

SECTION 0100 - SUMMARY OF WORK

- 1 GENERAL
1.1 Project
A The Project consists of Tenant build-out within an existing Landlord owned building.
Project Location: As described on Cover Sheet
2 Tenant: As described on Cover Sheet
3 Contract Documents, dated 06/03/2019, were prepared for this Project by RGLA.

- 4 Contract Documents:
a) The Specifications following are generic performance specifications for general extent of work on systems performance, and set forth the Intent of the Tenant, Ultra Salon, Cosmetics, fragrance for materials and services to be provided to be completed and ready to operate tenant space.
b) The Work will be constructed under a single prime contract.
c) All construction procedures used must meet or exceed all national, S.O.S.H.A., and local codes.
d) Separate Contract: The Tenant, Ultra Salon, Cosmetics, fragrance has awarded a separate contract for construction operations that will be constructed simultaneously with work under the Contract.
Contract includes the following:
1 Contact: Separate contracts are awarded for signage, display fixtures, security and alarms. Refer to section 6 and 7 for additional information.
2 Cooperate with separate contractors so that work under those contracts may be carried out smoothly, without interfering with or delaying work under this Contract.
3 Not Assigned.

- 5 The Work will be performed in a single phase.
1 Contractor Use of Premises: During construction the Contractor shall have full use of premises, including use of the site. The Contractor is to erect a fence around the work area by the Tenant's sign to perform work or employ other contractors on portions of the Project.
1 General Contractor shall contact Landlord every 4 weeks that he may work, routes of access and areas of access, storage, etc. including deliveries, and secure written approval of same prior to work start.
2 Bidders are to be better acquainted themselves with conditions under which they will work at project site and possess all utilities before beginning work.
3 Use of the Site: Limit use of premises to areas indicated. Do not disturb portions of the site or adjacent areas indicated.

- 6 Allow for Owner/Landlord and adjacent tenant occupancy and use by the public.
7 Keep driveway and access clear. Do not use these areas for parking or material storage. Schedule deliveries to minimize on site storage of materials and equipment. Deliver schedule shall be approved by Landlord.
8 Use of Existing Building: Maintain building weather tight. Repair damage caused by construction. Protect the building and its occupants during construction. Contractor shall provide barricades as necessary so as to prevent public access to unsafe construction and construction site. Work must be secured each evening, or when construction is not performed, to ensure that unauthorized persons do not access the dangerous conditions.
9 Material Storage: The Tenant reserves the right to occupy and to place and install equipment, and completed areas of the tenant lease area prior to Substantial Completion. Placing equipment and partial occupancy do not constitute acceptance of the work.
10 General Contractor is to apply for and obtain a Certificate of Occupancy from building officials prior to tenant occupancy.

- 11 Mechanical and electrical systems shall be operational and required inspections and tests completed prior to partial tenant occupancy. Upon occupancy, the Tenant will operate and maintain systems serving occupied portions of the lease area.
12 The Tenant will be responsible for maintenance and outdoor service for occupied portions of the lease area.
13 Produce Order in Advance: The Tenant has negotiated purchase orders with suppliers of material and equipment to be incorporated into the Work. Purchase orders are assigned to the Contractor. Receipt, handling, storage, and installation is the Contractor's responsibility.
14 Tenant Supplied Items: The Work includes providing support systems to receive Tenant's equipment and mechanical and electrical connections.

- 15 The Tenant will arrange for and deliver shop drawings, product data, and samples to the Contractor.
16 The Tenant will arrange and pay for delivery according to the Contractor's Construction Schedule.
17 Contractor shall submit a construction schedule to Tenant/Landlord prior to work start.
18 The Contractor will inspect items delivered for damage.
19 If items are damaged, defective, or missing, the Tenant will arrange for replacement.
20 The Tenant will arrange for field services and for the delivery of warranties to the Contractor.
21 The Contractor shall designate delivery areas to be used for equipment and materials.
22 The Contractor shall review shop drawings, product data, and samples and return them noting discrepancies or problems anticipated in using the product.
23 The Contractor is responsible for receiving, unloading, and handling Tenant furnished items at the site.
24 Hazardous Materials: The Contractor is responsible for protecting items from damage, including exposure to the elements. The Contractor shall repair or replace items damaged as a result of their operations.

- 25 PRODUCTS: Not Applicable.
13 EXECUTION END OF SECTION 0100

SECTION 0109 - CONTRACT CONSIDERATIONS

- 1 GENERAL
1.1 SECTION INCLUDES
A Schedule of Values
B Application for Payment
C Change procedures
1.2 RELATED SECTIONS
A Section 0100 - Materials Schedule of Values
B Section 0103 - Submittals Schedule of Values
C Section 0105 - Material and Equipment Schedule of Values
D Section 0120 - Schedule of Values

- 1.3 SUBMITTALS
A Transmittal sheet submit with AIA Form 8010
B Sequentially number the transmittal forms. Re-submittals to have original number with an alphabetic suffix.
C Identify Project, Contractor, Subcontractor or supplier, permit drawing number and details number(s), field dimensions, adjacent construction Work, and coordination of information, in accordance with the requirements of the Work and Contract Documents.
D Apply Contractor's stamp, signed or initialed certifying that review, verification of schedule, field dimensions, adjacent construction Work, and coordination of information, in accordance with the requirements of the Work and Contract Documents.
E Schedule submittals to expedite the Project, and deliver to Architect/Engineer at business address. Coordinate submission of related items.
F Identify variations from Contract Documents and Product or system limitations which may be detrimental to successful performance of the completed Work.
G Provide space for Contractor and Architect/Engineer review stamps. Architect's review will commence upon receipt of contractor reviewed and stamped submittals. Submittals reviewed without such General Contractor review will be returned not reviewed.
H Review and resubmit submittals as required, identify all changes made since previous submittal. Distribute copies of reviewed submittals to concerned personnel in accordance with the project's preliminary liability to comply with provisions.
I.4 CONSTRUCTION PROGRESS SCHEDULES
A Submit initial progress schedule in duplicate within 30 days after date of Owner/Contractor Agreement to Architect/Engineer review.
B Review and resubmit as required.
C Submit a horizontal bar chart in separate file for each major section of Work or operation, identifying task day of each week.
D Show complete sequence of construction by activity, identifying Work of separate stages and other logical grouped activities. Indicate the early start and finish, early start and finish, late start, and duration.
E.5 SHOP DRAWINGS
A Submit in electronic form.
B Submit samples of finishes from the full range of colors, textures, and patterns for Architect/Engineer's selection.
C Identify identification on each sample with full project information.
D.6 MANUFACTURERS' INSTRUCTIONS
A When specified individual specification sections, submit manufacturers' printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, in quantities specified for Product Data.
B Identify conflicts between manufacturers' instructions and Contract Documents.
C.7 MANUFACTURERS' CERTIFICATES
A Temporary Power: Provide power source and lighting required for operation of branch circuit and distribution boxes located to allow service and lighting by means of construction power company.

- 1.8 PROJECT ADMINISTRATION
A Submit the number of copies which the Contractor requires, plus two copies which will be retained by the Architect/Engineer. Electronic format preferred.
B Mark to identify applicable products, models, options, and other data. Supplement manufacturers' information to provide information for the Project.
C.9 CONTRACT ADMINISTRATION
A.1 Submittals
A.2 Schedule
A.3 Quality assurance and control of installation.
A.4 Safety.
A.5 Field services.
A.6 Work in progress.
A.7 Closeout.
A.8 Final.
A.9 As-built.
A.10.1 QUALITY ASSURANCE AND CONTROL OF INSTALLATION
A.10.1.1 GENERAL
A.10.1.2 QUALITY ASSURANCE AND CONTROL OF INSTALLATION
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- 1.9 CONTRACT ADMINISTRATION
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- 1.16 CONTRACT ADMINISTRATION
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- 4 Structural integrity of element
5 Integrity of weather-applied or moisture-resistant elements
6 Efficiency, maintenance, or safety of element
7 Visual quality of high exposed elements
8 Work of Owner or separate contractor
9 Emetic cutting, fitting, and patching including excavation and fill, to complete Work, and to
a) Fit the several parts together, to integrate with other Work.
b) Uncure Work to install or correct ill-fitted Work.
c) Remove and replace defective and non-conforming Work.
d) Remove samples of installed Work for testing.
e) Provide openings in elements of work for penetrations of mechanical and electrical Work.
f) Execute work by methods which will avoid damage to Work, and provide proper surface to receiving patches and finishing.
g) Cut rigid materials using masonry saw or core drill.
h) Restore Work with new products in accordance with requirements of Contract Documents.
i) Fit Work to joints, grooves, ducts, conduit, and other penetrations through surfaces.
j) Maintain integrity of wall, ceiling, or floor construction at joints and penetrations.
k) Reinforce surfaces to match adjacent finishes. For continuous surfaces, refrain to nearest intersection, or to assembly, unless otherwise noted.
l) Identify any hazardous conditions or exposed spacing during the Work to the Architect/Engineer for decision or remedy. Vary and locate all, buried or hidden, utilities prior to any excavation or cutting for an assembly, unless otherwise noted.
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- 1.01 SECTION INCLUDES
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A. Submittals procedures
B. Construction progress schedules
C. Shop drawings
D. Product data
E. Samples
F. Manufacturers' instructions
G. Manufacturers' certificates
1.2 RELATED SECTIONS
A. Section 0103 - Contract Considerations Schedule of Values
B. Section 0100 - Quality Control Contract Documents field services and reports
C. Section 0100 - Contract Closeout Contract warranties and manufacturers' certificates closeout submittals
1.3 SUBMITTALS
A. Transmittal sheet submit with AIA Form 8010
B. Sequentially number the transmittal forms. Re-submittals to have original number with an alphabetic suffix.
C. Identify Project, Contractor, Subcontractor or supplier, permit drawing number and details number(s), field dimensions, adjacent construction Work, and coordination of information, in accordance with the requirements of the Work and Contract Documents.
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G. Provide space for Contractor and Architect/Engineer review stamps. Architect's review will commence upon receipt of contractor reviewed and stamped submittals. Submittals reviewed without such General Contractor review will be returned not reviewed.
H. Review and resubmit submittals as required, identify all changes made since previous submittal. Distribute copies of reviewed submittals to concerned personnel in accordance with the project's preliminary liability to comply with provisions.

SECTION 0150 - ENVIRONMENTAL PROCEDURES

- 1.1 SECTION INCLUDES
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A. Submittals procedures
B. Construction progress schedules
C. Shop drawings
D. Product data
E. Samples
F. Manufacturers' instructions
G. Manufacturers' certificates
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A. Section 0103 - Contract Considerations Schedule of Values
B. Section 0100 - Quality Control Contract Documents field services and reports
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- 1.4 CONTRACT ADMINISTRATION
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- 1.5 CONTRACT ADMINISTRATION
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- 1.6 CONTRACT ADMINISTRATION
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- 1.7 CONTRACT ADMINISTRATION
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