01110 - SUMMARY OF WORK

PART 1 – GENERAL

1.01 SCOPE:

A. The Work of this Contract shall include the furnishing of all labor, materials, equipment, tools, construction equipment and machinery, water, heat utilities, transportation, insurance, taxes, superintendent, coordination and miscellaneous services required for the construction and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated into the Work. All Work shall be performed in strict accordance with the Contract Documents.

B. In the event of conflict within the Contract Documents or within these Specifications, the provisions of the more stringent, as determined by the Owner's Representative, shall govern.

1.02 WORK OF OTHER RELATED SECTIONS:

A. All other Sections and documents contained herein also including the Contract Drawings.

1.03 CONTRACTOR'S USE OF PREMISES:

A. During the entire period of construction, their business owners (outside this contract) will occupy immediately adjacent space to conduct their normal operations. Cooperate all construction operations to minimize conflict and to facilitate their usage of their businesses.
1. Contractor shall have complete and exclusive use of the immediate premises for execution of the Work.
2. Contractor shall at all times conduct his operations as to insure the least inconvenience and the greatest amount of safety and security for adjoining business owners and the general public.
3. Confine operations at site to areas permitted by law ordinances, permits and Contract Documents.
4. Do not unreasonably encumber site with materials or equipment.
5. Do not load structure, new or existing, with weight that will endanger structure.

1.04 SITE INVESTIGATION:

A. The Contractor acknowledges that he has satisfied himself as to the nature and location of the Work, the general and local conditions, particularly those bearing upon transportation, disposal, handling and storage of materials, availability of labor, water, electric power, roads and uncertainties of weather, ground water table or similar physical conditions at the site, the conformation and condition of the ground, existing conditions of all structures, improvements, building systems, etc., the character, quality and quantity of surface and subsurface materials to be encountered, the character of equipment and facilities needed prior to and during the prosecution of the Work, the impact and extent of the work on existing structures, equipment and systems, and all other matters which can in any way affect the Work or the cost thereof under this Contract. Any failure by the Contractor to acquaint himself with all the available information concerning these conditions will not relieve him from responsibility for estimating properly the difficulty or cost of successfully performing the Work.

1.05 HAZARDOUS MATERIALS:

A. Do not incorporate in the Work hazardous materials or products as currently defined in the Resource Conservation and Recovery Act of 1976 (RCRA), the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), or Environmental Protection Agency (EPA) regulations, rules, or requirements, as amended, unless the Contract Documents give no other option than to provide a material or product which contains a hazardous material, component, constituent, waste, or leach.

B. In studying the Contract Documents and carrying out the Work, report in writing at once to the Owner's Representative the discovery of a product or material (whether new or already existing on the Project) which contains hazardous materials, components, constituents, waste, or leachate.

C. Do not incorporate in the Work a product or material which contains concentrations of a constituent, component, or material above the threshold levels which would require adherence to hazardous waste disposal regulations as currently defined, or could cause a release or threat or release of a hazardous substance at a level that would require a remedial response or removal action as currently defined by RCRA, CERCLA, or the EPA.

D. Select materials and products meeting specified requirements that comply with EPA requirements as regards hazardous materials content. In making requests for substitutions, determined that materials and products proposed for substitution comply with RCRA, CERCLA, and EPA requirements.

1.06 PARTIAL OWNER OCCUPANCY:

A. The Owner reserves the right of partial occupancy or use of facilities, services, and utilities, prior to Substantial Completion, without implying completion or acceptance of any part of the Project.

B. The Contractor shall provide access to the building for the Owner's personnel plus provide the correct operation of the heating, ventilating, and air conditioning, and electrical system.

C. Necessary restoration and repair of damage resulting from partial occupancy or use shall not be at the expense of the Contractor.

D. The Contractor shall also permit the Owner to place and install, or to have other Contractors place and install, as much equipment during the progress of the Work as is possible before the final acceptance of the various parts of the Work, and shall coordinate such placing and installation of the equipment, so that it does not in any way whatever interfere with the progress of the Work or any portion of it.

1.07 PROTECTION REQUIREMENTS FOR NEW AND EXISTING CONSTRUCTION:

A. Protect the existing building from wind, storms, cold heat, water and dust damage of any sort. Provide all equipment and enclosures to maintain this protection and keep the building interior free of water and dust during the life of the Contract.

B. Provide all shoring and bracing required to maintain the integrity and the safety of the existing structure and for the proper execution of the Work.

C. Exercise the utmost care to protect all existing utility lines from damage during the progress of the Work.

D. Provide and erect before any work begins, and maintain during the progress of the Work, all necessary fences, warning signals, signs and lights. Extent of this work and details of construction shall be in accordance with the requirements of all state and local codes.

E. Any portion of the existing building or existing utility services not included as part of this Contract or any portion of the Work damaged because of failure to provide the protection required shall be removed and replaced with new materials and construction at the Contractor's expense. This work shall be accomplished subject to the Owner's Representative's and Owner's approval.

1.08 REPLACEMENT AND REPAIR OF ANY STRUCTURES THAT HAVE BEEN DESTROYED BY THE PROGRESS OF THE WORK:

A. Because of the installation of the new items of equipment, fixtures, materials, etc., that are required by this Project, it shall become necessary to remove portions of the existing structure, equipment, and/or utility services. Unless specifically noted otherwise on the Drawings, the Contractor shall be responsible for replacing in a condition of identical appearance, construction, design, working order, and strength as its previous state, any such portion of the existing structure, equipment, and/or utility services so required to be disturbed. The replaced item shall meet the approval of the Owner's Representative before final approval of the Project is given.

1.09 RECORD DOCUMENT SUBMITTALS:

A. General: As work progresses, prepare and maintain record documents as specified herein. Each record shall be certified by the Contractor. Do not use record documents for construction purposes; protect from deterioration and loss in a secure, fire-resistive location accessible to the Owner's Representative for reference during normal working hours. Upon completion, turn record documents over to the Owner's Representative.

B. Record drawings: Maintain a white-print set (blue-line or black-line) of contract drawings (including amendment and change order drawings) and shop drawings in clean, undamaged condition, with mark-up of actual installations which vary from the work as originally shown. Mark whichever drawing is most capable of showing "field" condition fully and accurately; however a cross-reference at corresponding location on working drawings. Mark with red erasable pencil and, where feasible, use other colors to distinguish between variations in separate categories of work. Mark-up new information which is recognized to be of importance, but was for some reason not shown on either contract drawings or shop drawings. Give particular attention to concealed work, which would be difficult to measure and record at a later date. Note related change order number where applicable. Organize record drawing sheets into manageable sets, bind with durable paper cover sheets, and print suitable titles, dates and other identification on cover of each set.

C. Record specification: Maintain one copy of specifications, including amendments, change orders and similar notifications issued in printed form during construction, and mark-up variations in actual work in comparison with text of specifications and modifications as issued. Give particular attention to substitutions, selection of options, and similar information on work where it is concealed or cannot otherwise be readily discerned at a later date by direct observation. Note related record drawing information and product data, where applicable.

D. Record product data, certifications and laboratory test reports: Maintain one copy of each product data submittal, product certification, and laboratory test report and mark-up significant variations in actual work in comparison with submitted information. Include both variations in product as delivered to site, and variations from manufacturer's instructions and recommendations for installation. Give particular attention to concealed products and portions of the work that cannot otherwise be readily discerned at a later date by direct observation. Note related change orders and mark-up of record drawings and specifications.

E. Record sample submittal: Immediately prior to date(s) of substantial completion, the Owner's Representative or his designated representatives will meet with Contractor at the site, and will determine which (if any) of submitted samples maintained by Contractor during progress of the work are to be retained by the Owner. Comply with the Owner's Representative's instructions for packaging, identification marking, and delivery.

01330 - SUBMITTALS

PART 1 – GENERAL

1.01 DESCRIPTION:

A. Work included:
1. Wherever possible, throughout the Contract Documents, the minimum acceptable quality of workmanship and materials has been defined either by manufacturer's name and catalog number or by reference to recognized industry standards.
2. To ensure that the specified products are furnished and installed in accordance with the design intent, procedures have been established for advance submittal of design data and for its review and approval or rejection by the Architect.

B. Submittal schedule: Within 15 days of the date of the Notice to Proceed, the Contractor shall provide to TBC CORPORATION and the Architect a complete schedule of when each proposed submittal shall be made. Provide anticipated submittal dates and correlation to the project progress. Form of schedule shall be satisfactory to TBC CORPORATION and the Architect.

PART 2 – PRODUCTS

2.01 SHOP DRAWINGS:

A. Unless otherwise specifically directed by the Architect, make all Shop Drawings accurately to a scale sufficiently large to show all pertinent features of the item and its method of connection to the Work.

B. 4 blue line prints shall be submitted of each shop drawing. After the shop drawing has been reviewed and stamped, the print will be filed at the office of the Architect, and one copy returned to the Contractor, from which he shall make as many copies as he feels is needed for the prosecution of the Work. The Architect will not return multiple copies of shop drawings.

2.02 PRODUCT DATA:

A. The Architect will require a minimum of 4 copies to be submitted of Product Data which has not been originally prepared on a transparent material. The Architect will retain 1 of these copies, plus any of the others that are required by his consultants, the Architect will return only one copy of submittals to the Contractor from which he shall make as many copies as he feels is needed for the Work.

B. Information not exclusively pertinent to the Project shall be deleted so that there is no possible area of confusion as to what product, series, or model is to be examined. The Architect or Owner will not take responsibility for having examined a product that was not intended by the Contractor to be judged.

2.03 SAMPLES, MOCKUPS, AND COLORS:

A. Unless otherwise specifically directed by the Architect, all Samples and Mockups shall be of the precise article proposed to be furnished.

B. Samples and mockups shall faithfully represent the product or item as it is proposed to be installed. This shall include, but not be limited to, material, finishes, method of construction or assembly, relationship to adjacent construction, method of attachment to adjacent construction, plus any electrical or mechanical connection that are required for the product or assembly to function.

C. Unless the precise color and pattern is specifically described in the Contract Documents, whenever a choice of color or pattern is available in a specified product submit accurate color charts and pattern charts to the Architect for his review and selection.

D. Samples and color charts shall be submitted for the selections of materials or colors proposed to be provided. Selections and approval of samples will be made by the Architect from these submitted samples and color charts without increase in costs to the Owner or Architects. Should the Contractor desire any samples returned, he shall submit a sufficient number in order for the Architect to retain one sample and return the remainder to the Contractor.

E. In order for the Architect to make a color schedule as quickly as possible and to avoid color and pricing problems, the Contractor shall be required to submit all items that require a color selection within 30 days of the Notice to Proceed. Delivery and pricing problems that develop because an item was not submitted within the forty (40) day time limit, shall be the sole responsibility of the Contractor and not that of the Owner.

F. The color selection on any one item will not be made until after samples of all items that require a color selection have been submitted.

2.04 MAINTENANCE AND OPERATION MANUALS:

A. Provide information for the Owner's maintenance of each system or operating equipment, including, but not limited to, lubrication, emergency control, parts replacement, spare parts inventory recommendation, listing of tools and accessories needed for maintenance and similar instructions, TAB test reports and other test reports, and including warranty and requirements indicated throughout the Specification.

B. Provide manufacturer's operating instructions for each item of mechanical equipment and supplement with additional instructions where necessary. Prepare and submit specific operating instructions for each mechanical system which involves multiple items of equipment, including instructions for charging, start-up, control or sequencing or operation, phase or seasonal variations, shut-down, safety, and similar operational instructions. Prepare in typewritten form, completely explained and easily understood.

C. Organize each maintenance manual to include an index followed by thumb tab marked sections for system operating instructions; emergency instructions including addresses and telephone numbers for service sources; regular system maintenance procedures including lubrication; spare parts listing and stocking recommendations, inspection, adjusting, re-balancing, cleaning, parts replacement, and similar maintenance instructions and recommendations. Manuals shall also include the proper use of tools and accessories; valve schedules and control diagram for each system; manufacturer's data for each operational item in each system; manufacturer's product warranties, and warranties relating to system and equipment items as part of the Work; shop drawings relating to the system, test reports, and Project Record Documents. Bind each maintenance manual in one or more black vinyl covered, 2" thick, three ring binder, plus pocket folder type binders for folded drawings, and mark the back spine of each binder with system identification and volume number.

2.05 ADDITIONAL REQUIREMENTS FOR MECHANICAL AND ELECTRICAL:

A. Prior to submitting shop drawings, assure that equipment proposed for use will fit into space available, considering space for coil removal, filter service, maintenance, and other activities required to keep equipment operating in proper manner.

B. Note in "red" all deviations in electrical and/or mechanical arrangement from that indicated, including, but not limited to, such items as electrical loads, electrical connections and physical size. It is understood when submittal is received that all items that effect other trades have been coordinated with those trades.

C. Submittal data shall include, but is not limited to the following:
1. Arrangement drawings with complete dimensional data.
2. Performance data listing the following:
a. Capacities, CFM, GPM, entering and leaving air and water conditions, pressure losses for air and water side and all component pressure losses.
b. Horse power, KW, and total unit electrical requirements.
c. Fan curves, discharge arrangement, motor locations, sheaves and belt data.
d. Power and control wiring diagrams, showing interlock requirements.
e. Isolators and isolator location with selection data.
f. Filter data with type, size number required and pressure drop.
g. Auxiliary equipment by other manufacturers: Provide name, capacity, dimensions, wiring diagrams and power requirements.

PART 3 – EXECUTION

3.01THE CONTRACTOR'S DUTIES:

A. The Contractor shall review, stamp with his approval and submit, with reasonable promptness and in such sequence as to cause no delay in the Work or in the work of the Owner or any separate contractor, all submittals required by the Contract Documents. Submittals will not be examined unless it is plainly evident that the Contractor has himself reviewed and approved the material. He shall legibly mark and date each item submitted indicating his approval of the submission. Under no circumstances will material be examined that comes to the Architect directly from a Subcontractor. Any deviations from the Contract Documents shall be clearly and legibly indicated by circling with red ink or highlighting in yellow.

B. By approving and submitting submittals, the Contractor represents that he has determined and verified all materials, field measurements, and field construction criteria related thereto, or will do so, and that he has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

C. The Contractor shall not be relieved of responsibility for any deviation from the requirements of the Contract Documents by the Architect's approval of submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submission and the Architect has given written approval to the specific deviation. The Contractor shall not be relieved from responsibility for errors or omissions in the submittals by the Architect's approval thereof.

D. Verbal discussion between the Contractor and the Owner or the Architect of a proposed deviation and any subsequent agreements thereto shall not be considered valid unless confirmed in writing by the Owner or the Architect.

E. The Contractor shall direct specific attention, in writing or on resubmitted submittals, to revisions other than those requested by the Architect on previous submittals.

F. Wherever any product is specified in accordance with the Federal Specifications, and ASTM Standard, a United States Standard Specification, or other association standard, the Contractor shall present an affidavit from the manufacturer certifying that the product complies with the particular standard specification. Where necessary and requested or specified, support test data shall be submitted to substantiate compliance.

3.02 SUBMITTAL LOG:

A. Maintain an accurate submittal log for the duration of the construction period, showing status of all submittals of all types.

B. Provide Contractor generated submittal matrix of all submittals with date each item shall be submitted.

C. Make the log and submittal matrix available to the Architect for review upon request.

3.03 COORDINATION OF SUBMITTALS:

A. Prior to submittal for Architect's review, use all means necessary to fully coordinate all material, including, but not limited to, the following procedures:
1. Determine and verify all field dimensions and conditions, catalog numbers, and similar data.
2. Coordinate as required with all Trades and will all public agencies involved.
3. Secure all necessary approval from public agencies and others; signify by stamp or other means that all required approvals have been obtained.
4. Clearly indicate, in writing, all deviations from the Contract Document.

B. Mechanical and electrical coordination:
1. Provide coordination of ductwork, waste, vent, pipes and conduit, as necessary to provide ceiling heights required. Provide necessary information to Architect if relocation of services and/or ceiling height changes will have to be made.
2. Provide scaled equipment layout of mechanical room showing dimensioned equipment pads; floor drain locations; sleeve locations; and equipment location showing required code or service clearance.

3.04 SUBMITTAL SEQUENCE:

A. The right is reserved by the Architect to examine submittals and samples in a proper sequence that reflects the logical sequence of erection, installations, and proper assembly. Submittals of products or materials that are the responsibility of separate Trades yet must be assembled in conjunction one with another, shall be submitted at the same time so that they may be examined all together. Should these not be submitted simultaneously, the Architect reserves the right to hold one set while awaiting the arrival of other submittals.

B. All submittals within the responsibility of one Trade must be submitted at one time together (i.e. Millwork). Numerous submittals of one product or item of construction over a period of time is not acceptable. In the event of this occurrence, the Architect will hold the submittal data arriving first until the last of the material has arrived. Then, and only then, will he make his examination.

3.05 TIMING OF SUBMITTALS:

A. Make all submittals far enough in advance of scheduled dates for installation to provide all required time for reviews, for securing necessary approvals, for possible revision and re-submittals, and for placing orders and securing delivery.

B. Costs of delays occasioned by tardiness of submittals may be back-charged as necessary and shall not be borne by the Owner.

3.06 EXAMINATION OF SUBMITTALS:

A. Architect's review shall be for general conformance with the design concept and Contract Documents. Markings or comments shall not be construed as relieving the Contractor from compliance with the Drawings and Specifications, nor departures therefrom. The Contractor remains responsible for details and accuracy, for confirming and correlating all quantities and dimensions, for selecting fabrication processes, for techniques of assembly, and for performing his work in a safe manner.

B. The Architect will stamp, sign and date each submittal after his review. The stamp will inform the Contractor as to whether the submittal has been approved, rejected, or whether the revisions are required. When the Architect has marked the submittals, "Revise & Resubmit", or word of similar import, the Contractor shall cause the corrections to be made to the original and shall then proceed for a new submission.

C. The Contractor shall not under any circumstances remove any comments, notes, or drawings made by the Architect on the submittals that have been reviewed and stamped by the Architect. Should a conflict develop, the Contractor shall contact the Architect for instruction.

D. If the Contractor finds indicated changes to cause a conflict in conjunction with present construction and/or products to be installed at a later date, he must notify the Architect and ask for verification. Should the Contractor not ask for a verification, he shall continue with the construction involving or relating to that product at his own risk.

3.07 COMPOSITE DRAWINGS:

A. In instances where submittals affect the Work of more than one Trade and/or when directed by the Architect, the Contractor shall prepare and submit composite drawings which indicate and define the Work under all affected Trades, and obtain the approval of the Architect. Upon receipt of final approval, the Contractor shall distribute print copies of the approved drawings to all affected Trades. All affected Trades shall cooperate in the preparation of the composite drawings to assure proper coordination.

01500 - TEMPORARY FACILITIES

PART 1 – GENERAL

1.01 SUMMARY

A. The Contractor shall pay all energy costs for the temporary electricity, heat and ventilation used for the Work of the Project. This shall include the costs of installation and maintenance of temporary equipment, which costs shall be the responsibility of the Contractor. The Contractor shall remove all temporary equipment at the end of each work phase.

B. Use of alternate temporary facilities is Contractor's option, subject to the Architect's acceptance.

C. Comply with Federal, State and local codes/regulations.

1.02 TEMPORARY ELECTRICITY AND LIGHTING

A. Temporary lighting and power shall be of adequate size to properly service the requirements of the Work, including adequate feeder sizes to prevent excessive voltage drop. Temporary work to be installed in a neat and safe manner in accordance with the National Electrical Code, Article 305, and as required by OSHA or applicable local safety codes. Panelboard shall be equipped with ground fault and be tested daily to ensure proper function of ground fault.

B. Provide approved construction type power cords or approved wiring as necessary for the performance of this work. Power cords or wiring that does not comply with codes/regulations will not be allowed under any circumstances.

C. If higher voltages are required, make arrangements with local electric power company, make connections to primary source, pay for installation fees and meter charges.

D. The Contractor will see to the provisions of temporary lighting for construction operations.

E. Permanent lighting may be used during construction.

1.03 TEMPORARY HEAT AND VENTILATION

A. The Contractor shall make provisions for the use of the permanent system at the appropriate time.

B. Equipment used for temporary heat must meet all safety requirements and be in compliance with local codes and regulations.

C. Use temporary electrical service shall not be used for temporary heating.

1.04 TEMPORARY TELEPHONE SERVICE

A. The Contractor shall provide telephone service for his and the Architect's use.

1.05 TEMPORARY WATER

A. The Contractor shall make provisions for temporary water service required for construction operations.

B. Provide branch piping, hoses for their own use.

C. Be responsible for providing drinking water in approved sanitary containers and disposable cups for their workers.

1.06 SANITARY FACILITIES

A. Make provisions for temporary toilet facilities for the use of all contractors.

1.07CONSTRUCTION AIDS

A. Provide hoisting equipment, scaffolding, etc. as needed to properly perform this work.

1.08 PUMPING AND DEWATERING

A. Provide and operate drainage and pumping equipment as may be necessary for the proper performance of this work. In doing so he must maintain the site, the construction work area and adjacent areas free from water resulting from their operation.

1.09 BARRICADES

A. Make provisions for barricades to surround the areas of work. Maintain these barricades when the operations are adjacent to and confined within these barricades. Should the Contractor find it necessary to remove a portion of the barricades in the performance of his operations, then the Contractor shall provide all necessary warnings, temporary guard rails and other safety measures required, and shall place the temporary barricade back to its proper conditions as soon as practical, but in any case at the end of each work day. Should the Contractor fail to replace the barricade as required, then the Architect, if he deems it necessary, may do so without notice to the Contractor, and charge the Contractor the full cost thereof.

B. Provide barricades and warning lights at locations where their operations present a hazard to the Owner.

1.10 PROJECT IDENTIFICATION

A. Provide a project identification sign designed by the Architect or Owner.

B. Other signs will not be permitted.

1.11 FIELD OFFICE AND SHEDS

A. Provide a temporary field office for Contractor's, the Owner and the Architect's use.

B. Provide a weather tight structure, with heat and ventilation for products requiring controlled conditions, with adequate space for organized storage and access, and lighting for inspection of stored materials.

C. The location, appearance and type of temporary field office and storage facilities must be approved by the Architect prior to its use.

1.13 SITE SECURITY

A. In addition to placing the permanent fire protection facilities in operating condition at the earliest feasible date, provide fire extinguishers of types and sizes recommended by NFPA No. 10 for the general construction areas. The extinguishers will be located on each story of construction, near each entrance and stairway.

B. Provide similar fire extinguishers for specific areas of work.

C. Smoking will not be allowed except in marked, non-hazardous areas.

D. Employ and pay for watchman services as he deems appropriate and necessary.

1.14 PROTECTION OF FINISHED WORK

A. Be wholly responsible for the protection of the finished Work, except to the extent covered by Property Insurance to be maintained by Owner.

B. Upon completion of the Work and before acceptance, the Contractor shall, without extra compensation, repair an/or refinish his work that may have been damaged.

1.15 REMOVAL

A. Be responsible for the removal of temporary materials, equipment, services, and construction at such time as to allow the work on the Project to proceed according to the established Construction Schedule.

B. Repair damage caused by installation and use of temporary facilities.

C. Restore existing facilities used during construction to specified or to original condition.

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PROJECT INFORMATION:
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NORTH PORT, FLORIDA 34287

SEAL

BID SET
01/10/2020

PROJECT NO.: 2018-1035
DRAWN BY: CJB
CHECKED BY: EKB

ISSUE	DATE
PERMIT PLAN REVIEW	12-AUG-2019
BID SET	09-DEC-2019

REVISION	DATE

SHEET TITLE:
SPECIFICATIONS

SHEET NUMBER:
A10.1