the laws of the State of _____; or

35 ____ c. An individual doing business under an assumed name registered under the laws of
36 the State of _____; or

37 ____ d. An individual doing business under his or her own name;

38

39 • hereby proposes to furnish all material and labor and perform all Work as hereinafter indicated
40 for **Siding and Window Replacement – Phase 1** in strict accordance with Drawings and
41 Specifications prepared by DH Goebel, Architect, for a Base Bid

42 of _____ dollars (\$ _____),

43 and the Undersigned agrees to be bound by the following documents:

44

45

46 • Invitation to Bid

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- Instructions to Bidders
- Supplemental Instructions to Bidders
- Bid Security
- Agreement
- Performance & Payment Bonds
- General Conditions & Supplementary Conditions
- Drawings listed on cover sheet of Drawings
- Specifications listed in Project Manual Table of Contents.

BID FORM

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• **BASE BID (Cont)**

- Detail Drawings & Schedules bound in Project Manual. separately.
- Addenda numbered _____ through _____, inclusive.

• **ALTERNATE BIDS**

• In addition to the Base Bid indicated above, the Undersigned proposes to furnish all labor and material and perform all Work relating to the following Alternates as described in Section 01-20-00.

| | | |
|---|-------------|-------------|
| • | • ADD | • DEDUCT |
| • Alt. 1: Delete all interior Work | • | • (\$_____) |
| • Alt. 2: Delete Final paint coat after installation | • | • (\$_____) |
| • Alt. 3: Don't pre-paint siding & trim, 2 coats after installation | • (\$_____) | • (\$_____) |
| | • | • |

• It is understood that the Base Bid may be adjusted for any Alternates in determining the amount of the Contract. Any or all of the Alternates may be accepted or reinstated by the Owner at any time within 60 calendar days after date of the Contract Award by the Owner, and if accepted or reinstated, payment shall be made therefore at the respective amounts named herein. If, prior to acceptance of any Alternate Bid, other Work is undertaken which affects the Alternate Bid Work, the Alternate Bid Sum will be adjusted accordingly.

• **UNIT PRICES**

• The following Unit Price is Prices are submitted by the Undersigned Bidder as a proposed basis for additive or deductive adjustment to the Base Bid in the event Contract changes are required involving the Items described. It is understood, and agreed, that any Unit Price is subject to acceptance by the Owner and thereafter it will be entered into the Agreement.

| Item & Unit of Measure: | <u>Extra</u> | <u>Credit</u> |
|---|--------------|---------------|
| Replace dry rot sheathing: plywood or OSB 4x8 Sheet | (\$_____) | |
| Replace dry rot stud: 2x4 x10ft | (\$_____) | |
| Replace dry rot stud: 2x6 x10ft | (\$_____) | |
| | (\$_____) | (\$_____) |
| | (\$_____) | (\$_____) |

• **ESTIMATES OF FUTURE PHASES:**

- **Phase 2:** Labor _____ Material _____
- **Phase 3:** Labor _____ Material _____

BID FORM

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- **OVERHEAD & PROFIT**

- The above Bid Prices include all fees, taxes, profit, overhead, and similar items.

- **TIME OF COMPLETION**

- The Undersigned agrees, if awarded Contract, to fully complete Phase 1 within _____ consecutive calendar days after notice to proceed is received and Work on site is ready to begin.

- **BIDDER'S RESIDENCY**

- _____ The Bidder is a resident of the State of Oregon.
- _____ The Bidder is a non-resident of the State of Oregon as defined below.
- A non-resident of Oregon is one who has neither paid Unemployment Taxes nor Income Taxes in Oregon during the 12 calendar months immediately preceding submission of this Bid, nor has a Business Address in Oregon.
- If a non-resident, the Bidder shall indicate the State in which the Bidder resides and the Preference Discount, if any, given by that State.
 - Bidder's State of Residence: _____
 - Preference Discount given by Bidder's Residence State: _____ %
- In determining the lowest Responsible Bidder for this Work, the above stated percentage will be added to the Bid of non-resident Bidders for purposes of determining the low-bidder, but the percentage will not be added to the Contract Sum appearing in the Agreement.

- **BID SECURITY (IF REQUIRED)**

- Accompanying herewith is Bid Security; which is not less than ten (10) percent of the total amount of the Base Bid plus additive Alternate Bids, if any.

- **BID SECURITY FORFEITURE**

- The undersigned further agrees that the Bid Security accompanying this Bid is left in escrow with the Owner; that the amount thereof is the measure of liquidated damages which the Owner will sustain by the failure of the Undersigned to execute and deliver the above-named Agreement, and Performance & Payment Bonds, and that if the Undersigned defaults in either executing the Agreement or providing the Performance & Payment Bonds within ten (10) days after receiving the Contract Forms, then the full value of the Bid Security may, at the Owner's option, become the property of the Owner; but if the Bid is not accepted within thirty (30) sixty (60) calendar days after the time set for the opening of the Bids or if the Undersigned executes and timely delivers the said Agreement and Performance & Payment Bonds, the Security will be returned.

BID FORM

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- **CONTRACT & BOND**

- The Undersigned agrees, if awarded the Contract, to deliver to the Owner within ten (10) days after receiving the Contract Forms an executed Agreement together with satisfactory Performance & Payment Bonds in an amount equal to one hundred (100) percent of the Contract Sum.

- The Surety requested to issue the Performance & Payment Bonds will be:

- Name of Surety Company: _____

- The Undersigned hereby authorizes said Surety Company to disclose any information to the Owner concerning the Undersigned's ability to supply Performance & Payment Bonds in the amount of the Contract Sum.

- The Undersigned's maximum bonding capacity is: \$ _____

- **NONCOLLUSION**

- The Undersigned certifies that (1) this Bid has been arrived at independently and is being submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other Vendor of materials, supplies, equipment, or services to limit independent bidding or competition, and (2) the contents of this Bid have not been communicated by the Undersigned or its Employees or Agents to any Person not an Employee or Agent of the Undersigned or its Surety on any Bond furnished with the Bid and will not be communicated to such Person prior to the official opening of the Bid.

- **WAGE RATES**

- The Undersigned agrees, if awarded a Contract, that he will comply with the provisions of ORS 279C.800 - 279C.870 pertaining to the payment of prevailing rates of wage.

- **CONTRACTORS' REGISTRATION**

- As a condition to submitting this Bid, a Contractor must be registered with the Oregon Construction Contractors Board in accordance with ORS 701.035 to 701.055, and the Contractor must disclose the Registration Number. Failure to register and disclose the Number, will make this a Non-responsive Bid and the Bid will be rejected, unless contrary to Federal Law.

- Contractor's Registration Number: _____

- The Undersigned hereby certifies that all Subcontractors performing construction work as described in ORS 701.005(2) will be registered with the Construction Contractors Board prior to commencing work under this Contract.

- **WORKER'S COMPENSATION INSURANCE**

- The successful Bidder hereby certifies that, in compliance with the Worker's Compensation Law of the State of Oregon, Worker's Compensation Insurance will be provided by:

- Name of Carrier (Not local Agent): _____

- Policy Number: _____

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• **SIGNATURES**

• Name of Firm: _____

• By: _____

• (Sole Individual)

• or

• By: _____

• (Partner)

• or

• By: _____

• (Authorized Officer of Corporation)

• Attested By: _____

• (Secretary of Corporation)

END OF BID FORM

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Project Title: **Siding and Window Replacement – Phase 1**

Project Location: **Eddyville Charter School
1 Eddyville School Rd
Eddyville, OR 97343**

Subbid Disclosure Submittal Location: Same as for Bid Form

Subbid Disclosure Submittal Time & Date: until **4:00pm** on **August 23, 2022**

Bidder's Name:

Contact Name:

Bidder's Address:

Bidder's Telephone Number: (____)-_____

Owner's Name: **Eddyville Charter School**

Owner's Address: **1 Eddyville School Rd
Eddyville, OR 97343**

DISCLOSURE INSTRUCTIONS

In accordance with requirements specified in Section 00-20-00, disclose identity of First Tier Subcontractors proposed by Bidder for use on this Project. Enter "None" if there are no Subcontractors that need to be disclosed.

If Alternate Bids are specified in Section 01-20-00, identify (on attached separate sheet) Subcontractors other than those listed below, if any, to whom subcontracts will be awarded if specific Alternate Bids are elected by Owner.

1
2

DISCLOSURE LIST

| <u>Subcontract & Spec. Sect. No.</u> | <u>Subcontractor's Name, Address, & Phone Number</u> | <u>Dollar Value of Work</u> |
|--|--|---------------------------------|
| | | |
| _____ _____ | _____ _____ _____ _____ () - | \$ |
| | | |
| _____ _____ | _____ _____ _____ _____ () - | \$ |

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(Attach additional sheets as required.)

Failure to submit this Form by the disclosure deadline will result in a non-responsive bid. A non-responsive bid will not be considered for award.

END OF SECTION

BID SECURITY

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- **FORM OF SECURITY**

- The Bid Security is required if the Bidders Bid exceeds \$100,000.
- The Bid Security for this Project shall be executed on AIA Document A310, a copy of which is bound hereinafter to inform Bidders of its content and wording.
- The Bid Security for this Project shall be executed on AIA Document A310.
- An example of the Document may be examined at the Architect's Office, and copies can be ordered from:
 - Document can be ordered from American Institute of Architects at:
<http://documentsondemand.aia.org/>

END OF SECTION

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- **PREVAILING WAGE RATES**
- Workers on this Project must be paid no less than the Prevailing Wage Rates published by the Oregon Bureau of Labor & Industries (BOLI), and the Contractor and each Subcontractor shall comply with the stipulated requirements and any applicable amendments. The governing Rates shall be those in force on the execution date of the project's Owner/Contractor Agreement.
- Listed Rates shall remain in effect for Project duration.

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- **FORM OF AGREEMENT**
- The Agreement between the Owner and the Contractor for the Work of this Project will be executed on AIA Document A101 - Stipulated Sum.
- An example of the Agreement may be examined at the Architect's Office, and copies can be ordered from American Institute of Architects at:
 - <http://documentsondemand.aia.org/>

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- **FORM OF THE BONDS**
- The Performance and Payment Bonds called for in the Contract Conditions shall be executed on AIA Document A312.
- An example of the Bonds can be seen at the Architect's Office, and copies can be ordered from American Institute of Architects at:
 - <http://documentsondemand.aia.org/>

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- **STANDARD FORM**

- "General Conditions of the Contract for Construction", AIA Document A201, 2017 edition, is hereby made part of these Specifications as fully as if hereto attached or herein repeated.
- The Contractor and all Subcontractors shall read and be governed by them.
- Copies of the General Conditions may be seen at the Architect's office, and copies can be ordered from American Institute of Architects at:
 - www.aiacontracts.org/purchase

END OF SECTION

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• **GENERAL**

- In addition to requirements stipulated in General Conditions Article 4.2.11, 4.2.12, & 4.2.13 the following shall apply to this Contract:
 - In event that the Contractor or a Subcontractor, at any tier, determines that some portion of the Drawings, Specifications, or other Contract Document require clarification or interpretation, the Contractor shall submit a written Request for Interpretation (RFI) to the Architect.
 - The RFI shall clearly and concisely set forth the issues for which the clarification or interpretation is sought, and why a response is needed. The RFI shall also set forth the Contractor's interpretation or understanding of the issues.
 - The Contractor shall attest that prior to submitting a RFI from a Subcontractor, the General Contractor has reviewed the RFI for appropriateness and completeness and, if needed, obtained clarifications from the Subcontractor.
 - The Architect will review each RFI, and determine whether or not the document qualifies as a Request for Interpretation as defined below. If the Architect determines that the document is not a legitimate RFI, it will be returned to the Contractor unreviewed as to content.
 - The Architect will respond to RFI's within 5 working days of receipt from the Contractor, unless a longer time will be required to provide an adequate response. If a longer time is determined necessary, the Architect will, within 5 working days, notify the Contractor of the anticipated response time. An extension to the Contract Time will not be considered unless the Contractor submits a written request for extension to the Architect within 5 working days thereafter.
 - Unless specifically noted to the contrary, RFI responses from the Architect will not alter requirements of the Contract Documents. If the Contractor believes that an Architect's response does affect the Contract Sum or Contract Time, the Contractor shall, within 5 working days, submit a written notice to the Architect, stating proposed changes and documenting the reasons for such changes. Failure to give such notice shall waive the Contractor's right to seek additions to the Contract Sum or extensions to the Contract Time under the Changes Article of the General Conditions.

• **UNACCEPTABLE RFI CLAIMS**

- The Owner will not authorize increases to the Contract Sum or extensions to the Contract Time caused by Contractor's additional field or office staffing, project delays, decreased labor productivity, etc. when such claims are caused by any or all of the following:
 - Project Communications:
 - Routine communications between the Owner, Architect, and Contractor, including correspondence, memos, field-reports, test-reports, telephone calls, faxed messages, E-mail, etc.
 - Substitution Requests:
 - Requests by Contractor to substitute products or methods of construction.
 - Shop Drawings & other Submittals:
 - Contractor prepared drawings, product data, samples, etc. submitted for Architect's review to ascertain that Contractor clearly understands Project design intent and Contract Document requirements.
 - Value Engineering Requests:
 - Communications regarding Contractor-originated Value Engineering requests.

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- **UNACCEPTABLE RFI CLAIMS (Cont)**
 - Non-conforming Work:
 - Communications regarding Work that has not been performed in compliance with the Contract Documents.
 - Finding Existing Information:
 - Directing Contractor where to locate requested information within Drawings, Specifications, or other Contract Documents.

- **REQUESTS**
 - Requests may be submitted only when Requestor cannot obtain interpretations or information through research, Contract Documents review, or other reasonable means.
 - Requests for interpretations or information that is already contained or provided for in the Contract Documents may result in additional administrative costs, which shall be charged by the Owner to the Requestor.
 - Requests shall include the following information:
 - Sequential Request Numbers
 - Sender's & Receiver's names, firm names, and related addresses
 - Request Issue Date
 - Requested Reply Date
 - Request Description
 - References & Attachments
 - Sender's Recommendations
 - Space for Receiver's Response

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• **WORK COVERED BY CONTRACT DOCUMENTS**

- Work of this Contract comprises the **Siding and Window Replacement - Phase 1.**
- The Work is identified as being in 3 Phases over a couple of years. The intent of the Owner is to continue with the same Contractor for Phases 2 & 3. The Bid includes an estimate by the Contractor for Phases 2 & 3. The Contractor will be asked to update the estimate to a Bid, knowing costs will have changed by the time the next Phase is to begin. The Owner does reserve the right to put Phase 2 and/or Phase 3 out to Bid.
- The Project Work for Phase 1, and similar to subsequent Phases, includes but is not limited to the following:
 - Coordinate with Owner for temporary removal of mechanical and electrical mounted items in the way of siding replacement.
 - Removal of siding, trim and windows on the Main school building.
 - Removal of damaged weather resistant barrier
 - Removal and replacement of dry rot of sheathing if discovered.
 - Removal of and replacement of any dry rot of framing behind damaged or dry rot sheathing.
 - Framing and sheathing infill of existing openings where smaller replacement windows are being used.
 - Wrap window & door openings.
 - Cover sheathing and / or existing weather barrier with new weather resistant barrier / rain screen.
 - Install new windows
 - Install new flashing, siding, and trim
 - Paint all of exterior
- Location: Eddyville Charter School
 - 1 Eddyville School Rd
 - Eddyville, Or

• **OWNER-CONTRACTOR AGREEMENT**

- See Section 00-50-00.

• **WORK BY OTHERS UNDER SEPARATE CONTRACT**

- Concurrently with Work of this Contract:
 - Removal of light fixtures and electrical conduits as well as mechanical items in conflict with the Siding and Window replacement process will be preformed by Owner supplied labor or their Contractor.
 - Contractor to coordinate with Owner not less than 48 hrs in advance of work needing to be performed.

• **FUTURE WORK**

- Project is planned to be in Phases as shown on Drawings.
 - Phases may occur over a couple of years. Owner will determine time frames.
- Prevent Work of this Contract from impeding properly performing Future Work.
 - Leave transition workable with out creating additional cost to begin the next phase.

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• **WORK SEQUENCE**

- To accommodate Owner's use of Premises during construction perform Work as follows:
 - Contractor shall:
 - Provide a construction fence around the portion required for work. Coordinate with Owner regarding location.
 - Maintain access and parking for Owner and their Personnel
 - Maintain access and parking for Public.
 - Maintain utility Systems operational.

• **OWNER'S USE OF PREMISES**

- Construction Period is flexible. It may occur while school is out or while in session.
- Owner will occupy Premises during construction period to conduct Owner's normal operations while school is out or while in session.
- Cooperate with Owner during construction operations to minimize conflicts and to facilitate Owner's use of facilities.
- Maintain Code-required Emergency Exit ways from existing building exits at all times.

• **CONTRACTOR'S USE OF PREMISES**

- Contractor shall limit his use of the Premises for work and storage to allow for:
 - Owner's occupancy
 - Public use
 - Safety for occupants of the School
- Coordinate use of Premises as directed by Architect and Owner.
- Schedule Work to maintain Owner's operations. Include in Contract Sum sufficient funds as may be required for any "overtime" work caused by this requirement. No additional payment to Contractor will be authorized because of Contractor's failure to anticipate required "overtime" work. Work may also occur during off hours.
- If and where necessary and when directed, move any stored Products, Equipment, or Vehicles which are under Contractor's control, and which interfere with operations of Owner
- Contractor shall conduct his operations as to insure the least reasonable inconvenience to the General Public and Owner.

• **PRE-ORDERED PRODUCTS**

- In order to expedite Project delivery, the Contractor may have to ordered products as required, prior to beginning work on site. Owner will accommodate an area for storage. The intent is to not mobilize, work and then pull off due to not having materials available. Contractor is to preplan for material availability so as not to create down time or delays.

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• **OVERTIME WORK**

- To permit arrangements for inspections, the Contractor shall notify the Architect at least 48 hours in advance of any overtime work, including nights, weekends, and holidays. Do no overtime work, requiring inspections, without notifying Architect.
- The Contractor shall reimburse the Architect and Owner for any expenses incurred by them because of Contractor's overtime work.

• **SURVEYING EXISTING CONDITIONS**

- Prior to commencement of Work, Contractor, Owner, and Architect shall jointly survey existing conditions, noting and recording any existing damage to Site and interior of exterior walls where Work is to be performed.
- Contractor shall prepare Record of Findings, and before Work begins, Owner and Contractor shall both sign Record. Photographs of Conditions recommended accompanying written documentation.
- Record will serve as a basis for determining any subsequent damage to existing facilities caused by Contract Work on the interior of the exterior wall.

• **PROTECTING EXISTING UTILITIES**

- Contractor shall assume that unknown Utility Lines probably do not exist in exterior building walls. Contractor shall proceed with caution when working with sheathing replacement in areas that could conceal unknown Utilities. If such Utility Lines are encountered, immediately protect and notify Owner and Architect of discovery and condition.
- If existing Utility Lines are damaged; remove, repair, or replace Lines as directed. Additional compensation and/or extensions of time, if any, caused by removing, repairing, or replacing Lines will be determined in accordance with General Conditions.

• **EXCESSIVE NOISE**

- Minimize excessive noise, such as that caused by Air Compressors, Electricity Generators, Impact Hammers, or other similar Devices during Owner's normal working hours, the hours between 7 AM and 4PM. When such noise is unavoidable, notify Owner's Representative at least 24 hours prior to such noise, and comply with Owner's instructions.

• **OFFENSIVE ODORS**

- Smoking is prohibited within School grounds...
- Do not use offensive smelling Compounds. When such Odors are unavoidable, exhaust Odors directly to out-of-doors, if being used indoors.

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• **INAPPROPRIATE BEHAVIOR**

- Use of inappropriate and foul language; sexual harassment (including display of suggestive photos and calendars); insubordination to Owner's Personnel, their Design Consultants, and their Guests will not be tolerated and will constitute grounds for Project removal. No increase in Contract Sum or extension of Contract Time will be authorized for such removal.

• **FIRE-HAZARDOUS WORK**

- Perform no hazardous Work which could activate existing Fire or Smoke Detectors internally without the following:
 - Give Owner's Representative 48 hours advance notice of such Work.
 - Maintain adequate Fire Extinguishing Equipment close at hand during such Work.

• **SHUTDOWN OF EXISTING UTILITIES**

- Do not interrupt existing Utility Services without advance written approval of Owner's Representative.
- Minimum Advance Notice:
 - For Minor Interruptions (limited circuits): 3 working days
 - For Major Interruptions impacting entire Building,: 10 working days

• **RESPONSE TIME FOR CORRECTING NON-COMPLYING WORK**

- Contractor's response to notice of Work to be Corrected shall be accomplished during the following time periods:
 - Emergency Work:
 - Failures or deficiencies constituting immediate danger or health hazard to People or likely damage to Property.
 - Response Time: 24 hours per day 7 days per week
 - Urgent Work:
 - Failures or deficiencies which do not immediately endanger Persons or Property, but would soon do so if not corrected.
 - Response Time: Between 7:00 AM & 4:00 PM on Mondays thru Fridays and within 3 calendar days following receipt of Notice.
 - Routine Work:
 - Failures or deficiencies of less importance that do not meet criteria of Emergency or Urgent Work.
 - Response Time: Between 7:00 AM & 4:00 PM on Mondays thru Fridays and within 5 calendar days following receipt of Notice.

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• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Submission & Acceptance of Bids: Section 00-20-00
- Owner-Contractor Agreement Form: Section 00-50-00
- Summary of Work: Section 01-11-00

• **BASE BID**

- Includes all Work shown on Drawings or included in Specifications for Phase 1, excepting only that Work noted in the following Alternate Bids, and that Work specifically noted as excepted.

• **ALTERNATE BIDS**

- The following Alternate Bids are each identified by number and each describes basic changes to be incorporated into the Work, only when that Alternate is made part of the Work by specific provision in the Owner-Contractor Agreement.
- Referenced Specification Sections stipulate pertinent requirements for Products and methods to achieve the Work stipulated in the Alternate.
- Coordinate related Work and modify surrounding Work as required to integrate the Work of the Alternate, and to provide complete construction required by Contract Documents.
- Alternate Bid No. 1:
 - In lieu of **providing gypsum board, taped and textured, leave interior walls exposed to insulation where infill of openings has occurred, Owner will subcontract Work directly with another contractor, specified in Section 09 25 00.**
- Alternate Bid No. 2:
 - In lieu of **Painting entire exterior of Phase 1 area, provide only first coat prior to installation of pre-primed siding and trim. Owner will subcontract directly with another Contractor. specified in Section 09 90 00.**
- Alternate Bid No. 3:
 - In lieu of **paint first coat of siding and trim prior to installation,; install pre-primed siding and trim and then apply a minimum of 2 coats of paint. specified in Section 09 90 00**

• **ESTIMATED BIDS – PHASES 2 & 3**

- Phase 2 & 3 Work is similar to Phase 1 and indicated on Drawings. Contractor is, to the best of their knowledge, estimate separate numbers for Labor and Materials for the future phases. Estimated time for the future Work is:
 - Phase 2: Spring/Summer 2023
 - Phase 3: Spring/Summer 2024
 - Contractor will not be held to these estimates.
 - Contractor will update their costs for Phase 2 and re-estimate Phase 3 Spring of 2023 and will be required to explain and provide documentation as required for increase or decrease of the costs.

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• **UNIT COSTS**

- Unit costs have been determined to identify consistent charges for uncovered work.
- Dry rot visible or can be reasonably expected from visual inspection is not part of additional charges based on Unit costs.

• **UNIT COSTS (Cont)**

- Contractor is encouraged to utilize all of the material including other locations where needed without additional charge for Unit costs. Efficiency in use of materials to minimize waste is required.
- Dry rot of sheathing not identifiable from visual inspection is to be replaced in full or half sheets using the whole or partial Unit cost identified on the Bid Form. Cost includes Labor and material for removal of old and installation of the new sheathing.
- Dry rot of framing behind sheathing being replaced is based on increments of the Unit cost of removal and installing a 10ft stud.
- Owner verification of the extent of dry rot is required and documentation of location and quantities is to occur by Contractor for inclusion in Change Order

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• **RESPONSIBLE PARTIES**

- Immediately following Contract execution, Owner will and Contractor shall identify who, within their respective organizations, will be responsible for executing Change Orders.

• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Unit Prices: Sections 00-40-00 & 00-50-00
- Contract Conditions: Sections 00-70-00 & 00-80-00
- Contract Conditions: Sections 00-70-00 & 00-80-00
- Applications for Payment: Section 01-29-50
- Construction Progress Schedules: Section 01-32-00
- Product Substitutions: Section 01-63-00
- Contract Closeout: Section 01-77-00
- Project Record Documents: Section 01-82-00

• **DEFINITIONS**

- Proposal Request:
 - Means request from Architect to Contractor for changes to Contract Sum and/or Contract Time for proposed changes to the Work.
- Change Order:
 - See General Conditions.
- Construction Change Directive:
 - Means written order to Contractor, executed on AIA Form G714 or other similar form designated by the Owner, and signed by Owner and Architect, which amends Contract Documents as described, and authorizes Contractor to proceed with change affecting Contract Sum and/or Contract Time, for inclusion in subsequent Change Order.
- Architect's Supplementary Instructions:
 - Means written order, instruction, or interpretation to Contractor, executed on AIA Form G710 or other similar form designated by Architect, and signed by Architect, which authorizes minor changes in Work not altering Contract Sum and/or Contract Time.

• **OWNER OR ARCHITECT INITIATED CHANGES**

- Requests will include:
 - Detailed description of change, including change location and products.
 - Supplementary or revised Drawings and Specifications.
 - When appropriate, projected time span for making change, and specific statement as to whether or not Overtime Work is authorized.
 - When appropriate, specific time period during which requested price will be considered valid.
- Such request is for information only, and is not an instruction or authorization to execute the change or an order to stop Work in progress.

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- **CONTRACTOR INITIATED CHANGES**
- Requests shall include:
 - Description of proposed change
 - Statement of reason for making change
 - Statement of effect upon Contract Sum and Contract Time
 - Statement of effect upon Building Permit.
 - Documentation supporting any change to Contract Sum and/or Contract Time
- **CONSTRUCTION CHANGE DIRECTIVE**
- In lieu of Proposal Request, Architect may issue Construction Change Directive for Contractor to proceed with change for subsequent inclusion in future Change Order.
- Directive will describe Work changes with attachments of revised Contract Documents defining details of change, and designating any changes in Contract Sum and/or Contract Time.
- Owner and Architect will sign and date Construction Change Directive as authorization for Contractor to proceed with changes.
- Contractor shall, if he concurs, sign and date Construction Change Directive to indicate agreement with specified terms.
- **DOCUMENTATION OF PROPOSALS & CLAIMS**
- Support quotation for each Unit Price Proposal, which has not been previously established, and each Lump Sum Proposal with sufficient substantiating data to allow Architect to evaluate quotation.
- When requested by Architect, submit the following Cost and Time data:
 - Labor required.
 - Equipment required.
 - Products required:
 - Quantity required.
 - Purchase source.
 - Unit cost.
 - Taxes, Insurance, & Bonds.
 - Credit for deleted Work, similarly documented.
 - Overhead and Profit.
 - Justification for any change in Contract Time.
- Support each claim for additional cost, and for Work performed on time-and-material / force-account basis with documentation as required for lump-sum proposal, plus the following information:
 - Name of Owner's authorized Agent who ordered Work, and date of Order.
 - Dates and time of Work performed, and by whom.
 - Time Records, including summary of hours worked, and hourly rates paid.
 - Receipts and Invoices for the following:
 - Equipment used, including dates and time of use.
 - Products used, including quantities.
 - Subcontracts.
- Document requests for Product substitutions as specified in Section 01-63-00.

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• **PREPARATION OF CHANGE ORDERS**

- Architect will prepare each Change Order.
- Change Order Form: AIA Document G701
- Change Order will describe Work changes with attachments of any revised Contract Documents, which define Change details.
- Change Order will adjust Contract Sum and/or Contract Time.

• **LUMP-SUM/FIXED PRICE CHANGE ORDERS**

- Change Order contents will be based on, either:
 - Architect's Proposal Request and Contractor's responsive Proposal as mutually agreed between Owner and Contractor.
 - Contractor's Change Proposal as recommended by Architect, and as mutually agreed between Owner and Contractor.
- Owner and Architect will sign and date Change Order as authorization for Contractor to proceed with Changes.
- Contractor shall sign and date Change Order to indicate agreement with specified terms.

• **UNIT PRICE CHANGE ORDERS**

- Change Order contents will be based on either:
 - Architect's definition of required changes
 - Contractor's Change Proposal as recommended by Architect
 - Survey of completed work
- Unit Price amounts shall be either:
 - Those stated in Agreement, if any.
 - Those mutually agreed upon between Owner and Contractor
- When quantities of Items affected by Change Order can be determined prior to start of Work:
 - Owner and Architect will sign and date Change Order as authorization for Contractor to proceed with changes.
 - Contractor shall sign and date Change Order to indicate agreement with specified terms.
- When quantities of Items affected by Change Order cannot be determined prior to start of Work:
 - Architect or Owner will issue Construction Change Authorization directing Contractor to proceed with change on basis of unit prices, and will cite applicable unit prices.
 - Contractor shall submit documentation to establish quantities of units of each Item and any claim for change in Contract Time.
 - At change completion, Architect will determine Work cost based upon agreed unit prices and quantities used.
 - Owner and Contractor will sign and date Change Order to indicate their agreement with specified terms.

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- **TIME & MATERIAL & FORCE ACCOUNT CHANGE ORDERS**
- Architect and Owner will issue Construction Change Authorization directing Contractor to proceed with changes.
- At Change completion, Contractor shall submit itemized accounting of change with supporting data as specified above in "Documentation of Proposals and Claims".
- Architect will determine allowable cost of such Work, as provided in Contract Conditions.
- Architect will sign and date Change Order to establish change in Contract Sum and/or Contract Time.
- Owner and Contractor will sign and date Change Order to indicate their agreement with specified terms.

- **CORRELATING CHANGE ORDERS WITH CONTRACTOR'S OTHER SUBMITTALS**
- Revise Schedule of Values and subsequent Request for Payment Forms to record each Change as separate item of Work, and to record adjusted Contract Sum.
- Revise Construction Schedule to reflect each change in Contract Time.
- Revise Sub-schedules to show changes for other items of Work affected by Changes.
- Upon completion of Change Order Work, record Changes in Record Documents.

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• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Contract Conditions: Sections 00-70-00 & 00-80-00
- Summary of Work: Section 01-11-00
- Sequence of Work: Section 01-11-00
- Change Order Procedures: Section 01-25-00
- Payment Application Procedures: Section 01-29-50

• **SCHEDULE FORMAT**

- Type Schedule on AIA Document G-703, Application for Payment, Continuation Sheet.
- Forms can be ordered from American Institute of Architects at:
 - <http://documentsondemand.aia.org/>

• **SCHEDULE HEADINGS**

- Identify each major Work Item by number and title matching those listed in Table of Contents of this Project Manual.
- Coordinate Headings with Construction Progress Schedule.

• **CONTENT**

- As basis for computing Progress Payment values, separately list installed value of each of the following:
 - Each major Work Item
 - Each subcontracted Work Item. For each major Subcontract, list products and operations of that Subcontract as separate Line Items.
 - Any Products to be stored, for which separate payments will be requested.
- Include directly proportional amount of Contractor's Overhead and Profit in each Component Listing.
- Round off Values to nearest Dollar.
 - Sum of Values listed shall equal total Contract Sum.

• **SUBMITTAL REQUIREMENTS**

- Submit copies of Schedule at least 15 days prior to first Application for Payment.
- Form and content shall be acceptable to Architect.

• **SUBSTANTIATING DATA**

- When requested by Architect, submit Substantiating Data on Line Item Amounts in question.

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• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- General Conditions: Section 00-70-00
- Supplementary Conditions: Section 00-80-00
- Summary of Work: Section 01-11-00
- Owner-Contractor Agreement: Section 01-11-00
- Schedule of Values: Section 01-29-00

• **FORMAT & DATA REQUIRED**

- Submit itemized applications typed on AIA Document G702, Application and Certificate for Payment, together with Continuation Sheets AIA Document G703.
- Forms can be ordered from American Institute of Architects at:
 - www.aiacontracts.org/purchase

• **PREPARATION OF APPLICATION FOR EACH PROGRESS PAYMENT**

- Application Form:
 - Fill in required information.
 - Fill in summary of dollar values to agree with respective totals indicated on Continuation Sheets.
 - Execute certification with signature of responsible officer of Contracting Firm.
- Continuation Sheets:
 - Identify each major item of Work by number and title matching those listed in Table of Contents of this Project Manual.
 - Fill in actual (not scheduled) Dollar Value for each Item.
 - Fill in Dollar Value in each Column for each scheduled Line Item when Work has been performed or Products stored.
 - Round off Values to nearest dollar.
 - At end of Continuation Sheet(s), list each Change Order executed prior to Application submission. Include Change Order Number(s) and brief description.

• **SUBSTANTIATING DATA**

- Submit, when requested by Architect, to justify Line Item amounts.

• **PAYMENT FOR PRODUCTS STORED OFF THE PROJECT SITE**

- When delay or added cost to Owner can be avoided by storing Products off Site, Owner will make payment to Contractor for said Products provided that Contractor shall:
 - Locate Storage Facilities within 10 miles of Project Site
 - Make Storage Facilities available for Architect's visual inspection.
 - Segregate and label Stored Products for specified Project.
 - Assume all risk for loss.
 - Assume responsibility for exceeding Product "shelf life".
 - Protect Stored Products and provide applicable Insurance against their damage, discoloration, and theft, naming the Owner and any Mortgagee as Additional Insured's.

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- **PAYMENT FOR PRODUCTS STORED OFF THE PROJECT SITE (CONT)**
 - Submit itemized Inventory and Schedule of Values for Stored Products together with Certificate of Insurance.
 - Submit payment requests to Owner as part of Contractor's regular Progress Payment Request.
 - Reimburse Owner for damages sustained if Stored Products are not delivered to Jobsite when needed.
 - Submit to Owner, with copy to Architect, a written Waiver of Lien insuring Owner against claims for unpaid Storage Costs.
 - Upon receipt of payment from Owner prepare and issue to Owner, with a copy for Architect and any Mortgagee, a Bill of Sale for Stored Products. (See required Bill of Sale Form bound hereinafter.)

- **PREVAILING WAGE PAYMENT CERTIFICATION**
 - Comply with requirements specified in Section 00-43-50.
 - Note: If Certification is not properly submitted, Owner will retain 25% of all Payments then due.

- **APPLICATION SCHEDULE**
 - On or before 24th day of month prior to the month for which payment is due:
 - Submit Application for Payment to Architect.
 - On or before 8th day of month following submittal of approved Application:
 - Until Substantial Completion, Owner will pay Ninety-five Percent (95%) of value of Work acceptably performed, and of materials stored as defined in General Conditions during the previous month, as estimated by Architect.
 - Upon execution of Certificate of Substantial Completion:
 - Balance due under Contract will be paid, excluding Retainage Amount of at least double the estimated value of uncompleted and/or unacceptable portions of Work, or \$5,000.00, whichever is the greater amount.
 - 30 days after final inspection and acceptance by Owner:
 - Balance due under Contract will be paid, provided Work is then fully completed and Contract be then fully performed. Including submittal of all required LEED Certification Documents.

- **SUBMITTAL PROCEDURE**
 - Submit Applications for Payment to Architect at times stipulated above.
 - Required Application Copies with each Submittal: 3
 - When Architect finds Application properly completed and correct, he will transmit Certificate for Payment to Owner, with copy to Contractor.

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- **GENERAL**
- Pre-construction Meeting:
 - Architect will:
 - Schedule Meeting
 - Make physical arrangements for Meeting
 - Prepare Meeting Agenda
 - Preside at Meeting
 - Record, reproduce, and distribute copies of Minutes to:
 - Meeting participants
 - Parties affected by decisions made at Meeting
 - Periodic Progress Meetings and specially called Meetings throughout the progress of the Work:
 - Contractor shall:
 - Prepare Meeting agenda
 - Distribute Notice of each Meeting four days in advance of Meeting date
 - Make physical arrangements for Meetings
 - Preside at Meetings
 - Record Meeting minutes, including significant proceedings and decisions.
 - Reproduce and distribute copies of Minutes within 3 days after each Meeting to each of the following:
 - All Meeting participants
 - Architect
 - Owner's Representative
 - Representatives of Contractor, Subcontractors, and Suppliers attending Meetings shall be qualified and authorized to act on behalf of entity each represents.
 - Architect's Professional Consultants, may attend Meetings to ascertain that Work is executed consistent with Contract Documents and Construction Schedules.
- **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**
- Pre-Bid Conference: Section 00-20-00
- **PRE-CONSTRUCTION MEETING**
- Schedule within 15 days after date of Notice to Proceed.
- Location: Central site, convenient for all parties, designated by Contractor. Owner's Representative. Architect.
 - Contractor's Superintendent
 - Major Subcontractors
 - Major Suppliers
 - Others as appropriate
- Minimum Agenda:
 - Identify Owner's & Contractor's authorized Representatives
 - Distribution and discussion of:
 - List of major Subcontractors and Suppliers
 - Projected Construction Schedules
 - Critical work sequencing
 - Major Equipment deliveries and priorities
 - Project coordination

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• **PRE-CONSTRUCTION MEETING (Cont)**

- Designation of responsible personnel
- Procedures and processing of:
 - Field decisions
 - Proposal requests
 - Submittals
 - Change Orders
 - Applications for Payment
- Procedures for maintaining Record Documents
- Use of premises:
 - Office, Staging, Storage, and Work areas.
 - Owner's requirements
- Construction Facilities, Controls, and Construction Aids.
- Temporary Utilities
- Safety and First-aid procedures
- Security procedures
- Housekeeping procedures

• **PROGRESS MEETINGS**

- Weekly meetings shall be held at the Jobsite to coordinate the Work, answer questions, and resolve problems.
- The following shall attend:
 - General Contractor's Superintendent
 - Architect's Representative
 - Owner's Representative.
- Others with interest in Project may attend and shall attend when invited.
- Minimum Agenda:
 - Review and approval of previous meeting Minutes
 - Review Work progress since previous meeting
 - Field observations, problems, conflicts.
 - Problems which impede construction schedule
 - Review off-site fabrication and delivery schedules
 - Corrective measures and procedures to regain projected schedule
 - Revisions to Construction Schedule
 - Progress schedule during succeeding work period.
 - Coordination of schedules
 - Review submittal schedules; expedite as required.
 - Maintenance of quality standards
 - Pending changes and substitutions
 - Record Documents status
 - Review proposed changes for :
 - Effect on Construction Schedule and on completion date
 - Other business

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• **GENERAL**

- Prepare and submit to Architect estimated Progress Schedules for the Work, with Sub-schedules of Related Activities which are essential to its progress.
- Revise Schedules when appropriate.
- If Contractor fails to deliver Schedule on time or properly update Schedule, Architect may withhold Progress Payment approval until such time as Contractor complies with these requirements.
- If, in Architect's opinion, Work progress falls behind approved Schedule, Contractor shall take necessary action to regain lost time. Contractor shall increase Work amount, or number of shifts, or establish overtime operations, or all three, and submit for review Schedule revisions in which progress rate will be regained, all without additional cost to the Owner.
- Contractor's failure to comply with these requirements shall be grounds for determination that Contractor is not prosecuting Work with such diligence as will insure Project completion within specified time. Upon such determination Owner may terminate Contractor's right to proceed with Work, or any separable part thereof, in accordance with General Conditions.
- The Contractor and all Subcontractors, Suppliers, and Manufacturers shall schedule material deliveries and installations to conform to the Schedule, and provisions to this effect shall be included in all Subcontracts.

• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Contract Conditions: 00-70-00 & 00-80-00
- Summary of Work: Section 01-11-00
- Project Meetings: Section 01-31-50

• **SCHEDULES**

- Form: Critical Path Network Analysis complying with Associated General Contractors (AGC) publication "The Use of CPM in Construction A Manual for General Contractors and the Construction Industry".
- Horizontal Time Scale: Identify first Work Day of each Week.
- Scale and Spacing: Allow space for notations and future revisions.
- Headings: Include separate heading for each Specification Section Title and Section Number listed in Project Manual Table of Contents.

• **SCHEDULE CONTENTS**

- Construction Progress Schedule:
 - Show complete sequence of construction by activity, including any Work performed by Owner.
 - Show dates for beginning, and completion, of each major element of Work.
- Submittal Schedule for Shop Drawings, Product Data, and Samples:
 - Show dates for Contractor's submittals.

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• **SCHEDULE REVISIONS**

- Indicate progress of each Activity up to date of each Schedule submission.
- Show changes occurring since previous Schedule submission, including the following:
 - Major changes in scope
 - Activities modified since previous submission
 - Revised projections of progress and completion
 - Other identifiable changes
- Provide a Narrative Report as needed to define:
 - Problem areas, anticipated delays, and related impact on Schedule.
 - Corrective action recommended, and expected effect.

• **SUBMISSIONS**

- Submit initial Schedule within 15 days after Contract award. by or before Pre-construction Conference.
- Architect will review Schedules and return Review Copy within 10 days after receipt. Architect's review will be for Schedule Format and Content only, and will not include Schedule "achievability", which is Contractor's responsibility.
- If required, resubmit within 7 days after return of Review Copy.
- At each weekly Progress Meeting, submit 2-week Projected Progress Schedule, which shall include Work to be performed during current week and following week.
- Submit updated overall Progress Schedules with each Application for Payment.
- Submit approved electronic copy of each submission for Architect's permanent use.

• **DISTRIBUTION**

- Distribute copies of Schedules to:
 - Jobsite file
 - Subcontractors
 - Architect
 - Owner's Representative
 - Other concerned parties
- Instruct recipients to report promptly to Contractor, in writing, any problems anticipated by projections shown in Schedules.

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- **GENERAL**
- Extent of Work:
 - Submit Shop Drawings, Product Data, and Samples only for those Items specifically required. The Architect will not be obligated to review Shop Drawings, Product Data, or Samples other than those required by the Contract Documents.
 - Incomplete Submittals will be returned without review.
- Related Requirements specified Elsewhere:
 - Definitions, and additional requirements; see General Conditions, Section 00-70 -00.
- Submittal Schedule:
 - Designate in Construction Schedule, or in separate coordinated Schedule, submission dates and dates that reviewed Product Data will be needed.
- **SPECIAL REQUIREMENTS**
- Shop Drawings:
 - Identify Shop Drawing Details by reference to Drawing Sheet, Schedule shown on Contract Drawings.
 - Sheet Size: 8-1/2 x 11 inch, or folded to that size if printed
- Product Data:
 - Clearly mark each copy to identify pertinent Products.
 - Show performance characteristics and capacities.
 - Show dimensions and required clearances.
 - Show wiring and piping diagrams, and controls.
 - Manufacturer's standard schematic drawings and diagrams:
 - Modify to delete information not applicable to Work.
 - Supplement standard information to provide information specifically applicable to Work.
- **CONTRACTOR'S RESPONSIBILITIES**
- Review and approve Shop Drawings, Product Data prior to submission.
- Determine and verify:
 - Field measurements
 - Product Quantities
 - Field construction criteria
 - Catalog numbers and similar data
 - Conformance with Specifications
- Comply with Contract Documents.
- Coordinate each Submittal with requirements of Work.
- Notify Architect in writing, at submission time, of any deviations in Submittals from Contract Document requirements.
- Perform no Work or Fabrication requiring Submittal until Architect approves Submittal.

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• **SUBMISSION REQUIREMENTS**

- Including attached Submittal Transmittal (CSI Form 12.1A); make submittals promptly in accordance with approved Progress Schedule and in such sequence as to cause no Work delay.
- Quantity of submittals required:
 - Shop Drawings:
 - Architectural Submit electronic copy to Architect.
 - Architect will return copy to Contractor with comments and corrections.
 - Contractor shall resubmit copy of corrected Drawings for Architect's permanent files
 - Product Data:
 - General:
 - Include Manufacturer's detailed specifications and data sheets which describe Products. Cross-out any information that does not relate to this Project. Identify any deviations from requirements specified in Contract Documents.
- Submittals shall contain:
 - Project Title and names of Contractor, Supplier, and Manufacturer, all visible on outside of Submittal.
 - Product identification complete with Specification Section number.
 - Field measurements clearly identified as such.
 - Applicable Standards, such as ASTM or Federal Specification numbers.
 - Identification of deviations from Contract Documents.
 - Identification of resubmitted revisions.
 - Contractor's Stamp, signed and certifying that Products, field measurements, field construction criteria, and information submitted has been reviewed and accepted by Contractor as accurate and conforming with Contract Documents. Submittals not bearing Contractor's signed Approval Stamp will be returned unreviewed.
 - At least 6x8 inch space on each page for Architect's Approval Stamp.

• **RESUBMISSION REQUIREMENTS**

- Make any corrections or changes in submittals required by Architect and resubmit until approved.
- Shop Drawings and Product Data:
 - Revise initial drawings or data, and resubmit as specified for initial submittal.
 - Identify any changes made other than those requested by Architect.

• **ARCHITECT'S RESPONSIBILITIES**

- Review submittals with reasonable promptness.
- Affix signature and indicate approval, or requirements for resubmittal.
- Return submittals to Contractor for distribution, or resubmission.

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- **GENERAL**

- Comply with governing Codes and Regulations.
- Pay any required Fees or Easement Assessments.
- Enforce safe and sanitary practices.
- Maintain clean Facilities.
- Prevent interference with Owner's normal use of Owner's Facilities.
- Prevent wasteful Utility uses.

- **FIELD OFFICE**

- General:

- Provide substantial, weather-tight Office Building on Premises where directed.
- At Contractor's option, Contractor may use Portable Buildings suitable for office-use.
- Do not use Field Office or Storage Buildings for Personnel housing.
- Include 1 Room for general use and large enough for Project Meetings of at least 6 people.

- Required Furnishings:

- 1 Table large enough to hold open-set of Contract Drawings
- 1 Shelf large enough to hold Project Manuals and other similar Documents

- **TEMPORARY COMMUNICATIONS EQUIPMENT**

- In Contractor's Field Office provide the following:

- 1 Computer capable of transmitting, receiving, and printing E-Mail messages; and connected with Internet Direct Service Line (DSL) to Fax Machine.

- Provide wall-mounted Directory at each Instrument listing Name and Business Phone Number of at least the following:

- Each Contractor and Subcontractor
- Architect
- Physicians
- Hospitals
- Ambulance
- Local Fire Department

- **TEMPORARY WATER**

- Provide and maintain Water for the following purposes:

- Service Standpipe equipped with sufficient 3/4 inch Hydrants that any Work Center can be reached with 100 ft. Extension Hose. Equip Hydrants with Backflow Prevention Devices.
- Drinking Water dispensed in Single-service Containers or Sanitary Fountains.

- Maintain cool as practicable, clean, and fresh.

- Maintain adequate volume.

- Protect against freezing.

- Water source:

- Water, in quantities judged reasonable by Architect, will be furnished without charge by Owner.

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• **TEMPORARY TOILET FACILITIES**

- Provide Toilet and Washing Facilities in accordance with governing Regulations. Chemical Toilets equipped with Waterless Hand Cleaners will be permitted.
- If both Men and Women are working, provide separate Facilities for each sex.
- Maintain each Toilet with Toilet Tissue on suitable Dispenser.
- Remove Temporary Toilets and use Building Fixtures as soon as feasible.
- Where necessary, disinfect Premises after Toilet removal and restore to specified condition.
- Do not use Owner's existing Toilet Facilities.

• **TEMPORARY BARRICADES**

- Provide all necessary to protect Public and Workers against injury and to protect Project against damage and unauthorized intrusion.

• **TEMPORARY EXTERIOR ENCLOSURES**

- Provide sufficient Enclosures to prevent infiltration of Rainwater, Wind, and other Elements, and prevent undue Heat Loss from within Enclosed Area.
- At no additional cost to Owner, clean, repair, and, when directed, replace any Building Materials or Contents which have been damaged or discolored because of lack of enclosure.

• **TEMPORARY FIRE PROTECTION**

- Provide and maintain necessary Facilities and Equipment to safeguard Project against Fire Damage.

• **TEMPORARY FENCING**

- Provide 6 ft. minimum height Chain Link Fencing around Project Limits, where shown on Drawings.
- Submit to Owner 2 Keys for each Gate Lock.
- Comply with Building Code Section 33-03-.0

• **TEMPORARY ELECTRICITY**

- Power:
 - Provide and maintain structurally and electrically sound, Code-approved, Temporary Power Distribution System as follows:
 - Sufficient Load Centers that any Work Area can be reached with 100 ft. long Extension Cord.
 - Load Centers shall include:
 - Weatherproof Distribution Boxes
 - Circuit Breakers for each Outlet
 - Equipment Grounding Continuity for entire System

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- **TEMPORARY ELECTRICITY (Cont)**
 - Power at proper voltage for:
 - Temporary Field Offices
 - Temporary Lighting and Power
 - General Contractor, other Prime Contractors, and each Subcontractor shall provide their own power and distribution system for Field Welders and any other Special Power beyond that specified herein.
 - **Lighting:**
 - Provide and maintain Temporary Lighting at least as follows:
 - 1 ft. candle measured 3 ft. above Ground as required to illuminate Project Grounds. Control Lights by Photo-electric Cell set to energize Lights during darkness.
 - **Wiring:**
 - Prevent conflict with General Construction.
 - Maintain Cords clear of Walkways and other Heavy-traffic Areas.
 - **Power Source:**
 - Electricity, in quantities judged reasonable by Architect, will be furnished without charge by Owner.
-
- **TEMPORARY VEHICLE PARKING**
 - Owner will designate Vehicle Parking Spaces within existing Parking Lot for Contractors' exclusive use.
 - Do not park in Non-designated Parking Spaces.
-
- **TEMPORARY STAGING & MATERIAL STORAGE SPACES**
 - Maintain within Project Boundary Limits shown on Drawings.
 - Do not obstruct existing Drives, or Walks.
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- **TEMPORARY FACILITIES REMOVAL**
 - Remove Temporary Facilities at Project completion or sooner, if directed.
 - Repair any damage resulting from Temporary Facilities,

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• **REQUIREMENTS INCLUDED**

- Establish and maintain Project Security Program to:
 - Protect Work, Stored Products, and Construction Equipment against Theft and Vandalism.
 - Protect Premises against unauthorized intrusion.
- Protect Owner’s facilities and operations at Site against Theft, Vandalism, and Damage by Contractor’s Work or Workers.
- Comply with Owner’s Security requirements.

• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Project Meetings: Section 01-31-50
- Temporary Facilities: Section 01-50-00
- Storage and Protection of Products: Section 01-60-00

• **MAINTENANCE OF SECURITY**

- Initiate Security Program promptly after Job Mobilization.
- Initiate Security Program in compliance with Owner’s System prior to Job Mobilization.
- Maintain Security Program throughout construction period, until Owner-occupancy or Owner-acceptance precludes the need for Contractor-security.

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- **GENERAL**

- Wherever a Material, Article, or piece of Equipment is identified on the Drawings or in the Specifications by reference to manufacturers' or vendors' names, trade names, catalog numbers, or the like, it is so identified for the purpose of establishing a standard, and any material, article, or piece of equipment of other manufacturers or vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article, or piece of equipment so proposed is, in the opinion of the Architect, of equal substance, appearance, and function. The substituted Product shall not be purchased or installed by the Contractor without the Architect's written approval.
- The Architect will be sole judge of acceptability of any proposed substitution.
- Only approved substitutions may be used on Contract Work.
- Each request for substitution approval shall include:
 - Identity of Product for which substitution is requested; include Specification page and line number.
 - Identity of substitution including complete Product description, drawings, photographs, performance and test data, and all other information necessary for evaluation.
 - Quality comparison of proposed substitution with specified Product.
 - Changes in other Work required because of substitution.
 - Effect on construction progress schedule.
 - Cost of proposed substitution compared with specified Product.
 - Any required license fees or royalties.
 - Availability of maintenance service.
 - Source of replacement materials.

- **SUBSTITUTIONS DURING BIDDING PERIOD**

- No request for substitution approval will be considered unless written request in triplicate has been submitted on Standard Form bound hereinafter, and has been received by Architect at least 5 Working Days prior to Bid opening.
- Requests must be hand-delivered, faxed, or postal-mailed. (Note: Neither faxed requests nor requests submitted without self-addressed and stamped envelope will be individually acknowledged.)
- Architect will issue Addenda prior to Bid opening listing all approved substitutions.

- **SUBSTITUTIONS AFTER CONTRACT AWARD**

- In accordance with General Conditions Article 3.4.2, approval will be granted only when recommended by Architect, when approved by Owner, and when:
 - Specified Product cannot be delivered without Project delay, or
 - Specified Product has been discontinued, or
 - Specified Product has been replaced by superior Product, or
 - Specified Product cannot be guaranteed as specified, or
 - Specified Product will not perform properly, or
 - Specified Product will not fit within designated space, or
 - Specified Product does not comply with governing codes, or
 - Substitution will be clearly in Owner's interest.
- If and when approved, Architect will issue Change Order for Owner's signature authorizing approved substitution and revising Contract Sum where appropriate.

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- **SUBSTITUTIONS AFTER CONTRACT AWARD (Cont)**
- Owner will be entitled to deduct from the Contract Sum such amounts paid to Architect for evaluating Substitution Requests after Contract award, and to make agreed-upon changes to the Drawings and Specifications made necessary by Owner’s acceptance of such substitutions.
- **CONTRACT COMPLIANCE**
- Substitution approval does not relieve Contractor from responsibility for proper execution of the Work and for compliance with other Contract requirements.

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• **PART 1 - GENERAL**

• **SECTION INCLUDES**

- Perform all cutting, fitting, and patching, including related to requirements to complete Work, and to:
 - Make Work fit properly
 - Integrate with other Work
 - Uncover Work for installation of ill-timed Work
 - Remove and replace defective and non-conforming Work
 - Provide penetrations through non-structural surfaces for existing Electrical Work

• **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Demolition Work: Section 02-22-00

• **REQUIRED SUBMITTALS**

- Submit written request for Cutting Approval to Architect well in advance of any cutting which affects:
 - Description of proposed Work including:
 - Products proposed for use
 - Extent of required refinishing
 - Alternatives to cutting and patching
 - Cost proposal, when applicable.

• **PART 2 - PRODUCTS**

• **MATERIALS**

- Products similar to those specified elsewhere in this Project Manual:
 - Follow those Specifications.
- Other Products:
 - Follow Architect's instructions.

• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Inspect existing conditions and identify Work subject to damage or movement caused by proposed cutting and patching.
- After uncovering, inspect conditions affecting performance of Work.

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS (CONT)**

- Report unsatisfactory and questionable conditions to Architect.
- Do not proceed with Work until Architect provides further instructions.

• **PREPARATION**

- Maintain adequate Temporary Support necessary to assure structural integrity of affected Work.
- Protect other portions of Project Work against damage and discoloration.
- Protect Work exposed by cutting against damage and discoloration.

• **PERFORMANCE**

- Provide proper surfaces for patching and finishing.
- Employ qualified Installer or Fabricator to perform cutting and patching for:
 - Weather-exposed or moisture-resistant surfaces.
 - Sight-exposed finished surfaces.
- Fit Work air-tight to Pipes, Sleeves, Ducts, Conduits, and other surface penetrations.
- Where patching occurs, refinish entire surface to provide even finish to match adjacent Work as follows:
 - Continuous Surfaces: Refinish to nearest Intersection or Joint.
 - Assemblies: Refinish entire Unit.

• **CUTTING STRUCTURAL FRAMING**

- Not permitted, unless shown on Drawings or otherwise pre-approved.
- Concealed Lumber Wall Framing Members:
 - Maximum Notching Depth:
 - At Exterior & Bearing Walls: 25% of Member width.
 - At all other locations: 40% of Member width.
 - Cover Notches with Metal Plate; Simpson SS Stud Shoe, or approved.
 - Bored Holes Prohibited:
 - Within 5/8 inch of Member edge.
 - Within same section as Cut or Notch.
 - Maximum Size of Bored Holes:
 - At Bearing Walls: 40% of Member width.
 - At all other locations: 60% of Member width.
 - Cover Stud edge at Bored Hole with Metal Plate; Simpson NS Nail Stopper, or approved.

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- **PART 3 - EXECUTION**

- **CLEANING & REPAIRING**

- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by work of this Section.
- Remove Debris from Project Site upon work completion or sooner, if directed.

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- **PART 1 - GENERAL**

- **EXTENT OF WORK**

- As required by Contract Conditions and as specified herein, execute Cleaning and Trash removal during Work progress and at Work completion.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Cleaning specific Products or Work: See respective Specification Sections.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **REGULATORY AGENCY REQUIREMENTS**

- Comply with governing Codes, Regulations, Ordinances, and Antipollution requirements.

- **PART 2 - PRODUCTS**

- **CLEANING MATERIALS**

- Use only those which will not create hazards to health or property, and which will not damage Surfaces.

- Use only those recommended by Manufacturer of Surface to be cleaned.

- **PART 3 - EXECUTION**

- **GENERAL**

- Follow Cleaning Material and Surface Manufacturers' instructions.

- **DURING CONSTRUCTION**

- Daily, clean to maintain Work Site free from accumulations of Waste, Rubbish, and Windblown Debris, resulting from Construction Operations.

- Provide on-site Containers for collection of Waste, Debris, and Rubbish.

- Periodically remove Waste, Debris, and Rubbish; legally dispose of away from Project Site.

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- **DUST CONTROL**

- Protect interior when existing windows removed from weather, dust and dirt
- Clean Interior Surfaces including floors and around openings prior to Owner painting.
- Clean all exterior surfaces of building and Windows.
- Schedule cleaning so that resultant Dust and Contaminants will not fall on wet or newly-coated Surfaces.

- **FINAL CLEANING**

- Remove Waste, Debris, and Surplus Material from Project Site and Adjacent Property.
- Clean Grounds , where soiled or trashed by work of this Project, as follows:
 - Paved Surfaces: Remove Stains, Spills, and Foreign Substances; and hose-clean.
 - Other Surfaces: Rake-clean.
- In addition to debris-removal and cleaning specified in other Sections, clean exposed-to-view Exterior and Interior Surfaces.
- Employ skilled Workers to perform cleaning.
- Remove any Temporary Protection and Labels not required to remain.
- From sight-exposed Exterior and Interior Surfaces, remove Grease, Adhesive, Mastic, Dust, Dirt, Paint, Stains, Fingerprints, and other Foreign Substances.
- Clean Glazing,
- Remove Waste, Debris, and Foreign Substances from Roof.
- Maintain Structure and Components clean until Project Final Completion.

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• **REQUIREMENTS INCLUDED**

- Compile specified Bonds, if any, and Warranties.
- Compile specified Service and Maintenance Contracts.
- Review submittals to verify compliance with Contract Documents.

• **RELATED REQUIREMENTS SPECIFIED IN OTHER SECTIONS**

- Bid Bond: Section 00-20-00
- Performance & Labor & Material Payment Bonds: Section 00-20-00
- Warranties or Bonds required for Specific Products: See respective Specification Sections

• **REQUIRED SUBMITTALS**

- Assemble Bonds, Warranties, and Service & Maintenance Contracts executed by Contractor, and each of respective Manufacturers, Suppliers, and Subcontractors.
- Number of Original Signed Copies Required: Provide 1 for each volume of Owner's Operating & Maintenance Manual specified in Section 01-83-00.
- Table of Contents: Neatly type in orderly sequence.
- Provide complete information for each of the following:
 - Product or Work Item
 - Firm, with name of Principal, Address, and Telephone Number
 - Beginning date and duration of Bond, Warranty, or Service & Maintenance Contract.
 - The following information for Owner's Personnel:
 - Procedure in event of failure or malfunction.
 - Instances which affect Bond, Warranty, or Service & Maintenance Contract.
 - Contractor, name of responsible Principal, Address, and Telephone Number.

• **SUBMITTAL FORM**

- 3 Ring 'D' binder adequate in size for all materials
- Punch sheets for standard 3-ring Binder.
- Size: 8-1/2 x 11 inches
- Fold larger sheets to fit into Binder.
- Cover: Identify each Packet with printed title "WARRANTIES & BONDS".
- List:
 - Title of Project
 - Name of Contractor

• **SUBMITTAL**

- Provide with Application for Final Payment

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- **MANUFACTURER'S WARRANTIES**
- In addition to Contractor's Warranty, Manufacturers' Warranties shall pass to Owner and shall not take effect until affected Work has been accepted in writing by Owner.

END OF SECTION

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **WORK INCLUDED**

- Do all demolition required for completion of Work shown on Drawings or in Specifications.
- Except for Related Work specified below, remove from Site all Construction demolition and waste materials.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Temporary Facilities: Section 01-50-00

- **SALVAGE**

- To Owner:
 - The following Surplus Material remains property of Owner:
 - Reusable trim as identified by Owner
- To Contractor:
 - All Surplus Material becomes property of Contractor.
 - Surplus Material may be re-used on Work only if Owner and Architect judges it equal to specified Products.
- Certain Items may be specifically noted on Drawings for re-use.
- Remove all other Surplus Material from Site.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **CONTRACTOR'S QUALIFICATIONS**

- At least 5 years experience performing Work of this type.

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- **PART 1 - GENERAL**

- **REGULATORY AGENCY REQUIREMENTS**

- Comply with governing Environmental and Hazardous Material regulations, ordinances, and requirements.

- **SAFETY REQUIREMENTS**

- If more restrictive than those specified herein, conform to Building Code requirements, ANSI A10.6 "Safety Requirements for Demolition", and applicable OSHA requirements.

- **EXCESSIVE NOISE**

- Perform Work requiring Air Hammers and other noisy Equipment only between hours of 7:00 am and 4:00 pm if school is not occupied. If school is in session coordinate specific times noisy equipment is permitted.
- Comply with requirements specified in Section 01-11-00.

- **WORK SEQUENCE**

- Sequence Work as follows:
 - This Over All Project is in 3 Phases. The drawings indicate the extent of work per Phase. Coordination between Phases 2 and 3 is with the Owner upon completion of Phase 1.
 - Work on site, removing siding and windows, is not to begin until materials for reinstallation and reconstruction are on site.
 - Contractor is to schedule and create a work sequence that completes enough work to retain weather tightness of the Building when Contractor is not on Site.
 - No portion of the Building is to be left open to the weather. Contractor will take full responsibility for any and all weather damage.
 - Once Construction begins, no delays will be acceptable for lack of material. All materials are to be on site.

- **PART 3 - EXECUTION**

- **EXISTING CONDITIONS**

- Verify that portion of Structure where work is to occur is not occupied or in use in any way.
- Do not start Work until conditions are satisfactory.
- Should any suspected Asbestos, Lead Paint, or other Hazardous Material be encountered perform the following:
 - Immediately notify Architect and Dept. of Environmental Quality.
 - Comply with Architect's directions and Regulatory Agency requirements.
 - Owner will employ Testing Lab to confirm presence of Hazardous Material.
 - Perform no Work that could disturb or spread suspected Hazardous Material.

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS (CONT)**

- If Laboratory Tests confirm presence of Hazardous Material; Owner will remove, contain, or encapsulate Hazardous Material; and will issue Change Order increasing Contract Sum for any proven additional cost to Contractor and extending Contract Completion Date for any proven loss of Contractor's time.
- Note: The paint has been tested and found not to be hazardous. Copy of the findings can be obtained from the Owner.

• **PROTECTION**

- General:
 - Protect portions of existing Building which are to remain against damage and discoloration.
 - Allow no Leaks, even temporary, in existing Building.
- Barriers, Safety Guards, & Warning Lights:
 - Provide where necessary for Public protection.
- Utilities:
 - Keep active Utilities intact and in continuous operation.
- Adjacent Spaces:
 - Provide protection required by General Conditions.
 - Where Debris-removal must pass through occupied spaces of Existing Building, transport Debris in enclosed Carts covered at all times with Damp Cloths.
 - Sprinkle Loose Debris with Water where necessary to control Dust. Do not use enough Water to cause flooding, icing, or contaminated runoff.
 - Keep area clean and free of Obstructions.
- Existing Trees & Plants to be protected against damage.
 - Contractor to replace with like plant if beyond saving.

• **PREPARATION**

- Owner will temporarily remove lighting, surface mounted conduit, plumbing and HVAC on or against siding to be removed. Owner will replace once new siding is in place.
- Arrange for, and verify Utility Service termination including removing any Meters and capping any Active Lines.
- Exterminate any present Vermin or Rodents.
- Remove Salvage and store where directed.

• **DEMOLITION**

- Begin at one end of the Structure and proceed around to complete Phase 1 in a sequential manner with available materials.
- Remove siding, door and window trim and windows as indicated on drawings.
- Remove any damaged building paper.
- Remove and replace portions of wall sheathing that indicate damage and rot.

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- **PART 3 - EXECUTION**
- **DEMOLITION (CONT)**
- If in the removal of siding and windows the framing indicates rot, remove and replace to the extent necessary.
 - In the removal of any framing, neatly cut gypsum board on the interior back to the nearest sound member and remove.
 - Replace insulation in wall after reframed
 - Replace gypsum board and any interior trim, Owner will repaint.
- If the existing T-111 siding is in good condition, it does not have to be removed. Contractor may apply new water resistant barrier and new siding over it.
- If weather barrier is sound and not damaged, it may remain and install new weather resistant barrier over it.
- Remove and replace any flashing in conjunction with siding.
- Provide all flashing noted on Drawings.
- If flashing cap is not able to be lifted to remove and replace siding without damage, flashing cap is to be replaced.
- If fascia needs to be removed to replace the siding, it may be reinstalled if in good condition and not damaged in removal. If damaged, it is to be replaced.
- **PRODUCT CLEANING & REPAIRING**
- Allow no Debris to accumulate in Buildings, or on Grounds, Streets, or Walks.
- Haul Debris away from Site as soon as removed, and legally dispose at Contractor's expense.
- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by work of this Section.

END OF SECTION

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Temporary Toilets, Field Office Buildings, Section 01-50-00
- Preservative Treatment of Wood: Section 06-31-00
- Siding Section 06-42-00
- Vinyl Windows: Section 08-56-00

- **OPTIONS**

- Contractor may, at his option, substitute:
 - Oriented Strand Board bearing Grade Stamp of American Plywood Assn. in lieu of Plywood Wall, Sheathing.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **EVIDENCE OF GRADE**

- Grademark of Association having jurisdiction must appear on each piece of Material as follows:
 - Lumber: (WWPA) Western Wood Products Assn. or other Agency certified by Board of Review of American Lumber Standards Committee.
 - Plywood: (APA) Engineered Wood Assn. (formally known as American Plywood Assn.); 7011 S. 19th St.; Tacoma, WA 98411; (253) 565-6600.
 - Oriented Strand Board: (APA) Engineered Wood Assn. (formally known as American Plywood Assn.); 7011 S. 19th St.; Tacoma, WA 98411; (253) 565-6600.

- **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Protect against damage and discoloration.
- Do not store Wood materials in wet or damp areas, or in contact with Ground.
- Store materials where indicated on Site by Owner

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- **PART 2 - PRODUCTS**

- **FRAMING LUMBER - GENERAL**

- Species, unless otherwise specified:
- Where Pressure-preservative Treated: Hem-Fir
- Elsewhere: Douglas Fir
- Finish, unless otherwise specified herein: Surfaced 4 sides
- Sizes & Shapes, unless otherwise specified herein: Standard nominal dimensions
- Manufacturing Standard: Dept. of Commerce Product Standard 20.
- Grade & (WWPA Grading Rules Paragraph Number):
 - Wall Studs up to 10 ft. Long:
 - 2x4 inch & Smaller: Stud (41.13)
 - 2x6 inch & Larger: No. 2 (80.12)
 - Wall Studs Longer than 10 ft.: No. 2 (80.12)
 - Stud Wall Plates: No. 2 (80.12)
 - Furring, Blocking, Curbing, & Bracing: Standard (40.12)
- Maximum Moisture content when installed in Project:
 - Douglas Fir: 19%
 - Hemlock, if any: 17%

- **PLYWOOD GENERAL**

- Manufacturing Standard: U.S. Product Standard 1
- APA Grades, unless otherwise specified elsewhere:
 - Exposed Surfaces: A
 - Elsewhere: C
- Types, unless otherwise specified elsewhere:
 - Where exposed to Moisture: Exposure 1
 - Elsewhere: Exposure 2
- Display APA Grade Mark on each Piece

- **FRAMING CONNECTORS**

- Manufacturer: Simpson, K.C. Metals, USP, or approved.
- Model:
 - Connector Model Numbers to be selected from Simpson Catalog.
 - If Specific Model is not shown on Drawings, use type recommended by Manufacturer for conditions of installation.
 - Material:
 - If and where contacting Preservative or Fire-retardant Treated Wood: Stainless Steel
 - Elsewhere: ASTM-653 Galvanized Steel with G-185 Coating Thickness

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- **PART 2 - PRODUCTS**

- **FASTENERS**

- Manufacturing Standard:

- Bolts: Fed. Spec. FF-B-575
- Nuts: Fed. Spec. FF-N-836
- Expansion Shields: Fed. Spec. FF-S-325
- Lag Screw & Lag Bolts: Fed. Spec. FF-B-561
- Toggle Bolts: Fed. Spec. FF-B-588
- Wood Screws: Fed. Spec. FF-S-111
- Nails & Staples: Fed. Spec. FF-N-105B

- Finish:

- At Preservative-treated Wood: Stainless Steel
- At Exterior Work: Hot-dip Galvanized
- At Interior Work: Contractor's choice

- Type:

- Where type is specifically noted: Use type specified.
- Elsewhere:
 - Where applied to Lumber: Nails or Wood Screws
 - Where applied to Plywood or Particle Board: Nails or Sheetmetal Screws
 - Where applied to Metal: Machine Screws or Bolts
 - Where applied to Masonry: Machine Screws with Expansion Shields

- Extent of Work:

- Provide all necessary for installation of Work specified herein.
- Sizes and quantities noted hereunder and in Building Code.

- **ADHESIVE**

- Manufacturer & Brand: Contractor's choice
- Type: Water-based with 15 grams/liter maximum VOC's

- **WALL STUDS**

- Material: Framing Lumber
- Size: Match adjacent material
- Extent of Work: Provide at exterior Frame Walls for infill of openings and replacement of dry rot material.

- **PLYWOOD WALL SHEATHING**

- Grade: C-D Exposure 1
- Nominal Thickness: Thickness to match adjacent material
- Edge Blocking: Required as needed for securing
- Extent of Work: Provide over areas where infill of previous window openings occurred and replacement of dry rot material.

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• **PART 2 - PRODUCTS**

• **EXTERIOR WALL BUILDING WRAP**

- Manufacturer: Kingspan or approved.
- Brand: GreenGuard MAX
- Material: Breathable polyolefin
- Overall Thickness: 0.018 inch
- Extent of Work: Cover Exterior Wall Sheathing.

• **EXTERIOR WALL OPENINGS WRAP**

- Manufacturer: Kingspan or approved.
- Brand: GreenGuard Self-Adhering Professional Flashing
- Material: Self-adhering polyolefin film with butyl adhesive
- Extent of Work: Wrap around Heads, Sills, and Jambs of Rough Openings of doors and windows in Exterior Walls.

• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Surfaces to receive Work specified herein are rigid, secure, accurately sized and located, and otherwise properly prepared.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

• **INSTALLATION GENERAL**

- Install Proprietary Products in accordance with Manufacturer's instructions.
- Use additional Fasteners to those specified herein where necessary to insure rigidity and permanence.
- Provide Washers under Nuts and Heads when making Bolted or Lag Screwed connections.
- Drive Nails perpendicular to grain in lieu of toe-nailing where feasible.
- Accurately locate, cut, fit, and install Work secure, rigid, to true lines, plumb, and level, unless otherwise indicated.

- 1 • **PART 3 - EXECUTION**
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4 • **FRAMING CONNECTOR INSTALLATION**
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6 • Provide where indicated or where installation will create a better connection of materials,
7 secure with Fasteners recommended by Manufacturer.
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10 • **WALL STUDS INSTALLATION**
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12 • Spacing: At minimum match existing.
13 • Install with Wide-face perpendicular to Wall-direction line.
14 • Double Studs at Opening Jambs, attachment to existing and triple Studs at Corners
15 Intersections, unless otherwise shown on Drawings.
16 • Secure Studs to Top and Bottom Plates.
17 • Where necessary to receive Wall Covering Fasteners, provide Blocking fabricated of 2 inch
18 minimum thick Framing Lumber matching full-width of Stud.
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21 • **FIREBLOCKING & DRAFSTOPPING**
22
23 • Comply with IBC / OSSC 2019
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26 • **PLYWOOD WALL SHEATHING INSTALLATION**
27
28 • Install horizontally and continuous over 2 or more Supports, with not less than 1/8 inch space
29 between adjacent Panel ends and edges, with 3/4 inch space between Panel and any adjacent
30 Solid Obstructions, and with End Joints on Bearings and staggered.
31 • Unless otherwise shown on Drawings, secure with 8d Common Nails spaced 6 inches apart
32 along Panel Edges, and 12 inches apart along Intermediate Supports.
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35 • **BUILDING WRAP INSTALLATION**
36
37 • Follow Manufacturer's instructions.
38 • Using full-width rolls cover Exterior Wall Sheathing.
39 • Seal any Paper Penetrations or Tears with Duct Tape.
40 • Where existing building wrap is left in place, secure new such that existing can not release from
41 substrate.
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44 • **PRODUCT CLEANING & REPAIRING**
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46 • Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products
47 which have been soiled, discolored, or damaged by Work of this Section.
48 • Remove Debris from Project Site upon Work completion, or sooner if directed.
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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Rough Carpentry: Section 06-10-00
- Field Painting & Finishing: Section 09-90-00

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **PRODUCT DELIVERY**

- Do not deliver Products to Jobsite until notified by General Contractor that Project is conditioned and prepared to handle and store Products without damage or discoloration.

- **PRODUCT STORAGE & HANDLING**

- Protect against damage and discoloration.

- **ILLUMINATION**

- Perform no Work under less than 30 ft. candles of light measured 3 ft. above adjacent Ground Surface.

- **TEMPERATURE**

- Maintain 50°F minimum in interior spaces where Materials are located.

SIDING

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2 • **PART 2 - PRODUCTS**

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5 • **CEMETITIOUS SIDING**

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7 • Manufacturer: James Hardie Building Products, or approved.

8 • Brand: Hardiplank Lap Siding

9 • Pattern: Cedarmill as noted on Drawings

10 • Weather Exposure Width: 7 inches

11 • Factory-applied Finish: PrimePlus Sealer & Primer

12 • Extent of Work: All new siding

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15 • **CEMETITIOUS TRIM**

16

17 • Manufacturer: James Hardie Building Products, or approved.

18 • Size: 5/4 x 3 1/2 inch unless noted otherwise or required for condition of use.

19 • Pattern: Rustic as noted on Drawings

20 • Factory-applied Finish: PrimePlus Sealer & Primer

21 • Extent of Work:

22 • Corner boards, window and door trim

23 • If Fascia replaced match width of previous material

24

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26 • **NAILS**

27

28 • Manufacturing Standard: Fed. Spec. FF-N-105B

29 • Material: Steel

30 • Finish:

31 • At Exterior Work: Hot-dip galvanized

32 • Type: As recommended by manufacturer

33 • Size & Quantity: As required to secure Members in position

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36 • **ADHESIVE**

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38 • Type: Recommended by Siding Manufacturer for conditions of use.

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41 • **PREFINISHING**

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43 • Notify Painter to apply first to Exterior Materials before installation.

44 • Color: Selected by Owner after Contract award from Manufacturer's standard choices

45 • Apply to exposed surfaces and concealed back and edge surfaces of each Member.

46 • See Alternates: Section 01-20-00

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Structure and Surfaces to receive Siding are straight, plumb, true, solid, rigid, dry, and otherwise properly prepared.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

• **PREPARATION TO INSTALLATION**

- Contractor to review with Architect the layout of each wall and approach to installation of Siding. Review to occur at an early Job Meeting so Contractor can confirm layout approach and notify Architect in advance of any potential issues.
- Siding to utilize the common length of 12ft to its fullest extent in layout and minimize waste.
- Siding to butt against batten/trim, no field butt joints.
- Layout review to occur prior to any siding being installed

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

• **INSTALLATION, GENERAL**

- Securely install straight, plumb, level, parallel, and true as appropriate.
- Fit neatly against Trim.
- No field butt joints.
- Accurately scribe to adjacent Surface irregularities.
- Remove sharp External Corners.
- Fit accurately and neatly around any Projections through Siding

• **CEMENTITIOUS SIDING INSTALLATION**

- Follow Manufacturer's instructions.
- Layout as shown on Drawings.
- Make End Cuts accurately, neatly, and square.
- Replace any Boards with chipped or broken Edges or Corners

• **CEMENTITIOUS TRIM INSTALLATION**

- Install as shown on Drawings.
- Fit carefully at Joints and against other Members.
- Locate Joints on Solid Bearing.
- Utilize full length pieces where ever possible.
- Bevel-cut and glue End Joints.

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• **PART 3 - EXECUTION**

• **PAINTING & FINISHING INCLUDED IN THIS SECTION**

- Before installing, finish Concealed Ends of Exterior Siding as specified in Section 09-90-00.
- Touch-up, or completely refinish if determined necessary by Architect, Surfaces which have become damaged, soiled, or discolored.
- Apply second coat after installation.

• **PRODUCT CLEANING & REPAIRING**

- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Leave Surfaces ready for Finishing specified in Section 09-90-00.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

END OF SECTION

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **DEFINITIONS**

- Specified "R" values designate Thermal Resistance of Insulation only, not including Air Spaces or other factors assumed to result in higher "R" values.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **REFERENCED SPECIFICATIONS**

- Install Air-infiltration Sealant in compliance with ASTM E-283.
- Install Batt Insulation in compliance with ASTM C-1320

- **REGULATORY AGENCY REQUIREMENTS**

- If and where Insulation is not covered with Gypsum Board or other Fire-rated Material:
 - Maximum Insulation & Facing Flame Spread: 25
 - Maximum Insulation & Facing Smoke Density: 450

- **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Deliver to Project Site in Manufacturer's original unopened packages.
- Label Package Wrappers with Brand Name, Insulation type, and Thermal Rating.
- Store Materials off ground.
- Protect against damage and discoloration.
- Immediately remove damaged or wet Materials from Jobsite.

- **ENVIRONMENTAL CONDITIONS**

- Do not install Insulation when Surface to receive Insulation is wet or when Surface and/or Ambient Air Temperatures are lower than Manufacturer's specified minimums.

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- **PART 2 - PRODUCTS**

- **AIR-INFILTRATION SPRAY-FOAM SEALANT**

- Manufacturer & Brand: Contractor's choice
- Minimum ASTM E-96 Water Vapor Permeance:
 - Dry Cup: 2 perms
 - Wet Cup: 30 perm
- ASTM C-719 Durability over more than 10 cycles: Co cohesive-failure or cracking
- Maximum ASTM E-84 Flame Spread: 25
- Maximum ASTM E-84 Smoke Developed: 450
- Maximum ASTM E-283 Leakage Rate at 1.57 psf: 0.01 cu. ft. per sq. ft.
- Extent of Work: Seal Air-penetrations between Conditioned and Unconditioned Spaces concealed by Thermal Insulation

- **MINERAL FIBER BATT INSULATION**

- Manufacturer: CertainTeed, Johns Manville, Knauf, Owens/Corning, US Gypsum, or approved.
- Material: Formaldehyde-free Glass Fiber
- Manufacturing Standard: ASTM C-665
- Type: Blanket or Batt
- Vapor Retarding Facing:
 - Material: Kraft Paper
 - Manufacturing Standard: ASTM C-665
 - Maximum Permeability Rating: 1.0 perms
- Extent of Work: Provide Insulation of the following minimum Thermal Resistance Factor (R) in the following locations:
 - Within Exterior Frame Walls:
 - R = 21 where existing studs are 2x6
 - R = 13 where existing studs are 2x4
 - Provide insulation where:
 - Existing window openings are being framed in.
 - New Studs are dry rot and being replaced
 - Existing insulation missing or damaged where sheathing is being replaced

- **MECHANICAL FASTENERS**

- At Batt Type Insulation:
 - Type: Staples or Nails recommended by Manufacturer of Material to be secured.
 - Material: Electroplated Steel
 - Length: Penetrate Substrate at least 1/2 inch.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Work of preceding Trades is completed.
- Verify that Surfaces and Spaces to receive Insulation are accurately sized and located, dry, protected against inclement weather, clean, and otherwise properly prepared.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

• **SURFACE PREPARATION**

- Remove, or protect against, Projections which could damage Insulation or prevent proper Insulation installation.

• **AIR-INFILTRATION SPRAY-FOAM SEALANT INSTALLATION**

- Follow Manufacturer's instructions.
- Prior to installing Thermal Insulation, apply Sealant continuously and evenly where necessary to prevent Air-passage between conditioned and unconditioned spaces.

• **INSULATION INSTALLATION, GENERAL**

- Follow Manufacturer's instructions and Referenced Specifications.
- Fit Insulation snugly between Framing without forcing.
- Where Doors, Windows, or other Openings occur in Framing, pack Insulation into Voids.
- Where adjacent pieces of Insulation abut, fit snugly together without overlapping.
- Permit no gaps for Air passage.
- Carefully cut and fit Insulation around Pipes, Conduits, and other Obstructions.
- Where Pipes, Conduit, and other Obstructions are located within Insulated Walls or within other Insulated Spaces, place Insulation between cold-in-winter Surface and Obstruction, compressing Insulation where necessary.
- Except where indicated above, do not compress Insulation more than 10%.

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• **PART 3 - EXECUTION**

• **MINERAL FIBER INSULATION INSTALLATION**

- Install Insulation with Vapor Retardant Facing on warm-in-winter side of Assembly.
- Use full-length, single-piece Batts wherever practicable.
- Staple Facing Flanges to Wood Framing, 8 inches o.c. maximum.
- Where necessary, provide Insulation Supports to prevent Insulation displacement or sagging.

• **PRODUCT CLEANING & REPAIRING**

- Including Work of other Trades, clean, repair, and touch-up; or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

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• **PART 1 - GENERAL**

• **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

• **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Joint Sealants: Section 07-92-00
- Field Painting: Section 09-90-00

• **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

• **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

• **REGULATORY AGENCY REQUIREMENTS**

- Comply with OSHA Fall Protection Requirements.

• **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Package Factory-painted Materials with Non-sticking Paper or Strippable Film Coating between adjacent Sheets.
- Protect against damage and discoloration.
- Do not bend, warp, or twist Sheets.
- Ventilate stored Sheets as required to prevent Condensation build-up between Sheets.
- Do not overload Roof Structure with Stored Materials.

• **FIELD MEASUREMENTS**

- Verify prior to fabrication.
- If field measurements differ slightly from Drawing dimensions modify Work as required for accurate fit. If measurements differ substantially, notify Architect prior to fabrication.

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- **PART 2 - PRODUCTS**

- **GALVANIZED STEEL SHEETS**

- Metal Manufacturing Standards: ASTM A-653
- Quality: Lock-forming
- Pattern: Smooth without texture
- Minimum Galvanizing Coating Designation: G-90
- Minimum Metal Thickness: Specified below
- Finish: Galvanizing

- **NAILS**

- Manufacturing Standard: Fed. Spec. FF-N-105B
- Type: Barbed, slating.
- Head: Flat
- Material: Hot-dip Galvanized Steel Wire
- Minimum Length: 1 inch

- **SCREWS**

- Manufacturing Standard: Fed. Spec. FF-S-107
- Type: Self-tapping
- Head: Pan
- Material: Stainless Steel
- Minimum Size: No. 7
- Minimum Length: 1 inch

- **SEALANT**

- Manufacturer & Brand: Dow 999-A, GE Silicone II, Mameco Vulkem 116, Ruscoe Permanent Sealer, Sonneborn NP-1, Tremco Gutter Seal, or approved.

- **FABRICATION**

- General:
 - Form to shapes and dimensions shown with planes and lines in true alignment.
 - Unless otherwise shown on Drawings or specified, fabricate with longest practicable lengths.
 - Form Openings Head and Sill Flashing with End Dams.
 - Hem exposed edges.
 - Angle bottom edges of vertical surfaces to form drip.
- Seams:
 - Type appropriate for condition of use.

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Surfaces to receive Sheetmetal are smooth, clean, and otherwise properly prepared.
- Verify that Nailers to receive Sheetmetal are properly placed.
- Prior to starting Work notify General Contractor of defects that require correction.
- Do not start Work until conditions are satisfactory.

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

• **INSTALLATION, GENERAL**

- Install Work watertight, without waves, warps, buckles, tool marks, fastening stresses, distortion, or defects which impair strength or mar appearance.
- Install planes and lines in true alignment.
- Allow for Sheetmetal expansion and contraction.

• **CLEAT INSTALLATION**

- Space 2 ft on center, unless continuous Cleats or other spacing's are specified hereunder.
- Secure spaced Cleats to Substrate with 2 Fasteners to prevent Cleat rotation.
- Secure Continuous Cleats to Substrate with Fasteners spaced at 12 inch maximum centers.
- Cover Fastener Heads with Cleat Tabs folded back over Fastener Head.

• **WELDING**

- Follow Sheetmetal Manufacturer's recommendations.

• **SEALANT INSTALLATION**

- Apply 1/4 inch diameter Bead, centered in full length of Joint.

• **FLASHING**

- Form of 24ga. Galvanized Steel
- Extent of Work: All new work to include door and window. Flashing and replacement of existing damaged in Construction.

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• **PART 3 - EXECUTION**

• **FASCIAS**

- Form of 24 ga. Galvanized Steel.
- Fabricate Vertical Joints to match existing.
- Extent of Work: Where removal of flashing required for replacement of siding.

• **SIDING FLASHING**

- Form of 24 ga. Galvanized Steel.
- Fabricate Z-shaped, extend upper Flange 2 inches vertically behind Siding, and secure to Substrate. Extend lower Flange 1/2 inch downward over Siding face.
- Lap-seam Vertical Joints.
- Provide at Horizontal Joints between Siding Panels and elsewhere shown on Drawings.

• **MISCELLANEOUS FLASHING**

- Provide 24 ga. Galvanized Steel Head, Jamb, and Sill Flashing around Doors, Windows, and other Openings in exterior Walls; where shown on Drawings; and elsewhere necessary to maintain Building watertight. Fabricate Horizontal Flashing with End Dams.

• **CLEANING & REPAIRING**

- As Work progresses, neutralize excess flux with 5% to 10% Washing Soda Solution, and thoroughly rinse.
- Including Work of other Sections, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Leave non-factory-painted surfaces as is. No painting on flashing.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **EXTENT OF WORK**

- Caulk Exterior Joints as follows:
 - Joints around Window Frames, Door Frames, and other Openings in Exterior Walls: Modified Silicone (STPe) Sealant
 - Joints between adjacent Dissimilar Materials: Modified Silicone (STPe) Sealant
 - Elsewhere caulking is shown on Drawings or required to weatherproof Building: Modified Silicone (STPe) Sealant
- Caulk within Exterior Frame Walls as follows:
 - Space between Wall Framing Members and Windows, Doors, and other Openings where subject to Air-infiltration: Foam Air-Infiltration Sealant

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **INSTALLER'S QUALIFICATIONS**

- Installer must have successfully completed at least 2 similar Projects, and be in full-time business performing Work of this type.

- **FIELD MOCK UP**

- Provide examples of each type of Joint Sealant for Architect's review.
- Reprepare, if necessary, until Mock Up is accepted.
- Accepted Mock Ups represent minimum standard, and Work of lesser quality is subject to rejection.
- Approved Mock Ups may be used on Project Work.

- **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Protect against damage and discoloration.
- Store in original, tightly sealed Containers, and with original legible Labels thereon. Do not open Containers or remove Labels until Architect reviews.
- Do not exceed Sealant shelf life.

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- **PART 1 - GENERAL**

- **WEATHER REQUIREMENTS**

- Perform no Work when weather exceeds Manufacturer's specified limits.
- Prohibited Air Temperature:
 - Minimum: 40°F and falling
 - Maximum: 90°F and rising

- **WARRANTY**

- Warrant exterior Joint Sealant Work for 10 years following Project Substantial Completion date that Sealants will not loose their adhesion or cohesion, that Work of this Section will remain weatherproof, and that Contractor will repair and/or replace without additional cost to Owner any water leaks and resulting damage to Building Materials and/or Building Contents as may occur under normal usage within Warranty Period.

- **PART 2 - PRODUCTS**

- **MODIFIED SILICONE (STPE) SEALANT**

- Manufacturer & Brand: Sonneborn Sonolastic 150, or approved.
- Material: 1-component Silyl Terminated Polyester
- Manufacturing Standard: ASTM C-920, Type S, Class 25, Grade NS.
- ASTM C-661 Shore A Hardness Range: 15-20
- Joint Movement Range: Plus 100% to Minus 50%
- Minimum Elongation: 1200%

- **ACRYLIC LATEX SEALANT**

- Manufacturer & Brand: Contractor's choice
- Components: 1
- Manufacturing Standard: ASTM C-834
- Minimum ASTM C-736 Recovery: 75%
- Joint Movement Range: Plus or Minus 7½ %

- **FOAM AIR-INFILTRATION SEALANT**

- Manufacturer & Brand: Grace Polycel One, or approved.

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• **PART 2 - PRODUCTS**

• **SEALANT COLORS**

- Foam Sealant: Contractor's choice
- All Other: Approximate color of Adjacent Surfaces, unless otherwise indicated, and subject to Architect's approval. Obtain Architect's instructions if Sealant is adjacent to more than 1 different color.

• **PRIMER & SURFACE CONDITIONER**

- Manufacturer & Type: Recommended by Sealant Manufacturer

• **BACKER ROD**

- Manufacturer & Brand: Nomac SOF Rod
- Material: Polyolefin Open & Closed-cell, soft-rod, non-off gassing, and recommended by Sealant Manufacturer for conditions of use.
- Chemically inert. Non-absorbing.
- Diameter: 25% greater than Joint width
- Extent of Work: Provide for all Sealants, except Foamed types.

• **BOND BREAKER TAPE**

- Manufacturer & Brand: Contractor's choice
- Material: Polyethylene Tape, or approved.
- Extent of Work: Where Backer Rod can not be used, provide Tape where necessary to prevent 3-sided adhesion of Sealant to Substrate

• **FOAM SEALANT DAMS**

- Material: Contractor's choice
- Minimum UL Fire Resistance Rating:
 - At Dams Remaining in Place: Match adjacent Wall or Floor Rating.
 - At Dams to Be Removed: None required

• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Joints to be sealed are clean, dry, and free from Dust, Oil, Grease, Rust, Lacquer, loose Mortar, Ice, Frost, or other Bond-reducing Matter. If necessary, remove Bond-reducing Matter by grinding.

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• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS (CONT)**

- Verify that Sealants are compatible with Substrate.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by work of this Section.
- Mask Surfaces adjacent to Joints as required for complete protection.

• **SURFACE PREPARATION**

- Remove Dust, Dirt, Moisture, and any other Foreign Matter from Joints to be sealed.

• **PRIMING**

- Unless otherwise recommended by Sealant Manufacturer, prime Surfaces to receive Sealant.
- Apply with Bristle Brush.
- Do not flood surfaces.

• **INSTALLATION - GENERAL**

- Follow Manufacturers' instructions.

• **BACKER ROD INSTALLATION**

- Using dry Wheeled Tool, install Backer Rod behind Sealant in accordance with Sealant Manufacturer's instructions. Do not use Lubricants to ease installation.
- Provide in continuous, one-piece lengths where practicable. Where discontinuous pieces are necessary, butt Rod Joints neatly and snugly.
- Depth behind adjacent Surface: Approximately 1/2 Joint width (1/4 inch minimum and 5/8 inch maximum).
- Do not stretch, twist, puncture, or tear Rods. Replace any damaged Rods.

• **FOAM SEALANT INSTALLATION**

- Inject Sealant continuously until Opening is filled.
- If Opening is not filled within Sealant Snap Time or maximum of 3 minutes, stop application for at least 15 minutes before resuming work.
- Trim cured Foam flush with Adjacent Surface.
- Remove any combustible Dams.

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• **PART 3 - EXECUTION**

• **MODIFIED SILICONE (STPE) & ACRYLIC LATEX SEALANT INSTALLATION**

- Apply in accordance with Manufacturer's instructions using Hand or Pressure Gun type Dispenser.
- Size Gun Nozzle to fit Joint.
- Force Sealant into Joints firmly against Joint Sides to fill Joints and Voids solid; superficial pointing with Skin Bead not acceptable.
- Prevent 3-sided adhesion of Sealant to Substrate.
- Install Sealant flush with Adjacent Surface.
- Within 10 minutes after installation, and using Dry Tool finish Sealant to smooth, uniform, and slightly concave shape.
- Remove excess Sealant and Masking Materials, if any, immediately after Sealant installation.
- Leave Sealant Surfaces neat and smooth.

• **WASTE MANAGEMENT**

- Place used Sealant Tubes, Dispensers, and Pails in Hazardous Materials containers.

• **PRODUCT CLEANING & REPAIRING**

- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Trim: Section 06-10-00
- Caulking between Windows & adjacent Construction: Section 07-92-00
- Glazing: Section 08-80-00

- **OPTIONS**

- Contractor may, at his option, factory glaze windows in accordance with Specifications Section 08-80-00.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **SHOP DRAWINGS**

- Submit in accordance with Section 01-33-00.
- Show dimensions, full size sections, section thicknesses, fabrication details, sealing methods, required clearances, anchor location, and installation details.

- **QUALITY ASSURANCE**

- Affix Label to each Unit indicating compliance with Referenced Specifications.

- **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Protect against damage and discoloration.

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- **PART 1 - GENERAL**

- **SPECIAL WARRANTY**

- Warrant Work of this Section for 2 years against water leakage, air infiltration, finish deterioration, and faulty operation.
- This warranty extends 1 Year Warranty called for in General Conditions.

- **PART 2 - PRODUCTS**

- **WINDOWS**

- Manufacturer: Milgard, or approved.
- Manufacturing Standard: AAMA 101 Class LC
- Material: Extruded Polyvinyl Chloride (PVC) with integral Ultra Violet Resistant Coating
- Color: White
- Type: See Drawings
- Size & Shape: See Drawings
- Required Accessories:
 - Locking and Operating Hardware at Ventilating Sections of each Window.
 - Framed, removable, fiberglass mesh Insect Screens over Ventilating Sections of each Window.

- **FASTENERS**

- Material: Non-corrosive
- Size & Type: Concealed type recommended by Window Manufacturer for conditions of use

- **PART 3 - EXECUTION**

- **EXISTING CONDITIONS**

- Verify that Surfaces and Openings to receive Windows are square, plumb, rigid, accurately sized and located, free of debris, and otherwise properly prepared.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

- **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.

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• **PART 3 - EXECUTION**

• **WINDOW INSTALLATION**

- Follow Manufacturer's instructions.
- Accurately locate and position plumb and square.
- Secure in Opening without distortion or stress.
- Secure with non-corrosive concealed Fasteners.

• **ADJUSTMENTS**

- Adjust Moving Parts to operate satisfactorily at time of Project Substantial Completion and during Warranty Period.

• **PRODUCT CLEANING & REPAIRING**

- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Vinyl Windows: Section 08-56-00

- **OPTIONS**

- Contractor may, at his option, install Glazing in Field or in Factory.

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **REFERENCED SPECIFICATION**

- Comply with applicable portions of:
 - Glazing Manual published by Flat Glass Marketing Association, hereinafter referred to as FGMA; White Lakes Professional Bldg.; 3310 Harrison; Topeka, Kansas 66611; (913) 266-7013.
 - Insulating Glass manufacturing and installation recommendations of Sealed Insulating Glass Mfrs. Assn, hereinafter referred to as SIGMA; 111 E. Wacker Dr.; Chicago, IL 60610; (312) 644-6610.
 - Copies can be obtained from Association.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **REGULATORY AGENCY REQUIREMENTS**

- Comply with Safety Glazing requirements of IBC / OSSC 2019.

- **PRODUCT DELIVERY**

- Schedule to coincide with glazing schedule.
- For each piece of Glass affix Label identifying the following:
 - Glass Manufacturer, quality, and thickness.

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• **PART 1 - GENERAL**

• **PRODUCT DELIVERY (CONT)**

- On Low-E type Insulating Glass identify Glass "U" Factor, Shading Coefficient, and Light Transmission Ratings as certified by National Fenestration Rating Council (NFRC).
- Where Labels must be removed for Glass cutting, save Labels for Architect's review.
- Deliver other Glazing Materials in Original Containers with Manufacturer's original legible Labels thereon.

• **PRODUCT STORAGE & HANDLING**

- Protect against damage and discoloration.
- Prevent Glass to Glass contact.
- Do not overload Structure with stored Materials.

• **ENVIRONMENTAL CONDITIONS**

- Do no glazing when:
 - Air Temperature is below 40°F.
 - Sufficient Dust is present that could impair Glazing Compound adhesion.
 - During Wet Weather except under Cover.

• **FIELD MEASUREMENTS**

- Verify prior to fabrication.
- If field measurements differ slightly from Drawing dimensions modify Work as required for accurate fit. If measurements differ substantially, notify Architect prior to fabrication.

• **SPECIAL WARRANTY**

- In accordance with Supplementary Conditions, Section 00-80-00, provide the following Extended Warranties:
 - Exterior Glazing against Air and Water Infiltration: 2 years
 - Insulating Glass against Edge Seal or other Failures, including Dust, Moisture, or Film on Interior Surface of Glass: 10 years (Note: Failed Units shall be replaced and not repaired.)

- 1 **PART 2 - PRODUCTS**
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4 • **APPROVED GLASS MANUFACTURERS**
5
6 • AFG Industries, hereinafter called AFG
7 • AHC Float Glass Operations, hereinafter called AHC
8 • Ford Glass, hereinafter called FG.
9 • Guardian Glass, hereinafter called GG.
10 • Hordis Bros., hereinafter called HB.
11 • Other Manufacturers may be approved by request in accordance with Section 01-63-00.
12
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14 • **GLASS-GENERAL**
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16 • Color & Pattern: All Glass shall be clear and smooth, unless otherwise specified herein.
17 • Thickness: Follow Building Code requirements.
18
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20 • **FLOAT GLASS**
21
22 • Approved Manufacturers: AFG, AHC, FG, GG, LOF, PLK, PPG, SG, VA, or approved.
23 • Manufacturing Standard: ASTM C-1036
24 • Quality: Glazing Select
25
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27 • **TEMPERED GLASS**
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29 • Manufacturing Standard: ASTM C-1048
30 • Safety Performance Standard: CPSC 16-CFR-1201-C11
31 • Glass Type & Thickness: As specified above
32
33
34 • **THERMAL INSULATING GLASS**
35
36 • Approved Manufacturers: AFG, AHC, FG, GG, LOF, PLK, PPG, SG, VA, or approved.
37 • Brand: Similar to PPG Solarban Clear + Clear
38 • Manufacturing Standard: SIGMA CBA
39 • Edge Material: Sealant conforming to ASTM E-6-P3
40 • Assembly Type: Soft Coat Low-E (Vacuum Deposition) on Surface #2
41 • National Fenestration Rating Council (NFRC) Certified Performance Requirements:
42 • Maximum Summer "U" Value: 0.27
43 • Maximum Winter "U" Value: 0.29
44 • Maximum Shading Coefficient: 0.28
45 • Maximum Solar Heat Gain Coefficient: 24%
46 • Minimum Light Transmission: 35%
47 • Glass Layers: 2
48 • Overall Thickness: 1 inch
49 • Metal Spacer Type: Thermally broken
50 • Glass Type:
51 • Exterior Sheet: Float Glass
52 • Interior Sheet: Float Glass

GLAZING

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2 • **PART 2 - PRODUCTS**

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5 • **SETTING BLOCKS**

6

7 • Material: EPDM or Neoprene Rubber, unless otherwise required for compatibility with
8 Glazing Compound and Sealant.

9 • Shore A Durometer Hardness: 80-90

10 • Width: 1/8 inch wider than Glass Unit to be supported and 1/16 to 1/8 inch narrower than
11 Glazing Pocket

12 • Length: Sufficient to support Glass Unit without excessive pressure on Glass edge

13

14

15 • **GLAZING COMPOUND**

16

17 • Manufacturer: Dow, G.E., Gibson-Homans, 3-M, Sonneborn, or approved.

18 • Material:

19 • For Insulating Glass:

20 • Compatible with Glass Edge Sealant and recommended by Insulating Glass
21 Fabricator for conditions of use.

22 • For Factory-glazed Units:

23 • Unit Manufacturer's standard Glazing Compound

24 • For Field-glazed Units:

25 • At Vinyl Windows: Closed Cell Tape Bedding with Silicone Compound

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29 • **PART 3 - EXECUTION**

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32 • **EXISTING CONDITIONS**

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34 • Verify that Openings to be glazed are accurately sized, shaped and located, and free of
35 Fasteners and other Projections which will interfere with glazing.

36 • Verify that Weep System is open.

37 • Verify that Glazing Surfaces are free of Moisture, Dirt, Grease, Oil, or other Deleterious
38 Material.

39 • Verify that any Steel or Wood Glazing Rabbets and any contacting Dissimilar Materials are painted.

40 • Prior to starting Work, notify General Contractor about defects requiring correction.

41 • Do not start Work until conditions are satisfactory.

42

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44 • **PROTECTING WORK OF OTHER SECTIONS**

45

46 • Protect against damage and discoloration caused by Work of this Section.

47

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49 • **PREPARATION WORK**

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51 • Prior to glazing, clean, dry, and remove any Protective Coatings from Glass and from Surfaces
52 to be glazed.

53 • Clean inside faces of Double-glazed Openings before setting Glass in place.

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- **PART 3 - EXECUTION**

- **GLASS INSTALLATION**

- General:
 - Follow Referenced Specifications and Manufacturer's instructions.
 - Allow for Glass expansion and contraction.
 - Do not impact Glass against Framing.
 - Install Glass with Setting Blocks placed at Sill quarter points.
 - Do not set any Glass Flares or Bevels adjacent to Setting Blocks.
 - Install any Glass Surface Waves running horizontal.
 - Shift Glass with Suction Cups; do not use Pry Bar.
 - Remove Identity Labels immediately after installation; save for Architect's review.
- Tempered Glass:
- Take particular care to prevent Glass-edge damage.
- Insulating Glass:
 - Follow Glazing Specification for Sealed Insulating Glass Units, SIGMA No. 70-7-1.
 - Glaze Exterior Openings with Coated Face toward Building Interior.

- **PRODUCT CLEANING & REPAIRING**

- Remove excess Glazing Compound from Glazing and adjacent Surfaces.
- Final Glass Cleaning:
 - Specified in Section 01-74-00.
- Remove Debris from Project Site upon Work completion, or sooner if directed.
- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.

- **PROTECTING COMPLETED WORK**

- Protect installed Glazing against breakage and staining.
- Identify Glazed Areas with Streamers or other suitable Warning Placard.
- Notify General Contractor to prohibit Material storage close enough to Glass to create sufficient Heat Trap to cause Glass breakage.

- **GLAZING SCHEDULE**

- Provide specified Glass in the following locations: See Drawings.
 - Exterior Glazing:
 - Insulating Glass

END OF SECTION

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **EXTENT OF WORK**

- Where Spaces are scheduled to receive Gypsum Board, include infill areas where windows removed and replacement of drywall removed due to dry rot of framing.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Wood Framing: Section 06-10-00

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **REFERENCED SPECIFICATIONS**

- General:

- Conform to Referenced Specifications hereinafter named, as Architect judges them applicable, and as modified and supplemented herein.

- Recommended materials and methods are mandatory; those proposed as equivalent by Contractor must be accepted by Architect.

- Gypsum Board Application & Finishing:

- Standard Specifications for the Application and Finishing of Gypsum Board, ASTM Document C-840.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **REGULATORY AGENCY REQUIREMENTS**

- If and where Fire-rated Partitions or Ceilings are called for on Drawings, construct to obtain specified Rating.

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• **PART 1 - GENERAL**

• **FIELD MOCK UP**

- Build Sample Panel at least 4x8 ft. size, where approved, and show typical Joint and Surface treatment, Corners, Control Joints, and Board termination against other Materials.
- Obtain Architect's review before proceeding.
- Accepted Sample, in like-new condition, may be used as part of Contract Work.

• **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Deliver Products to Site with Manufacturer's original, legible Labels intact.
- Identify Fire-rated Materials with Testing Agency Label.
- Indicate Adhesive "open time" on Container Label.
- Protect Gypsum Material against moisture and Metal Materials against rust.
- Stack Gypsum Board on edge; do not stack flat or with longer lengths overhanging shorter lengths.
- Do not overload Building Structure with stockpiled Materials.

• **ENVIRONMENTAL REQUIREMENTS**

- Perform Work only under the following conditions:
 - Air Temperature for 24 hours before and during Work, and for 24 hours after Materials have dried: 55°F to 75°F
 - Minimum Work Space Illumination measured 3 ft. above adjacent Floor: 30 ft. candles
 - Ventilation: Maintain sufficient for proper Joint Treatment drying.

• **PART 2 - PRODUCTS**

• **PRODUCTS - GENERAL**

- Manufacturers:
 - Metal Products: Beadex, Scafco, Steeler, Steel Systems, US Gypsum, Western, or approved.
 - Gypsum Products: Celotex, G.P., Gypsum, Gold Bond, James Hardie, Manville, National Gypsum, US Gypsum, or approved.
 - Other Products: As specified hereunder.

• **GYPSUM BOARD**

- Manufacturing Standard: ASTM C-1396
- Thickness: to align with existing adjacent materials

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• **PART 2 - PRODUCTS**

• **FASTENERS**

- Material: Steel
- Manufacturing Standard: ASTM C-1002
- Type & Length: Screws recommended by Board Manufacturer to satisfy conditions of use.

• **METAL TRIM**

- At External Corners: Similar to U.S. Gypsum Dura-Bead 800
- At Window Frames: Similar to U.S. Gypsum Casing Bead 200-C
- At Exposed Gypsum Board Edges & where Gypsum Board abuts other Materials: Similar to U.S. Gypsum Casing Bead 200-B

• **JOINT TAPE & COMPOUND**

- Manufacturer & Brand: Contractor's choice
- Manufacturing Standard: ASTM C-475
- Type: Satisfy conditions of use.

• **SURFACE SEALER**

- Manufacturer: Hamilton (714) 637-2770, or approved.
- Brand: Prep Coat Plus
- Extent of Work: Apply over Gypsum Board after taping and prior to applying Spray Texture.

• **SPRAY WALL TEXTURE COMPOUND**

- Manufacturer & Brand: U.S. Gypsum Spray Texture Finish, or approved.
- Extent of Work: Provide at new Gypsum Board surfaces.

• **PART 3 - EXECUTION**

• **EXISTING CONDITIONS**

- Verify that Surfaces to receive Gypsum Board are accurately located, plumb, square, true, secure, dry, and otherwise properly prepared.
- Prior to starting Work, notify General Contractor about defects requiring correction.
- Do not start Work until conditions are satisfactory.

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• **PART 3 - EXECUTION**

• **PROTECTING WORK OF OTHER SECTIONS**

- Protect against damage and discoloration caused by Work of this Section.
- To prevent damage to Electrical Wiring, accurately cut openings in Board for Electrical Boxes prior to installing Board. Do not make Openings with Router after Board installation.

• **GENERAL INSTALLATION REQUIREMENTS**

- Follow Referenced Specifications and Manufacturer's instructions, except as supplemented or modified herein.

• **GYPSUM BOARD INSTALLATION**

- Install Wallboard horizontally to fit opening created by infill.
- Loosely butt Joints over framing.
- Except at Corners, place Tapered Edges together.
- Do not place Butt Edges against Tapered Edges.
- Butt Joints are necessary, stagger, and do not line up.
- Maintain 3/8 inch minimum distance between Fastener and Board Edge.
- Dimple Board Surface 1/32 inch with Fastener; do not fracture Face Paper.
- Secure Single-ply Boards to Framing as follows:
 - At Wood Wall Framing: Screw at 7 inch o.c. along each Support.

• **ALLOWABLE INSTALLATION TOLERANCES**

- Maximum Deviation from True Plane: 1/8 inch per 10 ft. and 1/16 inch in any running ft.

• **JOINT, CORNER, & SURFACE TREATMENT**

- Protect External Corners and Exposed Edges with Metal Trim where applicable.
- At Gypsum Board: to receive Paint Coating over Texture to match existing:
 - Embed Tape in Joint Compound plus 3 additional coats of Compound.
 - Remove Tool Marks, Ridges, and excess Compound.
 - Cover entire surface with Surface Sealer. Lightly sand or sponge to assure smooth and even surface.

• **SURFACE TEXTURE**

- At Surfaces to be Painted:
 - Spray-apply Texture Compound to produce Texture Finish in accordance with approved Mock Up or to match existing adjacent texture.
 - Follow Manufacturer's instructions.

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- **PART 3 - EXECUTION**

- **GYPSUM BOARD REPAIRING**

- General:
 - After installation and before finishing, correct any Surface Damage or Defects.
 - Leave Surfaces clean, uniform, and ready for Finishing specified in other Sections.

- Screw Pop:
 - Repair by installing new Screw approximately 1-1/2 inch away from Projecting Screw and reset Projecting Screw.
 - Where Face Paper is fractured install new Fastener approximately 1-1/2 inch away from Projecting Screw and remove Projecting Screw.
 - Fill Damaged Surface with Joint Compound and finish flush and smooth.

- Ridging:
 - Sand Ridges smooth without cutting Joint Tape.
 - Fill Concave Areas on both sides of Ridge with Compound and finish flush and smooth.

- Cracks:
 - Fill with Joint Compound and finish flush and smooth.

- **PRODUCT CLEANING & OTHER REPAIRING**

- Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products which have been soiled, discolored, or damaged by Work of this Section.
- Remove excess Joint Compound and any other Finishing Compounds from Floors and other Surfaces.
- Broom-clean Work areas.
- Leave Surface ready for Finishing specified in other Sections.
- Remove Debris from Project Site upon Work completion, or sooner if directed.

END OF SECTION

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- **PART 1 - GENERAL**

- **CONTRACT CONDITIONS**

- Work of this Section is bound by the Contract Conditions and Division 1, bound herewith, in addition to this Specification and accompanying Drawings.

- **RELATED WORK SPECIFIED IN OTHER SECTIONS**

- Siding: Section 06-42-00
- Joint Sealants: Section 07-92-00

- **ALTERNATES**

- Refer to Section 01-20-00 for possible effect upon Work of this Section.

- **COORDINATION**

- Coordinate with other Trades affecting or affected by Work of this Section.

- **PRODUCTS LIST**

- Before ordering, submit complete List of Materials proposed for use.
- Obtain Architect's acceptance before ordering.

- **COLOR SAMPLES**

- In accordance with Section 01-33-00, submit 2 Samples of each specified Finish, Color, and Sheen.
- Minimum Sample Size: 8-1/2 x 11 inches
- Sample Substrates:
 - For Paint: Stiff Paper, or approved.
- Obtain Owner's acceptance before proceeding with Contract Work.

- **FIELD MOCK UP**

- Before proceeding with Contract Work, apply where directed each specified Coating on actual Work Surfaces.
- Include at least the following:
 - Walls: 100 sq. ft.
- Simulate Contract Lighting during Owner's review.
- Accepted Mock Up represents Minimum Acceptance Standard for Subsequent Work.
- Accepted Mock Up, in like-new condition, may be used in Contract Work.
- Prior to starting Project Work, adjust Mock-up Colors as directed by Owner at no additional cost to Owner.

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- **PART 1 - GENERAL**

- **REGULATORY AGENCY REQUIREMENTS**

- Removal of any Lead-base Paint Products (exceeding 20 sq. ft of Exterior Surface or 6 sq. ft. of Interior Surface) must be performed by Workers who have been Pre-certified by Environmental Protection Agency.

- **PRODUCT DELIVERY, STORAGE, & HANDLING**

- Deliver in Manufacturer's original, unopened Containers with legible Labels intact.
- Do not open Containers or remove Labels until Architect inspects.
- Store in suitable location where directed by General Contractor.
- Protect against damage and contamination.
- Remove unacceptable Materials from Project Site.

- **PRODUCT LABELS**

- Each Product Container Label shall include:
 - Manufacturer's Name
 - Type of Material
 - Manufacturer's Product Number
 - Manufacturer's Batch Number
 - Color
 - Instructions for reducing when applicable

- **WORK SPACE ENVIRONMENTAL REQUIREMENTS**

- Comply with Manufacturer's recommendations.
- Perform Work only under the following conditions, unless otherwise instructed by Manufacturer:
 - Maximum Relative Humidity: 85%
 - Minimum Dew Point Variance between Air & Surface Temperature: 5°F.
 - Minimum Ambient Air & Surface Temperature during application and until Film is dry-hard thereafter: 45°F.
- Do not work:
 - Where Dust, Air-borne Particles, or Insects are present.
 - Where Inclement Weather may damage Coating Surface.
 - With less than 30 ft. candles of Available Light measured 3 ft. above adjacent Ground.

- **EXTRA STOCK**

- Submit, in previously unopened Containers, 1 gallon of each color of each Top Coat.
- Label each Container with Product-identification and Use-location.
- Store on Project Premises where directed by Owner.

- 1 • **PART 2 - PRODUCTS**
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4 • **GENERAL**
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6 • Products for each general purpose shall be of same Manufacturer. Do not use Products of
7 different Manufacturers over one another, except for Shop Prime Coats specified in other
8 Sections.
9 • Products shall be free of Lead and Mercury and must comply with Federal VOC requirements.
10 • Products shall have good flowing and brushing properties and shall dry or cure free of
11 Blemishes or Sags.
12 • Products shall not exceed Code-required Flame-spreads or Smoke-developments.
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15 • **FUNGAL & BACTERIA RESISTANT ENAMEL**
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17 • Manufacturer & Brand: Tnemec 158 Bio-Lastic, or approved
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20 • **OTHER COATINGS**
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22 • Products listed below in Paint Schedule shall comply with latest edition of Approved Products
23 List published by Master Painters Institute (MPI). Copies can be obtained from Institute at
24 (888) 674-8937, or they can be viewed by Computer at www.paintinfo.com and clicking-on
25 either "Product Index Alphabetical" or "Product Index by MPI Number".
26 • Approved Manufacturers:
27 • Except for specific Products stipulated above, only those Manufacturers who maintain
28 a full-time Local or Regional Architectural Representative are approved for use on this
29 Project.
30 • Benjamin Moore, Devoe, Glidden Professional, Kelly Moore, Miller, Parker, Rodda, &
31 Sherwin Williams are approved. Others may be approved if they attest to maintaining
32 a full-time Representative.
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35 • **COLORS**
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37 • Manufacturers listed in Approved Products List are approved provided they can supply Colors
38 that match selected Colors to Owner's satisfaction.
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41 • **MIXING & TINTING**
42
43 • Follow Manufacturer's instructions.
44 • Unless otherwise instructed by Manufacturer, deliver Coatings factory-mixed to Jobsite.
45 • Job-mix and Job-tint only when required by Manufacturer.
46 • Mix only in clean, rust-resistant Containers.
47 • Use Tinting Colors recommended by Coating Manufacturer.
48 • Where Thinner is used, do not exceed Coating Manufacturer's recommendations. Do not use
49 Kerosene or Organic Solvents to thin Water-based Coatings.
50 • Factory-add Fungicidal Agent to all Exterior Coatings and to any Interior Coatings located in
51 high-humidity Spaces.
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- 1 • **PART 3 - EXECUTION**
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- 4 • **EXISTING CONDITIONS**
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6 • Examine Surfaces to receive Coatings for existing conditions that could adversely effect Work
7 execution, permanence, or quality. Give particular attention to Primer Coatings applied by other
8 Trades. And to existing Coated Surfaces scheduled to receive new Coatings.
9 • Do not apply Coating over Substrates which exceed the following Maximum Moisture Content:
10 • Wood: 15%
11 • Gypsum Board: 12%
12 • Prior to starting Work, notify General Contractor about defects requiring correction.
13 • Do not start Work until conditions are satisfactory. Applying Coatings to defective Substrates
14 indicates acceptance of Defective Substrate by Painter, and Painter shall bear all costs to
15 produce acceptable Work, including re-painting entire Surface (No touch-up painting).
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- 18 • **PROTECTING WORK OF OTHER SECTIONS**
19
20 • Protect against damage and discoloration caused by Work of this Section.
21 • Prior to painting, remove or otherwise protect any Finish Hardware, Accessories, Cover Plates,
22 Lighting Fixtures, and similar Items. After painting, reinstall Removed Items and remove
23 Protective Coverings.
24 • Do not dump Waste Materials, including Thinners, into Landscape Planting Beds, Plumbing
25 Fixtures, or Storm Drains.
26 • Cover or otherwise protect Paint Storage and Mixing Rooms.
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- 29 • **FIRE PROTECTION**
30
31 • Take extraordinary care to prevent Fire.
32 • Open Coating Containers only when needed.
33 • Keep Rubbing Cloths and Oily Rags submersed in Water.
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- 36 • **SURFACE PREPARATION**
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38 • General:
39 • Remove any Loose Material, Dirt, Dust, or Foreign Matter.
40 • Gypsum Board:
41 • Repair any Holes, Cracks, Ridges, etc.; and smooth Repairs by sanding.
42 • Wipe-down or vacuum Surfaces to remove any residual Dust.
43 • Wood & Cementitious Material:
44 • Clean Soiled Surfaces with Alcohol, or approved.
45 • Remove any Mildew by scrubbing with Trisodium Phosphate Solution, treat with
46 Bleach Solution, rinse with clean Water, and allow Surfaces to completely dry before
47 proceeding with remaining work.
48 • Fill any Voids, including set Nail and other Fastener Holes. At any Natural-finished
49 Wood, color Filler to match Wood.
50 • Follow manufacturer's instructions.
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- **PART 3 - EXECUTION**

- **SURFACE PREPARATION (CONT)**

- Existing Surfaces to be refinished:
 - Clean thoroughly.
 - Remove any Mildew by scrubbing with Trisodium Phosphate Solution, treat with Bleach Solution, rinse with clean Water, and allow Surfaces to completely dry before proceeding with remaining work.
 - Remove any loose, scaly, or other Defective Film.
 - Fill any Voids.
 - Sand any Irregular Surfaces smooth.
 - Remove any Film Gloss by washing and sanding.
 - Seal any Stains or Graffiti with Shellac.
 - Touch-up any Bare Spots with proper Primer.

- **COATING APPLICATION**

- General:
 - Follow Coating Manufacturer's instructions.
 - Do not apply initial Coating until Surface Moisture Content is within limitations recommended by Coating Manufacturer. Where in doubt test with Moisture Meter.
 - Except as otherwise specified hereunder, apply Coatings with suitable Brush, Roller, or Spray Equipment recommended by Coating Manufacturer.
 - Back-roll or brush-in spray-applied Primer Coats to assure Coating penetration.
 - Maintain Brushes, Rollers, and Spray Equipment clean, free from contaminates, and suitably prepared for conditions of use.
 - Do not exceed Coating Manufacturer's specified Coating Application Rate.
 - Follow Coating Manufacturer's recommended Drying Time between succeeding Coats.
 - Apply Finish Coats smooth, free of Brush Marks, Streaks, Laps, Coating Pile-up, and Skips.
 - Leave any Moldings and Ornaments clean, true to detail, and without excessive Coating build-up in Corners and Depressions.
 - Where Coating abuts other Materials or Colors cut Coating Edge clean, sharp, and with no overlap.
 - In addition to Door Faces, finish Door Tops, Bottoms, and Edges as specified below. If necessary, remove Doors from Frames.
 - Tint each Coat progressively lighter to enable confirmation of Coat quantities.
 - Sand and dust between each Coat to provide anchor for succeeding Coats, and to remove any Defects visible from 36 inch minimum distance.
 - Extend Paint Finish behind Wall-mounted Items.
 - If and where recoating Existing Surface; apply New Coating over entire Existing Surface and extend New Coating to nearest Surface-break such as Wall Corners, Floor abutments, and Ceiling abutments.
- Painted Work:
 - Woodwork: Immediately upon Jobsite delivery, prime all Surfaces including Concealed Surfaces.
 - Flat Metalwork, including Doors: Apply Paint with Roller or Airless Spray Equipment only. Do not apply by Brush.

- 1 • **PART 3 - EXECUTION**
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- 4 • **FIELD QUALITY CONTROL**
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- 6 • Before proceeding with remaining Work, request Architect to inspect each first-finished Room,
7 Space, and Item for acceptability.
8 • Immediately following application, Wet Film Thickness of Coatings may be tested in
9 compliance with ASTM D-4414.
10 • After 14 calendar days following application, Coatings may be tested as follows:
11 • In compliance with ASTM D-4138, Dry Film Paint Thicknesses may be measured
12 using a Mark II Tooke Coating Inspection Gage, or a similar Precision Instrument,
13 designed for measuring Paint Coating Thicknesses. Touch-up Test Surface, which will
14 measure approximately 1 sq. inch per Test.
15 • In compliance with ASTM D-3359 Tape Test, Coating Adhesion may be determined.
16 • Recoat any Work which fails test.
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- 19 • **PRODUCT CLEANING & REPAIRING**
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- 21 • Remove any Spills, Splatters, and Stains including those in Paint Storage and Mixing Room.
22 • Unless otherwise approved, refinish entire Surface where portion of Coating is unacceptable.
23 • Including Work of other Trades, clean, repair and touch-up, or replace when directed, Products
24 which have been soiled, discolored, or damaged by Work of this Section.
25 • Remove Debris from Project Site upon Work completion, or sooner if directed.
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- 28 • **PROTECTING COMPLETED WORK**
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- 30 • Post Signs and install Barricades where necessary to protect Completed Work of this Section
31 against damage and discoloration.
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- 34 • **PAINTING SCHEDULE**
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- 36 • General:
37 • Prime Coats specified below may be omitted where Factory-applied Shop Coatings
38 have been applied by other Trades.
39 • Prime Coats specified below may be omitted from Existing Finished Surfaces,
40 provided Existing Coating is sound.
41 • Quantities of Coats specified below are minimum. Finished Work shall be even,
42 uniform, and free from cloudy and mottled appearance. Apply additional (4 minimum)
43 Coats of any Deep or Bright Tone Colors where necessary to hide Substrate.
44 • Minimum Dry Film Thicknesses specified below include Prime Coat and Finish Coats
45 combined.
46 • Exterior Ferrous Metal: (Not Galvanized Flashing)
47 • Latex Enamel
48 • 1 coat Bonding Primer (MPI Product #107 - *Min. Solids Volume 38% & Max.*
49 *VOC 100 grams/liter*), followed by:
50 • 2 coats Semi-gloss (MPI Level #5) Latex Enamel (MPI Product #11 - *Min.*
51 *Solids Volume 39% & Max. VOC 50 grams/liter*)
52 • Minimum Total Dry Film Thickness: 4.0 mils
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- **PART 3 - EXECUTION**

- **PAINTING SCHEDULE (CONT)**

- Exterior Woodwork / Cementitious Material:
 - Alkyd Enamel
 - Pre-primed material
 - 2 coats Semi-gloss (MPI Level #5) Alkyd Enamel (MPI Product #81 - *Min. Solids Volume 53% & Max. VOC 380 grams/liter*)
 - Minimum Total Dry Film Thickness: 4.0 mils

- All Interior Painting by Owner

- Exposed Mechanical & Electrical Work:
 - Exterior Metal, including Work on Roof:
 - Finish same as other Exterior Metal of same kind.
 - Piping, Equipment, & Supports:
 - 1 coat Anti-corrosive Metal Primer (MPI Product #79 - *Min. Solids Volume 44% & Max. VOC 100 grams/liter*), followed by:
 - 2 coats Semi-gloss (MPI Level #5) Alkyd Enamel (MPI Product #81 - *Min. Solids Volume 39% & Max. VOC 50 grams/liter*)
 - Minimum Total Dry Film Thickness: 4 mils
 - Electrical Conduit:
 - 1 coat Galvanized Primer (MPI Product #134), followed by:
 - 2 coats Semi-gloss (MPI Level #5) Latex Enamel (MPI Product #94)
 - Minimum Total Dry Film Thickness: 4.0 mils

END OF SECTION