

PROJECT MANUAL

**Proposed Bleacher Replacement for
Auburn Middle School
511 North 7th Street
Auburn, Illinois 62615**

CONTRACT: All Work

FOR:

**The Board of Education
Auburn Community Unit School District 10
606 West North Street
Auburn, Illinois 62615**

By:

jh petty & associates, ltd. architects
3220 Executive Park Drive
Springfield, Illinois 62703

Jhpa project no. 2025-004

October 2025

DATE SIGNED: _____

EXPIRATION DATE: _____

BID DOCUMENTS

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A. Architect: j.h. petty & associates, ltd. Architects

1. Address:

3220 Executive Park Drive

Springfield, Illinois 62703

B. Project: Proposed Bleacher Replacement for Auburn Middle School

1. Address:

511 North 7th Street

Auburn, Illinois 62615

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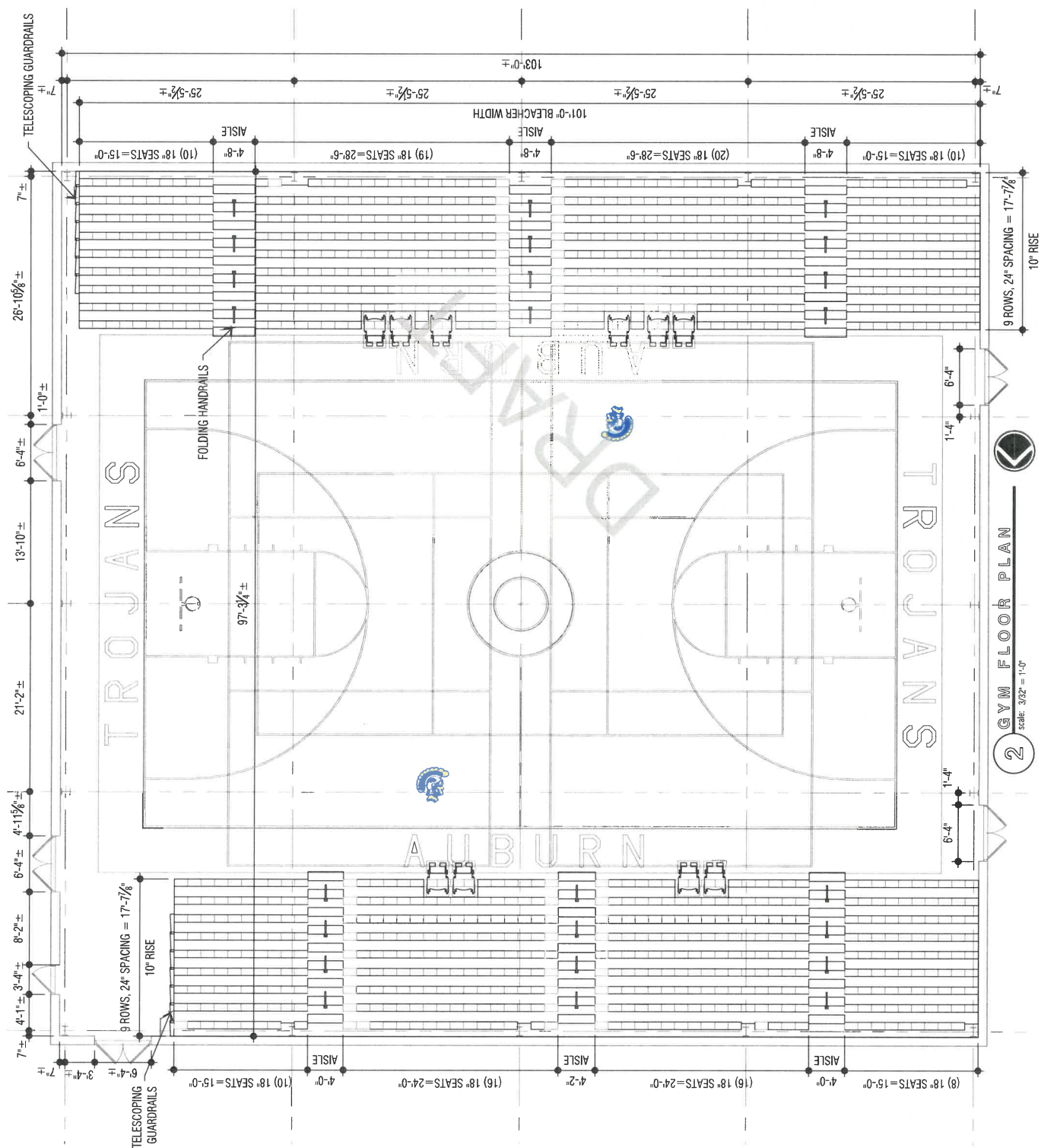
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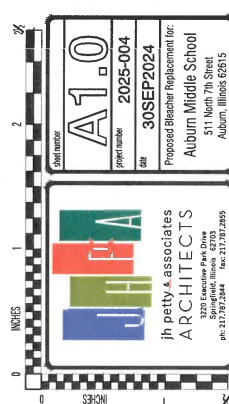
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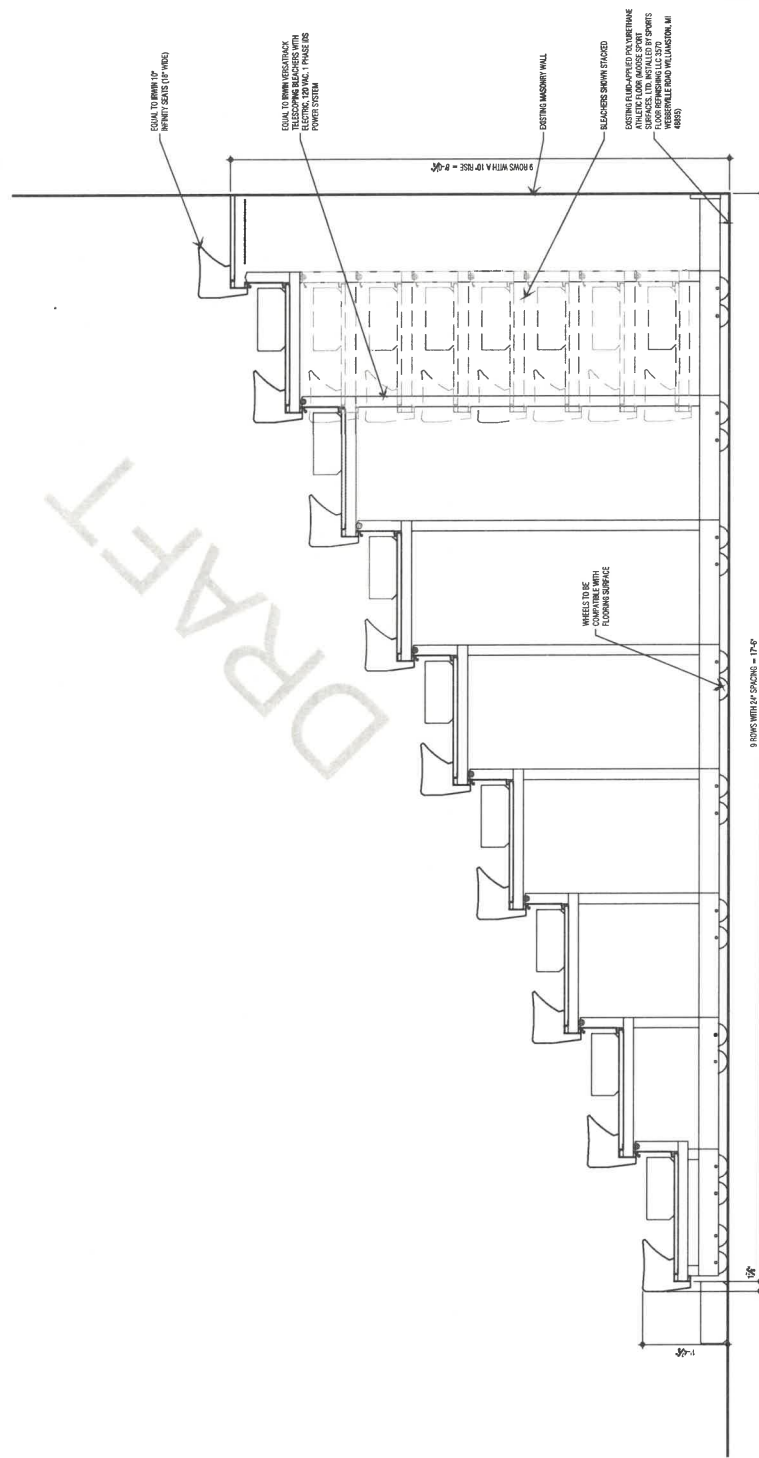
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KEY PLAN



GYM FLOOR PLAN



— EQUAL TO BRAIN 10°
INFINITY SEATS (18° WIDE)

EQUAL TO IRWIN VERSATRACK
TELESCOPING BLEACHERS WITH
ELECTRIC, 120 VAC, 1 PHASE IDS
POWER SYSTEM

— EXISTING MASONRY WALL

— BLEACHERS SHOWN STACKED

— BLEACHERS SHOWN STACKED

EXISTING FLUID-APPLIED POLYURETHANE
ATHLETIC FLOOR (MOOSE SPORT
SURFACES, LTD. INSTALLED BY SPORTS
FLOOR RETRIVING LLC 3570
WEBBERVILLE ROAD WILLIAMSTON, MI
48093)

— BLEACHERS SHOWN STACKED

EXISTING FLUID-APPLIED POLYURETHANE
ATHLETIC FLOOR (MOOSE SPORT
SURFACES, LTD. INSTALLED BY SPORTS
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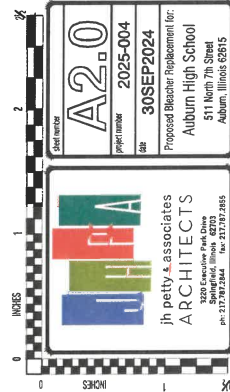
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FLOOR RETRIVING LLC 3570
WEBBERVILLE ROAD WILLIAMSTON, MI
48093)

9 ROWS WITH 24" SPACING = 17'-6"

TYPICAL SECTION OF BLEACHERS

scale: $1/2'' = 1'-0''$



SECTION 00 40 00 - ADVERTISEMENT FOR BID

The Board of Education for Auburn Community Unit School District 10 is presenting the following project for bid:

Proposed Bleacher Replacement for
Auburn Middle School
511 North 7th Street
Auburn, Illinois 62615

Project Description: Removing the existing telescoping steel framed wood finished bleachers with proposed steel framed, plastic seats motorized telescoping bleachers.

Bids shall be delivered in a sealed bid envelope to Office of the Superintendent, Mr. Darren Root, Auburn Community Unit School District No. 10, 606 North Street, Auburn, Illinois 62615 prior to **2:00 p.m. prevailing time, Thursday, July 25th, 2024. Bids should include the following:**

1. Properly completed Proposal Form in duplicate.
2. Bid Deposit in the amount of 10% of Bid.
3. Not less than the prevailing wage rate as determined by the Illinois Department of Labor pursuant to Illinois Revised Statutes, Ch. 489, Sec. 39s-1 et. seq.

Specifications and Drawings are available upon request from the Office of the Architect, j.h. petty & associates, ltd. architects, 3220 Executive Park Drive, Springfield, Illinois 62703, (217) 787-2844 (usj@jhpa.biz).

A non-mandatory **pre-bid conference** will be held at Auburn Community Unit School, District Office, 606 West North Street, Auburn, Illinois 62615 **Tuesday, July 16th, 2024, at 3:00 p.m.** for all prospective bidders. Entry is on the south side of the Middle/High School building complex.

All Bidders are advised that all work of this Contract shall be subject to the provisions of the "Illinois Prevailing Wage Act". Prevailing wage rates have been determined and are on file at the Office of the State of Illinois Department of Labor, telephone (217) 782-6206.

All Bidders shall submit and enclose with their bid a notarized certification that the Contractor is not barred from bidding on the Contract as a result of a violation of either Section 33 E-3 or 33 E-4 of Article 33E, Public Act 85-1295 (Senate Bill 2002) effective January 1, 1989. Certification is located on the Bid Form, Section 00 50 00, of the Project Manual.

Bids shall be accompanied by a bid bond, bank draft, certified check, or cashier's check in the amount of 10% of Bid, made payable to Community Unit School District No.10 Board of Education. Failure of Bidders to submit bid bond, certified check, or cashier's check in amount to cover proposals bid upon is cause for rejection of bid.

The Successful Bidder will be required to provide Surety Performance Bond and Labor and Material Payment Bond, each equal to 100% of the contract cost on prescribed forms within ten (10) days after notice of acceptance is issued by Owner. Surety on bond shall be by a duly authorized U.S. Treasury Backed company licensed to do business in the State of Illinois, acceptable to Owner.

The Board of Education reserves the right to reject any or all bids and reserves the right to waive any irregularity in bidding, which in their considered opinion is warranted. No bid shall be withdrawn for sixty (60) days after opening of bids without written consent of the Owner. Documents also on file at:

Central Illinois Plan Room
1620 S. 5th Street
Springfield, Il. 62703
(217) 679-1077
www.ciplanroom.com

Springfield Reprographics
1620 South 5th Street
Springfield, Illinois 62703
(217) 523-4632
service@springfieldrepro.com
www.springfieldrepro.com

END OF SECTION 00 40 00

SECTION 00 50 00 - BID FORM

Proposed Bleacher Replacement for

Auburn Middle School

Community Unit School District No. 10

606 West North Street

Auburn, Illinois 62615

NON-MANDATORY PRE-BID CONFERENCE: Thursday, February 8, 2024, at 3:00 p.m. local time.

DUE DATE: Tuesday February 20, 2024 at 2:00 p.m. local time

DELIVERED TO: The Board of Education for Community Unit School District No. 10 care of the Superintendent, Darren Root, 606 West North Street, Auburn, Illinois 62615

BIDDER: _____

NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

TELEPHONE: _____ **FAX:** _____

Having examined all bidding documents and project manual prepared by J.H. Petty & Associates, Ltd., 3220 Executive Park Drive, Springfield, Illinois 62703 for the project entitled above and dated October 2024, visited the site and examined all conditions affecting work, the undersigned proposes to furnish all labor, materials, equipment required by said work for the stipulated sum of:

BASE BID:

_____ Dollars (\$ _____)

The bidder acknowledges receipt of the following addenda:

Addendum No. 1: _____

Addendum No. 2: _____

Addendum No. 3: _____

Taxes

This project is tax exempt for all materials and equipment purchased. The Superintendent will provide a tax-exempt identification number.

Agreement

If undersigned is notified of bid acceptance within 60 days after the bid opening date, he agrees to execute a Contract for the above work, for the stated compensation, in the form of American Institute of Architects Owner – Contractor Agreement, AIA Document A101.

Time of Completion

If undersigned negotiates above mentioned Agreement with the Owner, he agrees to begin work within ten (10) days after notice to proceed and he agrees to final completion of work within **forty-five (45)** calendar days in accordance with the terms and conditions of the bidding documents.

Insurance Requirements

It shall be the responsibility of the contractor to furnish the owner with Certificates of Insurance, showing the owner as additional named insured, as its interests may appear, evidencing that the contractor has obtained the following insurance coverage from companies holding a General Rating of "A" or better as set forth in the most current issue of Best's Key Rating Insurance Guide. Such certificates will provide that the owner will receive at least thirty (30) days prior written notice of any material change in, or cancellation of, such insurance:

1. Comprehensive General Liability Insurance including a Broad Form endorsement and a Broad Form Property Damage endorsement with limits not less than \$2,000,000.00 Combined Single Limit.
2. Worker's Compensation Insurance in accordance with applicable state requirements.
3. Employer's Liability Insurance in an amount not less than \$1,000,000.00.
4. Comprehensive Automobile Liability Insurance including owned, non-owned and hired coverage in an amount not less than \$1,000,000.00 Combined Single Limit.
5. The Contractor shall also satisfy any insurance requirements necessitated by any pertinent governmental authority.
6. Contractor shall maintain scaffolding and demolition insurance if scaffolding or demolition is required to complete the Work.

Identification of Proposed Supervisory Personnel

Superintendent / Coordinator for all work shall be the following:

jhpa project no. 2025-004

00 50 00 - 2

BID FORM
October 2025

Name: _____

Address: _____

Date: _____

Firm: _____

Signed: _____

Title: _____

Witness: _____

PUBLIC ACT 85-1295 (720 ILCS 5/33E-3, 33E-4)

The undersigned provider certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any unit of government in the State of Illinois, nor has the provider made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the provider committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the provider. The undersigned provider further certifies that it is not barred from submitting a proposal or entering into a Contract as a result of a conviction of Illinois State Laws prohibiting bid-rigging or bid-rotating.

BIDDER: _____ WITNESS: _____

NOTARY PUBLIC

END OF SECTION 00 50 00

SECTION 00 60 00 - INSTRUCTIONS TO BIDDERS

PART 1 - GENERAL

1.1 GENERAL

- A. Proposals entitled to consideration must be in accordance with the following instructions:
 - 1. Proposals shall be made upon the form provided herein, and all blank spaces in the form shall be fully filled, numbers shall be stated both in writing and in figures. All signatures shall be in longhand and the completed form shall be without alteration or erasure.
 - 2. Proposals shall not contain any capitulation of the work to be done. No oral, telegraphic, or telephonic proposals or modifications will be considered.
 - 3. Proposals shall be addressed to the Owner and shall be delivered as described in the Advertisement for Bids, sealed within the envelope furnished, and bearing the title of the work, trade, and name of Bidder.

1.2 DEFINITIONS

- A. Definitions set forth in the General Conditions of the Contract Documents are applicable to these Instructions to Bidders.
- B. Bidding documents include the Advertisement for Bids, Instructions to Bidders, the Bid Proposal Form, Project Drawings and Specifications and any Addenda issued prior to opening of bids.
- C. Addenda are written, or graphic instructions issued prior to the award of the bid which modify or interpret the bidding documents with deletions, clarifications or corrections. Addenda will become part of the Contract Documents as though it had been issued at the same time and incorporated integrally therein.
- D. When the word Owner occurs in the contract documents, it shall apply to The Board of Education, Auburn Community Unit School District No. 10, or its authorized representatives.
- E. Where the word Contractor occurs, it shall apply to any firm or individual having a direct contract with the Owner.
- F. Where the word Subcontractor occurs, it shall apply to any firm or individual having a direct contract with the Contractor.

1.3 BIDDER'S REPRESENTATION

- A. By submitting a proposal, each Bidder represents that he has carefully examined the drawings and specifications, including those of other trades for work which must be coordinated with his work or might come under his contract.
- B. Each Bidder, by submitting his bid, represents that he has visited the site and familiarized himself with all existing conditions and limitations under which the work is to be performed.

1.4 EXAMINATION OF BIDDING DOCUMENTS

- A. Each Bidder shall examine the bidding documents carefully and, not later than ten (5) days prior to the date for receipt of bids, shall direct his requests to the Architect for the interpretation or correction of any ambiguity, inconsistency or error therein which he may discover. Any interpretation or correction will be issued in an Addendum by the Architect, published and circulated to all prospective bidders who have requested bid packets. Only a written interpretation or correction by Addendum shall be binding. No interpretation or correction shall be given by any other method. Where such provisions differ from those of the original contract documents, any addenda shall govern and take precedence. A Request for Clarification Form is attached at the end of this Section.

1.5 SUBSTITUTIONS

- A. Each bidder represents that his bid is based upon the materials and equipment described in the bidding documents.
- B. See Section 01 63 00 Substitutions and Product Options
- C. If the Architect approves any proposed substitution, such approval will be set forth in an Addendum.

1.6 QUALIFICATIONS OF BIDDERS

- A. If required, a Bidder shall submit to the Architect a properly executed Contractor's Qualification Statement, AIA Document A305, 2020.
- B. The competency and responsibility of a Contractor and of his proposed subcontractors may be considered in making an award of contract.

1.7 REJECTION OF BIDS

- A. The Bidder acknowledges the right of the Owner to reject any or all bids and to waive any informality or irregularity in any bid received. In addition, the Bidder recognizes the right of the Owner to reject a bid if the Bidder fails to furnish the required bid security, or to submit the data required by the bidding documents, or if the bid is in any way incomplete or irregular.

1.8 ACCEPTANCE OF BIDS

- A. If at the time a Contract is to be awarded, the lowest Base Bids, including listed alternates, submitted by responsible bidders, do not exceed the amount of funds then estimated by the Owner as available to finance the Contract, the Contract will be awarded based upon the Base Bids and the listed alternates. If, however, the lowest Base Bids and listed alternates exceed such amount, the Owner may reject all bids or delete alternate.

1.9 SUBMISSION OF POST BID INFORMATION

- A. Upon acceptance of a bid by the Owner the successful Bidder shall within ten (10) days thereafter, submit the following Certificates:
 - 1. A schedule of values for each major item of work included in the contract.
 - 2. A designation of the work to be performed by the successful Bidder with his own forces.
 - 3. A verified list of names of the Subcontractors or other persons or organizations proposed for such portions of the work as may be designated in the Bidding Documents, or if no portions are so designated, the names of the Subcontractors proposed for the principal portions of the work. The successful Bidder will be required to establish to the satisfaction of the Architect and the Owner the reliability and responsibility of the proposed Subcontractors to furnish and perform the work described in the sections of the specifications pertaining to such proposed contractor's respective trades. Prior to the award of the contract, the Architect will notify the bidder in writing if either the Owner or the Architect, after due investigation, has reasonable objection to any person or organization on such list. If the Owner or Architect refuses in writing to accept such person or organization, the Bidder may, at his option, withdraw his bid without forfeiture of.
 - 4. If the Bidder cannot submit an acceptable substitution of subcontractor which does not result in an increase in his bid price to cover the difference in cost occasioned by such substitution, the Owner, shall reject all bids. The accepted list of proposed Subcontractors, persons or organizations must be used on the work for which they were assigned and shall not be changed except with the written approval of the Owner and the Architect.

1.10 BID SECURITY

- A. The Owner shall require each Bidder to furnish a bid security in the form of a certified check, bank draft, or bid bond in the amount of 10% of the base bid. This security will be forfeited if the successful Bidder does not execute a contract with the Owner or fails to provide satisfactory Performance and Payment Bonds within ten (10) days after notice of acceptance of his bid by the Owner.

1.11 PERFORMANCE BOND/LABOR AND MATERIAL PAYMENT BOND

- A. The Owner shall require the successful Bidder to furnish bonds covering the faithful performance of the Contract and the payment of all obligations arising there under. The Bidder shall deliver the required bonds to the Owner not later than the date of execution of the Contract, or if the work is commenced prior thereto in response to a letter of intent, the Bidder shall, prior to commencement of the work, submit evidence satisfactory to the Owner that such bonds will be issued.
- B. The successful Bidder shall require the attorney in fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of his power of attorney indicating the monetary limit of such power.

1.12 LABOR STATUTES, RECORDS, RATES

- A. All Contractors shall familiarize themselves with all provisions of all Acts, referred to in this paragraph and in addition shall make an investigation of labor conditions and all negotiated labor agreements which may exist or are contemplated at this time. Nothing in the Acts referred to in this paragraph shall be construed to prohibit the payment of more than the prevailing wage scale.
- B. In the employment and use of labor, the Contractor shall conform to all Illinois Statutory requirements regarding labor, including, but not limited, to the following Acts:
 - 1. Equal Employment Opportunity-Applicable Laws: State of Illinois policy and law, set out in the Illinois Constitution, Article 1, Section 17, requires that employment opportunities be free from discrimination. The Equal Employment Clause contained in the Contract Documents is intended to ensure compliance with the applicable laws and with the Illinois Human Rights Commission's Rules and Regulations for Public Contracts.
 - a. The Fair Employment Practices Act, as amended (775 ILCS 5/1-101)
 - b. An Act to prohibit discrimination and intimidation on account of race, creed, color, sex or national origin in employment under contracts for public buildings or public works, as amended (775 ILCS 10/1)

- c. An Act to prohibit unjust discrimination in employment because of age and providing penalties, as amended. (775 ILCS 5/1-101)
 2. An Act to give preference to veterans of the United States Military and Naval Service in appointments and employment upon public works by, or for the use of, the State or its political subdivision, as amended (330ILCS 55/1.)
 3. The Service Men's Employment Tenure Act, as amended (330 ILCS 60/1).
 4. An Act regulating wages of laborers, mechanics, and other workmen employed in any public works by the State, County, City, or any public body or any political subdivision or by anyone under contract for public works, as amended (820 ILCS 130/1)) which provides in part that the contractor, subcontractors, etc., shall pay to all laborers, workmen and mechanics performing work under the contract, not less than the prevailing rate of wages as determined by the Illinois Department of Labor. The contractor shall continually update and prominently post the current Schedule of Prevailing Wages at the project site for the duration of the work. The Illinois Department of Labor Prevailing Wages for Sangamon County
 5. In no event shall minors be employed except as authorized under an Act to regulate the employment of children and to repeal an Act herein named, as amended (820 ILCS 205/1).
 6. In no event shall convict labor be employed except as authorized under Unified Code of Corrections, as amended (730ILCS 5/1-1-1.).
- C. Pursuant to Illinois Compiled Laws, Chapter 820, Section 130/5 the Contractor and each subcontractor shall make and keep, for a period of not less than 3 years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending time of work each day, which records shall be open at all reasonable hours to inspection by the Owner, its officers and agents and to agents of the Illinois Department of Labor. In addition, the Contractor and each subcontractor shall submit monthly in person, by mail, or electronically a certified payroll to the owner.

1.13 PROJECT WARRANTY

- A. The overall project shall be warrantied, regardless of individual manufacturer warranties, for a period of one (1) calendar year from the date of Substantial Completion or longer depending on each specification section.

1.14 DOCUMENT ACCESS

A. The plans and Specifications for the above referenced project are available for review at the following locations:

1. Central Illinois Plan Room
2. 1620 S. 5th Street
3. Springfield, Il. 62703
4. (217) 679-1077
5. www.ciplanroom.com
6. Springfield Reprographics
7. 1620 South 5th Street
8. Springfield, Illinois 62703
9. (217) 523-4632
10. service@springfieldrepro.com
11. www.springfieldrepro.com

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 00 60 00

REQUEST FOR CLARIFICATION

(Request for Clarifications shall be sent to the Architect via email: jhp@jhpa.biz)

Proposed Bleacher Replacement for Auburn Middle School
511 North 7th Street, Auburn, Illinois 62615

jhpa# 2025-004

THIS PORTION TO BE COMPLETED BY TRADE CONTRACTOR/BIDDER

Date of Request: _____

Name of bidder requesting clarification: _____

Company

Phone Number

Contact Person

Fax Number

Please check one of the following Clarification Categories:

- ☐ Information not shown on Contract Documents
- ☐ Interpretation of Contract Requirements
- ☐ Conflict in Contract Requirements
- ☐ Coordination Issues
- ☐ Substitution (see Spec. Section 01 63 00 – Substitutions and Product Options)

Description of Request for Clarification:

THIS PORTION TO BE COMPLETED BY ARCHITECT/ENGINEER

Architect's reply to Request for Clarification:

- ☐ The above reply will **not** be included in an Addendum.
- ☐ The above reply **will** be included in Addendum No. _____

SECTION 00 70 00 - BIDDING & CONTRACT REQUIREMENTS

PART 1 - GENERAL

1.1 GENERAL

- A. The general condition of the contract for Construction, AIA document A201, 2017 Edition, Articles 1 through 15 inclusive, is a part of the contract documents, is incorporated herein as fully as if here set forth and is referred to as "The General Conditions".

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 00 70 00

SECTION 00 80 00 - SUPPLEMENTARY CONDITIONS

The following supplements modify AIA Document A201, *General Conditions of the Contract for Construction* (2017 Edition). Where a portion of the General Conditions is modified or deleted by these Supplementary Conditions, the unaltered provisions remain in effect.

ARTICLE 1 GENERAL PROVISIONS

1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS - Add following Subparagraphs:

- 1.2.4 In event of conflicts or discrepancies among Contract Documents, interpretations will be based on following priorities:
- .1 Agreement.
 - .2 Addenda, with those of later date having precedence over those of earlier date.
 - .3 Supplementary Conditions.
 - .4 General Conditions of the Contract for Construction.
 - .5 Drawings and Specifications.
- 1.2.5 If Drawings and Specifications are not in concurrence regarding quantity or quality, Contractor shall request interpretation from Architect.
- 1.2.6 Drawings are generally to scale; however they should not be scaled to determine dimensions. Symbols are used to indicate connections, fittings, and fastenings included as part of the Work. Diagrammatic indications of piping, ducts, conduit, and other similar items are subject to adjustment to obtain required grading, passage over, under or around obstructions, to avoid exposure in finished areas, or unsightly, obstructing conditions. Contractor shall be responsible for coordination of these adjustments and recommending alternate solutions whenever design details affect construction feasibility, costs, or schedules.
- 1.2.7 Execution of the Construction Contract by the Contractor is a representation that he has carefully reviewed the Contract Documents and clarified with the Owner all conflicts, uncertainties and discrepancies. Those found after execution of the Contract shall be brought to the Owner's attention for clarification before proceeding, the Owner's decision being final.

ARTICLE 3 CONTRACTOR

- 3.1 GENERAL - Add following Subparagraph:
- 3.1.4 Direct communication between Owner and Contractor that affect performance or administration of the Contract shall be made or confirmed in writing with copies forwarded to Architect.
- 3.4 LABOR AND MATERIALS - Delete Subparagraph 3.4.2 and substitute the following:
- 3.4.2 The Contractor may make substitutions only after evaluation by Architect and written approval by the Owner. After the Contract has been executed, the Owner and the Architect will consider a formal request for the substitution of products in place of those specified only under the conditions set forth in the Specifications, Section 01 63 00. A request for substitution constitutes representation that Contractor:
- .1 Has investigated proposed product and determined that it is equal or superior in all respects to specified product.
 - .2 Shall provide identical warranty as required for specified product.
 - .3 Shall coordinate installation and make changes to other Work which may be required.
 - .4 Waives claims for additional costs or time extension which may subsequently become apparent.
 - .5 Certifies that proposed product will not affect or delay Construction Progress Schedule.
 - .6 Shall pay for changes to building design, including architectural or engineering design, detailing, and construction costs caused by the requested substitution.
- 3.10 CONTRACTOR'S CONSTRUCTION AND SUBMITTAL SCHEDULES - Add following Subparagraph:
- 3.10.4 See Section 01 33 00 - Submittal Procedures for additional requirements.
- 3.11 DOCUMENTS AND SAMPLES AT THE SITE - Add following Subparagraph:
- 3.11.1 See Section 01 78 00 - Project Record Documents for additional requirements.
- 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES
- 3.12.10.1 Delete first sentence and substitute the following: "If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify performance and design criteria that such services must satisfy."

3.12.10.1 Delete fifth sentence and substitute the following: "The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications or approvals performed by such design professionals, provided the Owner and the Architect specified to the Contractor performance and design criteria that such services must satisfy."

3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES - Add following Subparagraph:

3.12.11 See Section 01 33 00 - Submittal Procedures for additional requirements.

3.14 CUTTING AND PATCHING - Add following Subparagraph:

3.14.3 See Section 01 73 10 - Cutting and Patching for additional requirements.

3.15 CLEANING UP - Add following Subparagraph:

3.15.3 See Section 01 74 00 - Cleaning for additional requirements.

ARTICLE 4 ADMINISTRATION OF THE CONTRACT

4.2 ADMINISTRATION OF THE CONTRACT

4.2.1 Add the following to Subparagraph 4.2.1: "The Architect's services and administration of the Contract shall be limited in accordance with the executed agreement between the Owner and the Architect. Certification under the Contract by the Architect shall not be considered a warranty or guarantee by the Architect but shall be construed as the reasonable exercise of professional judgment."

4.2.2 Replace the first sentence with: "The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner as stipulate in the Owner-Architect Agreement, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is bringing performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents."

4.2.3 Replace the second sentence with: "The Architect will not be responsible for the Contractor's schedules, or the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents."

4.2.7 Insert the following ahead of the last sentence of Subparagraph 4.2.7:
"The Architect's review of a submittal that includes a warranty statement

within Product Data or a Shop Drawing shall not constitute an acceptance or approval of the warranty statement unless otherwise specifically stated in writing by the Architect."

ARTICLE 8 TIME

8.1 DEFINITIONS - Delete Subparagraph 8.1.4 and substitute following:

8.1.4 Except where specifically indicated as "working day" in Contract Documents, the term "day" shall mean "calendar day".

8.2 PROGRESS AND COMPLETION - Add the following subparagraphs:

8.2.4 The Contractor must agree to commence work within seven (7) days following receipt of a written "Notice to Proceed."

8.2.5 Owner and Contractor recognize that time is of the essence and that the Owner will suffer financial loss and substantial damages if the work is not completed within the time stated in the Agreement, such time commencing from the Notice to Proceed, plus any extensions thereof allowed by Change Order.

ARTICLE 9

PAYMENTS AND COMPLETION

9.2 SCHEDULE OF VALUES - Add following Subparagraph:

9.2.1 See Section 01 29 00 - Payment Procedures for additional requirements.

9.6 PROGRESS PAYMENTS

9.6.1 Add the following to Subparagraph 9.6.1: "The Owner shall make such progress payments until the scheduled time (including time extensions made by change order) for Substantial Completion. If the Work is not substantially complete at this time, the Owner will not make further progress payments until the Work is substantially complete."

9.8 SUBSTANTIAL COMPLETION - Add following Subparagraph:

9.8.6 as follows: See Section 01 77 00 - Closeout Procedures for additional requirements."

ARTICLE 13 MISCELLANEOUS PROVISIONS

13.3 WRITTEN NOTICE - Add following Subparagraph:

- 13.3.3 Proposals, approvals, instructions, requests, claims, demands, and other notices shall be made in writing.

ARTICLE 15 CLAIMS AND DISPUTES

15.1 CLAIMS

- 15.1.3.1 Change "21 days" to read "10 days."
- 15.1.6.2 Add the following to Subparagraph 15.1.6.2: "Delays will be allowed on a tentative basis only and a final decision will be reserved until the Project is substantially completed. Weather conditions prevailing throughout the entire contract period will be incorporated, including consideration for abnormally mild conditions to offset abnormally severe."

END OF SECTION 00 80 00

SECTION 01 10 00 - PROJECT SUMMARY

PART 1 - GENERAL

1.1 WORK COVERED BY CONTRACT DOCUMENTS

- A. Work includes (see the drawings and specifications for specifics):
 - 1. Remove existing steel framed, wood floor and seated telescoping bleachers.
 - 2. Install proposed steel framed, wood floor, plastic seated motorized telescoping bleachers.

1.2 IDENTIFICATION

- A. Owner's Representative: Throughout the specifications, the term "Owner's Representative" has been used instead of the term "Architect."

1.3 CONTRACTOR'S DUTIES

- A. Except as specifically noted, provide and pay for:
 - 1. Labor, materials and equipment.
 - 2. Tools, construction equipment and machinery.
 - 3. Water, heat, and utilities required for construction.
 - 4. Other facilities and services necessary of proper execution and completion of work.
- B. Secure and pay for, as necessary for proper execution and completion of Work, and as applicable at time of receipt of bids:
 - 1. Government Fees including inspection fees.
 - 2. Licenses.
- C. Give required notices.
- D. Comply with codes, ordinances, rules, regulations, orders and other legal requirements of public authorities which bear on performance of Work.
- E. Promptly submit written notice to Owner's Representative of observed variance of Contract Documents from legal requirements. Assume responsibility for Work known to be contrary to such requirements, without notice.

1.4 CONTRACTOR USE OF PREMISES

- A. Limit use of premises for Work, for storage, and for access, to allow for:
 - 1. Work by other contractors.
- B. Coordinate use of premises under direction of Owner.
- C. Assume full responsibility for protection and safekeeping of products under this Contract.
- D. Obtain and pay for use of additional storage or work areas needed when required for operations under this Contract.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 10 00

SECTION 01 21 00 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
 - 1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.
- B. Types of allowances include the following:
 - 1. Contingency allowances.

1.3 SELECTION AND PURCHASE

- A. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- B. Purchase products and systems selected by Architect from the designated supplier.

1.4 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.

1.5 COORDINATION

- A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.6 CONTINGENCY ALLOWANCES

- A. Use the contingency allowance only as directed by Architect for Owner's purposes and only by Change Orders that indicate amounts to be charged to the allowance.
- B. Contractor's overhead, profit, and related costs for products and equipment ordered by Owner under the contingency allowance are included in the allowance and are not part of the Contract Sum. These costs include delivery, installation, insurance, equipment rental, and similar costs.
- C. Change Orders authorizing use of funds from the contingency allowance will include Contractor's related costs and reasonable overhead and profit.
- D. At Project closeout, credit unused amounts remaining in the contingency allowance to Owner by Change Order.

1.7 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
 - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
 - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
 - 3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
 - 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs due to a change in the scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
 - 1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of Work has changed from what could have been foreseen from information in the Contract Documents.
 - 2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1: Contingency Allowance: Include a contingency allowance of \$5,000 for use according to Owner's written instructions.

END OF SECTION 01 21 00

SECTION 01 25 00 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 SUBMITTALS

- A. Submit name of individual authorized to accept changes, and to be responsible for informing others in Contractor's employ of changes in the Work.
- B. Submit names of individuals responsible for informing Contractor's employees and affected subcontractors of Contract clarifications and modifications.
- C. Change Order Forms: AIA G701 Change Order.

1.2 DOCUMENTATION OF CHANGE IN CONTRACT SUM AND CONTRACT TIME

- A. Maintain detailed records of work done on a time and material basis. Provide full information required for evaluation of proposed changes, and to substantiate costs of changes in the Work.
- B. Document each quotation for a change in cost or time with enough data to allow evaluation of the quotation.
- C. On request, provide additional data to support computations:
 - 1. Quantities of products, labor, and equipment.
 - 2. Taxes, insurance and bonds.
 - 3. Overhead and profit.
 - 4. Justification for any change in Contract Time.
 - 5. Credit for deletions from Contract, similarly documented.
- D. Support each claim for additional costs, and for work done on a time and material basis, with additional information.
 - 1. Origin and date of claim.
 - 2. Dates and times work were performed, and by whom.
 - 3. Time records and wage rates paid.
 - 4. Invoices and receipts for products, equipment, and subcontracts, similarly documented.

1.3 CHANGE PROCEDURES

A. Minor Changes in Work:

1. Owner's Representative will advise of minor changes in the Work not involving an adjustment to Contract Sum/Price or Contract Time as authorized by AIA A201, 2017 Edition, Paragraph 7.4 by issuing supplemental instructions on AIA Form G710, Architect's Supplemental Instructions, 1992 Edition.
2. Procedure: Document is prepared and signed by Owner's Representative and distributed to Owner, and Contractor. Architect's Supplemental Instructions are effective upon receipt.

B. Proposal Request:

1. Form: AIA Document G709, Proposal Request.
2. Description: Written proposed change of Work within Contract scope consisting of additions, deletions, and other revisions. Proposal Request is for information only and does not authorize changes in Contract Sum or Contract Time. The contractor evaluates the proposal for pricing and scheduling impact.
3. Procedure:
 - a. The document is prepared and signed by the Project Manager. Copies are sent to Owner, Owner's Representative, and Contractor.
 - b. Contractor shall review Proposal Request and submit Change Order Request and Proposal Worksheet Detail and Summary Forms with proposed changes in Contract Sum and Contract Time.
 - c. Prepare and submit Change Order Request and Proposal Worksheet Detail and Summary Forms to Owner's Representative within 20 days of Proposal Request receipt. Proposed Contract Sum and Contract Time changes quoted by Contractor shall remain valid for 30 days from receipt by Owner.

C. Change Order Request:

1. Form of Request:
 - a. Change Order Request: Describes and summarizes Contractor's proposed changes. Indicates changes in Contract Sum and Contract Time.
 - b. Proposal Worksheet Summary: Summarizes labor, materials, overhead and profit, bonds, and insurance of proposed Contract additions and deductions.
 - c. Proposal Worksheet Detail: Summarizes labor and material costs of each subcontractor involved in proposed change.
2. Description: Written proposed change of Work consisting of additions, deletions, and other revisions. Submit Change Order Request to Owner's Representative for conditions which require Contract Document modifications. Include proposed changes in Contract Sum and Contract Time.
3. Procedure:

- a. Proposed changes are documented by Contractor on Change Order Request, Proposal Worksheet Summary, and Proposal Worksheet Detail forms. Documents include description of proposed changes and summary of changes in Contract Sum and Contract Time are prepared and signed by Contractor. Submit copies to Owner's Representative.
- b. Comply with requirements of Section 01 60 00 for proposed changes in Work that includes products or systems not contained in Contract Documents.
- c. Owner's Representative and Owner will review Change Order Request and evaluate proposed changes. Owner's Representative and Owner may accept or reject Change Order Request. Upon acceptance, the Owner's Representative will prepare a Change Order to document Contract change.

D. Change Order:

1. Form: Change Order, AIA Document G701, 2001 Edition.
2. Description: Written change of Work within Contract scope consisting of additions, deletions, and other revisions, including proposed basis for adjustment to Contract Sum and Contract Time. Change Orders are signed by Owner, Contractor, and Owner's Representative. Owner's signature authorizes change.
3. Procedure: Document is prepared by Owner's Representative and signed by Owner's Representative; sent to Contractor for acceptance and signature; approved and signed by Owner; distributed to Owner's Representative and Contractor. The contractor shall perform changes upon receipt.

E. Construction Change Directive:

1. Form: AIA Document G714, Construction Change Directive, 2007 Edition.
2. Description: Written change of Work within Contract scope consisting of additions, deletions, and other revisions, including a proposed basis for adjustment to Contract Sum and Contract Time. The document is used in absence of agreement on terms of Change Orders.
 - a. Procedure:
 - b. The document is prepared by Owner's Representative and signed by Owner's Representative and Owner. The contractor shall perform changes upon receipt.
 - c. Adjustments to Contract Sum should be per contract.
 - d. Owner's Representative will determine proposed method, time, and amount of Contract adjustment based on reasonable expenditures, and allowance for overhead, profit, and time.
 - e. The contractor's signing of Construction Change Directive acknowledges agreement with proposed method for adjusting Contract Sum and Contract Time and is recorded as Change Order.

- f. Contractor disagreement or no response to proposed method for adjusting Contract Sum or Contract Time does not relieve Contractor from responsibility to perform Work.
- g. Payment for Construction Change Directives will be made in accordance with AIA Document A201 Subparagraph 9.3.1.1.

1.4 IN CONTRACT SUM. The Contractor shall prepare a price proposal for the specified changes in the work upon receipt of a request for proposal and change order.

- A. Accepted unit prices shall be used as the basis for adjustments in the contract sum when a proposed change affects work covered by contract unit prices.
- B. The Contractor shall prepare a detailed proposal for the changed work for work not covered by contract unit prices. The proposal shall itemize the changes to the work and show the direct cost of all labor, material, and equipment for each item with appropriate documentation of the costs. Costs such as general supervision, liability insurance, etc., are considered overhead. Subcontractors shall prepare similar proposals for inclusion in the Contractor's proposal.
 - 1. Contractors and subcontractors may add 15% for overhead and profit only to the direct costs of the work performed by their firm. A minimum fee for overhead and profit of \$100 is allowed on work performed by their firm.
 - 2. The Contractor and subcontractors may add a minimum fee of \$50 or 6% of the total cost of lower tier subcontractor work to the cost of the change order for their administrative costs.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 25 00

SECTION 01 29 00 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 APPLICATION FOR PAYMENT

A. General:

1. Maintain consistency with previous applications for payments as certified by Owner's Representative and paid by Owner.
2. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
3. Payment Application Times: Each progress payment date is as indicated in Agreement. Work covered by each Application for Payment is period indicated in Agreement.
4. For each part of the Work where an Application for Payment may include materials or equipment, purchased or fabricated and stored, but not yet installed, provide separate line items on the Schedule of Values for initial cost of the materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
5. Temporary facilities and other major cost items that are not direct cost of actual work-in-place shall be shown as separate line items in the Schedule of Values.
6. Schedule Updating: List Change Orders as a separate line item when Change Orders or Construction Change Directives result in a change in the Contract Sum.

B. Format:

1. AIA G702 - Application and Certificate for Payment.
2. AIA G703 - Continuation Sheet.

C. Preparation of Applications:

1. Type required information or use media-driven printout.
2. Execute certification by signature of authorized officer.
3. Use data on accepted Schedule of Values. Provide dollar value in each column for each line item for portion of Work performed and for stored products.
4. List each authorized Change Order as an extension on continuation sheet, listing Change Order number and dollar amount as for an original item of Work.
5. Prepare Initial Application for Payment and Application for Payment at time of Substantial Completion as specified below.
6. Prepare Application for Final Payment as specified below and in Section 01 77 00.

D. Submittal Procedures:

1. Application for Payment to Owner's Representative at times stipulated in Agreement ensuring receipt within 24 hours.
2. Include waivers of lien and similar attachments with one copy to Owner's Representative.
3. Submit under transmittal letter specified in Section 01 33 00.
4. Payment Period: Submit at intervals stipulated in the Agreement.
5. Submit waivers and release of liens when directed by Owner.

E. Waivers of Mechanics Lien:

1. With each Application for Payment submit waivers of mechanics liens from subcontractors and suppliers for construction period covered by previous application.
2. Submit partial waivers on each item for amount requested, prior to deduction for retainage, on each item.
3. When application shows completion of item, submit final or full waivers.
4. Owner reserves right to designate which entities involved in Work must submit waivers.
5. Waiver Forms: Submit waivers of lien on properly executed AIA Document G706A, Contractor's Affidavit of Release of Liens, or forms included in the Agreement.

F. Other Attachments: Along with each application for payment, attach the following other documents:

1. Invoices for stored materials for which payment is being requested.

G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include following:

1. List of subcontractors.
2. List of principal suppliers and fabricators.
3. Schedule of Values.
4. Construction Progress Schedule (preliminary if not final).
5. Copies of building permits.
6. Certificates of insurance and insurance policies.
7. Partial release of liens.

H. Application for Payment at Substantial Completion:

1. Following issuance of Certificate of Substantial Completion, submit Application for Payment reflecting Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of Work.

2. Required administrative actions and submittals that precede or coincide with this application include:
 - a. Occupancy permits and similar approvals.
 - b. Warranties and maintenance agreements (dated to commence on date of Substantial Completion).
 - c. Test/adjust/balance records.
 - d. Maintenance instructions.
 - e. Meter readings.
 - f. Start-up performance reports.
 - g. Change-over information related to Owner's occupancy, use, operation and maintenance.
 - h. Advice on shifting insurance coverages.
 - i. Final progress photographs.
 - j. Comprehensive list of incomplete or non-complying Work (initial punch list).
 - k. Partial release of liens.

- I. Final Payment Application: Required administrative actions and submittals which precede or coincide with submittal of final payment Application for Payment include following:

1. Completion of Project Closeout requirements.
2. Completion of items specified for completion after Substantial Completion.
3. Assurance that unsettled claims will be settled.
4. Assurance that Work not complete and accepted will be completed without undue delay.
5. Final cleaning.
6. Transmittal of required Project construction records to Owner.
7. Certified property survey.
8. Proof that taxes, fees and similar obligations have been paid.
9. Removal of temporary facilities and services.
10. Removal of surplus materials, rubbish and similar elements.
11. Change of door locks to Owner's access.
12. Evidence of Payment and Release of Liens: In accordance with Conditions of the Contract (AIA forms G706 & G706a respectively).
13. Consent of Surety to Final Payment (AIA form G707)

1.2 SCHEDULE OF VALUES

- A. Format:

1. Type Schedule on AIA Document G703 - Continuation Sheet for Application and Certificate for Payment, or use media driven printout upon prior approval.
2. Follow Table of Contents of Project Manual for listing component parts. Identify each line item by number and title of major Specifications section.

B. Content:

1. List installed value of each major item of Work and each subcontracted item of Work as a separate line item to serve as a basis for computing values for Progress Payments. Round off values to nearest dollar.
2. For each major subcontract, list products and operations of that subcontract as separate line items.
3. List allowances in the specified monetary amount for each allowance.
4. Coordinate listings with Progress Schedule.
5. Include a directly proportional amount of Contractor's general office overhead and profit for each component listing. Use separate line for bonds, insurance, temporary facilities and controls, and superintendence.
6. Sum of values listed equals total Contract Sum.

C. Submittal:

1. Digitally or via paper submit 1 copy of Schedule 10 days prior to first Application for Payment.
2. Transmit under Owner's Representative accepted form transmittal letter. Identify Project by title and number.

1.3 SUBSTANTIATING DATA

- A. When Owner's Representative requires substantiating information, submit data justifying line item amounts in question.
- B. Provide one copy of data with cover letter for each copy of submittal. Show Application number and date, and line item by number and description.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 29 00

SECTION 01 31 00 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 DESCRIPTION

- A. Coordinate scheduling, submittals, and work of the various sections of Specifications to assure efficient and orderly sequence of installation of construction elements, with provisions for accommodating items to be installed later.

1.2 GENERAL COORDINATION PROVISIONS

- A. Carefully study and compare Contract Documents before proceeding with fabrication and installation of Work. Promptly advise Owner's Representative of any error, inconsistency, omission, or apparent discrepancy discovered.
- B. Allot time in construction scheduling for liaison with Owner's Representative, establish procedures for handling queries and clarifications. Use standard "Request for Interpretation", form as approved by Owner's Representative for requesting information.
- C. In addition to meetings specified herein, hold coordination meetings and conferences with personnel and subcontractors to ensure coordination of Work.
- D. Coordinate scheduling, submittals, and Work of various Specification sections to avoid conflicts and ensure efficient and orderly sequence of installation of interdependent construction elements.
- E. Coordinate Work of various Specification sections having interdependent responsibilities for installation, connection, and operation.
- F. Verify that characteristics of operating equipment are compatible with building utilities and services.
- G. Except as otherwise indicated, conceal pipes, ducts, conduit and wiring in construction. Coordinate locations of fixtures and outlets with finish elements.
- H. Make provision to accommodate items scheduled for later installation.

1.1 MEETINGS

- I. In addition to progress meetings, hold coordination meetings and pre-installation conferences with personnel and subcontractors to assure coordination of Work.

1.3 COORDINATION OF SUBMITTALS

- A. Schedule and coordinate submittals specified in Section 01 33 00.
- B. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- C. Coordinate requests for substitutions to assure compatibility of space, of operating elements, and affect on work of other sections.

1.4 COORDINATION OF SPACE

- A. Coordinate use of Project space and sequence of installation of mechanical and electrical work which is indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduits as closely as practicable, with due allowance for available physical space; make runs parallel with lines of building. Utilize space efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
- B. In finished areas except as otherwise shown, conceal pipes, ducts, and wiring in the construction. Coordinate locations of fixtures and outlets with finish elements.
- C. In finished areas except as otherwise shown, conceal pipes, ducts, and wiring in the construction. Coordinate locations of fixtures and outlets with finish elements.
- D. Layout of plumbing, fire protection, mechanical, and electrical systems, equipment, fixtures, piping, ductwork, conduit, specialty items, and accessories indicated on Drawings is diagrammatic. Variations in alignment, elevation, and details required avoiding interferences and satisfying architectural and structural limitations are not necessarily shown.
- E. Prior to installation of material and equipment, review and coordinate Work with Architectural and Structural Drawings to establish exact space conditions. Where available space is inadequate or where reasonable modifications are not possible, request information from Owner's Representative before proceeding.
- F. Coordinate installation to prevent conflicts and cooperate in making, without extra charge, reasonable modifications in layout as needed.

- G. Provide clear access to control points, valves, strainers, control devices, and specialty items of every nature related to such systems and equipment to obtain maximum head room. Provide adequate clearances as necessary for operation and maintenance.

1.5 COORDINATION OF CONTRACT CLOSEOUT

- A. Coordinate completion and cleanup of work of separate sections in preparation for Substantial Completion of portions of Work designated for Owner partial occupancy.
- B. After Owner occupancy of premises, coordinate access to site by various sections for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner's activities.
- C. Assemble and coordinate closeout submittals specified in Section 01 78 00.

1.6 PRECONSTRUCTION CONFERENCE

- A. Owner's Representative will schedule conference within 15 days after notice of award.
- B. Attendance: Architect, Contractor, Owner's Representative, and representatives of major subcontractors, and others as appropriate.
- C. Owner's Representative presides over meeting and is responsible for recording and distributing minutes.

1.7 PROGRESS MEETINGS

- A. Schedule and administer bi-weekly construction progress meetings, throughout progress of Work or as work requires.
- B. Prepare agenda and distribute notice of each meeting to participants.
- C. Make physical arrangements.
- D. Preside at meetings, record minutes, and distribute copies after meeting to participants, and to entities affected by decisions at meetings.
- E. Distribute one copy of minutes to Owner's Representative.
- F. Maintain in field office one copy of agenda and minutes for each conference and meeting.

- G. Location of Meetings: At the Work Site, as agreed upon at the pre-construction meeting.
- H. Attendance: Contractor, job superintendents, subcontractors, and suppliers as appropriate to agenda; Owner's Representative, and professional consultants as appropriate.

1.8 PRE-INSTALLATION CONFERENCES

- A. Schedule pre-installation conferences required in individual Specification sections. Convene at Project site prior to commencing Work of the section.
- B. Review conditions of installation, preparation and installation procedures, and coordination with related work.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 31 00

REQUEST FOR INTERPRETATION

Contractor:

Project: 2025-004 - Proposed Bleacher
Replacement for Auburn Middle School

Question to: From: Contractor Date: _____

Signed: _____ RFI Number: _____

RE:

Specification Section Reference	Paragraph Number	Drawing References	Details
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Response:

Answer as Above	From: Owner	To: Contractor	Date Transmitted: _____	Date Received: _____
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☐ Other

Signed: _____

Copies: ☐ Owner ☐ _____ ☐ _____ ☐ _____

SECTION 01 32 00 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 PROGRESS SCHEDULES

A. Format:

1. Submit a computer-generated horizontal bar chart with separate line for each section of Work, identifying first workday of each week. Refer to sample provided by Owner's Representative for additional information.

B. Sequence of Listings: The chronological order of the start of each item of Work.

C. Scale and Spacing: To provide space for notations and revisions.

D. Sheet Size: Minimum 11 by 17 inches.

E. Content:

1. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction, including duration.
2. Identify each item by major Specification section number.
3. Show delivery dates for Owner furnished products and products specified under Allowances, if applicable.

F. Revisions to Schedules:

1. Indicate progress of each activity to date of submittal, and projected completion date of each activity.
2. Identify activities modified since previous submittal, major changes in scope, and other identifiable changes.

G. Distribution:

1. Distribute copies of Schedules reviewed by Owner's Representative to job site file, subcontractors, suppliers, and other concerned entities.
 1. Instruct recipients to promptly report, in writing, problems anticipated by projections shown in Schedules.

1.2 CONSTRUCTION PHOTOGRAPHS

- A. Provide digital photographs of site and construction throughout progress of Work.

- B. Take photographs on cutoff date for each Application for Payment, and delivery electronically to Owner's Representative and Owner via email.
- C. Take a minimum of 20 photographs at maximum 2-week intervals throughout the progress of the work,
- D. Identify each photo electronically by listing name of project, phase, orientation of view, and date and time of view.

1.3 SUBMITTALS

A. Progress Schedule:

1. Submit initial Schedules within 15 days from Notice to Proceed. After review, resubmit required revised data within 15 days.
2. Submit revised Progress Schedules with each Application for Payment.

B. Construction Photographs:

1. Deliver electronic photo files with application for payment with a transmittal letter as specified under Section 01 33 00.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 32 00

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 GENERAL REQUIREMENTS

- A. Submit product data and manufacturer's instructions the Contractors require:
 - 1. Submitted digitally (email). They will be returned digitally,
 - 2. If submitting paper copies, only one copy is required. Executed documents will be scanned and returned via email.
- B. Apply Contractor's stamp, sign or initial and date certifying that review, verification of products, field dimensions, adjacent construction Work, and coordination of information, is in accordance with requirements of Work and Contract Documents.
- C. Submittals will be returned without processing if they have not been reviewed and stamped by Contractor for coordination of work and conformance with the Drawings and Specifications prior to submission to Owner's Representative, if they are not initialed or signed by authorized person, if they are not dated, or if it becomes evident that they have not been properly reviewed. Delays resulting therefrom are not the responsibility of Owner's Representative.
- D. Clearly identify on submittals, or in writing at time of submission, deviations in submittals from requirements of Contract Documents.
- E. Do not perform Work on any element requiring submittal and review of shop drawings, product data, samples, or other similar submittals until respective submittal has been approved by Owner's Representative.
- F. Maintain in field office a copy of submittal schedule and log of submittals indicating current status of each item.

1.2 SHOP DRAWINGS

- A. Show layout, details, materials, dimensions, thicknesses, methods of assembly, attachments, relation to adjoining Work, wiring diagrams, rough-in requirements, and other pertinent data and information. Submit detail drawings of special accessory components not included in manufacturer's product data.
- B. Identify field dimensions; show relation to adjacent or critical features of Work or products.

- C. Identify variations from Contract Documents and Product or system limitations which may be detrimental to successful performance of the completed Work.
- D. Revise and resubmit submittals as required, identify all changes made since previous submittal.

1.3 CONTRACTOR REVIEW

- A. Review submittal prior to transmittal; determine and verify field measurements, field construction criteria, quantities and details, manufacturer's catalog numbers, and conformance of submittal with requirements of Contract Documents.
- B. Coordinate submittal with requirements of Work and of Contract Documents.
- C. Sign or initial in a rubber-stamped review block format, each sheet of shop drawings and product data, and each sample label to certify compliance with requirements of Contract Documents. Notify Owner's Representative in writing at time of submittal of any deviations from requirements of Contract Documents.
- D. Do not fabricate products or begin work which requires submittal until return of submittal with Owner's Representative acceptance.
- E. Responsibility for errors and omissions in submittal is not relieved by Owner's Representative's review of submittal.
- F. Responsibility for deviations in submittal from requirements of Contract Documents is not relieved by Owner's Representative's review of submittal, unless Owner's Representative gives specific written acceptance of deviations. Owner's Representative will review submittal for general conformance to design intent only.

1.4 OWNER'S REPRESENTATIVE AND ENGINEER REVIEW

- A. Owner's Representative will review construction progress schedules, and submittal schedules. Owner's Representative will review product lists, shop drawings, product data, and samples and return within 10 working days of receipt.
- B. Owner's Representative's review of submittals is for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents. Owner's Representative's review is not conducted for purpose of determining accuracy and completeness of items such as dimensions and quantities, which remain responsibility of Contractor.
- C. Owner's Representative's review and approval of submittals does not relieve Contractor of responsibility for deviations from Contract Document requirements,

unless Owner's Representative is informed in writing of deviations and approval is received in writing from Owner's Representative for such deviation.

- D. Owner's Representative's review and acceptance of submittals does not indicate acceptance of changes in Contract time or cost.
- E. Submittals stamped "No Exception Taken": No corrections or re-submittal required; fabrication may proceed.
- F. Submittals stamped "Make Corrections Noted": Comply with noted corrections and modifications; and resubmit. Fabrication may proceed. If for any reason noted corrections and modifications cannot be fully complied with, resubmit for review requesting clarification; do not proceed with fabrication.
- G. Submittals stamped "Rejected" or "Revised/Resubmit": Revise and resubmit for review; do not proceed with fabrication. Clearly indicate revisions, including corrections, to previous submittal. Disapproved submittals will not be considered valid cause for construction delay.
- H. Submittal approval does not authorize changes to Contract requirements unless accompanied by a Change Order, Owner's Representative's Supplemental Instruction, or Construction Change Directive.
- I. Owner's Representative will transmit 1 copy of Approved or Approved as Noted submittals to Owner.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 33 00

SECTION 01 40 00 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 DESCRIPTION

- A. Maintain quality control over supervision, subcontractors, suppliers, manufacturers, products, services, workmanship, and site conditions, to produce Work in accordance with Contract Documents.

1.2 DEFINITIONS

- A. Field Samples: Partial installation of selected materials installed at Project site for Owner's Representative's review and approval of visual features and workmanship.
- B. Mock-ups: Full size assemblies that incorporate several materials or elements of construction erected for Owner's and Owner's Representative's review and approval of visual features and workmanship. Mock-ups represent quality of materials and workmanship required for Work.

1.3 PERFORMANCE REQUIREMENTS

- A. Workmanship:
 - 1. Comply with industry standards of the region except when more restrictive tolerances or specified requirements indicate more rigid standards or more precise workmanship.
 - 2. Provide suitably qualified personnel to produce Work of specified quality.
 - 3. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, and racking.
 - 4. Provide finishes to match approved samples.
- B. Manufacturer's Instructions:
 - 1. Require compliance with instructions in full detail, including each step-in sequence. Do not omit preparatory steps or installation procedures unless specifically modified or exempted by Contract Documents.
 - 2. Maintain one complete set of instructions at Project Site during installation and until completion.
 - 3. Should instruction conflict with Contract Documents, request clarification from Owner's Representative/Engineer before proceeding.

C. Manufacturer's Certificates:

1. When required in the individual Specifications section, submit manufacturer's certificate, in duplicate, certifying that products meet or exceed specified requirements, executed by responsible officer.

D. Manufacturer's Field Services and Reports:

1. Submit reports in accordance in accordance with Section 01 33 00.
2. Submit qualifications of field observer 30 days in advance of required observations; observer is subject to approval of Owner's Representative.
3. When specified in individual Specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces, quality of workmanship, and conditions of installation as applicable, and to initiate instructions when necessary.
4. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturer's written instructions.
5. Submit reports within 7 days of observation. Distribute copies to Owner's Representative, Owner, Project site file, subcontractor, and other entities requiring information.
6. Provide one additional copy of reports for record documents file; refer to Section 01 78 00.

1.4 QUALITY ASSURANCE

- A. Supervise performance of Work in such manner and by such means to ensure that Work, whether completed or in progress, will not be subjected to harmful, dangerous, damaging, or otherwise deleterious exposure during construction period.
- B. Ensure that persons performing Work are qualified to produce workmanship of specified quality.
- C. Monitor quality control over products, suppliers, manufacturers, services, site conditions, and workmanship to ensure Work complies with Contract Documents.
- D. Comply with specified reference standards as minimum quality for the Work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

1.5 EXAMINATION OF CONDITIONS

- A. Examine substrates and conditions under which Work is to be performed. Do not commence work over unsatisfactory conditions detrimental to proper and timely execution of Work.
- B. Do not proceed with Work until unsatisfactory conditions have been corrected.
- C. Commencement of installation constitutes acceptance of conditions and cost of any corrective measures are the responsibility of Contractor.

1.6 MOCKUPS

A. General:

- 1. Use materials, fabrication and installation methods identical with those indicated for Work. Simulate actual construction conditions as accurately as possible.
- 2. Provide mock-ups required by individual Specification sections.
- 3. Approval:
- 4. Obtain Owner's Representative's written approval for each mock-up.
- 5. Do not start production of materials for final Project site erection until Project Manager's approval of mock-ups has been obtained.
- 6. Approved mock-ups will serve as standard of quality and workmanship of Work; maintain mock-ups until completion of relevant Work.
- 7. Upon completion of relevant Work or when directed by Project Manager, demolish and remove mock-ups.

1.7 FIELD SAMPLES

A. General:

- 1. Provide field samples at site required by individual Specification sections.
- 2. Erect at location acceptable to Owner's Representative; perform Work in accordance with applicable Specification sections.
- 3. Construct complete, including Work of related trades required in finished Work.
- 4. Adjust as necessary to obtain approval from Owner's Representative. Do not proceed with further work until sample installation has been approved by Owner's Representative.
- 5. Approved samples will serve as standard of quality and workmanship of Work; maintain samples until completion of relevant Work.
- 6. Upon completion of Work or when directed by Owner's Representative, demolish field samples and remove from site, unless accepted by Owner's Representative as part of completed Work.

1.8 TESTING LABORATORY SERVICES

A. General:

1. Where terms "Laboratory", "Inspector", "Inspection Laboratory", "Laboratory" or "Testing Laboratory" are used, they mean and refer to officially designated and accredited testing laboratory.
2. Provide testing laboratory with one set of Contract Documents and relevant approved submittals.

B. Selection and Payment:

1. The owner will employ the services of an independent testing laboratory to perform specified inspection and testing.
2. Employment of the testing laboratory in no way relieves obligation to perform Work in accordance with requirements of Contract Documents. Contractor will pay testing required by local authorities having jurisdiction.
3. Where the Owner has engaged a testing agency or other entity for testing and inspection of a part of the Work, and the Contractor is also required to engage an entity for the same or related element, the Contractor shall not employ the entity engaged by the Owner, unless otherwise agreed in writing with the Owner.

C. Laboratory:

1. Cooperate with Owner's Representative, Owner, and Contractor.
2. Comply with requirements of ANSI/ASTM E 329 and ANSI/ASTM D 3740.
3. Maintain a full-time registered Engineer on staff to review services.
4. Authorized to operate in the State where the project is located.
5. Calibrate testing equipment once each year with devices of accuracy traceable to either NBS Standards or accepted values of natural physical constants.
6. Test samples of mixes submitted by Contractor.
7. Provide qualified personnel on site. Cooperate with Contractor and Owner's Representative in performance of services.
8. Perform specified inspection, sampling, and testing of products in accordance with specified standards.
9. Ascertain compliance of materials and mixes with requirements of Contract Documents.
10. Promptly notify Owner's Representative, Owner, and Contractor of observed irregularities or non-conformance of Work or products.
11. Perform additional inspections and tests required by Owner's Representative.
12. Attending Preconstruction Conference.

D. Laboratory Reports:

1. After each inspection and test, promptly submit 2 copies of the laboratory report to the Owner's Representative and one to the applicable consultant and one to Contractor.

1. Include: Date issued, project title and number, name of inspector, date and time of sampling or inspection, identification of product and Specifications section, location in the Project, type of inspection or test, date of test, results of tests, and conformance with Contract Documents.
2. When requested by the Owner's Representative, provide interpretation of test results.

E. Limits on Testing Laboratory Authority:

1. May not release, revoke, relax, alter, or enlarge on requirements of Contract Documents.
2. May not approve or accept any portion of the Work.
3. May not assume any duties of Contractor.
4. Has no authority to stop Work.

1.9 CONTRACTOR RESPONSIBILITIES

- A. Deliver to laboratory at designated location adequate samples of materials proposed to be used which require testing, together with proposed mix designs.
- B. Cooperate with laboratory personnel and provide access to Work and to manufacturer's facilities.
- C. Provide incidental labor and facilities to provide access to work to be tested, to obtain and handle samples at the site or at source of products to be tested, to facilitate tests and inspections, and for storage and curing of test samples.
- D. Notify the laboratory of material sources and furnish necessary quantities of representative samples of materials proposed for use which are required to be tested.
- E. Notify Owner's Representative and laboratory 24 hours prior to expected time for operations requiring inspection and testing services.
- F. Advise laboratory in a timely fashion to complete required inspection and testing prior to subsequent work being performed.
- G. Pay for subsequent re-testing of products or systems found to be defective or otherwise not in accordance with specification requirements. Remove rejected products and replace them with products of specified quality.
- H. Furnish copies of product tests or mill test reports as specified or required.
- I. Furnish incidental labor and facilities:
 1. To provide access to Work to be tested.

2. To obtain and handle samples at Project site or at source of product to be tested.
3. To facilitate inspections and tests.
4. For storage and curing of test samples.

J. Notify Owner's Representative, Owner, and laboratory 48 hours prior to expected time for operations requiring inspection and testing services.

K. When inspections or tests cannot be performed after proper notification and at no fault of laboratory, reimbursement costs for laboratory expenses incurred will be charged to Contractor by deducting charges from Contract Sum.

1.10 SUBMITTALS

A. Provide submittals in accordance with Section 01 33 00.

B. Laboratory Reports:

1. Submit test reports within 2 weeks of the test date.
2. After each inspection and test, promptly submit copies of written reports as follows:
 - a. Owner: One copy.
 - b. Owner's Representative: 3 copies.
 - c. Code Officials: One copy.
 - d. Contractor: 3 copies.
3. When requested by the Owner's Representative, provide interpretation of test results and suggested remedies.

1.11 FAILURES AND RETESTING

- A. When initial inspections and tests indicate Work does not comply with Contract Documents, subsequent testing will be performed by same Testing Agency and will be done at Contractor's expense and deducted from Contract Sum.
- B. Removal and replacement of Work necessitated by such non-compliance of Contract Documents shall be at Contractor's expense.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 01 40 00

SECTION 01 42 00 - REFERENCES

PART 1 - GENERAL

1.1 REFERENCE STANDARDS

- A. Comply with association, trade, federal, commercial, standards generating organization (such as ANSI and ASTM), and other similar standards referenced within Specification sections, except where more explicit or stringent requirements are indicated or required by Specification or applicable codes.
- B. Reference standards include their associated amendments and supplements.
- C. Except where a specific date is indicated, date of standard is latest edition in effect at date of Contract Documents, or date of standard required by code.
- D. Reference standards have same force and effect as if bound into or copied directly into Contract Documents; standards are made a part of Contract Documents by reference.
- E. Contractual relationship of parties to the Contract shall not be altered from Contract Documents by mention or inference otherwise in reference standards.
- F. Should specified reference standards conflict with Contract Documents, request clarification from Owner's Representative before proceeding.

1.2 EXPLANATION OF PROJECT MANUAL CONTENT

- A. Specifying Methods: Techniques or methods of specifying varies throughout text and may include "prescriptive," "generic-descriptive," "compliance with standards," "performance," "proprietary," or a combination of these.
- B. Language:
 - 1. Imperative mood of sentence structure is generally used which places verb as first word in sentence. Except as otherwise indicated, requirements expressed imperatively are to be performed by Contractor.
 - 2. In certain circumstances, the language of specifications and other contract documents are of abbreviated type. It implies words and meanings that will be appropriately interpreted. Words such as "the," "shall," "shall be," "Contractor shall," "a," "all," "an," "any," and other similar words are eliminated.
 - 3. Singular words will be interpreted as plural and plural words will be interpreted as singular where applicable and where full context of Contract Documents so indicates.

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

- C. Minimum Quality and Quantity: In every instance, quality level or quantity shown or specified is intended to be minimum for Work to be performed or provided. Except as otherwise specifically indicated, actual Work may either comply exactly with that minimum within specified tolerances or may exceed that minimum within reasonable limits. In complying with these requirements, indicated numeric values are either minimums or maximums as noted, or as appropriate for context of requirements. Refer instances of uncertainty to Owner's Representative for decision before proceeding.

1.3 DEFINITIONS

- A. Custom Color: Refers to color selection by Owner's Representative that is not limited to a manufacturer's standard color or a manufacturer's color that is designated by the manufacturer as "custom", "premium" or any other designation. Custom color means any color selected by Owner's Representative.
- B. Directed, Requested: Terms such as "directed," "requested," "authorized," "selected," "approved," "required," "accepted," and "permitted" mean "directed by Architect," "requested by Architect," and similar phrases. However, no such implied meaning shall be interpreted to extend Owner's Representative's responsibility into area of construction supervision.
- C. Finish: The manner or method of completion. The final appearance of a surface, including texture, smoothness, sheen, and color, after finishing operations have been performed. Finishing operations include preparation of substrate and application, curing, and protection of specified finish materials.
- D. Furnish: Means to supply, purchase, procure and deliver complete with related accessories, ready for assembly, application, installation, and similar operations, as applicable in each instance.
- E. Indicated: Refers to graphic representations, notes, or schedules on Drawings, or other paragraphs or Schedules in Specifications, and similar requirements in Contract Documents. Terms such as "shown," "noted," "scheduled," and "specified" are used to help reader locate the reference. Location is not limited.
- F. Install: Means to construct, assemble, erect, mount, anchor, place, connect, apply and similar operations, complete with related accessories, as applicable in each instance, connected, operable, and ready for service or intended use.
- G. Installer: Entity (person or firm) engaged to perform a particular unit of Work at Project site, including installation, erection, application, repair, patching, and similar

required operations. Such entities must be experienced in operations they are engaged to perform.

- H. Or: Used to introduce any of the possibilities in a series. Items in the series are not required to be taken jointly. It does not mean that individual items in the series are optional requirements.
- I. Product: Includes natural and manufactured materials, components, machinery, fixtures, equipment, devices, furnishings, systems, and their associated accessories to be incorporated into the Work.
- J. Provide: Means to furnish and install, complete and ready for operations and use for purpose intended.
- K. Regulations: Includes laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within construction industry that control performance of the Work.
- L. Similar: Interpreted in its general sense and not as meaning identical. Elements defined as "similar" shall be coordinated in relationship to their location and connection with other parts of the Work.
- M. True To Line, Plumb, Level, and Flat: Install Work within following tolerances, except where indicated otherwise:
 - 1. True to line: Allowed deviation from straight line within plus or minus 1/16 inch in 1 foot; plus or minus 1/8 inch in 10 feet; plus or minus 1/4 inch in 20 feet; and plus or minus 3/8 inch in lengths over 20 feet.
 - 2. Level: Allowed deviation from horizontal plane within plus or minus 1/16 inch in one foot; plus or minus 1/8 inch in 10 feet; plus or minus 1/4 inch in 20 feet; and plus or minus 1/2 inch in lengths over 20 feet.
 - 3. Plumb: Allowed deviation from vertical plane within plus or minus 1/16 inch in one foot; plus or minus 1/8 inch in 10 feet; plus or minus 1/4 inch in 20 feet; and plus or minus 1/2 inch in lengths over 20 feet.
 - 4. Flat: Allowed deviation from flat plane in any planar direction within plus or minus 1/16 inch in 1 foot; plus or minus 1/8 inch in 10 feet; plus or minus 1/4 inch in 20 feet; and plus or minus 3/8 inch in lengths over 20 feet.
 - 5. Tolerances are not accumulative.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 42 00

SECTION 01 50 00 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 TEMPORARY ELECTRICITY

- A. Provide and pay for power service required from Utility source. Ensure proper grounding.
- B. Provide temporary electric feeder from electrical service at location as directed.
- C. Provide power outlets for construction operations, with branch wiring and distribution boxes. Provide flexible power cords as required.
- D. Provide and maintain lighting for construction operations.

1.2 TEMPORARY HEAT AND VENTILATION

- A. Provide and pay for heat devices and heat as required to maintain specified conditions for construction operations.
- B. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.

1.3 TEMPORARY TELEPHONE SERVICE

- A. Provide telephone service to field office, minimum of 2 lines, one for voice, and one for fax/data.

1.4 TEMPORARY WATER SERVICE

- A. Provide service required for construction operations.

1.5 TEMPORARY SANITARY SERVICE

- A. Provide and maintain required facilities and enclosures.

1.6 TEMPORARY FIRE PROTECTION

- A. Remove combustible refuse from building daily.

- B. Provide fire extinguishers as required by the local fire department and city ordinances.

1.7 BARRIERS

- A. Provide as required to prevent public entry to construction areas.
- B. Provide barriers around trees and plants designated to remain.

1.8 PROTECTION OF INSTALLED WORK

- A. Provide temporary protection for installed products.

1.9 FIELD OFFICES AND SHEDS

- A. Weather-tight, with lighting, electrical outlets, telephone, heating, and air conditioning equipment. Equip with minimum of one layout table.

1.10 REMOVAL OF UTILITIES, FACILITIES, AND CONTROLS

- A. Remove temporary materials, equipment, services, and construction prior to Substantial Completion inspection.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 50 00

SECTION 01 60 00 - MATERIALS AND EQUIPMENT

PART 1 - GENERAL

1.1 QUALITY ASSURANCE

- A. Source Limitations: To the fullest extent possible, provide products of the same kind, from a single source.
- B. Compatibility of Options: When the Contractor is given the option of selecting between two or more products for use on the Project, the product selected shall be compatible with products previously selected, even if previously selected products were also options.
- C. Matching of Colors, Pattern, Texture and/or Sheen:
 - 1. When a product is listed in the specifications with an accompanying color, pattern, texture, or sheen, provide only that product, or one that is identical (color, pattern, texture, and sheen) at no additional cost.
 - 2. On finished materials and products, verify that colors, patterns, textures, and sheens are identical for the entire project and that there are no visual differences between batches, packages, bundles, or shipments, due to differing production runs. Owner's Representative reserves the right to reject products and materials installed, which have, in the sole opinion of the Owner's Representative, a significant enough difference in color, pattern, texture, or sheen, from other products on the project, so as to be visually distracting.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, unused at the time of installation.
 - 1. Provide products complete with all accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for the intended use and effect.
 - 2. Standard Products: Where available, provide standard products of types that have been produced and used successfully in similar situations on other projects.

- B. **Product Selection Procedures:** Product selection is governed by the Contract Documents and governing regulations, not by previous Project experience. Procedures governing product selection include the following:
1. **Proprietary Specification Requirements:** Where only a single product or manufacturer is named, provide the product indicated. No substitutions will be permitted.
 2. **Semi-Proprietary Specification Requirements:** Where two or more products or manufacturers are named, provide one of the products indicated. No substitutions will be permitted.
 3. **Non-Proprietary Specifications:** When the Specifications list products or manufacturers that are available and may be incorporated in the Work, but do not restrict the Contractor to use of these products only, the Contractor may propose any available product that complies with Contract requirements.
 4. **Descriptive Specification Requirements:** Where Specifications describe a product or assembly, listing exact characteristics required, with or without use of a brand or trade name, provide a product or assembly that provides the characteristics and otherwise complies with Contract requirements.
 5. **Performance Specification Requirements:** Where Specifications require compliance with performance requirements, provide products that comply with these requirements, and are recommended by the manufacturer for the application indicated. General overall performance of a product is implied where the product is specified for a specific application.
 - a. Manufacturer's recommendations may be contained in published product literature, or by the manufacturer's certification of performance.
 6. **Compliance with Standards, Codes and Regulations:** Where the Specifications only requires compliance with an imposed code, standard or regulation, select a product that complies with the standards, codes or regulations specified.
 7. **Visual Matching:** Where Specifications require matching an established Sample, the Owner's Representative's decision will be final on whether a proposed product matches satisfactorily.
 8. **Visual Selection:** Where specified product requirements include the phrase "...as selected from manufacturer's standard colors, patterns, textures..." or a similar phrase, select a product and manufacturer that complies with specified requirements. The Owner's Representative will select the color, pattern and texture from the product line selected.

PART 3 - EXECUTION

3.1 PACKAGING AND TRANSPORTATION

- A. Require supplier to package products in boxes or crates for protection during shipment, handling, and storage. Protect sensitive products against exposure to elements and moisture.
- B. Protect sensitive equipment and finishes against impact, abrasion, and other damage.

3.2 DELIVERY, RECEIVING, AND HANDLING

- A. Deliver, receive, and handle products in accordance with the manufacturer's recommendations, using means and methods that will prevent damage, deterioration and loss, including theft.
- B. Delivery:
 - 1. Arrange deliveries of products in accordance with construction progress schedules. Allow time for inspection prior to installation.
 - 2. Clearly mark partial deliveries of component parts of equipment to identify equipment and contents to permit easy accumulation of parts and to facilitate assembly.
- C. Receiving and Handling:
 - 1. Immediately on delivery, inspect shipment to assure:
 - a. Product complies with requirements of Contract Documents and reviewed submittal.
 - b. Quantities are correct.
 - c. Accessories and installation hardware are correct.
 - d. Containers and packages are intact and labels legible.
 - e. Products are protected and undamaged.

3.3 STORAGE

- A. General:
 - 1. Store products, immediately on delivery, in accordance with manufacturer's instructions, with seals and labels intact. Protect until installed.

END OF SECTION 01 60 00

SECTION 01 63 00 - SUBSTITUTIONS & PRODUCT OPTIONS

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDE:

- A. Base all bids on providing all products exactly as specified by the Bid Documents.
- B. For products specified only by reference or performance standards, select any product that meets or exceeds standards, by any manufacturers, subject to the Architect/Engineer's approval.
- C. For products specified by naming several products or manufacturers, select any product and manufacturer name.

1.2 SUBSTITUTIONS, BIDDER/CONTRACTOR OPTIONS

- A. Prior to Bid Opening: The Architect/Engineer will consider written requests to amend the bidding documents to add products not specified provided such requests are received at least 5 calendar days prior to bid opening date. Requests received after that time will not be considered. When a request is approved, the Architect/Engineer will issue an appropriate addendum not less than seven calendar days prior to the bid opening date.
- B. With Bid: A bidder may propose substitutions with his bid via a Volunteer Alternate. The bidder must bid on the project as defined by the Bid Documents. The volunteer alternate must, at a minimum, meet submission requirements of this section. The Architect/Engineer will evaluate the volunteer alternates before the Award of Contract. Bids will be evaluated based on the ALL-ACCEPTED alternates.

1.3 SUBSTITUTION REQUIREMENTS

- A. Submit six copies of each request for substitution, including the following information:
 - 1. Product identification, including manufacturer's name and address.
 - 2. Manufacturer's literature
 - a. Product identification, including manufacturer's name and address.
 - b. Manufacturer's literature.
 - 1) Product description
 - 2) Performance and test data

3) Reference standards

- c. Samples
- d. Name and address of similar projects on which product was used and date of installation.

3. For construction methods:

- a. Detailed description of proposed method
- b. Drawings illustrating methods.

- 4. Itemized comparison of proposed substitution with product or method specified.
- 5. Data relating to changes in construction schedule.

- a. Identifying any changes or coordination required and any affects on any other contracts.
- b. Accurate cost data on proposed substitutions in comparison with product or method specified.

B. In making requests for substitution, bidder/contractor represents:

- 1. It has personally investigated the proposed product or method and determined that it is equal or superior in all respects to that specified.
- 2. It will provide the same guarantee for substitutions as for product or method specified.
- 3. It will coordinate the installation of accepted substitutions into work, making all changes for work to be completed in all respects.
- 4. Cost data is complete and includes all related costs under its contract, but excludes:
 - a. Architect/Engineer's redesign
 - b. Administrative costs of Architect/Engineer
 - c. Costs under separate contracts are also affected.
- 5. It will pay all additional costs and expenses for Owner, Architect/Engineer and other contractors.

C. Substitutions will not be considered when:

- 1. They are indicated or implied on shop drawings or product data submittals without formal request submitted in accordance with this specification
- 2. Acceptance will require substantial revision of contract documents.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 63 00

DRAFT

SECTION 01 73 10 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 GENERAL

- A. Execute cutting, fitting, and patching including excavation and fill, to complete Work, and to:
 - 1. Fit the several parts together, to integrate with other work.
 - 2. Uncover work to install ill-timed work.
 - 3. Remove and replace defective and non-conforming work.
 - 4. Remove samples of installed work for testing.
 - 5. Provide openings in elements of Work for penetrations of mechanical and electrical work.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 INSPECTION

- A. Beginning of cutting or patching means acceptance of existing conditions.

3.2 CUTTING AND PATCHING

- A. Execute cutting, fitting, and patching (including excavation and fill) to complete work.
- B. Fit products together, to integrate with other work.
- C. Uncover work to install ill-timed work.
- D. Remove and replace defective or non-forming work.
- E. Remove samples of installed work for testing when requested.
- F. Provide openings in the work for penetration of mechanical and electrical work.
- G. Uncover work to allow for Owner's Representative's observation of covered work which has been covered up prior to required observation by Owner's Representative.

3.3 PERFORMANCE

- A. Execute work by methods to avoid damage to other work, and which will provide proper surfaces to receive patching and finishing.
- B. Execute in manner which does not void required or existing warranties.
- C. Restore work with new products in accordance with requirements of Contract Documents.
- D. Fit work tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- E. Refinish surfaces to match adjacent finishes. For continuous surfaces, refinish to nearest intersection; for an assembly, refinish entire unit.
- F. Install products and materials to complete Work in accordance with requirements of Contract Documents.

3.4 CLEANING

- A. Restore surfaces to their original condition.

END OF SECTION 01 73 10

SECTION 01 74 00 - CLEANING

PART 1 - GENERAL

1.1 CLEANING DURING CONSTRUCTION

- A. Keep site and construction areas clean on a weekly basis.

1.2 FINAL CLEANING

- A. Execute cleaning prior to inspection for Substantial Completion of the Work.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 CLEANING

- A. Cleaning during Construction:

1. Execute periodic cleaning to keep building, site, and adjacent properties free of accumulations of waste materials, debris, rubbish, and wind-blown debris resulting from construction operations.
2. Remove all mud or dirt from adjacent roadways during site work.

- B. Final Cleaning: In addition to cleaning during construction, prior to Substantial Completion provide the following:

1. Remove temporary protection and labels not required to remain.
2. Clean finishes free of dust, stains, films, and other foreign substances.
3. Clean transparent and glossy materials to a polished condition; remove foreign substances. Polish reflective surfaces to a clear shine.
4. Clean, damp mop, wax, and polish resilient and hard-surface floor as specified.
5. Clean surfaces of equipment; remove excess lubrication.
6. Clean plumbing fixtures, and food service equipment, to a sanitary condition.
7. Clean permanent filters of ventilating equipment and replace disposable filters when units have been operated during construction; in addition, clean ducts, blowers, and coils when units have been operated without filters during construction.
8. Clean light fixtures and lamps.

9. Remove waste, debris, and surplus materials from site. Clean grounds: remove stains, spills, and foreign substances from paved areas and sweep clean. Rake clean other exterior surfaces.

END OF SECTION 01 74 00

DRAFT

SECTION 01 77 00 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 PREREQUISITES TO SUBSTANTIAL COMPLETION

- A. Conduct inspection to substantiate basis for request that Work is substantially complete. Create a comprehensive list (initial punch list) indicating items to be completed or corrected, value of incomplete or non-conforming work, reason for being incomplete, and date of anticipated completion for each item. Include copy of list with request for Certificate of Substantial Completion.
- B. Submit statement showing accounting of changes to Contract Sum.
- C. Advise Owner's Representative of pending insurance change-over requirements at final payment.
- D. Obtain and submit releases enabling Owner's full, unrestricted use of Project and access to services and utilities. Include certificate of occupancy, operating certificates, and similar releases from authorities having jurisdiction and utility companies.
- E. Submit project record documents in compliance with Section 01 78 00, maintenance manuals, negatives of construction photographs, and other similar final record data.
- F. Deliver tools, spare parts, extra stocks of material, and similar physical items to Owner's Representative.
- G. Comply with requirements of Section 01 50 00 for restoring permanent systems operated prior to Substantial Completion.
- H. Complete facility startup, testing, adjusting, and balancing of systems and equipment, demonstrations, and instructions to Owner's operating and maintenance personnel.
- I. Discontinue or change over and remove temporary facilities and services from Project site, along with construction tools, mock-ups, and similar elements.
- J. Perform final cleaning in accordance with Section 01 74 00.
- K. Touch-up and otherwise repair and restore marred exposed finishes.

1.2 SUBSTANTIAL COMPLETION

- A. When Contractor considers Work or designated portion of Work is substantially complete, submit written notice with list of items to be completed or corrected.
- B. Should Owner's Representative inspection find Work is not substantially complete; he will promptly notify Contractor in writing, listing observed deficiencies.
- C. Contractor shall remedy deficiencies and send a second written notice of substantial completion.
- D. When Owner's Representative finds Work is substantially complete, he will prepare a Certificate of Substantial Completion in accordance with provisions of General Conditions.
- E. All warranties start at the date of Substantial Completion for a period of one (1) calendar year or longer depending on the individual specification, but no less.

1.3 PREREQUISITES FOR FINAL COMPLETION

- A. Complete items in following paragraphs before requesting final acceptance and final payment. List known exceptions, if any, in request.
- B. When Contractor considers Work to be complete, submit written certification that:
 - 1. Contract Documents have been reviewed.
 - 2. Work has been examined for compliance with Contract Documents.
 - 3. Work has been completed in accordance with Contract Documents.
 - 4. Work is completed and ready for final inspection.
- C. Submit final punch list indicating all items have been completed or corrected.
- D. Submit final payment request with final releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and completed operations where required.
- E. Submit specified warranties, workmanship/maintenance bonds, maintenance agreements, and other similar documents.
- F. Submit updated accounting statement for final changes to Contract Sum.
- G. Submit consent of surety to final payment.
- H. Perform final cleaning for Contractor soiled areas in accordance with Section 01 74 00.

1.4 FINAL COMPLETION

- A. When Contractor considers Work is complete, submit written certification
 - 1. Contract Documents have been reviewed.
 - 2. Work has been inspected for compliance with Contract Documents.
 - 3. Work has been completed in accordance with Contract Documents, and deficiencies listed with Certificate of Substantial Completion have been corrected.
 - 4. Equipment and systems have been tested, adjusted and balanced, and are fully operational.
 - 5. Operation of systems has been demonstrated to Owner's personnel.
 - 6. Work is complete and ready for final inspection.
- B. Should Owner's Representative inspection find Work incomplete, he will promptly notify Contractor in writing listing observed deficiencies.
- C. Contractor shall remedy deficiencies and send a second certification of final completion.
- D. When Owner's Representative finds the work is complete, Owner's Representative will consider closeout submittals.

1.5 CLOSEOUT SUBMITTALS

- A. Evidence of Compliance with Requirements of Governing Authorities
 - 1. Certificate of Occupancy.
- B. Project Record Documents: Under provisions of Section 01 78 00.
- C. Operation and Maintenance Data: Under provisions of Section 01 78 00.
- D. Warranties and Bonds: Under provisions of Section 01 78 00.
- E. Spare Parts and Maintenance Materials: Under provisions of Section 01 78 00.
- F. Certificates of Insurance for Products and Completed Operations: In accordance with Supplementary Conditions.

1.6 STATEMENT OF ADJUSTMENT OF ACCOUNTS

- A. Submit final statement reflecting adjustments to Contract Sum indicating
 - 1. Original Contract Sum.
 - 2. Previous change orders.
 - 3. Changes under allowances.
 - 4. Deductions for uncorrected work.

5. Other adjustments to Contract Sum.
6. Total Contract Sum as adjusted.
7. Previous payments.
8. Sum remaining due.

B. Architect will issue a final Purchase Order Change reflecting approved adjustments.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 77 00

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SECTION 01 78 00 - CLOSEOUT SUBMITTALS

PART 1 - GENERAL

1.1 QUALITY ASSURANCE

- A. Prepare instructions and data by personnel experienced in maintenance and operation of described products.

1.2 PROJECT RECORD DOCUMENTS

A. Maintenance of Documents and Samples:

1. In addition to requirements in General Conditions, maintain at the site for Owner one record copy of:
 - a. Contract Drawings.
 - b. Specifications.
 - c. Addenda.
 - d. Change Orders and other modifications to the Contract.
 - e. Reviewed shop drawings, product data, and samples.
 - f. Field test records.
 - g. Inspection certificates.
 - h. Manufacturer's Warranty certificates.
2. Store Record Documents and samples in Field Office apart from documents used for construction. Provide files, racks, and secure storage for Record Documents and samples.
3. Label and file Record Documents and samples in accordance with Section number listings in Table of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters.
4. Maintain Record Documents in a clean, dry, and legible condition. Do not use Record Documents for construction purposes.
5. Keep Record Documents and samples available for inspection by Owner's Representative.

B. Recording:

1. Record information on a set of blue line opaque drawings, and in a copy of a Project Manual.
2. Provide felt tip marking pens, maintaining separate colors for each major system, for recording information.

3. Record information concurrently with construction progress. Do not conceal any work until required information is recorded.
4. Contract Drawings and Shop Drawings: Legibly mark each item to record actual construction, including:
 - a. Field changes of dimension and detail.
 - b. Changes made by Modifications.
 - c. Details not on original Contract Drawings.
 - d. References to related shop drawings and Modifications.
5. Specifications: Legibly mark each item to record actual construction, including:
 - a. Manufacturer, trade name, and catalog number of each product actually installed, particularly optional items and substitute items.
 - b. Changes made by Addenda and Modifications.
6. Other Documents: Maintain manufacturer's certifications, inspection certifications, field test records, and other documents required by individual Specifications sections.

1.3 OPERATION AND MAINTENANCE MANUALS

A. Contents

1. Table of Contents: Provide title of Project; names, addresses, and telephone numbers of Owner's Representative and Contractor with name of responsible parties; schedule of products and systems, indexed to content of the volume.
2. For Each Product or System: List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
3. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation; delete inapplicable information.
4. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
5. Warranties and Bonds: Bind in copy of each.

B. Manual for Materials and Finishes:

1. Building Products, Applied Materials, and Finishes: Include product data, with catalog number, size, composition, and color and texture designations. Provide information for re-ordering custom manufactured products.

2. Instructions for Care and Maintenance: Include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
3. Moisture-protection and Weather-exposed Products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.
4. Additional Requirements: As Specified in individual Specifications sections.
5. Provide a listing in Table of Contents for design data, with tabbed fly sheet and space for insertion of data.

C. Submittals:

1. Submit 2 copies of preliminary draft or proposed formats and outlines of contents before start of Work. Owner's Representative will review draft and return one copy with comments.

1.4 WARRANTIES AND BONDS

A. Preparation

1. Obtain warranties and bonds, executed in duplicate by responsible subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until the Date of Substantial completion is determined.
2. Verify that documents are in proper form, contain full information, and are notarized.
3. Co-execute submittals when required.
4. Retain warranties and bonds until time specified for submittal.

1.5 SPARE PARTS, OVERAGES, AND MAINTENANCE MATERIALS

A. Products Required:

1. Provide quantities of products, spare parts, maintenance tools, and maintenance materials specified in individual sections to be provided to Owner, in addition to that required for completion of Work.
2. Products: Identical to those installed in the Work. Include quantities in original purchase from manufacturer to avoid variations in manufacture.

B. Storage, Maintenance:

1. Store products with products to be installed in the Work, under provisions of Section 01 60 00.

2. Maintain spare products in original containers with labels intact and legible, until delivery to Owner.

C. Delivery:

1. Coordinate with Owner: Deliver and unload spare products to Owner at Project site and obtain receipt prior to final payment.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01 78 00

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SECTION 01 82 00 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 QUALITY ASSURANCE

- A. When specified in individual Sections, require manufacturer to provide authorized representative to demonstrate operation of equipment and systems, instruct Owner's personnel, and provide written report that demonstrations and instructions have been completed.
- B. Owner will provide list of personnel to receive instructions and will coordinate their attendance at agreed-upon times.

1.2 SUBMITTALS

- A. Submit preliminary schedule for Owner's approval, listing times and dates for demonstration of each item of equipment and each system, 2 weeks prior to proposed dates.
- B. Submit reports within one week after completion of demonstrations, that demonstrations and instructions have been satisfactorily completed. Give time and date of each demonstration, with a list of persons present.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 PREPARATION

- A. Verify equipment/system is approved and fully operational.
- B. Have copies of completed operation and maintenance manuals at hand for use in demonstrations and instructions.

3.2 DEMONSTRATION AND INSTRUCTIONS

- A. Demonstrate operation and maintenance of equipment and systems to Owner's personnel on or about the date of substantial completion. For equipment requiring seasonal operation, perform instructions for other seasons within 6 months.

- B. Use operation and maintenance manuals as basis of instruction. Review contents of manual with personnel in detail to explain all aspects of operation and maintenance.
- C. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at agreed-upon times, at designated location.

END OF SECTION 01 82 00

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SECTION 12 66 00 - TELESCOPING STANDS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Wall-attached telescoping stands.

1.2 DEFINITIONS

- A. Forward Folding:** Wall- or floor-attached bleachers that open in the forward direction by moving the front row away from the stack to the fully extended position.
- B. Reverse Folding:** Floor attached at the first row, that open in the backward direction - by moving the last row away from the stack to the fully extended position. The stacked unit becomes a divider wall.
- C. Freestanding:** Being free or away from a permanent wall.

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference:** Conduct conference at Project site.

1.4 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for telescoping stands.
2. Include load capacities, assembly characteristics, and furnished accessories.
3. Include electrical characteristics of electrical components, devices, and accessories.

B. Shop Drawings: For telescoping stands in both stacked and extended positions.

1. Include plans, elevations, sections, and attachment details.
2. Include load capacities.
3. Show seating layout, aisle widths, row-lettering and seat-numbering scheme, and wheelchair accessibility provisions.

4. Show locations and details for installing operator components, switches, and controls. Indicate motor size, electrical characteristics, drive arrangement, mounting, and grounding provisions.
 5. Include diagrams for power, signal, and control wiring.
- C. Samples for Initial Selection: For each type of exposed product and for each color and texture required.
1. Include Samples of accessories involving color and finish selection.
- D. Samples for Verification: For the following products prepared on Samples of size indicated below:
1. Decking: 6-inch- (150-mm-) square Samples of finished material.
 2. Metal Components: 6-inch- (150-mm-) square Sample of each color and finish indicated.
 3. Seat Unit: Full-size unit of each type.
 4. Signage: Full-size units for each type of accessibility sign.

1.5 INFORMATIONAL SUBMITTALS

- A. Welding certificates.
- B. Product Certificates: For each type of telescoping stand assembly.
- C. Material Certificates: For each type of flame-retardant treatment of upholstery fabric.
- D. Field quality-control reports.
- E. Qualification Statements: For Installer.

1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For telescoping stands.
 1. In addition to items specified in Section 01 78 23 "Operation and Maintenance Data," include the following:
 - a. Procedures for conducting periodic inspections.
 - b. Precautions for cleaning materials and methods that could be detrimental to telescoping stand finishes and performance.
 - c. Methods for maintaining upholstery fabric.

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: An entity that employs installers and supervisors who are trained and approved by the manufacturer.
- B. Welding Qualifications: Qualify procedures and personnel in accordance with the following:
 - 1. AWS D1.1/D1.1M, "Structural Welding Code - Steel."
 - 2. AWS D1.3/D1.3M, "Structural Welding Code - Sheet Steel."

1.8 WARRANTY

- A. Provide manufacturer's ten (10) year warranty for structure.
- B. Provide manufacturer's five (5) year warranty for seats and components.
- C. Provide manufacturer's warranty for motor, no less than one (1) year from Substantial Completion.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Structural Performance: Telescoping stands to withstand the effects of gravity loads, operational loads, and other loads and stresses in accordance with ICC 300 (2017).
- B. Accessibility Standard: Comply with applicable provisions in the DOJ's "2010 ADA Standards for Accessible Design" and the Illinois Accessibility Code.
- C. Conform to the building code for bleachers (ICC 300 - 2017).

2.2 WALL-ATTACHED TELESCOPING STANDS

- A. Wall-Attached Telescoping Stand: Forward-folding system, in which the bleachers open in the forward direction by moving the front row away from the stack to the fully extended position and the rear of bleacher understructure permanently attaches to wall construction.
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:

- a. Hussey Seating Company.
 - b. Interkal LLC.
 - c. Irwin Seating Company. (Basis of this specification – VersaTrack with Standard Deck and InfinitySeats)
2. Row Spacing: 22 inches (560 mm).
3. Row Rise: 10" (254 mm)
4. Seat Type: Plastic Component Benches equal to Irwin 18" (457 mm) x 10" (254 mm) Infinity Seats.
5. Operation: Electrically operated, with friction-type, integral power unit.
6. Electrical Characteristics for Each Seating Section:
 - a. Horsepower: determined by manufacturer.
 - b. Single-Phase Voltage: 120 V ac, 60 Hz.
7. Electrical Controls:
 - a. Control Devices: Walk-along pendant control system.
 - b. Transformer: As required to coordinate current characteristics of motor and control station with building electrical system.

2.3 COMPONENTS

- A. Benches: Seats and skirts.
 1. Material: Molded plastic with contour surfaces.
 - a. Color: As selected by Architect from manufacturer's standard.
 2. Bench Height: Not less than 16 inches (406 mm) or more than 18 inches (457 mm).
- B. Wheelchair-Accessible Seating: Locate retractable truncated benches to provide wheelchair-accessible seating at locations indicated on Drawings.
 1. Equip cutouts with full-width front closure panels that match decking construction and finish and that extend from underside of tiers adjacent to cutouts to 1-1/2 inches (38 mm) from finished floor.
- C. Deck: Plywood, 5/8 inch (16 mm) thick with transparent finish.
- D. Risers: Steel sheet with manufacturer's standard, rust-inhibiting coating or hot-dip galvanized finish.
- E. Safety Rails: Steel, finished with manufacturer's standard powder coat system. Auto rotating rails and F-shaped rails are not acceptable.

1. Folding mid-aisle handrails located at centerline of each aisle with seating on both sides.
2. End rails (guards) that are telescoping and self-storing.
3. Color: Manufacturer's standard neutral color.

F. Understructure: Structural steel.

1. Finish: Manufacturer's standard rust-inhibiting finish.
2. Color: Manufacturer's standard.

G. Support Column Wheels: Nonmarring, soft, rubber-face wheel assembly under each support column.

1. Include wheels of size, number, and design required to support stands and operate smoothly without damaging the flooring surface, but no fewer than four per column or less than 4 inches (100 mm) in diameter and 1-1/2 inches (38 mm) wide.

H. Control Devices:

1. Walk-Along Pendant: Manufacturer's standard unit, which plugs into first row of each operating section. Provide one unit for each operating section.

I. Fasteners: Vibration proof, in manufacturer's standard size and material.

2.4 ACCESSORIES

A. Steps:

1. Slip-resistant, abrasive tread nosings at aisles.
2. Intermediate aisle steps, fully enclosed, at each aisle.
3. Removable front steps, fully enclosed, at each aisle, that engage with front row to prevent accidental separation or movement and are equipped with a minimum of four skid-resistant feet.

B. Signage:

1. Accessibility signs at each accessible space.

2.5 MATERIALS

- A. Lumber: Kiln dried, surfaced four sides; southern pine complying with SPIB's "Standard Grading Rules for Southern Pine Lumber" for B & B finish (B and better) grade-of-finish requirements.

- B. Plywood: PS 1 as standard with manufacturer.
- C. Molded Plastic: High-density polyethylene; blow or injection molded, color-pigmented, textured, impact-resistant, with integral reinforcing ribs for attachment and anchoring points. Provide with UV inhibitors to retard fading.

2.6 FABRICATION

- A. Fabricate telescoping stands to operate easily without special tools or separate fasteners unless otherwise indicated.
- B. Round corners and edges of components and exposed fasteners to reduce snagging and pinching hazards.
- C. Form exposed work with flat, flush surfaces, level and true in line.
- D. Supports: Fabricate supports to withstand, without damage to components, the forces imposed by use of stands without failure or other conditions that might impair their usefulness.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Install telescoping stands in accordance with ICC 300 and manufacturer's written instructions.

3.3 ADJUSTING

- A. Adjust backrests so that they are at proper angles and aligned with each other in uniform rows.

- B. Adjust hardware and moving parts to function smoothly, and lubricate, test, and adjust each telescoping stand unit to operate in accordance with manufacturer's written instructions.
- C. Clean installed telescoping stands on exposed and semiexposed surfaces. Touch up factory-applied finishes or replace components as required to restore damaged or soiled areas.

3.4 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to inspect, adjust, operate, and maintain telescoping stands.

END OF SECTION 12 66 00

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