

PIEDMONT TECHNICAL COLLEGE

DRY STORAGE BUILDING

GREENWOOD, SOUTH CAROLINA

BID DOCUMENTS



• Architecture Planning Interiors



DESIGN OFFICE: 19 Washington Park, Greenville, South Carolina 29601

November 25, 2025

CGD PROJECT NO.: 25010

OSE PROJECT NO.: H59-N309-TM

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PROJECT NUMBER: H59-N309-TM

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TECHNICAL SPECIFICATIONS

PROCUREMENT AND CONTRACTING REQUIREMENTS

DIVISION 00 -- PROCUREMENT AND CONTRACTING REQUIREMENTS

- 00 01 07.1 - Seals Page - Architect
- 00 31 32.0 - Geotechnical Data
- 00 31 32.1 - Geotechnical Report

SPECIFICATIONS

DIVISION 01 -- GENERAL REQUIREMENTS

- 01 10 00 - Summary
- 01 26 00 - Contract Modification Procedures
- 01 29 00 - Payment Procedures
- 01 31 00 - Project Management and Coordination
- 01 32 00 - Construction Progress Documentation
- 01 33 00 - Submittal Procedures
- 01 33 00.1 - Digital Data Release Form
- 01 40 00 - Quality Requirements
- 01 41 00 - Regulatory Requirements
- 01 42 00 - References
- 01 42 16 - Definitions
- 01 50 00 - Temporary Facilities and Controls
- 01 56 00 - Temporary Barriers and Enclosures
- 01 60 00 - Product Requirements
- 01 60 00.1 - Request for Substitution Form
- 01 73 00 - Execution
- 01 74 00 - Miscellaneous Work and Cleanup
- 01 74 13 - General Cleaning
- 01 74 19 - Construction Waste Management and Disposal
- 01 75 00 - Starting and Adjusting Systems
- 01 77 00 - Closeout Procedures
- 01 78 23 - Operation and Maintenance Data
- 01 78 30 - Warranties
- 01 78 39 - Project Record Documents
- 01 79 00 - Demonstration and Training

DIVISION 02 -- EXISTING CONDITIONS (NOT USED)

DIVISION 03 -- CONCRETE

- 03 05 16 - Underslab Vapor Barrier
- 03 30 00.1 – Cast-In-Place Concrete
- 03 35 00 - Concrete Floor Finishing

DIVISION 04 -- MASONRY (NOT USED)

DIVISION 05 -- METALS

05 50 00 - Metal Fabrications

DIVISION 06 -- WOOD, PLASTICS, AND COMPOSITES

06 20 00 - Finish Carpentry

DIVISION 07 -- THERMAL AND MOISTURE PROTECTION

07 92 00 - Joint Sealants

DIVISION 08 -- OPENINGS

08 11 13 - Hollow Metal Doors and Frames

08 33 23 - Overhead Coiling Doors

08 71 00 - Door Hardware

DIVISION 09 -- FINISHES

09 91 13 - Exterior Painting

09 91 23 - Interior Painting

DIVISION 10 -- SPECIALTIES

10 44 00 - Fire Protection Specialties

DIVISION 11 -- EQUIPMENT (NOT USED)

DIVISION 12 -- FURNISHINGS (NOT USED)

DIVISION 13 -- SPECIAL CONSTRUCTION

13 34 19 - Metal Building Systems

DIVISION 14 -- CONVEYING EQUIPMENT (NOT USED)

DIVISION 21 -- FIRE SUPPRESSION (NOT USED)

DIVISION 22 -- PLUMBING (SEE DRAWINGS)

DIVISION 23 -- HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC) (SEE DRAWINGS)

DIVISION 25 -- INTEGRATED AUTOMATION (NOT USED)

DIVISION 26 -- ELECTRICAL (SEE DRAWINGS)

DIVISION 27 -- COMMUNICATIONS (NOT USED)

DIVISION 28 -- ELECTRONIC SAFETY AND SECURITY (NOT USED)

DIVISION 31 -- EARTHWORK (SEE CIVIL DRAWINGS FOR REMAINDER OF DIVISION 31 SECTIONS)

31 31 16 - Termite Control

DIVISION 32 -- EXTERIOR IMPROVEMENTS (SEE CIVIL DRAWINGS FOR DIVISION 32 SECTIONS)

DIVISION 33 -- UTILITIES (SEE CIVIL DRAWINGS FOR DIVISION 33 SECTIONS)

END OF SECTION

SE-310

INVITATION FOR DESIGN-BID-BUILD CONSTRUCTION SERVICES

AGENCY: PTC - Piedmont Technical College

PROJECT NAME: PTC - Building Construction Material Storage Building

PROJECT NUMBER: H59-N309-TM **CONSTRUCTION COST RANGE:** \$460,000 **to** \$475,900

PROJECT LOCATION: 2003 Kateway, Greenwood SC 29646

DESCRIPTION OF PROJECT/SERVICES: (450 character limit)

New construction of dry storage building

BID/SUBMITTAL DUE DATE: 01/22/2026 **TIME:** 02:00 PM **NUMBER OF COPIES:** 1

PROJECT DELIVERY METHOD: Design-Bid-Build

AGENCY PROJECT COORDINATOR: Craig Mayo

EMAIL: mayo.w@ptc.edu **TELEPHONE:** (864) 941-8335

DOCUMENTS OBTAINED FROM: ddixon@cgdarch.com- David Dixon

BID SECURITY IS REQUIRED IN AN AMOUNT NOT LESS THAN 5% OF THE BASE BID.

PERFORMANCE AND LABOR & MATERIAL PAYMENT BONDS: The successful Contractor will be required to provide Performance and Labor and Material Payment Bonds, each in the amount of 100% of the Contract Price.

DOCUMENT DEPOSIT AMOUNT: \$0.00 **IS DEPOSIT REFUNDABLE:** Yes No N/A

Bidders must obtain Bidding Documents/Plans from the above listed sources(s) to be listed as an official plan holder. Bidders that rely on copies obtained from any other source do so at their own risk. All written communications with official plan holders & bidders will be via email or website posting.

Agency **WILL NOT** accept Bids sent via email.

All questions & correspondence concerning this Invitation shall be addressed to the A/E.

A/E NAME: Craig Gaulden Davis | PBK **A/E CONTACT:** David Dixon

EMAIL: ddixon@cgdarch.com **TELEPHONE:** (864) 242-0761

PRE-BID CONFERENCE: Yes No **MANDATORY ATTENDANCE:** Yes No

PRE-BID DATE: 01/08/2026 **TIME:** 10:00 AM

PRE-BID PLACE: 620 Emerald Rd N, Greenwood, SC 29649 Room 209C

BID OPENING PLACE: 620 Emerald Rd N, Greenwood, SC 29649 Room 209C

BID DELIVERY ADDRESSES:

HAND-DELIVERY:

Attn: Amber Campbell

620 Emerald Rd N, Greenwood, SC 29649

Leave at the desk in the A building lobby

MAIL SERVICE:

Attn: Amber Campbell

620 Emerald Rd N, Greenwood, SC 29649

Front lobby desk A building

IS PROJECT WITHIN AGENCY CONSTRUCTION CERTIFICATION? Yes No

APPROVED BY:

DATE: 12/17/2025

(OSE PROJECT MANAGER)

South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A701™ – 2018

Instructions to Bidders

This version of AIA Document A701™–2018 is modified by the South Carolina Division of Procurement Services, Office of State Engineer (“SCOSE”). Publication of this version of AIA Document A701–2018 does not imply the American Institute of Architects’ endorsement of any modification by SCOSE. A comparative version of AIA Document A701–2018 showing additions and deletions by SCOSE is available for review on the SCOSE Web site.

Cite this document as “AIA Document A701™– 2018, Instructions to Bidders — SCOSE Version,” or “AIA Document A701™–2018 — SCOSE Version.”

South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A701™ – 2018

Instructions to Bidders

for the following Project:

(Name, State Project Number, location, and detailed description)

Dry Storage Building

H59-N309-TM

1924 Kateway, Greenwood, SC 29648

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This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

THE OWNER:

(Name, legal status, address, and other information)

Piedmont Technical College

620 North Emerald Road

Greenwood, South Carolina 29648

The Owner is a Governmental Body of the State of South Carolina as defined by S.C. Code Ann. § 11-35-310.

THE ARCHITECT:

(Name, legal status, address, and other information)

Craig, Gaulden and Davis, LLC

19 Washington Park

Greenville, South Carolina 29601

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7	PERFORMANCE BOND AND PAYMENT BOND
8	ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.1.1 Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA Document A101-2017 Standard Form of Agreement Between Owner and Contractor, SCOSE Version. Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA Document A201-2017 General Conditions of the Contract for Construction, SCOSE Version.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- .1 the Bidder has read and understands the Bidding Documents;
- .2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- .3 the Bid complies with the Bidding Documents;
- .4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, has correlated the Bidder's observations with the requirements of the Proposed Contract Documents, and accepts full responsibility for any pre-bid existing conditions that would affect the Bid that could have been ascertained by a site visit. As provided in S.C. Code Ann. Reg. 19-445.2042(B), a bidder's failure to attend an advertised pre-bid conference will not excuse its responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the State;
- .5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception;
- .6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor; and
- .7 the Bidder understands that it may be required to accept payment by electronic funds transfer (EFT).

§ 2.2 Certification of Independent Price Determination

§ 2.2.1 GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SC CODE OF LAWS §16-9-10 AND OTHER APPLICABLE LAWS.

§ 2.2.2 By submitting a Bid, the Bidder certifies that:

- .1 The prices in this Bid have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to:
 - .1 those prices;
 - .2 the intention to submit a Bid; or
 - .3 the methods or factors used to calculate the prices offered.
- .2 The prices in this Bid have not been and will not be knowingly disclosed by the Bidder, directly or indirectly, to any other bidder or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- .3 No attempt has been made or will be made by the Bidder to induce any other concern to submit or not to submit a Bid for the purpose of restricting competition.

§ 2.2.3 Each signature on the Bid is considered to be a certification by the signatory that the signatory:

- .1 Is the person in the Bidder's organization responsible for determining the prices being offered in this Bid, and that the signatory has not participated and will not participate in any action contrary to Section 2.2.2 of this certification; or
- .2 Has been authorized, in writing, to act as agent for the Bidder's principals in certifying that those principals have not participated, and will not participate in any action contrary to Section 2.2.2 of this certification [As used in this subdivision, the term "principals" means the person(s) in the Bidder's organization responsible for determining the prices offered in this Bid];
- .3 As an authorized agent, does certify that the principals referenced in Section 2.2.3.2 of this certification have not participated, and will not participate, in any action contrary to Section 2.2.2 of this certification; and
- .4 As an agent, has not personally participated, and will not participate, in any action contrary to Section 2.2.2 of this certification.

§ 2.2.4 If the Bidder deletes or modifies Section 2.2.2.2 of this certification, the Bidder must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

§ 2.2.5 Drug Free Workplace Certification

By submitting a Bid, the Bidder certifies that, if awarded a contract, Bidder will comply with all applicable provisions of The Drug-free Workplace Act, S.C. Code Ann. 44-107-10, et seq.

§ 2.2.6 Certification Regarding Debarment and Other Responsibility Matters

§ 2.2.6.1 By submitting a Bid, Bidder certifies, to the best of its knowledge and belief, that:

- .1 Bidder and/or any of its Principals-
 - .1 Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;
 - .2 Have not, within a three-year period preceding this Bid, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of bids; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
 - .3 Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in Section 2.2.6.1.1.2 of this provision.
- .2 Bidder has not, within a three-year period preceding this Bid, had one or more contracts terminated for default by any public (Federal, state, or local) entity.
- .3 "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

§ 2.2.6.2 Bidder shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

§ 2.2.6.3 If Bidder is unable to certify the representations stated in Section 2.2.6.1, Bidder must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Bidder's responsibility. Failure of the Bidder to furnish additional information as requested by the Procurement Officer may render the Bidder non-responsible.

§ 2.2.6.4 Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by Section 2.2.6.1 of this provision. The knowledge and information of a Bidder is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

§ 2.2.6.5 The certification in Section 2.2.6.1 of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Bidder knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

§ 2.2.7 Ethics Certificate

By submitting a Bid, the Bidder certifies that the Bidder has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the SC Code of Laws, as amended (Ethics Act). The following statutes require special attention: S.C. Code Ann. §8-13-700, regarding use of official position for financial gain; S.C. Code Ann.

§8-13-705, regarding gifts to influence action of public official; S.C. Code Ann. §8-13-720, regarding offering money for advice or assistance of public official; S.C. Code Ann. §8-13-755 and §8-13-760, regarding restrictions on employment by former public official; S.C. Code Ann. §8-13-775, prohibiting public official with economic interests from acting on contracts; S.C. Code Ann. §8-13-790, regarding recovery of kickbacks; S.C. Code Ann. §8-13-1150, regarding statements to be filed by consultants; and S.C. Code Ann. §8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The State may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If the contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, the contractor shall, if required by law to file such a statement, provide the statement required by S.C. Code Ann. §8-13-1150 to the Procurement Officer at the same time the law requires the statement to be filed.

§ 2.2.8 Restrictions Applicable To Bidders & Gifts

Violation of these restrictions may result in disqualification of your Bid, suspension or debarment, and may constitute a violation of the state Ethics Act.

§ 2.2.8.1 After issuance of the solicitation, Bidder agrees not to discuss this procurement activity in any way with the Owner or its employees, agents or officials. All communications must be solely with the Procurement Officer. This restriction may be lifted by express written permission from the Procurement Officer. This restriction expires once a contract has been formed.

§ 2.2.8.2 Unless otherwise approved in writing by the Procurement Officer, Bidder agrees not to give anything to the Owner, any affiliated organizations, or the employees, agents or officials of either, prior to award.

§ 2.2.8.3 Bidder acknowledges that the policy of the State is that a governmental body should not accept or solicit a gift, directly or indirectly, from a donor if the governmental body has reason to believe the donor has or is seeking to obtain contractual or other business or financial relationships with the governmental body. SC Regulation 19-445.2165(C) broadly defines the term donor.

§ 2.2.9 Open Trade Representation

By submitting a Bid, the Bidder represents that Bidder is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in S.C. Code Ann. §11-35-5300.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

§ 3.1.2 Any required deposit shall be refunded to all plan holders who return the paper Bidding Documents in good condition within ten (10) days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Reserved

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.1.6 All persons obtaining Bidding Documents from the issuing office designated in the advertisement shall provide that office with Bidder's contact information to include the Bidder's name, telephone number, mailing address, and email address.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2. Failure to do so will be at the Bidder's risk. Bidder assumes responsibility for any patent ambiguity that Bidder does not bring to the Architect's attention prior to Bid Opening.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least ten (10) days prior to the date for receipt of Bids.

§ 3.2.3 Modifications, corrections, changes, and interpretations of the Bidding Documents shall be made by Addendum. Modifications, corrections, changes, and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.2.4 As provided in S.C. Code Ann. Reg. 19-445.2042(B), nothing stated at the Pre-bid conference shall change the Bidding Documents unless a change is made by Addendum.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution. Where "brand name or equal" is used in the Bidding Documents, the listing description is not intended to limit or restrict competition.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten (10) days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.2.4 No request to substitute materials, products, or equipment for materials, products, or equipment described in the Bidding Documents and no request for addition of a manufacturer or supplier to a list of approved manufacturers or suppliers in the Bidding Documents will be considered prior to receipt of Bids unless written request for approval has been received by the Architect at least ten (10) days prior to the date for receipt of Bids established in the invitation to bid.

Any subsequent extension of the date for receipt of Bids by addendum shall not extend the date for receipt of such requests unless the addendum so specifies. A statement setting forth changes in other materials, equipment or other portions of the Work, including changes in the Work of other contracts that incorporation of the proposed substitution would require, shall be included.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued at least five (5) business days before the day of the Bid Opening, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids. A business day runs from midnight to midnight and excludes weekends and state and federal holidays.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

§ 3.4.5 When the date for receipt of Bids is to be postponed and there is insufficient time to issue an Addendum prior to the original Bid Date, the Owner will notify prospective Bidders by telephone or other appropriate means with immediate follow up with an Addendum. This Addendum will verify the postponement of the original Bid Date and establish a new Bid Date. The new Bid Date will be no earlier than the fifth (5th) business day after the date of issuance of the Addendum postponing the original Bid Date.

§ 3.4.6 If an emergency or unanticipated event interrupts normal government processes so that Bids cannot be received at the government office designated for receipt of Bids by the exact time specified in the solicitation, the time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an Addendum may be issued to reschedule Bid Opening. If state offices are closed in the county in which Bids are to be received at the time a pre-bid or pre-proposal conference is scheduled, an Addendum will be issued to reschedule the conference. Bidders shall visit <https://www.scemd.org/closings/> for information concerning closings.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the Bid Form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in numbers.

§ 4.1.4 Interlineations, alterations and erasures must be initialed by the signer of the Bid. Bidder shall not make stipulations or qualify his Bid in any manner not permitted on the Bid Form. An incomplete Bid or information not requested that is written on or attached to the Bid Form that could be considered a qualification of the Bid, may be cause for rejection of the Bid.

§ 4.1.5 Bid all requested Alternates. The failure of the Bidder to indicate a price for an Alternate may render the Bid non-responsive. Indicate the change to the Base Bid by entering the dollar amount and marking, as appropriate, the box for "ADD TO" or "DEDUCT FROM". If no change in the Base Bid is required, enter "ZERO" or "No Change".

§ 4.1.6 Pursuant to S.C. Code Ann. § 11-35-3020(b)(i), as amended, Section 7 of the Bid Form sets forth a list of proposed subcontractors for which the Bidder is required to identify those subcontractors the Bidder will use to perform the work listed. Bidder must follow the instructions in the Bid Form for filling out this section of the Bid Form. Failure to properly fill out Section 7 may result in rejection of Bidder's bid as non-responsive.

§ 4.1.7 Contractors and subcontractors listed in Section 7 of the Bid Form who are required by the South Carolina Code of Laws to be licensed, must be licensed as required by law at the time of bidding.

§ 4.1.8 Each copy of the Bid shall state the legal name and legal status of the Bidder. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract.

§ 4.1.9 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 If required by the invitation to bid, each Bid shall be accompanied by a bid security in an amount of not less than five percent of the Base Bid. The bid security shall be a bid bond or a certified cashier's check.

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond and the attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bid Bond shall:

- .1 be issued by a surety company licensed to do business in South Carolina;
- .2 be issued by a surety company having, at a minimum, a "Best Rating" of "A" as stated in the most current publication of "Best's Key Rating Guide, Property-Casualty", which company shows a financial strength rating of at least five (5) times the contract price.
- .3 be enclosed in the bid envelope at the time of Bid Opening, either in paper copy or as an electronic bid bond authorization number provided on the Bid Form and issued by a firm or organization authorized by the surety to receive, authenticate and issue binding electronic bid bonds on behalf the surety.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until either (a) the Contract has been executed and performance and payment bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected.

§ 4.2.5 By submitting a Bid Bond via an electronic bid bond authorization number on the Bid Form and signing the Bid Form, the Bidder certifies that an electronic bid bond has been executed by a Surety meeting the standards required by the Bidding Documents and the Bidder and Surety are firmly bound unto the State of South Carolina under the conditions provided in this Section 4.2.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

§ 4.3.2 All paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall, unless hand delivered by the Bidder, be addressed to the Owner's designated purchasing office as shown in the invitation to bid. The envelope shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, or special delivery service (UPS, Federal Express, etc.), the sealed envelope shall be labelled "SEALED BID ENCLOSED" on the face thereof. Bidders hand delivering their Bids shall deliver Bids to the place of the Bid Opening as shown in the invitation for bids. Whether or not Bidders attend the Bid Opening, they shall give their Bids to the Owner's Procurement Officer or his/her designee as shown in the invitation to bid prior to the time of the Bid Opening.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted. Oral, telephonic, telegraphic, facsimile or other electronically transmitted bids will not be considered.

§ 4.3.6 The official time for receipt of Bids will be determined by reference to the clock designated by the Owner's Procurement Officer or his/her designee. The Procurement Officer conducting the Bid Opening will determine and announce that the deadline has arrived and no further Bids or bid modifications will be accepted. All Bids and bid modifications in the possession of the Procurement Officer at the time the announcement is completed will be timely, whether or not the bid envelope has been date/time stamped or otherwise marked by the Procurement Officer.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

ARTICLE 5 CONSIDERATION OF BIDS

§ 5.1 Opening of Bids

Bids received on time will be publicly opened and read aloud. The Owner will not read aloud Bids that the Owner determines, at the time of opening, to be non-responsive.

§ 5.1.1 At Bid Opening, the Owner will announce the date and location of the posting of the Notice of Intent to Award. If the Owner determines to award the Project, the Owner will, after posting a Notice of Intent to Award, send a copy of the Notice to all Bidders.

§ 5.1.2 The Owner will send a copy of the final Bid Tabulation to all Bidders within ten (10) working days of the Bid Opening.

§ 5.1.3 If only one Bid is received, the Owner will open and consider the Bid.

§ 5.2 Rejection of Bids

§ 5.2.1 The Owner shall have the right to reject any or all Bids. A Bid not accompanied by a required bid security or by other data required by the Bidding Documents, or a Bid which is in any way incomplete or irregular is subject to rejection.

§ 5.2.2 The reasons for which the Owner will reject Bids include, but are not limited to:

- .1 Failure by a Bidder to be represented at a Mandatory Pre-Bid Conference or site visit;
- .2 Failure to deliver the Bid on time;
- .3 Failure to comply with Bid Security requirements, except as expressly allowed by law;
- .4 Listing an invalid electronic Bid Bond authorization number on the Bid Form;
- .5 Failure to list qualified subcontractors as required by law;
- .6 Showing any material modification(s) or exception(s) qualifying the Bid;
- .7 Faxing a Bid directly to the Owner or Owner's representative; or
- .8 Failure to include a properly executed Power-of-Attorney with the Bid Bond.

§ 5.2.3 The Owner may reject a Bid as nonresponsive if the prices bid are materially unbalanced between line items or sub-line items. A Bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the Bid

will result in the lowest overall cost to the Owner even though it may be the low evaluated Bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed available funds. The Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 The Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Responsibility

Owner will make a determination of Bidder's responsibility before awarding a contract. Bidder shall provide all information and documentation requested by the Owner to support the Owner's evaluation of responsibility. Failure of Bidder to provide requested information is cause for the Owner, at its option, to determine the Bidder to be non-responsible.

§ 6.2 Reserved

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
- .3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.4 Posting of Intent To Award

The Notice of Intent to Award will be posted at the following location:

Room or Area of Posting:

Building Where Posted:

Address of Building:

WEB site address (if applicable):

Posting date will be announced at Bid Opening. In addition to posting the Notice, the Owner will promptly send all responsive Bidders a copy of the Notice of Intent to Award and the final bid tabulation

§ 6.5 Protest of Solicitation or Award

§ 6.5.1 If you are aggrieved in connection with the solicitation or award of a contract, you may be entitled to protest, but only as provided in S.C. Code Ann. § 11-35-4210. To protest a solicitation, you must submit a protest within fifteen (15) days of the date the applicable solicitation document is issued. To protest an award, you must (i) submit notice if your intent to protest within seven (7) business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen (15) days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the State Engineer within the time provided. The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided.

§ 6.5.2 Any protest must be addressed to the CPO, Office of State Engineer, and submitted in writing:

- .1 by email to protest-ose@mmo.sc.gov,
- .2 by facsimile at 803-737-0639, or
- .3 by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201.

By submitting a protest to the foregoing email address, you (and any person acting on your behalf) consent to receive communications regarding your protest (and any related protests) at the e-mail address from which you sent your protest.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

§ 7.1 Bond Requirements

§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the state of South Carolina.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of 100% of the Contract Sum.

§ 7.2 Time of Delivery of Contract, Certificates of Insurance, and Form of Bonds

§ 7.2.1 Following expiration of the protest period, the Owner will forward the Contract for Construction to the Bidder for signature. The Bidder shall return the fully executed Contract for Construction to the Owner within seven (7) days. The Bidder shall deliver the required bonds and certificate of insurance to the Owner not later than three (3) days following the date of execution of the Contract. Failure to deliver these documents as required shall entitle the Owner to consider the Bidder's failure as a refusal to enter into a contract in accordance with the terms and conditions of the Bidder's Bid and to make claim on the Bid Security for re-procurement cost.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on the Performance Bond and Payment Bond forms included in the Bid Documents.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, SCOSE Version.
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, SCOSE Version.
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction, SCOSE Version.
- .4 Drawings

Number	Title	Date
.5	Specifications	
Section	Title	Date
		Pages

.6 Addenda:

Number	Date	Pages
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.7 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

- AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
- AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
- The Sustainability Plan:
- Supplementary and other Conditions of the Contract:

.8 Other documents listed below:

(List here any additional documents that are intended to form part of the Proposed Contract Documents.)

ARTICLE 9 Miscellaneous

§ 9.1 Nonresident Taxpayer Registration Affidavit Income Tax Withholding Important Tax Notice - Nonresidents Only

§ 9.1.1 Withholding Requirements for Payments to Nonresidents: SC Code of Laws §12-8-550 requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

§ 9.1.2 For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at:

www.sctax.org

§ 9.1.3 This notice is for informational purposes only. This Owner does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-898-5383.

PLEASE SEE THE "NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING" FORM (Available through SC Department of Revenue).

§ 9.2 Submitting Confidential Information

§ 9.2.1 For every document the Bidder submits in response to or with regard to this solicitation or request, the Bidder must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that the Bidder contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged & confidential, as that phrase is used in SC Code of Laws §11-35-410.

§ 9.2.2 For every document the Bidder submits in response to or with regard to this solicitation or request, the Bidder must separately mark with the words "TRADE SECRET" every page, or portion thereof, that the Bidder contends contains a trade secret as that term is defined by SC Code of Laws §39-8-20.

§ 9.2.3 For every document the Bidder submits in response to or with regard to this solicitation or request, the Bidder must separately mark with the word "PROTECTED" every page, or portion thereof, that the Bidder contends is protected by SC Code of Laws §11-35-1810.

§ 9.2.4 All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire Bid as confidential, trade secret, or protected! If your Bid, or any part thereof, is improperly marked as confidential or trade secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page.

§ 9.2.5 By submitting a response to this solicitation, Bidder (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, & documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, & (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure.

§ 9.2.6 In determining whether to release documents, the State will detrimentally rely on the Bidders' marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED".

§ 9.2.7 By submitting a response, the Bidder agrees to defend, indemnify & hold harmless the State of South Carolina, its officers & employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from the State withholding information that Bidder marked as "confidential" or "trade secret" or "PROTECTED".

§ 9.3 Solicitation Information From Sources Other Than Official Source

South Carolina Business Opportunities (SCBO) is the official state government publication for State of South Carolina solicitations. Any information on State agency solicitations obtained from any other source is unofficial and any reliance placed on such information is at the Bidder's sole risk and is without recourse under the South Carolina Consolidated Procurement Code.

§ 9.4 Builder's Risk Insurance

Bidders are directed to Exhibit A of the AIA Document A101, 2017 SCOE Version, which, unless provided otherwise in the Bid Documents, requires the contractor to provide builder's risk insurance on the project.

§ 9.5 Tax Credit For Subcontracting With Minority Firms

§ 9.5.1 Pursuant to S.C. Code Ann. §12-6-3350, taxpayers, who utilize certified minority subcontractors, may take a tax credit equal to 4% of the payments they make to said subcontractors. The payments claimed must be based on work performed directly for a South Carolina state contract. The credit is limited to a maximum of fifty thousand dollars annually. The taxpayer is eligible to claim the credit for 10 consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return.

§ 9.5.2 Taxpayers must maintain evidence of work performed for a State contract by the minority subcontractor. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888.

§ 9.5.3 The subcontractor must be certified as to the criteria of a "Minority Firm" by the Governor's Office of Small and Minority Business Assistance (OSMBA). Certificates are issued to subcontractors upon successful completion of the certification process. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498. Reference: S.C. Code Ann. §11-35-5010 – Definition for Minority Subcontractor & S.C. Code Ann. §11-35-5230 (B) – Regulations for Negotiating with State Minority Firms.

§ 9.6 Other Special Conditions Of The Work

AIA Document A310 – Bid Bond

**The bid bond must be in the form of
AIA Document A310.**

SE-330**LUMP SUM BID FORM***Bidders shall submit bids on only Bid Form SE-330.*

BID SUBMITTED BY: _____
*(Bidder's Name)***BID SUBMITTED TO:** Piedmont Technical College
*(Agency's Name)***FOR:** PROJECT NAME: Dry Storage Building
PROJECT NUMBER: H59-N309-TM

OFFER

§ 1. In response to the Invitation for Construction Services and in compliance with the Instructions to Bidders for the above-named Project, the undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into a Contract with the Agency on the terms included in the Bidding Documents, and to perform all Work as specified or indicated in the Bidding Documents, for the prices and within the time frames indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

§ 2. Pursuant to SC Code § 11-35-3030(1), Bidder has submitted Bid Security in the amount and form required by the Bidding Documents.

§ 3. Bidder acknowledges the receipt of the following Addenda to the Bidding Documents and has incorporated the effects of said Addenda into this Bid:

*(Bidder, check all that apply. Note, there may be more boxes than actual addenda. Do not check boxes that do not apply)***ADDENDA:** #1 #2 #3 #4 #5

§ 4. Bidder accepts all terms and conditions of the Invitation for Bids, including, without limitation, those dealing with the disposition of Bid Security. Bidder agrees that this Bid, including all Bid Alternates, if any, may not be revoked or withdrawn after the opening of bids, and shall remain open for acceptance for a period of 60 Days following the Bid Date, or for such longer period of time that Bidder may agree to in writing upon request of the Agency.

§ 5. Bidder herewith offers to provide all labor, materials, equipment, tools of trades and labor, accessories, appliances, warranties and guarantees, and to pay all royalties, fees, permits, licenses and applicable taxes necessary to complete the following items of construction work:

§ 6.1 **BASE BID WORK** *(as indicated in the Bidding Documents and generally described as follows):* _____

\$ _____, which sum is hereafter called the Base Bid.

(Bidder to insert Base Bid Amount on line above)

SE-330**LUMP SUM BID FORM***Bidders shall submit bids on only Bid Form SE-330.***§ 6.2 BID ALTERNATES** as indicated in the Bidding Documents and generally described as follows:**ALTERNATE # 1** (*Brief Description*): _____ ADD TO or DEDUCT FROM BASE BID: \$ _____*(Bidder to mark appropriate box to clearly indicate the price adjustment offered for each Alternate)***ALTERNATE # 2** (*Brief Description*): _____ ADD TO or DEDUCT FROM BASE BID: \$ _____*(Bidder to mark appropriate box to clearly indicate the price adjustment offered for each Alternate)***ALTERNATE # 3** (*Brief Description*): _____ ADD TO or DEDUCT FROM BASE BID: \$ _____*(Bidder to mark appropriate box to clearly indicate the price adjustment offered for each Alternate)***§ 6.3 UNIT PRICES:**

BIDDER offers for the Agency's consideration and use, the following UNIT PRICES. The UNIT PRICES offered by BIDDER indicate the amount to be added to or deducted from the CONTRACT SUM for each item-unit combination. UNIT PRICES include all costs to the Agency, including those for materials, labor, equipment, tools of trades and labor, fees, taxes, insurance, bonding, overhead, profit, etc. The Agency reserves the right to include or not to include any of the following UNIT PRICES in the Contract and to negotiate the UNIT PRICES with BIDDER prior to including in the Contract.

<u>No.</u>	<u>ITEM</u>	<u>UNIT OF MEASURE</u>	<u>ADD</u>	<u>DEDUCT</u>
1.	_____	_____	\$ _____	\$ _____
2.	_____	_____	\$ _____	\$ _____
3.	_____	_____	\$ _____	\$ _____
4.	_____	_____	\$ _____	\$ _____
5.	_____	_____	\$ _____	\$ _____
6.	_____	_____	\$ _____	\$ _____

SE-330

LUMP SUM BID FORM

§ 7. LISTING OF PROPOSED SUBCONTRACTORS PURSUANT TO SECTION 3020(b)(i), CHAPTER 35, TITLE 11 OF THE SOUTH CAROLINA CODE OF LAWS, AS AMENDED
(See Instructions on page BF-2A)

Bidder shall use the below-listed Subcontractors in the performance of the Subcontractor Classification work listed:

(A) LICENSE CLASSIFICATION or SUBCLASSIFICATION ABBREVIATION per SCLLR <i>(Completed by Agency)</i>	(B) NAME of SUBCONTRACTOR and/or PRIME CONTRACTOR <i>(Completed by Bidder)</i>	(C) SUBCONTRACTOR'S and/or PRIME CONTRACTOR'S SC LICENSE NUMBER <i>(Completed by Bidder)</i>
BASE BID		
MB		
HT		
AC		
EL		
ALTERNATE #1		
ALTERNATE #2		
ALTERNATE #3		

SE-330

LUMP SUM BID FORM

INSTRUCTIONS FOR SUBCONTRACTOR LISTING

1. Section 7 of the Bid Form sets forth an Agency-developed list of subcontractor license classifications or subclassifications for which Bidder is required to identify the entity (subcontractor(s) and/or prime) Bidder will use to perform this work.
 - a. **Column A:** The Agency enters the appropriate SCLLR abbreviation to identify the subcontractor license classification / subclassification for which the Bidder is required to list either a subcontractor or itself as the entity that will perform the work. Abbreviations of licenses can be found at: <https://llr.sc.gov/clb/PDFFiles/CLBClassificationAbbreviations.pdf>. If the Agency has not identified a subcontractor license classification/subclassification, the Bidder does not list a subcontractor.
 - b. **Columns B and C:** The Bidder identifies the subcontractors, by name and license number, it will use for the work of each license listed by the Agency in Column A. Bidder must identify only the subcontractor(s) who will perform the work and no others. Bidders must make sure that their identification of each subcontractor is clear and unambiguous. A listing that could be any number of different entities may be cause for rejection of the bid as non-responsive. For example, a listing of M&M without additional information may be problematic if there are multiple different licensed contractors in South Carolina whose names start with M&M.
2. **Subcontractor Defined:** For purposes of subcontractor listing, a subcontractor is an entity who will perform work or render service to the prime contractor to or about the construction site pursuant to a contract with the prime contractor. Bidder should not identify sub-subcontractors in the spaces provided on the bid form but only those entities with which Bidder will contract directly. Do not identify material suppliers, manufacturers, and fabricators that will not perform physical work at the site of the project but will only supply materials or equipment to the Bidder or proposed subcontractor(s).
3. **Subcontractor Qualifications:** Bidder must only list subcontractors who possess a South Carolina contractor's license that includes the license classification and/or subclassification identified by the Agency in Column A. The subcontractor license must also be within the appropriate license group for the work (do not list the Group number). If Bidder lists a subcontractor who is not qualified to perform the work, the Bidder will be rejected as non-responsive.
4. **Use of Own forces:** If, under the terms of the Bidding Documents and SC Contractor Licensing laws, Bidder is qualified to perform the work of a listed subcontractor classification or subclassification and Bidder does not intend to subcontract such work but to use Bidder's own employees to perform such work, the Bidder must insert itself in the space provided.
5. **Use of Multiple Subcontractors:**
 - a. If Bidder intends to use multiple subcontractors to perform the work of a single license classification/subclassification, Bidder must insert the name of each subcontractor Bidder will use, preferably separating the name of each by the word **“and”**. If Bidder intends to use both his own employees to perform a part of the work of a single license classification/subclassification and to use one or more subcontractors to perform the remaining work, Bidder must insert itself and each subcontractor, preferably separating them with the word **“and”**. Bidder must use each entity listed for the work of a single license classification/subclassification in the performance of that work.
 - b. **Optional Listing Prohibited:** Bidder may not list multiple subcontractors for a license classification/subclassification in a form that provides the Bidder the option, after bid opening or award, to choose one or more but not all the listed subcontractors to perform the work for which they are listed. A listing, which on its face requires subsequent explanation to determine whether it is an optional listing, is non-responsive. If Bidder intends to use multiple entities to perform the work for a single listing, Bidder must clearly set forth on the bid form such intent. Bidder may accomplish this by simply inserting the word **“and”** between the names of each entity listed. Agency will reject as non-responsive a listing that contains the names of multiple subcontractors separated by a blank space, the word **“or”**, a virgule (that is a **/**), or any separator that the Agency may reasonably interpret as an optional listing.
6. If Bidder is awarded the contract, Bidder will not be allowed to substitute another entity as subcontractor in place of a subcontractor listed in Section 7 of the Bid except for one or more of the reasons allowed by the SC Code of Laws.
7. Bidder's failure to identify an entity (subcontractor or itself) to perform the work of a subcontractor listed in Column A will render the Bid non-responsive.

SE-330**LUMP SUM BID FORM****§ 8. LIST OF MANUFACTURERS, MATERIAL SUPPLIERS, AND SUBCONTRACTORS OTHER THAN SUBCONTRACTORS LISTED IN SECTION 7 ABOVE (FOR INFORMATION ONLY):**

Pursuant to instructions in the Invitation for Construction Services, if any, Bidder will provide to Agency upon the Agency's request and within 24 hours of such request, a listing of manufacturers, material suppliers, and subcontractors, other than those listed in Section 7 above, that Bidder intends to use on the project. Bidder acknowledges and agrees that this list is provided for purposes of determining responsibility and not pursuant to the subcontractor listing requirements of SC Code § 11-35-3020(b)(i).

§ 9. TIME OF CONTRACT PERFORMANCE AND LIQUIDATED DAMAGES**a) CONTRACT TIME**

Bidder agrees that the Date of Commencement of the Work shall be established in a Notice to Proceed to be issued by the Agency. Bidder agrees to substantially complete the Work within _____ Calendar Days from the Date of Commencement, subject to adjustments as provided in the Contract Documents.

b) LIQUIDATED DAMAGES

Bidder further agrees that from the compensation to be paid, the Agency shall retain as Liquidated Damages the amount of \$_____ for each Calendar Day the actual construction time required to achieve Substantial Completion exceeds the specified or adjusted time for Substantial Completion as provided in the Contract Documents. This amount is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty for nonperformance.

§ 10. AGREEMENTS

- a) Bidder agrees that this bid is subject to the requirements of the laws of the State of South Carolina.
- b) Bidder agrees that at any time prior to the issuance of the Notice to Proceed for this Project, this Project may be canceled for the convenience of, and without cost to, the State.
- c) Bidder agrees that neither the State of South Carolina nor any of its agencies, employees or agents shall be responsible for any bid preparation costs, or any costs or charges of any type, should all bids be rejected or the Project canceled for any reason prior to the issuance of the Notice to Proceed.

§ 11. ELECTRONIC BID BOND

By signing below, the Principal is affirming that the identified electronic bid bond has been executed and that the Principal and Surety are firmly bound unto the State of South Carolina under the terms and conditions of the AIA Document A310, Bid Bond, referenced in the Bidding Documents.

ELECTRONIC BID BOND NUMBER: _____

SIGNATURE AND TITLE: _____

SE-330
LUMP SUM BID FORM**CONTRACTOR'S CLASSIFICATIONS AND SUBCLASSIFICATIONS WITH LIMITATION**

SC Contractor's License Number(s): _____

Classification(s) & Limits: _____

Subclassification(s) & Limits: _____

By signing this Bid, the person signing reaffirms all representation and certification made by both the person signing and the Bidder, including without limitation, those appearing in Article 2 of the SCOSE Version of the AIA Document A701, Instructions to Bidders, is expressly incorporated by reference.

BIDDER'S LEGAL NAME: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

TITLE: _____

South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A101® – 2017

***Standard Form of Agreement Between Owner and
Contractor where the basis of payment is a Stipulated Sum***

This version of AIA Document A101®–2017 is modified by the South Carolina Division of Procurement Services, Office of State Engineer (“SCOSE”). Publication of this version of AIA Document A101–2017 does not imply the American Institute of Architects’ endorsement of any modification by SCOSE. A comparative version of AIA Document A101–2017 showing additions and deletions by SCOSE is available for review on the SCOSE Web site.

Cite this document as “AIA Document A101®–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum — SCOSE Version,” or “AIA Document A101®–2017 — SCOSE Version.”

**South Carolina Division of Procurement
Services, Office of State Engineer Version of
AIA® Document A101®– 2017**

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the day of
in the year
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Piedmont Technical College
620 North Emerald Road
Greenwood, South Carolina 29648

The Owner is a Governmental Body of the State of South Carolina as defined in S.C. Code Ann. § 11-35-310.

and the Contractor:
(Name, legal status, address and other information)

for the following Project:
(*Name, State Project Number, location and detailed description*)

Dry Storage Building
H59-N309-TM
620 North Emerald Road Greenwood, South Carolina 29648

This version of AIA Document A101–2017 is modified by the South Carolina Division of Procurement Services, Office of State Engineer. Publication of this version of AIA Document A101 does not imply the American Institute of Architects' endorsement of any modification by South Carolina Division of Procurement Services, Office of State Engineer. A comparative version of AIA Document A101–2017 showing additions and deletions by the South Carolina Division of Procurement Services, Office of State Engineer is available for review on South Carolina state Web site.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The Architect:
(Name, legal status, address and other information)

Craig, Gaulden and Davis, LLC
19 Washington Park
Greenville, South Carolina 29601

The Owner and Contractor agree as follows.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

§ 1.1 The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

§ 1.2 Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA A101-2017 Standard Form of Agreement Between Owner and Contractor, SCOSE Version. Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA A201-2017 General Conditions of the Contract for Construction, SCOSE Version.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The Date of Commencement of the Work shall be the date fixed in a Notice to Proceed issued by the Owner. The Owner shall issue the Notice to Proceed to the Contractor in writing, no less than seven (7) days prior to the Date of Commencement. Unless otherwise provided elsewhere in the Contract Documents and provided the Contractor has secured all required insurance and surety bonds, the Contractor may commence work immediately after receipt of the Notice to Proceed.

§ 3.2 The Contract Time as provided in the Notice to Proceed for this project shall be measured from the Date of Commencement of the Work to Substantial Completion.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work within the Contract Time indicated in the Notice to Proceed.

§ 3.3.2 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum, including all accepted alternates indicated in the bid documents, in current funds for the Contractor's performance of the Contract. The Contract Sum shall be

(\$), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates that are accepted, if any, included in the Contract Sum:

(Insert the accepted Alternates.)

Item	Price
------	-------

§ 4.3 Allowances, if any, included in the Contract Sum:

(Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.5 Liquidated damages

§ 4.5.1 Contractor agrees that from the compensation to be paid, the Owner shall retain as liquidated damages the amount indicated in Section 9(b) of the Bid Form for each calendar day the actual construction time required to achieve Substantial Completion exceeds the specified or adjusted time for Substantial Completion as provided in the Contract Documents. The liquidated damages amount is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty.

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect and Owner by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 The Owner shall make payment of the certified amount to the Contractor not later than twenty-one (21) days after receipt of the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to S.C. Code Ann. § 12-8-550 (Withholding Requirements for Payments to Non-Residents), in accordance with AIA Document A201®–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold three and one-half percent (3.5%), as retainage, from the payment otherwise due.

§ 5.1.7.2 When a portion, or division, of Work as listed in the Schedule of Values is 100% complete, that portion of the retained funds which is allocable to the completed division must be released to the Contractor. No later than ten (10) days after receipt of retained funds from the Owner, the Contractor shall pay to the subcontractor responsible for such completed work the full amount of retainage allocable to the subcontractor's work.

§ 5.1.7.3 Upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7.

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than twenty-one (21) days after the issuance of the Architect's final Certificate for Payment.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Claims and disputes shall be resolved in accordance with Article 15 of AIA Document A201–2017.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

§ 8.2.1 The Owner designates the individual listed below as its Senior Representative ("Owner's Senior Representative"), which individual has the responsibility for and, subject to Section 7.2.1 of the General Conditions, the authority to resolve disputes under Section 15.6 of the General Conditions:

Name: Wayne Shirley
Title: Facilities Director
Address: 620 North Emerald Road, Greenwood, SC 29648
Telephone: 864-554-1186
Email: shirley.w@ptc.edu

§ 8.2.2 The Owner designates the individual listed below as its Owner's Representative, which individual has the authority and responsibility set forth in Section 2.1.1 of the General Conditions:

Name: Craig Mayo
Title: Project Manager
Address: 620 North Emerald Road, Greenwood, SC 29648
Telephone: 864-337-2082
Email: mayo.w@ptc.edu

§ 8.3 The Contractor's representative:

§ 8.3.1 The Contractor designates the individual listed below as its Senior Representative ("Contractor's Senior Representative"), which individual has the responsibility for and authority to resolve disputes under Section 15.6 of the General Conditions:

Name:

Title:
Address:
Telephone:
Email:

§ 8.3.2 The Contractor designates the individual listed below as its Contractor's Representative, which individual has the authority and responsibility set forth in Section 3.1.1 of the General Conditions:

Name:
Title:
Address:
Telephone:
Email:

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 The Architect's representative:

Name: David Dixon
Title: Principal
Address: 19 Washington Park Greenville, SC 29601
Telephone: 864-242-0761
Email: ddixon@cgdarch.com

§ 8.6 Insurance and Bonds

§ 8.6.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101®–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.6.2 The Contractor shall provide bonds as set forth in AIA Document A101®–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.7 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.8 Other Provisions:

§ 8.8.1 Additional requirements, if any, for the Contractor's Construction Schedule are as follows:

(Check box if applicable to this Contract)

The Construction Schedule shall be in a detailed precedence-style critical path management (CPM) or primavera-type format satisfactory to the Owner and the Architect that shall also (1) provide a graphic representation of all activities and events that will occur during performance of the Work; (2) identify each phase of construction and occupancy; and (3) set forth milestone dates that are critical in ensuring the timely and orderly completion of the Work in accordance with the requirements of the Contract Documents.

.1 Upon review by the Owner and the Architect for conformance with milestone dates and Construction Time given in the Bidding Documents, with associated Substantial Completion date, the Construction Schedule shall be deemed part of the Contract Documents and attached to the Agreement as an Exhibit. If returned for non-conformance, the Construction Schedule shall be promptly revised by the Contractor in accordance with the recommendations of the Owner and the Architect and resubmitted.

- .2 The Contactor shall monitor the progress of the Work for conformance with the requirements of the Construction Schedule and shall promptly advise the Owner of any delays or potential delays. Whenever the Construction Schedule no longer reflects actual conditions and progress of the Work or the Contract Time is modified in accordance with the terms of the Contract Documents, the Contractor shall update the Construction Schedule to reflect such conditions.
- .3 In the event any progress report indicates any delays, the Contractor shall propose an affirmative plan to correct the delay, including overtime and/or additional labor, if necessary.
- .4 In no event shall any progress report constitute an adjustment in the Contract Time, any milestone date, or the Contract Sum unless any such adjustment is agreed to by the Owner and authorized pursuant to Change Order.

§ 8.8.2 The Owner's review of the Contractor's schedule is not conducted for the purpose of either determining its accuracy, completeness, or approving the construction means, methods, techniques, sequences or procedures. The Owner's review shall not relieve the Contractor of any obligations.

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101®–2017, SCOSE Version Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101®–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201®–2017, SCOSE Version General Conditions of the Contract for Construction
- .4 Form SE-390, Notice to Proceed – Construction Contract
- .5 Drawings

Number	Title	Date
.6	Specifications	
Section	Title	Date
.7	Addenda, if any:	Pages
Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)



AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)



The Sustainability Plan:

Title

Date

Pages



Supplementary and other Conditions of the Contract:

Document

Title

Date

Pages

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201®-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Form SE-310, Invitation for Construction Services

Instructions to Bidders (AIA Document A701-2018 OSE Version)

Form SE-330, Contractor's Bid (Completed Bid Form)

Form SE-370, Notice of Intent to Award

Certificate of Procurement Authority issued by the State Fiscal Accountability Authority

Enumeration of Drawings & Specifications

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONTRACTOR (Signature)

(Printed name and title)

South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A101® – 2017 Exhibit A

Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the _____ day of _____ in the year _____
(In words, indicate day, month and year.)

for the following **PROJECT**:

(Name, State Project Number, and location or address)

Dry Storage Building
H59-N309-TM
620 North Emerald Road Greenwood, South Carolina 29648

This version of AIA Document A101–2017 Exhibit A is modified by the South Carolina Division of Procurement, Office of State Engineer. Publication of this version of AIA Document A101 Exhibit A does not imply the American Institute of Architects' endorsement of any modification by the South Carolina Division of Procurement, Office of State Engineer.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

THE OWNER:

(Name, legal status and address)

Piedmont Technical College
620 North Emerald Road
Greenwood, South Carolina 29648

The Owner is a Governmental Body of the State of South Carolina as defined by Title 11, Chapter 35 of the South Carolina Code of Laws, as amended.

THE CONTRACTOR:

(Name, legal status and address)

TABLE OF ARTICLES

- A.1 GENERAL**
- A.2 OWNER'S INSURANCE**
- A.3 CONTRACTOR'S INSURANCE AND BONDS**
- A.4 SPECIAL TERMS AND CONDITIONS**

ARTICLE A.1 GENERAL

The Owner and Contractor shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201®–2017, General Conditions of the Contract for Construction, SCOSE Version.

ARTICLE A.2 OWNER'S INSURANCE

§ A.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the policies required by Section A.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

§ A.2.2 Liability Insurance

The Owner shall be responsible for purchasing and maintaining the Owner's usual general liability insurance.

§ A.2.3 Reserved

§ A.2.3.1 Reserved

§ A.2.3.1.1 Reserved

§ A.2.3.1.2 Reserved

§ A.2.3.1.3 Reserved

§ A.2.3.1.4 Reserved

§ A.2.3.2 Reserved

§ A.2.3.3 Reserved

§ A.2.4 Optional Insurance.

The Owner shall purchase and maintain any insurance selected below.



§ A.2.4.1 Other Insurance

(List below any other insurance coverage to be provided by the Owner and any applicable limits.)

Coverage	Limits

ARTICLE A.3 CONTRACTOR'S INSURANCE AND BONDS

§ A.3.1 General

§ A.3.1.1 Certificates of Insurance. The Contractor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor's Commercial General Liability and excess or umbrella liability policy or policies. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

§ A.3.1.2 Deductibles and Self-Insured Retentions. The Contractor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Contractor.

§ A.3.1.3 Additional Insured Obligations. To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the

Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

§ A.3.1.4 A failure by the Owner to either (i) demand a certificate of insurance or written endorsement required by Section A.3, or (ii) reject a certificate or endorsement on the grounds that it fails to comply with Section A.3, shall not be considered a waiver of Contractor's obligations to obtain the required insurance.

§ A.3.2 Contractor's Required Insurance Coverage

§ A.3.2.1 The Contractor shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, for such other period for maintenance of completed operations coverage as specified in the Contract Documents, or unless a different duration is stated below:

(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)

§ A.3.2.2 Commercial General Liability

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than \$1,000,000 each occurrence, \$1,000,000 general aggregate, \$1,000,000 aggregate for products-completed operations hazard, \$1,000,000 personal and advertising injury, \$50,000 fire damage (any one fire), and \$5,000 medical expense (any one person) providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal injury and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

§ A.3.2.2.2 The Contractor's Commercial General Liability policy under this Section A.3.2.2 shall not contain an exclusion or restriction of coverage for the following:

- .1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
- .2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
- .3 Claims for bodily injury other than to employees of the insured.
- .4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
- .5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
- .6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
- .7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
- .8 Claims related to roofing, if the Work involves roofing.
- .9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
- .10 Claims related to earth subsidence or movement, where the Work involves such hazards.
- .11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than \$1,000,000 per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.4 The Contractor may achieve the required limits and coverage for Commercial General Liability, Employers Liability, and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers. The umbrella policy limits shall not be less than \$3,000,000.

§ A.3.2.5 Workers' Compensation at statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than \$100,000 each accident, \$100,000 each employee, and \$500,000 policy limit for claims, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks.

§ A.3.2.8 Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than (\$) per claim and (\$) in the aggregate.

§ A.3.2.9 Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities, with policy limits of not less than (\$) per claim and (\$) in the aggregate.

§ A.3.3 Required Property Insurance

§ A.3.3.1 The Contractor shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Contractor's property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section A.3.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Contractor, Subcontractors, and Sub-subcontractors in the Project as insureds.

§ A.3.3.1.1 Causes of Loss. The insurance required by this Section A.3.3.1 shall provide coverage for direct physical loss or damage and shall include the risks of fire (with extended coverage), explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, workmanship, or materials.

(Indicate below the cause of loss and any applicable sub-limit.)

Causes of Loss	Sub-Limit
----------------	-----------

§ A.3.3.1.2 Specific Required Coverages. The insurance required by this Section A.3.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect's and Contractor's services and expenses required as a result of such insured loss, including claim preparation expenses. *(Indicate below the cause of loss and any applicable sub-limit.)*

Causes of Loss**Sub-Limit**

§ A.3.3.1.3 Unless the parties agree otherwise, upon Substantial Completion, the Owner shall replace the insurance policy required under Section A.3.3.1 with property insurance written for the total value of the Project.

§ A.3.3.1.4 Deductibles and Self-Insured Retentions. If the insurance required by this Section A.3.3 is subject to deductibles or self-insured retentions, the Contractor shall be responsible for all loss not covered because of such deductibles or retentions.

§ A.3.3.2 Occupancy or Use Prior to Substantial Completion. The Owner's occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section A.3.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

§ A.3.3.3 If the Owner requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Contractor shall, if possible, include such insurance, and the cost thereof shall be charged to the Owner by appropriate Change Order.

§ A.3.3.4 Before an exposure to loss may occur, the Contractor shall file with the Owner a copy of each policy that includes insurance coverages required by this Section A.3.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project.

§ A.3.4 Contractor's Other Insurance Coverage

§ A.3.4.1 Insurance selected and described in this Section A.3.4 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)

§ A.3.4.2 The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.4.1.

(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)

§ A.3.4.2.1 Reserved

§ A.3.4.2.2 Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.

§ A.3.4.2.3 Property insurance on an "all-risks" completed value form, covering property owned by the Contractor and used on the Project, including scaffolding and other equipment.

§ A.3.4.2.4 Boiler and Machinery Insurance

The Contractor shall purchase and maintain boiler and machinery insurance as required, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this

insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work, and the Owner and Contractor shall be named insureds.

§ A.3.5 Performance Bond and Payment Bond

The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:
(Specify type and penal sum of bonds.)

Type	Penal Sum (\$0.00)
Payment Bond	
Performance Bond	

§ A.3.5.1 Before commencing any services hereunder, the Contractor shall provide the Owner with Performance and Payment Bonds, each in an amount not less than the Contract Price set forth in Article 4 of the Agreement. The Surety shall have, at a minimum, a "Best Rating" of "A" as stated in the most current publication of "Best's Key Rating Guide, Property-Casualty". In addition, the Surety shall have a minimum "Best Financial Strength Category" of "Class V", and in no case less than five (5) times the contract amount. The Performance Bond shall be written on Form SE-355, "Performance Bond" and the Payment Bond shall be written on Form SE-357, "Labor and Material Payment Bond", and both shall be made payable to the Owner.

§ A.3.5.2 The Performance and Labor and Material Payment Bonds shall:

- .1 be issued by a surety company licensed to do business in South Carolina;
- .2 be accompanied by a current power of attorney and certified by the attorney-in-fact who executes the bond on the behalf of the surety company; and
- .3 remain in effect for a period not less than one (1) year following the date of Substantial Completion or the time required to resolve any items of incomplete Work and the payment of any disputed amounts, whichever time period is longer.

§ A.3.5.3 Any bonds required by this Contract shall meet the requirements of the South Carolina Code of Laws and Regulations, as amended.

ARTICLE A.4 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

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South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A201® – 2017

General Conditions of the Contract for Construction

This version of AIA Document A201®–2017 is modified by the South Carolina Division of Procurement Services, Office of State Engineer (“SCOSE”). Publication of this version of AIA Document A201–2017 does not imply the American Institute of Architects’ endorsement of any modification by SCOSE. A comparative version of AIA Document A201–2017 showing additions and deletions by SCOSE is available for review on the SCOSE Web site.

Cite this document as “AIA Document A201®–2017, General Conditions of the Contract for Construction—SCOSE Version,” or “AIA Document A201®–2017 — SCOSE Version.”

South Carolina Division of Procurement Services, Office of State Engineer Version of AIA® Document A201® – 2017

General Conditions of the Contract for Construction

for the following PROJECT:

(Name, State Project Number, and location or address)

Dry Storage Building
H59-N209-TM
1924 Kateway, Greenwood, SC 29648

THE OWNER:

(Name, legal status, and address)

Piedmont Technical College
620 North Emerald Road
Greenwood, South Carolina 29648

The Owner is a Governmental Body of the State of South Carolina as defined in S.C. Code Ann. § 11-35-310.

THE ARCHITECT:

(Name, legal status, and address)

Craig, Gaulden and Davis, LLC
19 Washington Park
Greenville, South Carolina 29601

This version of AIA Document A201–2017 is modified by the South Carolina Division of Procurement, Office of State Engineer. Publication of this version of AIA Document A201 does not imply the American Institute of Architects' endorsement of any modification by South Carolina Division of Procurement, Office of State Engineer. A comparative version of AIA Document A201–2017 showing additions and deletions by the South Carolina Division of Procurement, Office of State Engineer is available for review on the State of South Carolina Web site.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

- .1 The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract.
- .2 A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect.
- .3 Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.
- .4 Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA A101-2017, Standard Form of Agreement Between Owner and Contractor, SCOSE Version.
- .5 Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA A201-2017, General Conditions of the Contract for Construction, SCOSE Version.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Reserved

§ 1.1.9 Notice to Proceed

The Notice to Proceed is a document issued by the Owner to the Contractor directing the Contractor to begin prosecution of the Work in accordance with the requirements of the Contract Documents. The Notice to Proceed shall fix the date on which the Contract Time will commence and establish the initial date of the Substantial Completion.

§ 1.1.10 State Engineer

“State Engineer” means the person holding the position as head of the State Engineer’s Office. The State Engineer’s Office is created by S.C. Code Ann. § 11-35-830, and is sometimes referred to in the Contract Documents as “Office of State Engineer” or “OSE.” The State Engineer is also the Chief Procurement Officer for Construction, sometimes referred to in the Contract Documents as “CPOC”.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results. In the event of patent ambiguities within or between parts of the Contract Documents, the Contractor shall 1) provide the better quality or greater quantity of Work, or 2) comply with the more stringent requirement, either or both in accordance with the Architect’s interpretation.

§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, such determination shall not impair or otherwise affect the validity, legality, or enforceability of the remaining provision or parts of the provision of the Contract Documents, which shall remain in full force and effect as if the unenforceable provision or part were deleted.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as “all” and “any” and articles such as “the” and “an,” but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect’s consultants shall be deemed the authors and owners of their respective Instruments of Service and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as a violation of the Architect’s or Architect’s consultants’ reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect’s consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to

whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.6.3 Notice to Contractor shall be to the address provided in Section 8.3.2 of the Agreement. Notice to Owner shall be to the address provided in Section 8.2.2 of the Agreement. Either party may designate a different address for notice by giving notice in accordance with Section 1.6.1.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation, including in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization, except as provided in Section 7.1.7. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's Representative noted in the Agreement.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen (15) days after receipt of a written request, information necessary and relevant for the Contractor to post Notice of Project Commencement pursuant to S.C. Code Ann. § 29-5-23.

§ 2.2 Reserved

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain a design professional lawfully licensed to practice, or an entity lawfully practicing, in the jurisdiction where the Project is located. The person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. Subject to the Contractor's obligations, including those in Section 3.2, the Contractor shall be entitled to rely on the accuracy of information furnished by the Owner pursuant to this Section but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services. However, the Owner does not warrant the accuracy of any such information requested by the Contractor that is not otherwise required of the Owner by the Contract Documents. Neither the Owner nor the Architect shall be required to conduct investigations or to furnish the Contractor with any information concerning subsurface characteristics or other conditions of the area where the Work is to be performed beyond that which is provided in the Contract Documents.

§ 2.3.6 The Owner shall furnish the Contract Documents to the Contractor in digital format.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect, including but not limited to providing necessary resources, with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's Representative noted in the Agreement.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

- .1** The Contractor acknowledges that it has investigated and satisfied itself as to the general and local conditions which can affect the Work or its cost, including but not limited to (a) conditions bearing upon transportation, disposal, handling, and storage of materials; (b) the availability of labor, water, electric power, and roads; (c) uncertainties of weather, river stages, tides, or similar physical conditions at the site; (d) the conformation and conditions of the ground; and (e) the character of equipment and facilities needed preliminary to and during work performance.
- .2** The Contractor also acknowledges that it has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered insofar as this information is

reasonably ascertainable from an inspection of the site, including all exploratory work done by the Owner, as well as from the drawings and specifications made a part of this Contract.

.3 Any failure of the Contractor to take the actions described and acknowledged in this Section will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the Work, or for proceeding to successfully perform the Work without additional expense to the Owner.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from latent errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.2.5 The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for evaluating and responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where the requested information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction and provide its findings to the Owner. Unless the Owner objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.2.1 After the Contract has been executed, the Owner and Architect may consider requests for the substitution of products in place of those specified. The Owner and Architect may, but are not obligated to, consider only those substitution requests that are in full compliance with the conditions set forth in the General Requirements (Division 1 of the Specifications). By making requests for substitutions, the Contractor:

- .1 represents that it has personally investigated the proposed substitute product and determined that it is equal or superior in all respects to the product specified;
- .2 represents that it will provide the same warranty for the substitution as it would have provided for the product specified;
- .3 certifies that the cost data presented is complete and includes all related costs for the substituted product and for Work that must be performed or changes as a result of the substitution, except for the Architect's re-design costs, and waives all claims for additional costs related to the substitution that subsequently become apparent;
- .4 agrees that it shall, if the substitution is approved, coordinate the installation of the accepted substitute, making such changes as may be required for the Work to be complete in all respects; and
- .5 represents that the request includes a written representation identifying any potential effect the substitution may have on Project's achievement of a Sustainable Measure or the Sustainable Objective.

§ 3.4.2.2 The Owner shall be entitled to reimbursement from the Contractor for amounts paid to the Architect for reviewing the Contractor's proposed substitutions and making agreed-upon changes in the Drawings and Specifications resulting from such substitutions.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements shall be considered defective. Unless caused by the Contractor or a subcontractor at any tier, the Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect. The Contractor shall comply with the requirements of S.C Code Ann. Title 12, Chapter 8, regarding withholding tax for nonresidents, employees, contractors and subcontractors.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Pursuant to S.C. Code Ann. § 10-1-180, no local general or specialty building permits are required for state buildings. Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for all other permits, fees, and licenses by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect the difference between actual costs, as documented by invoices, and the allowances under Section 3.8.2.1.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent, acceptable to the Owner, and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Owner may notify the Contractor, stating whether the Owner has reasonable objection to the proposed superintendent. Failure of the Owner to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner has made reasonable and timely objection. The Contractor shall notify the Owner of any proposed change in the superintendent, including the reason therefore, prior to making such change. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. Subject to any additional requirements in the Contract Documents, the schedule shall contain detail appropriate for the Project, including at a minimum (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

- .1 The fire sprinkler shop drawings shall be prepared by a licensed fire sprinkler contractor and shall accurately reflect actual conditions affecting the required layout of the fire sprinkler system. The fire sprinkler contractor shall certify the accuracy of its shop drawings and submit the drawings and hydraulic calculations to the Architect's fire protection engineer (FPE) for review and approval.
- .2 The FPE will review, approve, and submit to the Office of State Fire Marshal (OSFM) the fire sprinkler shop drawings and FPE's certification indicating the shop drawings and hydraulic calculations have been reviewed and approved prior to OSFM review.
- .3 Unless authorized in writing by OSE, neither the Contractor nor subcontractor at any tier shall submit the fire sprinkler shop drawings directly to OSFM.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 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 all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, who shall comply with reasonable requirements of the Owner regarding qualifications and insurance and whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to

the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

§ 3.13 Use of Site

§ 3.13.1 The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.13.2 The Contractor and any entity for which the Contractor is responsible shall not erect any sign on the Project site without the prior written consent of the Owner.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including loss of use resulting therefrom, but

only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents. Any reference in the Contract Documents to the Architect taking action or rendering a decision with a "reasonable time" is understood to mean no more than ten (10) days, unless otherwise specified in the Contract Documents or otherwise agreed to by the parties.

§ 4.2.2 The Architect will visit the site as necessary to fulfill its obligation to the Owner for inspection services, if any, and, at a minimum, to assure conformance with the Architect's design as shown in the Contract Documents and to observe the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) deviations from the Contract Documents, (2) deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Work completed and correlated with the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will, in the first instance, interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. Upon receipt of such request, the Architect will promptly provide the other party with a copy of the request. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, and will not show partiality to either. Except in the case of interpretations resulting in omissions, defects, or errors in the Instruments of Service or perpetuating omissions, defects or errors in the Instruments of Service, the Architect will not be liable for results of interpretations or decisions rendered in good faith. If either party disputes the Architect's interpretation or decision, that party may proceed as provided in Article 15. The Architect's interpretations and decisions may be, but need not be, accorded any deference in any review conducted pursuant to law or the Contract Documents.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents so as to avoid delay to the construction of the Project. The Architect's response to such requests will be made in writing with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information. Any response to a request for information must be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings.

Unless issued pursuant to a Modification, supplemental Drawings or Specifications will not involve an adjustment to the Contract Sum or Contract Time.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, within fourteen (14) days after posting of the Notice of Intent to Award the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Owner may notify the Contractor whether the Owner has reasonable objection to any such proposed person or entity. Failure of the Owner to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner has made reasonable and timely objection. The Owner shall not direct the Contractor to contract with any specific individual or entity for supplies or services unless such supplies and services are necessary for completion of the Work and the specified individual or entity is the only source of such supply or service.

§ 5.2.3 If the Owner has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner makes reasonable objection to such substitution. The Contractor's request for substitution must be made to the Owner in writing, accompanied by supporting information.

§ 5.2.5 A Subcontractor identified in the Contractor's Bid pursuant to the subcontractor listing requirements of Section 7 of the Bid Form may only be substituted in accordance with and as permitted by the provisions of S.C. Code Ann. § 11-35-3021. A proposed substitute for a listed subcontractor shall also be subject to the Owner's approval as set forth in Section 5.2.3.

§ 5.2.6 A Contractor may substitute one prospective subcontractor for another, with the approval of the Owner as follows:

- .1 If the Contractor requests the substitution, the Contractor is responsible for all costs associated with the substitution.
- .2 If the Owner requests the substitution, the Owner is responsible for any resulting increased costs to the Contractor.

§ 5.3 Subcontractual Relations

§ 5.3.1 By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not

prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise herein, or in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.3.2 Without limitation on the generality of Section 5.3.1, each Subcontract agreement and each Sub-subcontract agreement shall include, and shall be deemed to include, the following Sections of these General Conditions: 3.2, 3.5, 3.18, 5.3, 5.4, 6.2.2, 7.1.6, 7.3.3, 7.5, 13.1, 13.9, 14.3, 14.4, and 15.1.7.

§ 5.3.3 Each Subcontract Agreement and each Sub-subcontract agreement shall exclude, and shall be deemed to exclude, Sections 13.2 and 13.5 and all of Article 15, except Section 15.1.7, of these General Conditions. In the place of these excluded sections of the General Conditions, each Subcontract Agreement and each Sub-subcontract may include Sections 13.2 and 13.5 and all of Article 15, except Section 15.1.7, of AIA Document A201-2007, Conditions of the Contract, as originally issued by the American Institute of Architects.

§ 5.3.4 The Contractor shall assure the Owner that all agreements between the Contractor and its Subcontractor incorporate the provisions of Section 5.3.1 as necessary to preserve and protect the rights of the Owner and the Architect under the Contract Documents with respect to the work to be performed by Subcontractors so that the subcontracting thereof will not prejudice such rights. The Contractor's assurance shall be in the form of an affidavit or in such other form as the Owner may approve. Upon request, the Contractor shall provide the Owner or Architect with copies of any or all subcontracts or purchase orders.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

§ 5.4.4 Each subcontract shall specifically provide that the Owner shall only be responsible to the subcontractor for those obligations of the Contractor that accrue subsequent to the Owner's exercise of any rights under this conditional assignment.

§ 5.4.5 Each subcontract shall specifically provide that the Subcontractor agrees to perform portions of the Work assigned to the Owner in accordance with the Contract Documents.

§ 5.4.6 Nothing in this Section 5.4 shall act to reduce or discharge the Contractor's payment bond surety's obligations to claimants for claims arising prior to the Owner's exercise of any rights under this conditional assignment.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to

those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term “Contractor” in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner’s own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Reserved

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor’s construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor’s Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor’s Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner’s or Separate Contractor’s completed or partially completed construction is fit and proper to receive the Contractor’s Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor’s delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor’s delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 Owner’s Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.1.4 If a change in the Work provides for an adjustment to the Contract Sum, the amount of such adjustment must be computed and documented in writing. In order to facilitate evaluation of proposals or claims for increases and decreases to the Contract Sum, all proposals or claims, except those so minor that their propriety can be seen by inspection, shall be accompanied by a complete itemization of costs including labor, materials and subcontracts. Labor and materials shall be itemized. Where major cost items are subcontracts, they shall be itemized also. The amount of the adjustment must approximate the actual cost to the Contractor and all costs incurred by the Contractor must be justifiably compared with prevailing industry standards. Except as provided in Section 7.1.5, all adjustments to the Contract Sum shall be limited to job specific costs and shall not include indirect costs, home office overhead or profit.

§ 7.1.5 The combined overhead and profit included in the total cost to the Owner for a change in the Work shall be based on the following schedule:

- .1 For the Contractor, for Work performed by the Contractor's own forces, not to exceed seventeen (17%) percent of the Contractor's actual costs.
- .2 For the Contractor, for Work performed by the Contractor's Subcontractors, not to exceed ten (10%) percent of each Subcontractor's actual costs (not including the Subcontractor's overhead and profit).
- .3 For each Subcontractor involved, for Work performed by that Subcontractor's own forces, not to exceed seventeen (17%) percent of the Subcontractor's actual costs.
- .4 Cost to which overhead and profit is to be applied shall be determined in accordance with Section 7.3.4.

The percentages cited above shall be considered to include all indirect costs including, but not limited to field and office managers, supervisors and assistants, incidental job burdens, small tools, and general overhead allocations.

§ 7.1.6 The procedures described in Sections 7.1.4 and 7.1.5 shall be used to calculate any adjustment in the Contract Sum, including without limitation an adjustment permitted under Articles 7, 9, 14, or 15.

§ 7.1.7 If a change in the Work requires an adjustment to the Contract Sum that exceeds the limits of the Owner's Construction Change Order Certification (reference Section 9.1.9 of the Agreement), then the Owner's agreement is not effective, and Work may not proceed until approved in writing by the OSE.

§ 7.1.8 Additional Work performed after the declaration of Substantial Completion must be approved by OSE, if the Change Order exceeds the Owner's Construction Change Order Certification.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument, using the OSE Construction Change Order form, prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

Agreement on any Change Order shall constitute a final settlement of all matters relating to the change in the Work that is the subject of the Change Order, including, but not limited to, any adjustments to the Contract Sum or the Contract Time.

§ 7.2.2 At the Owner's request, the Contractor shall prepare a proposal to perform the work of a proposed Change Order setting forth the amount of the proposed adjustment, if any, in the Contract Sum; and the extent of the proposed adjustment, if any, in the Contract Time. Any proposed adjustment in the Contract Sum shall be prepared in accordance with Section 7.1.4 and 7.1.5. The Owner's request shall include any revisions to the Drawings or Specifications necessary to define any changes in the Work. Within fourteen (14) days of receiving the request, the Contractor shall submit the proposal to the Owner and Architect along with all documentation required by Section 7.5.

§ 7.2.3 If the Contractor requests a Change Order, the request shall set forth the proposed change in the Work and shall be prepared in accordance with Section 7.2.2. If the Contractor requests a change to the Work that involves a revision

to either the Drawings or Specifications, the Contractor shall reimburse the Owner for any expenditure associated with the Architects' review of the proposed revisions, except to the extent the revisions are accepted by execution of a Change Order.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum if properly itemized and substantiating data is not available to permit evaluation;
- .2 Unit prices specified in the Contract Documents or subsequently agreed upon, subject to adjustment if any, as provided in Section 9.1.2;
- .3 Cost and a percentage fee, calculated as described in Sections 7.1.4 and 7.1.5;
- .4 in another manner as the parties may agree; or
- .5 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall make an initial determination, consistent with Section 7.3.3, of the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in Section 7.1.5. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others; and
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual cost including overhead and profit as confirmed by the Architect from the Schedule of Values.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The

Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

§ 7.5 Pricing Data and Audit

§ 7.5.1 Cost or Pricing Data

Upon request of the Owner or Architect, Contractor shall submit cost or pricing data prior to execution of a Modification which exceeds \$500,000 [Reference S.C. Code Ann. §§ 11-35-1830 and 11-35-2220, and SC Code Ann. Reg 19-445.2120]. Contractor shall certify that, to the best of its knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of a mutually determined specified date prior to the date of pricing the Modification. Contractor's price, including profit, shall be adjusted to exclude any significant sums by which such price was increased because Contractor furnished cost or pricing data that was inaccurate, incomplete, or not current as of the date specified by the parties. Notwithstanding Subparagraph 9.10.4, such adjustments may be made after final payment to the Contractor.

§ 7.5.2 Cost or pricing data means all facts that, as of the date specified by the parties, prudent buyers and sellers would reasonably expect to affect price negotiations significantly. Cost or pricing data are factual, not judgmental; and are verifiable. While they do not indicate the accuracy of the prospective contractor's judgment about estimated future costs or projections, they do include the data forming the basis for that judgment. Cost or pricing data are more than historical accounting data; they are all the facts that can be reasonably expected to contribute to the soundness of estimates of future costs and to the validity of determinations of costs already incurred.

§ 7.5.3 Records Retention

As used in Section 7.5, the term "Records" means any books or records that relate to cost or pricing data of a Change Order that Contractor is required to submit pursuant to Section 7.5.1. Contractor shall maintain records for three years from the date of final payment, or longer if requested by the chief procurement officer. The Owner may audit Contractor's records at reasonable times and places.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly commence the Work prior to the effective date of surety bonds and insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then to the extent such delay will prevent the Contractor from achieving Substantial Completion within the Contract Time, the Contract Time shall be extended for such reasonable time as the Architect may determine, provided the delay:

- .1 is not caused by the fault or negligence of the Contractor or a subcontractor at any tier, and
- .2 is not due to unusual delay in the delivery of supplies, machinery, equipment, or services when such supplies, machinery, equipment, or services were obtainable from other sources in sufficient time for the Contractor to meet the required delivery.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

§ 9.2.1 The Contractor shall submit a schedule of values to the Architect within ten (10) days of full execution of the Agreement, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

§ 9.2.2 As requested by the Architect, the Contractor and each Subcontractor shall prepare a trade payment breakdown for the Work for which each is responsible. The breakdown, being submitted on a uniform standardized format approved by the Architect and Owner, shall be divided in detail, using convenient units, sufficient to accurately determine the value of completed Work during the course of the Project. The Contractor shall update the schedule of values as required by either the Architect or Owner as necessary to reflect:

- .1 the description of Work (listing labor and material separately);
- .2 the total value of the Work;
- .3 the percent and value of the Work completed to date;
- .4 the percent and value of previous amounts billed; and
- .5 the current percent completed, and amount billed.

§ 9.2.3 Any schedule of values or trade breakdown that fails to provide sufficient detail, is unbalanced, or exhibits "front-loading" of the value of the Work shall be rejected. If a schedule of values or trade breakdown is used as the basis for payment and later determined to be inaccurate, sufficient funds shall be withheld from future Applications for Payment to ensure an adequate reserve (exclusive of normal retainage) to complete the Work.

§ 9.3 Applications for Payment

§ 9.3.1 Monthly, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require (such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers), and shall reflect retainage as provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing, provided such materials or equipment will be subsequently incorporated in the Work. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site. The Contractor shall 1) protect such materials from diversion, vandalism, theft, destruction, and damage, 2) mark such materials specifically for use on the Project, and 3) segregate such materials from other materials at the storage facility. The Architect and the Owner shall have the right to make inspections of the storage areas at any time.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated in both the Application for Payment and, if required to be submitted, the accompanying current construction schedule, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means,

methods, techniques, sequences, or procedures; or (3) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect shall withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. The Architect shall withhold a Certificate of Payment if the Application for Payment is not accompanied by the current construction schedule required by Section 3.10.1. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a Separate Contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 Pursuant to S.C. Ann. §§ 29-6-10 through 29-6-60, the Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment to the Owner, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the time established in the Contract Documents, the amount certified by the Architect or awarded by final dispute resolution order, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive written list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect, the Owner, and any other party the Architect or the Owner choose, will make an inspection on a date and at a time mutually agreeable to determine whether the Work or designated portion thereof is substantially complete. The Contractor shall furnish access for the inspection and testing as provided in this Contract. The inspection shall include a demonstration by the Contractor that all equipment, systems and operable components of the Work function properly and in accordance with the Contract Documents.

- .1** If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.
- .2** If more than one Substantial Completion inspection is required, the Contractor shall reimburse the Owner for all costs of re-inspections or, at the Owner's option, the costs may be deducted from payments due to the Contractor.
- .3** Representatives of the State Fire Marshal's Office and other authorities having jurisdiction may be present at the Substantial Completion inspection or otherwise inspect the completed Work and advise the Owner whether the Work meets their respective requirements for the Project.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner for its written acceptance of responsibilities assigned in the Certificate and a copy of the signed Certificate shall be delivered to the Contractor. Upon such acceptance, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.8.6 If the Architect and Owner concur in the Contractor's assessment that the Work or a portion of the Work is safe to occupy, the Owner and Contractor may arrange for a Certificate of Occupancy inspection by OSE. The Owner, Architect, and Contractor shall be present at OSE's inspection. Upon verifying that the Work or a portion of the Work is substantially complete and safe to occupy, OSE will issue, as appropriate, a Full or Partial Certificate of Occupancy.

§ 9.8.7 The Owner may not occupy the Work until all required occupancy permits, if any, have been issued and delivered to the Owner.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 Final Completion and Final Payment

§ 9.10.1 Unless the parties agree otherwise in the Certificate of Substantial Completion, the Contractor shall achieve Final Completion within thirty days after Substantial Completion. Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect, the Owner, and any other party the Architect or the Owner choose will make an inspection on a date and at a time mutually agreeable. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

- .1 If more than one Final Completion inspection is required, the Contractor shall reimburse the Owner for all costs of re-inspections or, at the Owner's option, the costs may be deducted from payments due to the Contractor.
- .2 If the Contractor does not achieve Final Completion within thirty days after Substantial Completion or the timeframe agreed to by the parties in the Certificate of Substantial Completion, whichever is

greater, the Contractor shall be responsible for any additional Architectural fees resulting from the delay.

.3 If OSE has not previously issued a Certificate of Occupancy for the entire Project, the Parties shall arrange for a representative of OSE to participate in the Final Completion inspection.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect:

- .1 an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied,
- .2 a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect,
- .3 a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents,
- .4 consent of surety, if any, to final payment,
- .5 documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties,
- .6 if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner,
- .7 required Training Manuals,
- .8 equipment Operations and Maintenance Manuals,
- .9 any certificates of testing, inspection or approval required by the Contract Documents and not previously provided, and
10. one copy of the Documents required by Section 3.11.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is delayed 60 days through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents;
- .3 terms of special warranties required by the Contract Documents; or
- .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those specific claims in stated amounts that have been previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and

.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance which was not discoverable as provided in Section 3.2.1 and not addressed in the Contract Documents, and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons or serious loss to real or personal property resulting from such a material or substance encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition. Hazardous materials or substances are those hazardous, toxic, or radioactive materials or substances subject to regulations by applicable governmental authorities having jurisdiction, such as, but not limited to, the S.C. Department of Health and Environmental Control, the U.S. Environmental Protection Agency, and the U.S. Nuclear Regulatory Commission.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will

promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up. In the absence of agreement, the Architect will make an interim determination regarding any delay or impact on the Contractor's additional costs. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the rights of either party to disagree and assert a Claim in accordance with Article 15.

§ 10.3.3 The Work in the affected area shall be resumed immediately following the occurrence of any one of the following events: (a) the Owner causes remedial work to be performed that results in the absence of hazardous materials or substances; (b) the Owner and the Contractor, by written agreement, decide to resume performance of the Work; or (c) the Work may safely and lawfully proceed, as determined by an appropriate governmental authority or as evidenced by a written report to both the Owner and the Contractor, which is prepared by an environmental engineer reasonably satisfactory to both the Owner and the Contractor.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 In addition to its obligations under Section 3.18, the Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 Reserved

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7. The Contractor shall immediately give the Owner and Architect notice of the emergency. This initial notice may be oral followed within five (5) days by a written notice setting forth the nature and scope of the emergency. Within fourteen (14) days of the start of the emergency, the Contractor shall give the Architect a written estimate of the cost and probable effect of delay on the progress of the Work.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Failure to Purchase Required Property Insurance. If the Contractor fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the

Contract Documents, the Contractor shall inform the Owner in writing prior to commencement of the Work. Upon receipt of notice from the Contractor, the Owner may delay commencement of the Work and may obtain insurance that will protect the interests of the Owner in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall not be equitably adjusted. In the event the Contractor fails to procure coverage, the Contractor waives all rights against the Owner to the extent the loss to the Contractor (including Subcontractors and Sub-subcontractors) would have been covered by the insurance to have been procured by the Contractor. The cost of the insurance shall be charged to the Contractor by a Change Order. If the Contractor does not provide written notice, and the Owner is damaged by the failure or neglect of the Contractor to purchase or maintain the required insurance, the Contractor shall reimburse the Owner for all reasonable costs and damages attributable thereto.

§ 11.1.5 Notice of Cancellation or Expiration of Contractor's Required Insurance. Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner and all additional insureds of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Owner: (1) the Owner, upon receipt of notice from the Contractor, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall not be equitably adjusted; and (3) the Contractor waives all rights against the Owner to the extent any loss to the Contractor, Subcontractors, and Sub-subcontractors would have been covered by the insurance had it not expired or been cancelled. If the Owner purchases replacement coverage, the cost of the insurance shall be charged to the Contractor by an appropriate Change Order. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 Reserved

§ 11.2.3 Reserved

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.3.3 Limitation on the Owner's Waiver of Subrogation

South Carolina law prohibits the State from indemnifying a private party. Accordingly, and notwithstanding anything in the Agreement to the contrary, including but not limited to Sections 11.3.1, 11.3.2, and 11.4, the Owner cannot and

does not waive subrogation to the extent any losses are covered by insurance provided by the South Carolina Insurance Reserve Fund.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§ 11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Contractors as fiduciary and made payable to the Contractor as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Contractor shall pay the Architect and Owner their just shares of insurance proceeds received by the Contractor, and by appropriate agreements the Architect and Owner shall make payments to their consultants and separate contractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Contractor shall notify the Owner of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Owner shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Owner does not object, the Contractor shall settle the loss and the Owner shall be bound by the settlement and allocation. Upon receipt, the Contractor shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Owner timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Contractor may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

§ 11.5.3 If required in writing by a party in interest, the Contractor as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Contractor's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Contractor shall deposit in a separate account proceeds so received, which the Contractor shall distribute in accordance with such agreement as the parties in interest may reach. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the requirements specifically expressed in the Contract Documents, including inspections of work-in-progress required by all authorities having jurisdiction over the Project, it must, upon demand of the Architect or authority having jurisdiction, be uncovered for observation/inspection and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense unless the condition was caused by the Owner or a Separate Contractor in which event the Owner shall be responsible for payment of such costs.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

.1 If the Contractor, a Subcontractor, or anyone for whom either is responsible, uses or damages any portion of the Work, including, without limitation, mechanical, electrical, plumbing, and other building systems, machinery, equipment, or other mechanical device, the Contractor shall cause such item to be restored to "like new" condition at no expense to the Owner.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2 unless otherwise provided in the Contract Documents.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

§ 13.1.1 The Contract, any dispute, claim, or controversy relating to the Contract, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules.

§ 13.1.2 This Contract is formed pursuant to and governed by the South Carolina Consolidated Procurement Code and is deemed to incorporate all applicable provisions thereof and the ensuing regulations.

§ 13.2 Successors and Assigns

The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Neither party to the Contract shall assign the Contract as a whole, or in part, without written consent of the other and then only in accordance with and as permitted by Regulation 19-445.2180 of the South Carolina Code of Regulations, as amended. If either party attempts

to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.3 Rights and Remedies

§ 13.3.1 Unless expressly provided otherwise, duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.3.3 Notwithstanding Section 9.10.4, the rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses:

- 1.5 Ownership and Use of Drawings, Specifications and Other Instruments of Service;
- 3.5 Warranty
- 3.17 Royalties, Patents and Copyrights
- 3.18 Indemnification
- 7.5 Pricing Data and Audit
- A.3.2.2 Contractor's Liability Insurance (A101, Exhibit A)
- A.3.5 Performance and Payment Bond (A101, Exhibit A)
- 15.1.7 Claims for Listed Damages
- 15.1.8 Waiver of Claims Against the Architect
- 15.6 Dispute Resolution
- 15.6.5 Service of Process

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Owner and Architect timely notice of when and where tests and inspections are to be made so that they may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

- .1 Inspection, Special Inspections, and testing requirements, if any, as required by the ICC series of Building Codes shall be purchased by the Owner.
- .2 Contractor shall schedule and request inspections in an orderly and efficient manner and shall notify the Owner whenever the Contractor schedules an inspection. Contractor shall be responsible for the cost of inspections scheduled and conducted without the Owner's knowledge and for any increase in the cost of inspections resulting from the inefficient scheduling of inspections.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Owner and Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense and shall be deducted from future Applications of Payment.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.5 Interest

Payments due to the Contractor and unpaid under the Contract Documents shall bear interest only if and to the extent allowed by S.C. Code Ann. §§ 29-6-10 through 29-6-60. Amounts due to the Owner shall bear interest at the rate of one percent a month or a pro rata fraction thereof on the unpaid balance as may be due.

§ 13.6 Procurement of Materials by Owner

The Contractor accepts assignment of all purchase orders and other agreements for procurement of materials and equipment by the Owner that are identified as part of the Contract Documents. The Contractor shall, upon delivery, be responsible for the storage, protection, proper installation, and preservation of such Owner purchased items, if any, as if the Contractor were the original purchaser. The Contract Sum includes, without limitation, all costs and expenses in connection with delivery, storage, insurance, installation, and testing of items covered in any assigned purchase orders or agreements. Unless the Contract Documents specifically provide otherwise, all Contractor warranty of workmanship and correction of the Work obligations under the Contract Documents shall apply to the Contractor's installation of and modifications to any Owner purchased items.

§ 13.7 Interpretation of Building Codes

As required by S.C. Code Ann. § 10-1-180, OSE shall determine the enforcement and interpretation of all building codes and referenced standards on state buildings. The Contractor shall refer any questions, comments, or directives from local officials to the Owner and OSE for resolution.

§ 13.8 Minority Business Enterprises

Contractor shall notify Owner of each Minority Business Enterprise (MBE) providing labor, materials, equipment, or supplies to the Project under a contract with the Contractor. Contractor's notification shall be via the first monthly status report submitted to the Owner after execution of the contract with the MBE. For each such MBE, the Contractor shall provide the MBE's name, address, and telephone number, the nature of the work to be performed or materials or equipment to be supplied by the MBE, whether the MBE is certified by the South Carolina Office of Small and Minority Business Assistance, and the value of the contract.

§ 13.9 Illegal Immigration

Contractor certifies and agrees that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agrees to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable both to Contractor and its subcontractors or sub-subcontractors; or (b) that Contractor and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." Contractor agrees to include in any contracts with its subcontractor's language requiring its subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractor's language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. (An overview is available at www.procurement.sc.gov)

§ 13.10 Drug-Free Workplace

The Contractor must comply with the Drug-Free Workplace Act, S.C. Code Ann. §§ 44-107-10, et seq. The Contractor certifies to the Owner that Contractor will provide a Drug-Free Workplace, as defined by S.C. Code Ann. § 44-107-20(1).

§ 13.11 False Claims

According to S.C. Code Ann. § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

§ 13.12 Prohibited Acts

It is unlawful for a person charged with disbursements of state funds appropriated by the General Assembly to exceed the amounts and purposes stated in the appropriations. (§ 11-9-20) It is unlawful for an authorized public officer to enter into a contract for a purpose in which the sum is in excess of the amount appropriated for that purpose. It is unlawful for an authorized public officer to divert or appropriate the funds arising from any tax levied and collected for any one fiscal year to the payment of an indebtedness contracted or incurred for a previous year. (§ 11-1-40)

§ 13.13 Open Trade (Jun 2015)

During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in S.C. Code Ann. § 11-35-5300.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 45 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires substantially all Work to be stopped; or
- .2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents and the Contractor has stopped work in accordance with Section 9.7.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has persistently failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials, or otherwise fails to prosecute the Work, or any separable part of the Work, with the diligence, resources and skill that will ensure its completion within the time specified in the Contract Documents, including any authorized adjustments;
- .2 fails to make payment to Subcontractors or suppliers in accordance with the Contract Documents and the respective agreements between the Contractor and the Subcontractors or suppliers;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Architect, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.2.5 If, after termination for cause, it is determined that the Owner lacked justification to terminate under Section 14.2.1, or that the Contractor's default was excusable, or that the termination for cause was affected by any other error, then Owner and Contractor agree that the termination shall be conclusively deemed to be one for the convenience of the Owner, and the rights and obligations of the parties shall be the same as if the termination had been issued for in Section 14.4.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. No adjustment shall be made to the extent

- .1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract in whole or in part for the Owner's convenience and without cause. The Owner shall give notice of the termination to the Contractor specifying the part of the Contract terminated and when termination becomes effective.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work;
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders; and
- .4 complete the performance of the Work not terminated, if any.

§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and any other adjustments otherwise set forth in the Agreement.

§ 14.4.4 Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the Owner's right to require the termination of a subcontract, or (ii) increase the obligation of the Owner beyond what it would have been if the subcontract had contained an appropriate clause.

§ 14.4.5 Upon written consent of the Contractor, the Owner may reinstate the terminated portion of this Contract in whole or in part by amending the notice of termination if it has been determined that:

- .1 the termination was due to withdrawal of funding by the General Assembly, Governor, or State Fiscal Accountability Authority or the need to divert project funds to respond to an emergency as defined by Regulation 19-445.2110(B) of the South Carolina Code of Regulations, as amended;

- .2 funding for the reinstated portion of the Work has been restored;
- .3 circumstances clearly indicate a requirement for the terminated Work; and
- .4 reinstatement of the terminated work is advantageous to the Owner.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. A voucher, invoice, payment application or other routine request for payment that is not in dispute when submitted is not a Claim under this definition. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Reserved

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Architect. Such notice shall include sufficient information to advise the Architect and other party of the circumstances giving rise to the Claim, the specific contractual adjustment or relief requested and the basis of such request. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later except as stated for adverse weather days in Section 15.1.6.2. By failing to give written notice of a Claim within the time required by this Section, a party expressly waives its Claim.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Architect is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, including any administrative review allowed under Section 15.6, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Architect's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary. Claims for an increase in the Contract Time shall be based on one additional calendar day for each full calendar day that the Contractor is prevented from working.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

- .1 Claims for adverse weather shall be based on actual weather conditions at the job site or other place of performance of the Work, as documented in the Contractor's job site log.

- .2 For the purpose of this Contract, a total of five (5) days per calendar month (non-cumulative) shall be anticipated as "adverse weather" at the job site, and such time will not be considered justification for an extension of time. If, in any month, adverse weather develops beyond the five (5) days, the Contractor shall be allowed to claim additional days to compensate for the excess weather delays only to the extent of the impact on the approved construction schedule and days the Contractor was already scheduled to work. The remedy for this condition is for an extension of time only and is exclusive of all other rights and remedies available under the Contract Documents or imposed or available by law.
- .3 The Contractor shall submit monthly with their pay application all Claims for adverse weather conditions that occurred during the previous month. The Architect shall review each monthly submittal in accordance with Section 15.5 and inform the Contractor and the Owner promptly of its evaluation. Approved days shall be included in the next Change Order issued by the Architect. Adverse weather conditions not claimed within the time limits of this Subparagraph shall be considered to be waived by the Contractor. Claims will not be allowed for adverse weather days that occur after the scheduled (original or adjusted) date of Substantial Completion.

§ 15.1.6.3 Claims for increase in the Contract Time shall set forth in detail the circumstances that form the basis for the Claim, the date upon which each cause of delay began to affect the progress of the Work, the date upon which each cause of delay ceased to affect the progress of the work, and the number of days increase in the Contract Time claimed as a consequence of each such cause of delay. The Contractor shall provide such supporting documentation as the Owner may require including, where appropriate, a revised construction schedule indicating all the activities affected by the circumstances forming the basis of the Claim.

§ 15.1.6.4 The Contractor shall not be entitled to a separate increase in the Contract Time for each one of the number of causes of delay which may have concurrent or interrelated effects on the progress of the Work, or for concurrent delays due to the fault of the Contractor.

§ 15.1.7 Claims for Listed Damages

Notwithstanding any other provision of the Contract Documents, including Section 1.2.1, but subject to a duty of good faith and fair dealing, the Contractor and Owner waive Claims against each other for listed damages arising out of or relating to this Contract.

§ 15.1.7.1 For the Owner, listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v) costs suffered by a third party unable to commence work, (vi) attorney's fees, (vii) any interest, except to the extent allowed by Section 13.5 (Interest), (viii) lost revenue and profit for lost use of the property, (ix) costs resulting from lost productivity or efficiency.

§ 15.1.7.2 For the Contractor, listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v) attorney's fees, (vi) any interest, except to the extent allowed by Section 13.5 (Interest); (vii) unamortized equipment costs; and, (viii) losses incurred by subcontractors for the types of damages the Contractor has waive as against the Owner. Without limitation, this mutual waiver is applicable to all damages due to either party's termination in accordance with Article 14.

§ 15.1.7.3 Nothing contained in this Section shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents. This mutual waiver is not applicable to amounts due or obligations under Section 3.18 (Indemnification).

§ 15.1.8 Waiver of Claims Against the Architect

Notwithstanding any other provision of the Contract Documents, including Section 1.2.1, but subject to a duty of good faith and fair dealing, the Contractor waives all claims against the Architect and any other design professionals who provide design and/or project management services to the Owner, either directly or as independent contractors or subcontractors to the Architect, for listed damages arising out of or relating to this Contract. The listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v) attorney's fees, (vi) any interest; (vii) unamortized equipment costs; and, (viii) losses incurred by subcontractors for the types of damages the Contractor has waive as against the Owner. This mutual waiver is not applicable to amounts due or obligations under Section 3.18 (Indemnification).

§ 15.2 Reserved

§ 15.3 Reserved

§ 15.4 Reserved

§ 15.5 Claim and Disputes - Duty of Cooperation, Notice, and Architects Initial Decision

§ 15.5.1 Contractor and Owner are fully committed to working with each other throughout the Project to avoid or minimize Claims. To further this goal, Contractor and Owner agree to communicate regularly with each other and the Architect at all times notifying one another as soon as reasonably possible of any issue that if not addressed may cause loss, delay, and/or disruption of the Work. If Claims do arise, Contractor and Owner each commit to resolving such Claims in an amicable, professional, and expeditious manner to avoid unnecessary losses, delays, and disruptions to the Work.

§ 15.5.2 Claims shall first be referred to the Architect for initial decision. An initial decision shall be required as a condition precedent to resolution pursuant to Section 15.6 of any Claim arising prior to the date of final payment, unless 30 days have passed after the Claim has been referred to the Architect with no decision having been rendered, or after all the Architect's requests for additional supporting data have been answered, whichever is later. The Architect will not address Claims between the Contractor and persons or entities other than the Owner.

§ 15.5.3 The Architect will review Claims and within ten days of the receipt of a Claim (1) request additional supporting data from the claimant or a response with supporting data from the other party or (2) render an initial decision in accordance with Section 15.5.5.

§ 15.5.4 If the Architect requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Architect when the response or supporting data will be furnished or (3) advise the Architect that all supporting data has already been provided. Upon receipt of the response or supporting data, the Architect will render an initial decision in accordance with Section 15.5.5.

§ 15.5.5 The Architect will render an initial decision in writing; (1) stating the reasons therefor; and (2) notifying the parties of any change in the Contract Sum or Contract Time or both. The Architect will deliver the initial decision to the parties within two weeks of receipt of any response or supporting data requested pursuant to Section 16.4 or within such longer period as may be mutually agreeable to the parties. If the parties accept the initial decision, the Architect shall prepare a Change Order with appropriate supporting documentation for the review and approval of the parties and the Office of State Engineer. If either the Contractor, Owner, or both, disagree with the initial decision, the Contractor and Owner shall proceed with dispute resolution in accordance with the provisions of Section 15.6.

§ 15.5.6 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.6 Dispute Resolution

§ 15.6.1 If a Claim is not resolved pursuant to Section 15.5 to the satisfaction of either party, both parties shall attempt to resolve the dispute at the field level through discussions between Contractor's Representative and Owner's Representative. If a dispute cannot be resolved through Contractor's Representative and Owner's Representative, then the Contractor's Senior Representative and the Owner's Senior Representative, upon the request of either party, shall meet as soon as conveniently possible, but in no case later than twenty-one (21) days after such a request is made, to attempt to resolve such dispute. Prior to any meetings between the Senior Representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute. The meetings required by this Section are a condition precedent to resolution pursuant to Section 15.6.2.

§ 15.6.2 If after meeting in accordance with the provisions of Section 15.6.1, the Senior Representatives determine that the dispute cannot be resolved on terms satisfactory to both the Contractor and the Owner, then either party may submit the dispute by written request to South Carolina's Chief Procurement Officer for Construction (CPOC). Except as otherwise provided in Article 15, all Claims, or controversies relating to the Contract shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the

South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or in the absence of jurisdiction a federal court located in, Richland County, State of South Carolina. Contractor agrees that any act by the State regarding the Contract is not a waiver of either the State's sovereign immunity or the State's immunity under the Eleventh Amendment of the United States Constitution.

§ 15.6.3 If any party seeks resolution to a dispute pursuant to Section 15.6.2, the parties shall participate in non-binding mediation to resolve the Claim. If the Claim is governed by Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws as amended and the amount in controversy is \$100,000.00 or less, the CPOC shall appoint a mediator, otherwise, the mediation shall be conducted by an impartial mediator selected by mutual agreement of the parties, or if the parties cannot so agree, a mediator designated by the American Arbitration Association ("AAA") pursuant to its Construction Industry Mediation Rules. The mediation will be governed by and conducted pursuant to a mediation agreement negotiated by the parties or, if the parties cannot so agree, by procedures established by the mediator.

§ 15.6.4 Without relieving any party from the other requirements of Sections 15.5 and 15.6, either party may initiate proceedings in the appropriate forum prior to initiating or completing the procedures required by Sections 15.5 and 15.6 if such action is necessary to preserve a claim by avoiding the application of any applicable statutory period of limitation or repose.

§ 15.6.5 Service of Process

Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any Claims, or controversies relating to the Contract; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided for the Contractor's Senior Representative or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

ARTICLE 16 PROJECT-SPECIFIC REQUIREMENTS AND INFORMATION

SE-355**PERFORMANCE BOND****KNOW ALL MEN BY THESE PRESENTS**, that *(Insert full name or legal title and address of Contractor)*

Name: _____

Address: _____

hereinafter referred to as "Contractor", and *(Insert full name and address of principal place of business of Surety)*

Name: _____

Address: _____

hereinafter called the "surety", are jointly and severally held and firmly bound unto *(Insert full name and address of Agency)*

Name: _____

Address: _____

hereinafter referred to as "Agency", or its successors or assigns, the sum of _____ (\$_____), being the sum of the Bond to which payment to be well and truly made, the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated _____ entered into a contract with Agency to constructState Project Name: Piedmont Technical College | Dry Storage BuildingState Project Number: H59-N309-TM

Brief Description of Awarded Work: _____

in accordance with Drawings and Specifications prepared by *(Insert full name and address of A/E)*Name: Craig Gaulden and Davis., LLC | PBKAddress: 19 Washington ParkGreenville, South Carolina 29601

which agreement is by reference made a part hereof, and is hereinafter referred to as the Contract.

IN WITNESS WHEREOF, Surety and Contractor, intending to be legally bound hereby, subject to the terms stated herein, do each cause this Performance Bond to be duly executed on its behalf by its authorized officer, agent or representative.**DATED** this _____ day of _____, 2_____
*(shall be no earlier than Date of Contract)***BOND NUMBER** _____**CONTRACTOR**By: _____
(Seal)

Print Name: _____

Print Title: _____

Witness: _____

*(Additional Signatures, if any, appear on attached page)***SURETY**By: _____
(Seal)

Print Name: _____

Print Title: _____
(Attach Power of Attorney)

Witness: _____

SE-355

PERFORMANCE BOND**NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Agency for the full and faithful performance of the contract, which is incorporated herein by reference.
2. If the Contractor performs the contract, the Surety and the Contractor have no obligation under this Bond, except to participate in conferences as provided in paragraph 3.1.
3. The Surety's obligation under this Bond shall arise after:
 - 3.1 The Agency has notified the Contractor and the Surety at the address described in paragraph 10 below, that the Agency is considering declaring a Contractor Default and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than 15 days after receipt of such notice to discuss methods of performing the Contract. If the Agency, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Contract, but such an agreement shall not waive the Agency's right, if any, subsequently to declare a Contractor Default; or
 - 3.2 The Agency has declared a Contractor Default and formally terminated the Contractor's right to complete the Contract.
 4. The Surety shall, within 15 days after receipt of notice of the Agency's declaration of a Contractor Default, and at the Surety's sole expense, take one of the following actions:
 - 4.1 Arrange for the Contractor, with consent of the Agency, to perform and complete the Contract; or
 - 4.2 Undertake to perform and complete the Contract itself, through its agents or through independent contractors; or
 - 4.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Agency for a contract for performance and completion of the Contract, arrange for a contract to be prepared for execution by the Agency and the contractor selected with the Agency's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the Bonds issued on the Contract, and pay to the Agency the amount of damages as described in paragraph 7 in excess of the Balance of the Contract Sum incurred by the Agency resulting from the Contractor Default; or
 - 4.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and:
 - 4.4.1 After investigation, determine the amount for which it may be liable to the Agency and, within 60 days of waiving its rights under this paragraph, tender payment thereof to the Agency; or
 - 4.4.2 Deny liability in whole or in part and notify the Agency, citing the reasons therefore.
 5. Provided Surety has proceeded under paragraphs 4.1, 4.2, or 4.3, the Agency shall pay the Balance of the Contract Sum to either:
 - 5.1 Surety in accordance with the terms of the Contract; or
 - 5.2 Another contractor selected pursuant to paragraph 4.3 to perform the Contract.
 - 5.3 The balance of the Contract Sum due either the Surety or another contractor shall be reduced by the amount of damages as described in paragraph 7.
 6. If the Surety does not proceed as provided in paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond 15 days after receipt of written notice from the Agency to the Surety demanding that the Surety perform its obligations under this Bond, and the Agency shall be entitled to enforce any remedy available to the Agency.
 - 6.1 If the Surety proceeds as provided in paragraph 4.4 and the Agency refuses the payment tendered or the Surety has denied liability, in whole or in part, then without further notice the Agency shall be entitled to enforce any remedy available to the Agency.
 - 6.2 Any dispute, suit, action or proceeding arising out of or relating to this Bond shall be governed by the Dispute Resolution process defined in the Contract Documents and the laws of the State of South Carolina.
 7. After the Agency has terminated the Contractor's right to complete the Contract, and if the Surety elects to act under paragraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Agency shall be those of the Contractor under the Contract, and the responsibilities of the Agency to the Surety shall those of the Agency under the Contract. To a limit of the amount of this Bond, but subject to commitment by the Agency of the Balance of the Contract Sum to mitigation of costs and damages on the Contract, the Surety is obligated to the Agency without duplication for:
 - 7.1 The responsibilities of the Contractor for correction of defective Work and completion of the Contract; and
 - 7.2 Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under paragraph 4; and
 - 7.3 Damages awarded pursuant to the Dispute Resolution Provisions of the Contract. Surety may join in any Dispute Resolution proceeding brought under the Contract and shall be bound by the results thereof; and
 - 7.4 Liquidated Damages, or if no Liquidated Damages are specified in the Contract, actual damages caused by delayed performance or non-performance of the Contractor.
 8. The Surety shall not be liable to the Agency or others for obligations of the Contractor that are unrelated to the Contract, and the Balance of the Contract Sum shall not be reduced or set-off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Agency or its heirs, executors, administrators, or successors.
 9. The Surety hereby waives notice of any change, including changes of time, to the contract or to related subcontracts, purchase orders and other obligations.
 10. Notice to the Surety, the Agency or the Contractor shall be mailed or delivered to the address shown on the signature page.
 11. Definitions
 - 11.1 Balance of the Contract Sum: The total amount payable by the Agency to the Contractor under the Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts to be received by the Agency in settlement of insurance or other Claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Contract.
 - 11.2 Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform the Contract or otherwise to comply with the terms of the Contract.

SE-357**LABOR & MATERIAL PAYMENT BOND****KNOW ALL MEN BY THESE PRESENTS**, that *(Insert full name or legal title and address of Contractor)*

Name: _____

Address: _____

hereinafter referred to as "Contractor", and *(Insert full name and address of principal place of business of Surety)*

Name: _____

Address: _____

hereinafter called the "surety", are jointly and severally held and firmly bound unto *(Insert full name and address of Agency)*

Name: _____

Address: _____

hereinafter referred to as "Agency", or its successors or assigns, the sum of _____ (\$_____), being the sum of the Bond to which payment to be well and truly made, the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated _____ entered into a contract with Agency to constructState Project Name: Piedmont Technical College | Dry Storage BuildingState Project Number: H59-N309-TM

Brief Description of Awarded Work: _____

in accordance with Drawings and Specifications prepared by *(Insert full name and address of A/E)*Name: Craig Gaulden and Davis, LLC | PBKAddress: 19 Washington ParkGreenville, South Carolina 29601

which agreement is by reference made a part hereof, and is hereinafter referred to as the Contract.

IN WITNESS WHEREOF, Surety and Contractor, intending to be legally bound hereby, subject to the terms stated herein, do each cause this Labor & Material Payment Bond to be duly executed on its behalf by its authorized officer, agent or representative.**DATED** this _____ day of _____, 2_____*(shall be no earlier than Date of Contract)***BOND NUMBER** _____**CONTRACTOR**By: _____
(Seal)

Print Name: _____

Print Title: _____

Witness: _____

SURETYBy: _____
(Seal)

Print Name: _____

Print Title: _____
(Attach Power of Attorney)

Witness: _____

(Additional Signatures, if any, appear on attached page)

SE-357

LABOR & MATERIAL PAYMENT BOND**NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Agency to pay for all labor, materials and equipment required for use in the performance of the Contract, which is incorporated herein by reference.
2. With respect to the Agency, this obligation shall be null and void if the Contractor:
 - 2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants; and
 - 2.2 Defends, indemnifies and holds harmless the Agency from all claims, demands, liens or suits by any person or entity who furnished labor, materials or equipment for use in the performance of the Contract.
3. With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.
4. With respect to Claimants, and subject to the provisions of Title 29, Chapter 5 and the provisions of §11-35-3030(2)(c) of the SC Code of Laws, as amended, the Surety's obligation under this Bond shall arise as follows:
 - 4.1 Every person who has furnished labor, material or rental equipment to the Contractor or its subcontractors for the work specified in the Contract, and who has not been paid in full therefore before the expiration of a period of ninety (90) days after the date on which the last of the labor was done or performed by him or material or rental equipment was furnished or supplied by him for which such claim is made, shall have the right to sue on the payment bond for the amount, or the balance thereof, unpaid at the time of institution of such suit and to prosecute such action for the sum or sums justly due him.
 - 4.2 A remote claimant shall have a right of action on the payment bond upon giving written notice by certified or registered mail to the Contractor within ninety (90) days from the date on which such person did or performed the last of the labor or furnished or supplied the last of the material or rental equipment upon which such claim is made.
 - 4.3 Every suit instituted upon a payment bond shall be brought in a court of competent jurisdiction for the county or circuit in which the construction contract was to be performed, but no such suit shall be commenced after the expiration of one year after the day on which the last of the labor was performed or material or rental equipment was supplied by the person bringing suit.
5. When the Claimant has satisfied the conditions of paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:
 - 5.1 Send an answer to the Claimant, with a copy to the Agency, within sixty (60) days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.
 - 5.2 Pay or arrange for payment of any undisputed amounts.
 - 5.3 The Surety's failure to discharge its obligations under this paragraph 5 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a claim. However, if the Surety fails to discharge its obligations under this paragraph 5, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs to recover any sums found to be due and owing to the Claimant.
6. Amounts owed by the Agency to the Contractor under the Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any Performance Bond. By the Contractor furnishing and the Agency accepting this Bond, they agree that all funds earned by the contractor in the performance of the Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Agency's prior right to use the funds for the completion of the Work.
7. The Surety shall not be liable to the Agency, Claimants or others for obligations of the Contractor that are unrelated to the Contract. The Agency shall not be liable for payment of any costs or expenses of any claimant under this bond, and shall have under this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.
8. The Surety hereby waives notice of any change, including changes of time, to the Contract or to related Subcontracts, purchase orders and other obligations.
9. Notice to the Surety, the Agency or the Contractor shall be mailed or delivered to the addresses shown on the signature page. Actual receipt of notice by Surety, the Agency or the contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.
10. By the Contractor furnishing and the Agency accepting this Bond, they agree that this Bond has been furnished to comply with the statutory requirements of the South Carolina Code of Laws, as amended, and further, that any provision in this Bond conflicting with said statutory requirements shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory Bond and not as a common law bond.
11. Upon request of any person or entity appearing to be a potential beneficiary of this bond, the Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.
12. Any dispute, suit, action or proceeding arising out of or relating to this Bond shall be governed by the laws of the State of South Carolina.

13. DEFINITIONS

- 13.1 **Claimant:** An individual or entity having a direct contract with the Contractor or with a Subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Contract, architectural and engineering services required for performance of the Work of the Contractor and the Contractor's Subcontractors, and all other items for which a mechanic's lien might otherwise be asserted.
- 13.2 **Remote Claimant:** A person having a direct contractual relationship with a subcontractor of the Contractor or subcontractor, but no contractual relationship expressed or implied with the Contractor.
- 13.3 **Contract:** The agreement between the Agency and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

SE-380

CHANGE ORDER NO.: _____

CHANGE ORDER TO DESIGN-BID-BUILD CONTRACT

AGENCY: Piedmont Technical CollegePROJECT NAME: Dry Storage BuildingPROJECT NUMBER: H59-N309-TM

CONTRACTOR: _____

This Contract is changed as follows: *(Insert description of change in space provided below.)***ADJUSTMENTS IN THE CONTRACT SUM:**

1. Original Contract Sum:
2. Change in Contract Sum by previously approved Change Orders:
3. Contract Sum prior to this Change Order:
4. Amount of this Change Order:
5. New Contract Sum, including this Change Order:

	\$
	\$ 0.00
	\$ 0.00
	\$ 0.00

ADJUSTMENTS IN THE CONTRACT TIME:

1. Initial Date for Substantial Completion:
2. Sum of previously approved increases and decreases in Days:
3. Change in Days for this Change Order:
4. Total Number of Days added to this Contract including this Change Order:
5. New Date for Substantial Completion:

	Days
	Days
	0 Days

AGENCY ACCEPTANCE AND CERTIFICATION:

I certify that the Agency has authorized, unencumbered funds available for obligation to this contract.

BY: _____ Date: _____

(Signature of Representative)

Print Name of Representative: _____

Change is within Agency Construction Contract Change Order Certification of: \$ _____ Yes No

APPROVED BY: _____ DATE: _____

*(OSE Project Manager)***SUBMIT THE FOLLOWING TO OSE**

1. SE-380, completed and signed by the Agency.
2. SE-380, Page 2, completed and signed by the Contractor, A/E and Agency, with back-up information to support request.

SE-380, Page 2

CHANGE ORDER REQUEST NO.: _____

CHANGE ORDER REQUEST SUMMARY – DESIGN-BID-BUILD

AGENCY: Piedmont Technical College

PROJECT NAME: Dry Storage Building

PROJECT NUMBER: H59-N309-TM

CONTRACTOR: _____

This Contract is requested to be changed as follows: (Insert description of change in space provided below.)

ADJUSTMENTS IN THE CONTRACT TIME: Requested Change in Days for this Change Order: _____ Days

		(1) Contractor	(2) Subcontractor	(3) TOTAL
Direct Costs (Provide back-up, including hourly rates, invoices, manhours, etc.)	1. Labor			
	2. Materials (including Sales Tax)			
	3. Rental Charges			
	4. Subtotal Direct Costs (sum lines 1 – 3)	\$ 0.00	\$ 0.00	\$ 0.00
Contractor Markup (per AIA A201, Section 7.1.5)	5. Contractor OH&P (not to exceed 17% of line 4, col 1)			
	6. Subcontractor's OH&P (not to exceed 17% of line 4, col 2)			
	7. Contractor markup on Subcontractor (not to exceed 10% of line 4, col 2)			
	8. Total Contractor Markup (sum lines 5 – 7)	\$ 0.00	\$ 0.00	\$ 0.00
Additional Bonding, Insurance and Permit Costs Associated with Change Order	9. Bonds			
	10. Insurance			
	11. Permits, Licenses or Fees			
	12. Subtotal (sum lines 9 – 11)	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	13. Change Order Cost (sum lines 4, 8, 12, col 3)			\$ 0.00

ADJUSTMENTS IN THE CONTRACT SUM: Amount of this Change Order Request: \$ _____CONTRACTOR ACCEPTANCE:BY: _____ Date: _____
(Signature of Representative)

Print Name of Representative: _____

A/E RECOMMENDATION FOR ACCEPTANCE:BY: _____ Date: _____
(Signature of Representative)

Print Name of Representative: _____

AGENCY ACCEPTANCE:BY: _____ Date: _____
(Signature of Representative)

Print Name of Representative: _____

Instruction to Contractor: Attach documentation as needed to justify the requested change to the contract and submit to A/E or Agency.

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

SECTION 00 01 07.1 - SEALS PAGE - ARCHITECT

PART 1 GENERAL

1.1 DESIGN PROFESSIONAL - ARCHITECT OF RECORD

Name and S.C. License No.: David L. Dixon, AIA #3944
Firm Name: Craig Gaulden Davis | PBK
S.C. Registered Firm License No.: B-74013
Firm Address:
19 Washington Park
Greenville, S.C. 29601



Divisions 1 - 14 Sections

INSERT PROFESSIONAL SEAL ABOVE

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

PART 1 GENERAL

1.1 GEOTECHNICAL DATA

- A. This document provides Owner's information for Bidders' convenience and is not meant to supplement the Bidders' own investigations. The attachment is made available for Bidders' information only.
- B. The subsurface soil investigation is to determine the nature of the soil below the natural grade has been made at various locations on the site. Test borings indicate only the soil conditions at the points where samples were taken and are not intended to indicate the soil conditions for the entire site.
- C. Data on indicated subsurface conditions is not intended as representations or warranties of accuracy or continuity of such soil conditions between soil borings. It is expressly understood that the Owner will not be responsible for interpretations or conclusions drawn there from by Bidders.
- D. Test boring and exploratory operations may be made by the Contractor at no additional cost to the Owner.
- E. The complete soil investigation data report is made available for the convenience of the Contractor only and is included herewith as follows:
 1. Report of the Geotechnical Investigation prepared by: **Geotrack Technologies, Inc.**
 2. Dated: **April 8, 2025**

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

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REPORT OF GEOTECHNICAL EXPLORATION



**Dry Storage Building
2003 Kateway
Greenwood, South Carolina
GeoTrack Project No. 25-7920**



Prepared For:

**Davis & Floyd, Inc.
164 Milestone Way, Suite 200
Greenville, SC 29615**

Attention: Mr. Greg McElhannon

April 8, 2025

April 8, 2025

Davis & Floyd, Inc.
164 Milestone Way, Suite 200
Greenville, South Carolina 29615

Attention: Mr. Greg McElhannon (gmcclhan@davisfloyd.com)

Re: Report of Geotechnical Exploration
PTC Dry Storage Building
2003 Kateway
Greenwood, South Carolina
GeoTrack Project No. 25-7920

Dear Mr. McElhannon:

GeoTrack Technologies, Inc. has completed a geotechnical exploration for the referenced project. The exploration was performed in general accordance with GeoTrack Proposal No. P25-2686, dated March 17, 2025, as authorized by Mr. McElhannon. The purposes of the exploration were to evaluate the site soil conditions and provide geotechnically-related design and construction recommendations for the proposed development. This report presents our understanding of the project, the subsurface exploration performed, the results and our recommendations.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

The following is an outline of our exploration findings and recommendations. These recommendations are discussed in more detail in the report text.

- Review of Google Earth aerial photographs indicate that the site was mass graded prior to 1994 and has generally been covered with grass since then. The ground surface slopes very gently downward from the northeast to the southwest and is bounded by a parking lot to the north, an access road to the east, a building to the south, and a small stream to the west.
- A visual site reconnaissance was performed, and four borings (B-1 through B-4) were located near the proposed building corners. The borings encountered about 3 to 4 inches of topsoil at the ground surface.
- Borings B-1 through B-3 encountered existing fill to depths of about 3 to 8 feet below the ground surface. The fill at the boring locations was classified as stiff to very stiff sandy silt.
- Alluvial soils (materials eroded, transported and deposited by flowing water) were encountered beneath the fill in borings B-1 and B-3 (performed along the west side of the building) to the boring termination depth of 15 feet in B-1 and to about 13 feet in B-3. The alluvium was sampled as loose clayey sand and very loose silty sand.

- Natural, residual soils were encountered beneath the topsoil in boring B-4, beneath the fill in B-2 at a depth of 3 feet, and beneath the alluvium in B-3 at a depth of 13 feet. The residual soil consists of stiff to very stiff sandy silt and medium dense to dense silty sand.
- Borings B-2 and B-4 (performed along the east side of the proposed building) encountered partially weathered rock at depths of about 22 and 13 feet, respectively. Boring B-2 encountered auger refusal at a depth of 24. Based on anticipated minimal cut depths, extensive difficult excavation due to partially weathered rock and mass rock appears unlikely.
- Borings B-1 and B-3 encountered groundwater at the time of drilling at depths of about 8 and 9 feet. Due to safety concerns, the boreholes were backfilled at the completion of drilling; thus, 24-hour groundwater measurements were not obtained. Groundwater levels likely correspond to the nearby stream, which was estimated to be about 5 to 7 feet below the assumed building pad elevation. Based on some anticipated fill placement to achieve final grade, it appears unlikely that groundwater will influence the proposed building construction.
- The on-site residual and fill soils appear satisfactory for use as structural fill. Depending on prevailing weather conditions, some moisture adjustment (wetting or drying) of the upper silty soils may be required prior to reuse as structural fill. An off-site sample of proposed borrow material was obtained and transported to our laboratory for testing. That material is assessed to be satisfactory for use as structural fill.
- Based on the subsurface conditions and assumed modest column loads, we recommend supporting the proposed building on shallow spread footings bearing in residual soils or properly compacted fill. Due to the presence of existing fill and alluvial soils beneath the proposed building, we recommend that the foundations may be designed for a modest maximum net allowable bearing pressure of 2,500 psf.
- Based on the soil conditions encountered, the anticipated finished floor elevation and our experience in the geological region, the site soil conditions beneath the proposed building pad are assessed to conform to IBC Seismic Site Class C.

PROJECT DESCRIPTION

We have been provided with an aerial photograph of the proposed building site between the Building Construction Technologies building and a parking lot. The site is an open area that is currently covered with grass. We understand a pre-engineered metal building is planned with dimensions of about 60 feet by 100 feet. The building will be supported on shallow spread footings with a concrete slab on-grade. We estimate maximum column and wall foundation loads on the order of 75 kips and 3 kips per linear foot, respectively. We assume area floor slab loads will be less than 350 pounds per square foot. Based on a finished floor elevation of about 527 to 528 feet, we anticipate minimal cuts and fills of less than 3 feet. PTC has a soil stockpile that is available for use as compacted fill, if needed.

SCOPE OF EXPLORATION

The subsurface exploration included a site reconnaissance, and four soil test borings (B-1 through B-4) near the proposed building corners. The approximate boring locations are shown on the Boring Location Plan in the Appendix. The borings were located by measuring distances from existing site features. Ground surface elevations at the boring locations were estimated from the Greenwood County GIS webpage. Based on the methods used, the boring locations and elevations should be considered approximate.

The soil test borings were performed with a truck mounted Acker Soil Sentry drill rig, and three of the borings were extended to a planned termination depth of 15 feet below existing grades and the fourth boring was extended to auger refusal at a depth of 24 feet using hollow stem augers. Standard Penetration Tests were performed at selected depth intervals with a rope and cathead actuated hammer to collect soil samples and estimate consistency. A geotechnical engineer reviewed the data and visually classified the soil samples. Groundwater levels were checked in the borings at the time of drilling. Due to safety concerns, the boreholes were backfilled with soil cuttings at the completion of drilling. Thus, 24-hour groundwater levels were not obtained. The boring results are summarized in the attached Boring Records. A more detailed description of our exploration procedures is also attached.

A bulk soil sample was obtained from a stockpile just northeast of the William H. "Billy" O'Dell Upstate Center for Manufacturing Excellence. The sample was transported to our laboratory for a standard Proctor compaction test (ASTM D698) and in situ moisture content testing. The laboratory test results are attached.

EXPLORATION RESULTS

SITE CONDITIONS

Review of Google Earth aerial photographs indicate that the site was graded prior to 1994 and has been vacant since at least then. The ground surface is covered with grass and a few trees line the south boundary between the site and an adjacent PTC building. A stream flows along the west boundary which is covered with brush and trees. A parking lot is situated to the north and an access road runs along the east side. The ground surface slopes gently downward from the northeast to the southwest about 5 feet in elevation across the proposed building pad. The stream is estimated to be at least 5 feet below the anticipated building pad elevation.

SUBSURFACE CONDITIONS

Surface Materials

The borings encountered about 3 to 4 inches of topsoil and root mat at the ground surface. Some variability of the thickness of surface materials should be expected across the site.

Existing Fill

Existing fill was encountered in borings B-1 through B-3 to depths of about 3 to 8 feet below the existing ground surface. Fill soils are man-placed materials, and if placed in an uncontrolled

manner can be highly variable in consistency. The fill was likely placed during early development of Piedmont Technical College. The fill at the boring locations was classified as stiff sandy silt with standard penetration resistances (N-values) ranging from 10 to 13 blows per foot (bpf). No indications of organics or debris were observed in the fill samples. Although there is not a direct correlation between N-values and compaction, the fill appears to have received modest, consistent compaction during placement.

Alluvium

Materials assessed to be alluvial soils were encountered beneath the fill in borings B-1 and B-3 (performed along the west side of the building closest to the stream). Alluvial soils are materials eroded, transported and deposited by flowing water, and they are typically a mixture of clays, silts and sands that can also contain organics, such as topsoil, leaves and wood. The alluvial soils were classified as very loose silty sand with traces of roots and loose clayey sand. N-values ranged from 4 to 10 bpf. Boring B-1 was terminated in the alluvium at the pre-planned termination depth of 15 feet.

Residuum

Residual soils were encountered beneath the topsoil in boring B-4, beneath the fill in B-2 and beneath the alluvium in B-3. Residual soils are natural materials derived from the in-place weathering of the parent bedrock. The residual soils were classified as stiff to very stiff sandy silt and medium dense to dense silty sand with some traces of mica. N-values in the residual soils ranged from 11 to 44 bpf. Boring B-3 was terminated in the residual soils at the pre-planned termination depth of 15 feet.

Partially Weathered Rock and Auger Refusal

Partially weathered (PWR) was encountered beneath the residual soils in borings B-2 and B-4 at depths of about 22 and 13 feet, respectively. PWR is a high consistency transitional material often encountered between the residual soils and the underlying mass rock with penetration resistances greater than 100 bpf. The PWR was sampled as very dense silty sand. Boring B-4 was terminated in the PWR at a depth of 15 feet. Boring B-2 encountered auger refusal at a depth of 24 feet on apparent mass rock, and the boring was terminated.

Groundwater

Groundwater was encountered near the top of the alluvium in borings B-1 and B-3 at depths of about 8 and 9 feet at the time of drilling. If the boreholes had been left open, groundwater would have likely been observed in borings B-2 and B-4 and would have likely risen a couple feet in borings B-1 to B-3 to an elevation of roughly 520 feet. Groundwater levels fluctuate with changes in seasons, rainfall levels and with fluctuations in the nearby stream level. Thus, future levels may rise somewhat. However, it appears unlikely that groundwater will influence the proposed development.

RECOMMENDATIONS

LIMITATIONS

Our conclusions and recommendations are based on the project described above and the data obtained from our fieldwork. The recommendations are based on generally accepted geotechnical engineering practice in South Carolina at the time of the report. No other warranties are expressed or implied.

The borings performed at this site represent the subsurface conditions only at the exploration and test locations. Some variation in the subsurface conditions should be expected between the boring locations due to natural variations and previous mass grading of the site. Consequently, subsurface conditions may be encountered during construction that will require alternative recommendations, such as undercutting and replacing existing fill soils.

INTERNATIONAL BUILDING CODE SITE CLASSIFICATION

Seismic Site Class

GeoTrack reviewed the boring results to classify the site according to the 2021 International Building Code (IBC) with South Carolina Modifications (SCBC). Based on the boring results and our experience in the area, we assess that the building site conforms to IBC Site Class C. Seismically-induced liquefaction is not a significant concern.

Seismic Design Values

Section 1613.3 of the 2021 IBC with SC Amendments provides procedures for determining the seismic spectral response coefficients. The coefficients are calculated based on the seismic site class and the mapped spectral response acceleration values provided by the ASCE Hazard Tool website using the ASCE/SEI 7-16 document. Based on the referenced site class and an assumed Risk Category of II, the site seismic design spectral response coefficients are shown in the following table.

Table 1: Seismic Design Spectral Response Coefficients

<i>Parameter</i>	<i>Values for Site Class C</i>
S_{DS}	0.259g
S_{D1}	0.097g
PGA_M	0.209g
Resulting Seismic Design Category	B

EARTHWORK

Site Preparation

We anticipate that site stripping will average about 6 inches to remove topsoil and perimeter tree root systems. Stripped topsoil should be wasted in landscaped areas or hauled off site.

Subgrade Evaluation

After the site is stripped as previously described, a GeoTrack representative should evaluate the exposed subgrade of areas that are to receive fill and areas that are cut to grade. The evaluation will help identify soft areas not identified during stripping and excavation, and should include proofrolling with a loaded dump truck, pan or similar pneumatic tired vehicle, where possible. During the proofrolling, areas that excessively rut or deflect (pump) should be undercut to satisfactory soils, or other corrective actions should be implemented. The existing silty fill soils are particularly susceptible to disturbance during initial construction procedures and inclement weather, and where exposed at final subgrade should be protected as much as possible.

Fill Placement

Structural fills for the building pad, pavements and slopes will be required. Structural fill should be compacted to at least 95 percent of the soil's maximum dry density obtained from the standard Proctor compaction test (ASTM D-698). We recommend increasing the compaction to 98 percent in the upper 18 inches beneath floor slabs and pavements. To achieve the recommended compaction, the moisture content should generally be maintained within about three percent plus or minus of the optimum moisture content and the loose lift thicknesses should not exceed about 8 to 10 inches.

Except for the topsoil, the overburden soils in the borings appear satisfactory for use as structural fill. It may be necessary to adjust the moisture content to achieve sufficient compaction, as a result of natural soil moisture or weather conditions immediately before and during construction. The proposed borrow material that was sampled just northeast of the William H. "Billy" O'Dell Upstate Center for Manufacturing Excellence is assessed to also be satisfactory for use as structural fill. Standard Proctor compaction testing indicates the soil has a maximum dry density of 112.7 pounds per cubic foot at an optimum moisture content of 14.2 percent. The in situ moisture content was 18 percent, indicating that the borrow material in its current condition may require some drying to achieve the recommended compaction.

Imported fill material, if required from another source, should be relatively free of organic matter and debris, and have a maximum particle size of 3 inches in maximum dimension. The soil should have a liquid limit of less than 50 and a plasticity index of less than 20. The fill should have a maximum dry density of at least 90 pounds per cubic foot as determined by the standard Proctor compaction test. Testing of the proposed borrow material should be performed prior to importing it to the site.

Full-time observation of fill placement should be performed during mass grading and include checking the compaction by performing density tests. The test frequency can be selected by the geotechnical engineer based on the areas to be filled and the construction schedule.

Excavation Difficulty

Although two of the borings encountered PWR and one boring encountered auger refusal, it appears unlikely that difficult excavation will be encountered within the anticipated shallow excavation depths.

Slopes

Based on our experience with similar subsurface conditions, we recommend permanent cut and fill slopes no steeper than 2H:1V (horizontal to vertical). If practical, permanent slopes should be flatter (on the order of 3H:1V) to allow ease of landscaping and reduce erosion. We also recommend that temporary slopes be inclined no steeper than about 1.5H:1V, depending on specific soil conditions in the excavations and OHSA requirements. We assess the residual soils at the site to meet the description of a Type C soil based on OSHA Standard 29 CFR (Soil Classification – 1926 Subpart P Appendix A).

FOUNDATIONS

Based on the subsurface conditions (existing fill and alluvial soils) and assumed modest column loads, we recommend that footings for the building be designed to bear in residual soils or properly compacted fill with a maximum net allowable bearing pressure of 2,500 pounds per square foot (psf). Column and wall footings should have minimum dimensions of 24 inches and 18 inches, respectively, regardless of the applied foundation pressure. The foundation bottoms should bear at least 12 inches below minimum adjacent grade for protection from frost or landscaping activities. Based on the subsurface conditions and an assumed maximum column load of 75 kips, we estimate maximum total settlements of less than an inch and differential settlement of less than a half inch between adjacent, similarly loaded column foundations.

The foundation excavations should be evaluated by GeoTrack to confirm that the soils are compatible with our recommendations. Any unsatisfactory soils, such as poorly compacted fill, or soils disturbed by excavation of the footings should be removed from the excavations before concrete placement. If encountered, the unsatisfactory soils should be selectively removed and replaced with either compacted crushed (No. 57) stone or concrete.

FLOOR SLABS

Like the foundations, the on-grade concrete floor slabs may be supported in either compacted structural fill or firm natural soils. Based on experience with the encountered soils, we recommend a design modulus of subgrade reaction of 150 pounds per cubic inch (pci) for concrete slab design. We recommend that the floor slab be structurally isolated from the foundations to accommodate minor, routine differential settlements. We assume area loads on the floor slab will not exceed approximately 350 psf.

We recommend placement of a crushed stone layer over the slab subgrade to help protect the subgrade from weather and construction disturbance. The crushed stone layer should be at least 6 inches thick. A vapor retarder should be placed over the stone to help reduce potential slab moisture per the International Building Code.

RETAINING WALLS

Earth retaining walls may be required for possible loading dock walls and potentially in other areas of the site. The following soil parameters can be used to design the portions of the walls with essentially horizontal backfill:

Estimated angle of internal friction, ϕ = 28 degrees

No soil cohesion, C = 0

Vertical soil unit weight = 120 pounds per cubic foot (pcf)

Active earth pressure coefficient of horizontal backfill, K_a = 0.36

Active lateral soil pressure (equivalent fluid pressure) = 45 pcf

At-rest earth pressure coefficient of horizontal backfill, K_a = 0.53

At-rest lateral soil pressure (equivalent fluid pressure) = 65 pcf

Passive earth pressure coefficient, K_p = 2.7

Passive (resisting) lateral soil pressure (equivalent fluid pressure) = 325 pcf

Friction coefficient between soil and foundation concrete = 0.35

The above soil parameters are actual values, and the walls should be designed utilizing appropriate safety factors (typically 1.5 to 2.5) for the various design modes. Walls that will be restrained at the top and not allowed to rotate should be designed utilizing the at-rest soil condition, and walls that will not be restrained at the top and allowed to rotate (potentially 1 to 2 inches over the height of the walls) should be designed for the active condition.

An effective drainage system should be used to minimize the possibility of water accumulating behind retaining walls. The drainage system should consist of a geosynthetic product specifically designed for that purpose or at least 12 inches of open-graded crushed stone (No. 57 stone) placed against the wall and separated from the backfill with a geotextile fabric designed for soil filtration. The drainage medium should extend from the foundation to within 2 feet of the backfill surface. The drainage medium should drain through a foundation drain which discharges to the storm drainage system.

The above recommendations are for rigid structures that are cantilever or gravity structures. Alternative wall systems such as segmental walls should be designed using the angle of internal friction recommended above.

PAVEMENT THICKNESS DESIGN

For storage facilities, heavy duty pavement sections are typically designed for truck routes and loading dock areas, and light duty pavement sections are designed for automobile routes and parking areas. The soils encountered in the borings are assessed as moderate relative to pavement support characteristics. The soils can be expected to provide adequate pavement support when properly moisture-conditioned and compacted. The pavement thickness design should be based on an estimated California Bearing Ratio (CBR) of between about 4 and 6.

Depending on truck traffic and loads, heavy duty asphalt pavement section thicknesses typically consist of 8 inches of stabilized aggregate base course and 3 to 4 inches of intermediate and surface asphaltic concrete. Light duty asphalt pavement section thicknesses typically consist of 6 to 8 inches of stabilized aggregate base course and 2 inches of surface asphaltic concrete. Portland cement concrete section thicknesses typically consist of 4 inches of stabilized aggregate base course, and 6 inches of concrete for heavy duty areas and 5 inches of concrete for light duty areas. The pavements should be constructed in accordance with the South Carolina Department of Transportation (SCDOT) *Standard Specifications for Highway Construction*.

The residual soils and properly compacted fill at the site will exhibit generally favorable long-term strength characteristics beneath completed pavements (as long as they are compacted properly and the pavement has adequate drainage). The exposed subgrade should be evaluated in a manner described in the Earthwork Section, before placing crushed stone or pavement.

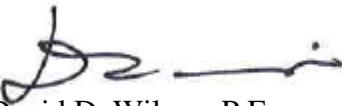
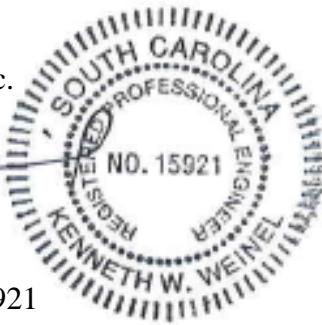
CLOSING

GeoTrack Technologies, Inc. appreciates the opportunity to assist you during this phase of the project. Please contact us with questions concerning this report, or when you need additional assistance.

Respectfully submitted,
GeoTrack Technologies, Inc.



Kenneth W. Weinel, P.E.
Senior Professional
South Carolina P.E. No. 15921
kweinel@geotracksc.com



David D. Wilson, P.E.
Senior Professional
dwilson@geotracksc.com

APPENDIX

Boring Location Plan
Boring Records
Standard Proctor Compaction Test Results
Exploration Procedures



- Approximate Boring Location

Ref.: Google Maps Imagery



3620 Pelham Rd, PMB #292
Greenville, SC 29615
Phone: (864)329-0013

Boring Location Plan

PTC Materials Storage Building
2003 Kateway, Greenwood, SC
GeoTrack Project No.: 25-7920

BORING RECORD

 3620 Pelham Road, PMB #292
 Greenville, SC 29615
 (864) 329-0013

PTC Dry Storage Building 2003 Kateway, Greenwood, SC GeoTrack Project No. 25-7920			BORING No. B-1 Boring Location: See Boring Location Plan													
Date Drilled: 3/24/2025			Ground Elevation: 527 ft				Notes: Metro Drill - Soil Sentry									
Drilling Method: HSA			Hammer Type: Safety													
Water Level: 8 ft ATD			Boring Diameter: 6 in													
Elevation (ft)	Depth (ft)	MATERIAL DESCRIPTION			Graphic Log	Sample Depth (ft)	Sample No./Type	1st 6in	2nd 6in	3rd 6in	N Value	STD. PENETRATION TEST DATA (blows/ft)				
0.0												5	10	20	40	70
524.5	3	Topsoil and Root Mat - 3 Inches					1									
522.0		Fill - Stiff Red Fine Sandy Silt (ML)					SS-1	2	5	6	11					
519.5	8	Fill - Stiff Yellow, Brown, Gray and White Moist Fine to Medium Sandy Silt (ML)					SS-2	5	6	7	13					
517.0		Alluvium - Loose Gray and Brown Moist Fine to Medium Sand with Clay (SP-SC)					SS-3	7	7	6	13					
514.5	12	Alluvium - Loose Bluish Gray Moist Clayey Fine to Medium Sand (SC)					SS-4	3	4	6	10					
512.0	15	Boring Terminated at 15 Ft					SS-5	4	6	4	10					
509.5																
507.0																
504.5																
502.0																
499.5																

LEGEND

SAMPLER TYPE				DRILLING METHOD			
SS - Split Spoon	NQ - Rock Core, 1-7/8"	CU - Cuttings	CT - Continuous Tube	HSA - Hollow Stem Auger	CFA - Continuous Flight Augers	DC - Driving Casing	RW - Rotary Wash
ST - Shelby Tube							RC - Rock Core
AWG - Rock Core, 1-1/8"							

BORING RECORD

 3620 Pelham Road, PMB #292
 Greenville, SC 29615
 (864) 329-0013

PTC Dry Storage Building 2003 Kateway, Greenwood, SC GeoTrack Project No. 25-7920			BORING No. B-2 Boring Location: See Boring Location Plan													
Date Drilled: 3/24/2025			Ground Elevation: 530 ft					Notes: Metro Drill - Soil Sentry								
Drilling Method: HSA			Hammer Type: Safety													
Water Level: Dry ATD			Boring Diameter: 6 in													
Elevation (ft)	Depth (ft)	MATERIAL DESCRIPTION			Graphic Log	Sample Depth (ft)	Sample No./Type	1st 6in	2nd 6in	3rd 6in	N Value	STD. PENETRATION TEST DATA (blows/ft)				
	0.0											5	10	20	40	70
527.5	0.25	Topsoil and Root Mat - 3 Inches					1									
525.0	3	Fill - Stiff Brown, Gray and Red Slightly Micaceous Fine to Medium Sandy Silt (ML)					SS-1	3	6	4	10					
522.5	6	Residuum - Very Stiff Dark Gray and Light Yellowish Brown Fine Sandy Silt (ML)					SS-2	10	10	14	24					
520.0	9	Medium Dense Dark Gray and White Silty Fine Sand (SM)					SS-3	12	12	16	28					
517.5	12						SS-4	8	12	17	29					
515.0	15						SS-5	8	10	12	22					
512.5	17	Dense Greenish Gray and White Moist Silty Fine to Medium Sand (SM)					SS-6	8	20	24	44					
510.0	20						SS-7	50/1"	50/1"							
507.5	22	Partially Weathered Rock - Sampled as Very Dense Light Gray, Light Brown and White Silty Fine to Medium Sand (PWR)														
505.0	24	Auger Refusal - Boring Terminated at 24 Ft														
502.5																

LEGEND

SAMPLER TYPE				DRILLING METHOD			
SS - Split Spoon	NQ - Rock Core, 1-7/8"			HSA - Hollow Stem Auger			RW - Rotary Wash
ST - Shelby Tube	CU - Cuttings			CFA - Continuous Flight Augers			RC - Rock Core
AWG - Rock Core, 1-1/8"	CT - Continuous Tube			DC - Driving Casing			

BORING RECORD

3620 Pelham Road, PMB #292
 Greenville, SC 29615
 (864) 329-0013

PTC Dry Storage Building 2003 Kateway, Greenwood, SC GeoTrack Project No. 25-7920			BORING No. B-3 Boring Location: See Boring Location Plan													
Date Drilled: 3/24/2025			Ground Elevation: 525 ft					Notes: Metro Drill - Soil Sentry								
Drilling Method: HSA			Hammer Type: Safety													
Water Level: 9 ft ATD			Boring Diameter: 6 in													
Elevation (ft)	Depth (ft)	MATERIAL DESCRIPTION			Graphic Log	Sample Depth (ft)	Sample No./Type	1st 6in	2nd 6in	3rd 6in	N Value	STD. PENETRATION TEST DATA (blows/ft)				
	0.0											5	10	20	40	70
	0.33	Topsoil and Root Mat - 4 Inches					1									
	522.5	Fill - Stiff Reddish Brown Fine Sandy Silt (ML)					SS-1	5	6	5	11					
	520.0						SS-2	5	6	6	12					
	517.5						SS-3	5	7	6	13					
	8	Alluvium - Very Loose Gray Wet Silty Fine to Medium Sand with Trace Roots (SM)					SS-4	1	2	2	4					
	515.0						SS-5	10	17	21	38					
	13	Residuum - Dense Light Gray and Light Yellowish Brown Slightly Micaceous Silty Fine Sand (SM)														
	15	Boring Terminated at 15 Ft														
	510.0															
	507.5															
	505.0															
	502.5															
	500.0															
	497.5															

LEGEND

SAMPLER TYPE				DRILLING METHOD			
SS - Split Spoon	NQ - Rock Core, 1-7/8"			HSA - Hollow Stem Auger			RW - Rotary Wash
ST - Shelby Tube	CU - Cuttings			CFA - Continuous Flight Augers			RC - Rock Core
AWG - Rock Core, 1-1/8"	CT - Continuous Tube			DC - Driving Casing			

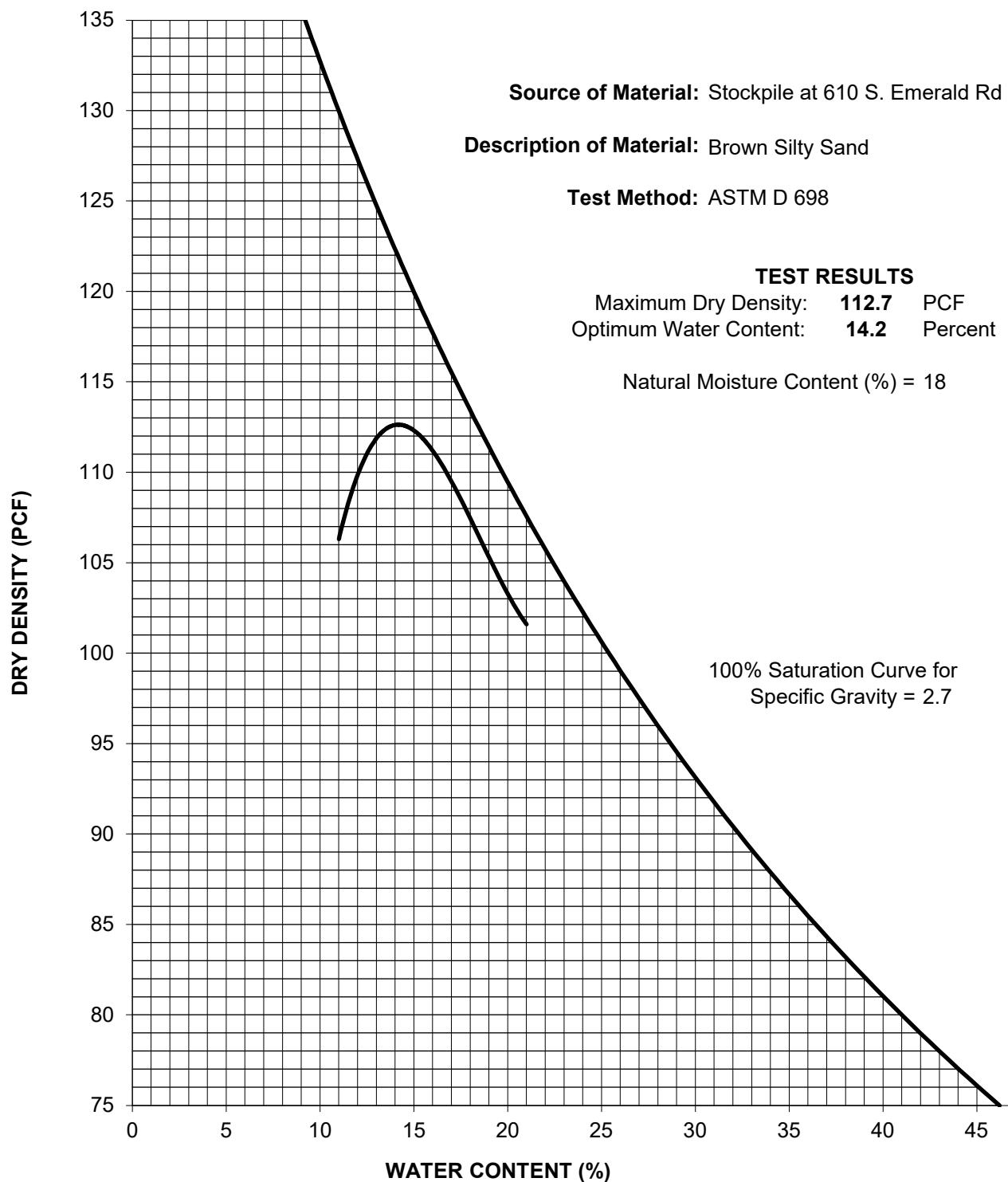
BORING RECORD

 3620 Pelham Road, PMB #292
 Greenville, SC 29615
 (864) 329-0013

PTC Dry Storage Building 2003 Kateway, Greenwood, SC GeoTrack Project No. 25-7920			BORING No. B-4 Boring Location: See Boring Location Plan													
Date Drilled: 3/24/2025		Ground Elevation: 526 ft					Notes: Metro Drill - Soil Sentry									
Drilling Method: HSA		Hammer Type: Safety														
Water Level: Dry ATD			Boring Diameter: 6 in													
Elevation (ft)	Depth (ft)	MATERIAL DESCRIPTION			Graphic Log	Sample Depth (ft)	Sample No./Type	1st 6in	2nd 6in	3rd 6in	N Value	STD. PENETRATION TEST DATA (blows/ft)				
	0.0											5	10	20	40	70
523.5	0.33	Topsoil and Root Mat - 4 Inches				1										
521.0		Residuum - Stiff to Very Stiff White, Greenish Gray and Yellow Fine Sandy Silt (ML)				3.5	SS-1	5	5	6	11					
518.5						6	SS-2	10	12	13	25					
516.0						8.5	SS-3	10	9	12	21					
513.5	13	Partially Weathered Rock - Sampled as Very Dense Yellowish Brown Silty Fine to Medium Sand (PWR)				13.5	SS-4	10	10	12	22					
511.0	15	Boring Terminated at 15 Feet					SS-5	50/5"	50/5"							
508.5																
506.0																
503.5																
501.0																
498.5																

LEGEND

SAMPLER TYPE				DRILLING METHOD			
SS - Split Spoon	NQ - Rock Core, 1-7/8"			HSA - Hollow Stem Auger			RW - Rotary Wash
ST - Shelby Tube	CU - Cuttings			CFA - Continuous Flight Augers			RC - Rock Core
AWG - Rock Core, 1-1/8"	CT - Continuous Tube			DC - Driving Casing			



G EOTRACK
Technologies, Inc.

MOISTURE-DENSITY RELATIONSHIP

Project Name: PTC Dry Storage Building
Project Location: 2003 Kateway, Greenwood, SC
Project Number: 25-7920

EXPLORATION PROCEDURES

Soil Test Borings: Soil sampling and penetration testing for this project were performed in accordance with ASTM D 1586. The borings were advanced with hollow-stem, continuous flight augers and, at standard intervals, soil samples were obtained with a standard 1.4-inch I.D., 2-inch O.D., split-tube sampler. The sampler was first seated six (6) inches to penetrate any loose cuttings, then driven an additional foot with blows of a 140-pound hammer falling 30 inches. The number of hammer blows required to drive the sampler the final foot was recorded and is designated the "Standard Penetration Resistance" (N-Value). The Standard Penetration Resistance, when properly evaluated, is an index to soil consistency, strength, density, and ability to support foundations.

Representative portions of each soil sample were placed in glass jars or resealable plastic bags and taken to our laboratory. The samples were then visually classified by a geotechnical staff professional to supplement the driller's field classifications. Test Boring Records are attached indicating the soil descriptions and Standard Penetration Resistances.

SECTION 01 10 00 - SUMMARY

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Requirements including, but not limited to:
 - 1. Project information.
 - 2. Work covered by Contract Documents.
 - 3. Type of Contract.
 - 4. Work by Owner and under separate contracts.
 - 5. Access to site.
 - 6. Coordination with occupants.
 - 7. Work restrictions.
 - 8. Construction and sequencing scheduling.
 - 9. Protection of work and adjacent property.
 - 10. Owner occupancy
 - 11. Specification and Drawing conventions.
 - 12. Construction Schedule.

1.3 PROJECT INFORMATION

- A. Project Name: Piedmont Technical College - Dry Storage Building.
- B. Project Location:

1924 Kateway
Greenwood, South Carolina
- C. Owner: Piedmont Technical College
- D. Architect: Craig Gaulden Davis | PBK Architects

19 Washington Park
Greenville, SC 29601
864-242-0761
- E. Consultants:
 - 1. Civil Engineer:

Davis & Ford
164 Milestone Way, Suite 200
Greenville, South Carolina 29615
864-527-9800
 - 2. Structural Engineer:

Palmetto Structural Engineering
104 Hunter Hill Circle
Six Mile, South Carolina 29682
864-436-8684
 - 3. HVAC, Plumbing and Fire Protection Engineer:

Stephens Engineering and Consulting, LLC
130 Heritage Lane
Easley, South Carolina 29642
864-414-1965
 - 4. Electrical Engineer:

Carolina Engineering Solutions
8 West McBee Ave., Suite 203
Greenville, South Carolina 29601
864-370-9355

F. Project Description: The Work of the Project is defined by the Contract Documents, and consists of the construction of a new 6,000 sf (60' x 100') pre-engineered metal storage building on a poured concrete slab/foundation.

1.4 WORK COVERED BY THE CONTRACT DOCUMENTS

A. Contract Documents: Contract documents are defined in the General Conditions of the Contract, and include the following:

1. Drawings as listed on Index.
2. Specification Sections as listed on Table of Contents in Project Manual.
3. All addenda issued prior to Bid Opening.

1.5 TYPE OF CONTRACT

A. Project will be constructed under a General Construction Contract (AIA A101).

1.6 WORK BY OWNER AND UNDER SEPARATE CONTRACTS

A. Cooperate fully with Owner so Work may be carried out smoothly, without interfering with or delaying the work or work by Owner. Coordinate the Work with Work performed by Owner.

B. Owner reserves the right to let separate contract for Work outside of the scope of this Contract. Cooperate fully with separate contractors so Work on those contracts may be carried out smoothly, without interfering with or delaying Work under this Contract or other contracts. Coordinate the Work of this Contract with Work performed under separate contracts.

C. Purchase Contracts: Owner reserves the right to negotiate purchase contracts with suppliers of material and equipment that may be incorporated into the Work. Owner will assign these purchase contracts to Contractor. Include costs for purchasing, receiving, handling, storage if required, and installation of material and equipment in the Contract Sum, unless otherwise indicated.

1. Contractor's responsibilities are same as if Contractor had negotiated purchase contracts, including responsibility to renegotiate purchase and to execute final purchasing agreements.

D. Owner-Furnished, Contractor-Installed Products (OFCI): Owner will furnish products indicated. The Work includes receiving, unloading, handling, storing, protecting, and installing Owner furnished products and making building services connections when applicable.

E. Owner Furnished Products: Coordinate with Owner.

1.7 ACCESS TO SITE

A. General: Contractor shall have full use of Project site for construction operations during construction period. Contractor's use of Project site is limited only by Owner's right to perform work or to retain other contractors on portions of Project.

B. Use of Site: Limit use of Project site to Work in areas and areas within the Contract limits indicated. Do not disturb portions of site beyond areas in which the Work is indicated.

1. Limits:
 - a. Drawings indicate the limits of the construction operations.

C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in weathertight condition throughout construction period. Repair damage caused by construction operations.

1.8 COORDINATION WITH OCCUPANTS

- A. Limited Owner Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.
 1. Architect shall prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner acceptance of the completed Work.
 2. Obtain a Certificate of Occupancy from authorities having jurisdiction before limited Owner occupancy.
 3. Before limited Owner occupancy, ensure mechanical and electrical systems are fully operational, and required tests and inspections and start up procedures are successfully completed. On occupancy, Owner shall operate and maintain mechanical and electrical systems serving occupied portions of Work.
 4. Upon occupancy, Owner shall assume responsibility for maintenance and custodial service for occupied portions of Work.

1.9 WORK RESTRICTIONS

- A. Work Restrictions: Comply with restrictions on construction operations. Comply with limitations on use of public streets and with other requirements of Authority Having Jurisdiction.
- B. On-Site Work Hours: Limit Work in the existing building to normal working hours, Monday through Friday, unless otherwise indicated. Coordinate with Owner when it is necessary to extend working hours or Work on weekends.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and after providing temporary utility services according to requirements indicated:
 1. Notify Owner not less than two weeks in advance of proposed utility interruptions.
 2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Provide a written request a minimum of eight (8) business days in advance when the work may impact occupancy and use of any facility, including systems noted above.
- E. Work may not be performed, and materials may not be delivered to the job site during times when the Construction Superintendent is not on site. The Construction Superintendent is defined as a direct employee of the Contractor. This role may not be delegated to a subcontractor.
- F. Noise, Vibration, and Odors: Coordinate operations that result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
 1. Notify Owner not less than two weeks in advance of proposed disruptive operations.
- G. Any work that must be done outside of the designated construction area or phase limit in order to accomplish the Work of the project or phase of the project must have prior written approval from the Owner's project representative and must be scheduled so as to avoid disrupting the Owner's operations.
- H. Controlled Substances, Firearms, and Explosive Devices: Use of tobacco products, controlled substances, firearms, and explosive devices on the site is not permitted.
- I. Employee Identification: Provide identification tags for Contractor personnel working on site. Require personnel to use identification tags at all times.
- J. Employee Screening: Comply with Owner's requirements for drug and background screening of Contractor personnel working on site.
 1. Maintain list of approved screened personnel with ..

1.10 CONSTRUCTION AND SEQUENCE SCHEDULING

- A. Generally, in order to accommodate the uninterrupted operation of the existing facility during the various phases of construction, the sequence of construction operations shall be as follows:

1. Make necessary provisions to allow the occupied portions of the facility to function during construction, including provisions for temporary utilities, temporary walkways, erection of temporary barricades and fencing, and the like.
2. Complete and turn over for occupancy the project or portions of the project, as phased. Unless otherwise specified or specifically approved during construction, work of subsequent phases cannot begin prior to substantial completion of the previous phase.
3. Upon final completion, Owner acceptance of the project.

B. Some overlapping of construction operations may occur, and where necessary the Contractor may request permission to start certain portions of the work before the previous operations are completed in their entirety. Such detailed scheduling shall be done as the work progresses, provided that the Owner's operations remain uninterrupted, but in all cases must receive Owner approval.

C. Where it is not possible to complete certain mechanical and electrical services to make the work complete and ready for occupancy, temporary services may be approved to permit occupancy by the Owner at the earliest possible date.

D. Detailed construction scheduling is the responsibility of the Contractor.

1.11 PROTECTION OF WORK AND ADJACENT PROPERTY

- A. Buildings and adjacent areas may be subject to damage due to construction operations. At the Completion of the project, the Contractor shall restore existing buildings, landscaping, turf, parking facilities, sidewalks, etc., to the same or better condition as prior to the start of the work.
- B. In addition to requirements of the General Conditions of the Contract for Construction, the Contractor shall:
 1. Notify, in writing, the Facilities Operations Representative when equipment or property interferes with the Work and arrange for disposition of such property.
 2. Provide coverings over inlets, area drains, drywells, etc. to prevent soil and construction debris from running into the storm system. In the event of a failure of a covering, the Contractor is required to clean the affected piping and structure(s) prior to substantial completion.
 3. Provide protection from rain, wind, and extreme temperatures to protect new work, materials, equipment, fixtures and adjacent areas from damage.
 4. Provide protection against stormwater back-ups when the storm system is affected by the work. Maintain flows as needed to avoid damage to the work and to surrounding areas.
 5. Provide temporary protection around openings through and at floors, roofs and other openings.
- C. The Contractor is required to photograph existing conditions, and to provide photographs in electronic format to the Design Professional and Owner's Representative a minimum of 7 days prior to starting work on site. Sufficient photos with adequate detail to thoroughly document existing conditions shall be provided.

1.12 OWNER OCCUPANCY

- A. The Owner reserves the right to occupy and to install equipment in completed areas of the building prior to Substantial completion, provided that such occupancy does not interfere with completion of the work. Such occupancy shall not constitute acceptance of the work.
- B. Upon Substantial Completion of the project or portions thereof, the Owner will take occupancy. The Contractor is required to adjust work hours as needed in occupied areas so as to avoid disrupting Owners operations.
 1. Access to the facility and work area will be controlled by the Owner beginning at Substantial Completion. Refer also to the Close Out Procedures section.

1.13 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: Specifications use certain conventions for style of language and intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Imperative mood and streamlined language are generally used in Specifications. The words "shall," "shall be," or "shall comply with," depending on context, are implied where a colon (:) is used within a sentence or phrase.
 - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of each Specification section.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in Specifications. One or more of the following are used on Drawings to identify materials and products:
 - 1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
 - 2. Abbreviations: Materials and products are identified by abbreviations.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

3.1 CONSTRUCTION SCHEDULE

- A. Owner has a critical need for the Work to begin upon Notice to Proceed and shall be Substantially Complete by date as agreed to in the Contract. There will be no Extensions of Time due to weather except in cases of extreme weather (hurricane, tornado, etc.). The impact of each extreme weather event on schedule shall be discussed by the Architect, Owner, and Construction Manager Spec Term.

END OF SECTION

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SECTION 01 26 00 - CONTRACT MODIFICATION PROCEDURES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION

- A. Administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
 1. Section 01 60 00 - "Product Requirements" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
 2. Within 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include costs of labor and supervision directly attributable to the change.
- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 4. Include costs of labor and supervision directly attributable to the change.
 5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 6. Comply with requirements in Section 01 60 00 - "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.

1.4 ADMINISTRATIVE CHANGE ORDERS

- A. Allowance Adjustment: See Section 01 21 00 - "Allowances" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect actual costs of allowances.

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 01 29 00 - PAYMENT PROCEDURES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Requirements:
 1. Section 01 21 00 - "Allowances" for procedural requirements governing the handling and processing of allowances.
 2. Section 01 22 00 - "Unit Prices" for administrative requirements governing the use of unit prices.
 3. Section 01 26 00 - "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
 4. Section 01 32 00 - "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 1. Schedule of Values.

1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
 1. Coordinate line items in the schedule of values with items required to be indicated as separate activities in Contractor's construction schedule.
 2. Submit the schedule of values to Architect at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.
 1. Identification: Include the following Project identification on the schedule of values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's Project number.
 - d. Contractor's name and address.
 - e. Date of submittal.
 2. Arrange schedule of values consistent with format of AIA Document G703.
 3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
 4. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site. If required, provide evidence of insurance.
 5. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.

6. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Change Directives result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Change Directive.

1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
- B. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- C. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
 1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
 2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
 3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- D. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored
 1. on-site and items stored off-site.
 2. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment for stored materials.
 3. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
 4. Provide summary documentation for stored materials indicating the following:
 - a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
 - b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
 - c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.
- E. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
 1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 2. When an application shows completion of an item, submit conditional final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
 5. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
- F. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
 1. List of subcontractors.
 2. Schedule of values.
 3. Contractor's construction schedule (preliminary if not final).

4. Combined Contractor's construction schedule (preliminary if not final) incorporating Work of multiple contracts, with indication of acceptance of schedule by each Contractor.
5. Products list (preliminary if not final).
6. Sustainable design action plans, including preliminary project materials cost data.
7. Schedule of unit prices.
8. Submittal schedule (preliminary if not final).
9. List of Contractor's staff assignments.
10. List of Contractor's principal consultants.
11. Copies of building permits.
12. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
13. Initial progress report.
14. Report of preconstruction conference.

G. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

H. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:

1. Evidence of completion of Project closeout requirements.
2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
3. Updated final statement, accounting for final changes to the Contract Sum.
4. AIA Document G706.
5. AIA Document G706A.
6. AIA Document G707.
7. Evidence that claims have been settled.
8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
9. Final liquidated damages settlement statement.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

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SECTION 01 31 00 - PROJECT MANAGEMENT AND COORDINATION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 1. General coordination procedures.
 2. Coordination drawings.
- B. Each trade shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific trade.
- C. The Contractor shall make a reasonable attempt to interpret the Contract Documents before asking the Architect for assistance in interpretation. Requests for Information (RFIs) will not be allowed from the Contractor. The Contractor shall arrange the necessary meeting in the field with appropriate Architect's field representative(s) to obtain clarification as needed on items that may need interpretation.

1.3 RELATED REQUIREMENTS:

- A. Section 01 29 00 - Payment Procedures for submittals associated with this section that are required prior to application for payments.
- B. Section 01 32 00 - Construction Progress Documentation for preparing and submitting Contractor's construction schedule.
- C. Section 01 73 00 - Execution for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
- D. Section 01 77 00 - Closeout Procedures for coordinating closeout of the Contract.

1.4 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 1. RFI.

1.5 SUBMITTALS

- A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
 1. Name, address, and telephone number of entity performing subcontract or supplying products.
 2. Number and title of related Specification Section(s) covered by subcontract.
 3. Drawing number and detail references, as appropriate, covered by subcontract.
- B. Key Personnel Names: Within 15 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home, office, and cellular telephone numbers and email addresses. Provide names, addresses, and telephone numbers of individuals assigned as alternates in the absence of individuals assigned to Project.
 1. Post copies of list in project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.6 PROJECT USE SITE PLAN

- A. The General Contractor shall prepare a proposed project use of the site plan.
- B. General Contractor shall confine operations at the site to areas within the areas indicated and as approved on the use of the site plan, and as permitted by law, ordinances, and permits. Site shall not be unreasonably encumbered with materials, products, or construction equipment.
- C. The General Contractor in reviewing his use of the site shall include access to proposed building for construction purposes, storage of materials and products, parking, where possible, for employees, temporary facilities including offices, storage, and workshop sheds or portable trailers, and unloading space.
- D. Where a temporary fence is to be provided, the General Contractor shall show any additional area needed in the General Contractor's use of the site beyond that which may be indicated on the Drawings. Where additional fencing is required, such fencing shall be included at no additional cost to the Owner.

1.7 COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations to ensure efficient and orderly installation of each part of the Work. Coordinate operations included in different Sections which depend on each other for proper installation, connection, and operation.
 1. Schedule construction operations in sequence required to obtain best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Prepare memoranda for distribution to each party involved, including the Owner, outlining special procedures required for coordination. Include items as required notices, reports, and list of attendees at meetings.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Administrative activities include, but are not limited to, the following:
 1. Preparation of Contractor's construction schedule.
 2. Preparation of the schedule of values.
 3. Installation and removal of temporary facilities and controls.
 4. Delivery and processing of submittals.
 5. Progress meetings.
 6. Preinstallation conferences.
 7. Project closeout activities.
 8. Startup and adjustment of systems.
 9. Coordinating inspections and other jurisdictional requirements.
 10. Coordinate OFCI equipment.
 11. Action items and issue logs.
- D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to the Specifications Sections for disposition of salvaged materials that are designated as Owner's property.

1.8 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely shown on Shop

Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.

1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:

- a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
- b. Coordinate the addition of trade specific information to the coordination drawings by multiple Contractors in sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
- c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
- d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
- e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
- f. Indicate required installation sequences.
- g. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

B. Coordination Drawing Organization: Organize coordination drawings:

1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within ceiling plenum to accommodate layout of light fixtures indicated on Drawings. Indicate areas of conflict between light fixtures, ductwork, piping, and other components.
3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire protection, fire-alarm, and electrical equipment.
4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
6. Mechanical and Plumbing Work: Show the following:
 - a. Sizes and bottom elevations of ductwork, piping, and conduit runs, including insulation, bracing, flanges, and support systems.
 - b. Dimensions of major components, such as dampers, valves, diffusers, access doors, cleanouts and electrical distribution equipment.
 - c. Fire-rated enclosures around ductwork.
7. Electrical Work: Show the following:
 - a. Runs of vertical and horizontal conduit 1-1/4 inches (32 mm) in diameter and larger.
 - b. Light fixture, exit light, emergency battery pack, smoke detector, and other fire alarm locations.
 - c. Panel board, switch board, switchgear, transformer, busway, generator, and motor control center locations.
 - d. Location of pull boxes and junction boxes, dimensioned from column center lines.

- e. Floor boxes.
- 8. Fire Protection System: Show the following:
 - a. Locations of standpipes, mains piping, branch lines, pipe drops, sprinkler heads, and inspector test locations.
- 9. IDF/MDF Rooms: Communications and low voltage (security, data, phone, etc.) audio
- 10. Review: Architect will review coordination drawings to confirm that the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility. If Architect determines that coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, Architect will so inform Contractor, who shall make changes as directed and resubmit.
- 11. Coordination Drawing Prints: Prepare coordination drawing prints according to requirements in Section 01 33 00 - Submittal Procedures.
- C. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
 - 1. File Preparation Format: Same digital data software program, version, and operating system as original Drawings.
 - 2. File Submittal Format: Submit or post coordination drawing files using format same as file preparation format.
 - 3. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
 - a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.
 - b. Digital Data Software Program: Drawings are available in Revit.
 - c. Contractor shall execute a data licensing agreement in the form of AIA Document AIA C106.

1.9 REQUESTS FOR INFORMATION (RFI'S)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, General Contractor shall prepare and submit an RFI in the form specified.
 - 1. Architect will return RFIs submitted to Architect by other entities controlled by General Contractor with no response.
 - 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in General Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
 - 1. Project name.
 - 2. Project number.
 - 3. Date.
 - 4. Name of General Contractor.
 - 5. Name of Architect.
 - 6. RFI number, numbered sequentially.
 - 7. RFI subject.
 - 8. Specification Section number and title and related paragraphs, as appropriate.
 - 9. Drawing number and detail references, as appropriate.
 - 10. Field dimensions and conditions, as appropriate.
 - 11. General Contractor's suggested resolution. If Construction Manager's suggested resolution impacts the Contract Time or the Contract Sum, Construction Manager shall state impact in the RFI.
 - 12. General Contractor's signature.
 - 13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

- a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: AIA Document G716 or General Contractor's form if acceptable and approved by the Architect.
 - 1. Attachments shall be electronic files in Adobe Acrobat PDF format.
- D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow seven (7) working days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.
 - 1. The following General Contractor-generated RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for approval of General Contractor's means and methods.
 - d. Requests for coordination information already indicated in the Contract Documents.
 - e. Requests for adjustments in the Contract Time or the Contract Sum.
 - f. Requests for interpretation of Architect's actions on submittals.
 - g. Incomplete RFIs or inaccurately prepared RFIs.
 - 2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt of additional information.
 - 3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for General Contractor to submit Change Proposal according to Section 012600 "Contract Modification Procedures."
 - a. If General Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within ten (10) days of receipt of the RFI response.
- E. RFI Tracking Log:
 - 1. Prepare, maintain, and submit a tracking log of RFIs organized by a tracking number. Submit log with not less than the following:
 - 2. Project name.
 - 3. Name and address of General Contractor.
 - 4. Name and address of Architect.
 - 5. Provide sequential tracking numbers including RFIs that were returned without action or withdrawn.
 - 6. RFI description.
 - 7. Date the RFI was submitted.
 - 8. Date Architect's response was received.
- F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within seven (7) days if General Contractor disagrees with response.
 - 1. Provide identification of related Proposal Requests, General Contractor Initiated Proposals and Construction Change Directives as appropriate.

1.10 TRACKING LOGS – COS, CCDS, PRS, AND ASIS

- A. Prepare, maintain, and submit individual tracking logs for Change Orders (COs), Construction Change Directives (CCDs), Proposal Requests (PRs) and Architects Supplemental Instructions (ASIs), organized by a tracking number. Submit log with not less than the following:
 - 1. Project name.
 - 2. Name and address of General Contractor.
 - 3. Name and address of Architect.
 - 4. Provide sequential tracking numbers.
 - 5. Item description.
 - 6. Date the item was submitted for review.

7. Date Architect's response was received.
8. Date the item was revised if applicable.
9. The tracking number shall remain part of the log even if the item was deemed to be denied or un-needed.
10. Provide documentation of the links and progressions of related CDs, CCDs, PRs and ASIs as appropriate.
11. The PR log shall list all items which may become a CD at a later date but have not yet been approved.
12. The CCA log shall also contain contingency logs for the Owner's and General Contractor's which includes initial amounts, approved revisions, and remaining balances in each contingency.
13. Update the logs and distribute the response to affected parties.

1.11 TRACKING LOG – VALUE ENGINEERING

- A. Prepare, maintain, and submit a tracking log for value engineering items organized by a tracking number. Submit log with not less than the following:
 1. Project name.
 2. Name and address of General Contractor.
 3. Name and address of Architect.
 4. Provide sequential tracking numbers.
 5. Item description.
 6. Date the item was submitted for review.
 7. Date Architect's response and Owner's approval was received.
 8. Date the item was revised if applicable.
 9. The tracking number shall remain part of the log even if the item was deemed to be denied.
 10. Update the logs and distribute the response to affected parties.

1.12 PROJECT MEETINGS

- A. Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
 1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.
 2. Agenda: Architect to prepare the meeting agenda and distribute the agenda to all invited attendees.
 3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.
 4. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.
 5. Issue logs: Documentation element of software project management and contains a list of ongoing and closed issues of the project.
- B. Preconstruction Conference: Architect will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect.
 1. Conduct the conference to review responsibilities and personnel assignments.
 2. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that affect progress.
 - a. Tentative construction schedule.
 - b. Phasing.
 - c. Critical work sequencing and long-lead items.

- d. Designation of key personnel and their duties.
- e. Lines of communications.
- f. Procedures for processing field decisions and Change Orders.
- g. Procedures for RFIs.
- h. Procedures for Architectural Supplemental Instruction.
- i. Procedures for testing and inspecting.
- j. Procedures for processing Applications for Payment.
- k. Distribution of the Contract Documents.
- l. Submittal procedures.
- m. Preparation of record documents.
- n. Use of the premises and existing building.
- o. Work restrictions.
- p. Working hours.
- q. Responsibility for temporary facilities and controls.
- r. Procedures for moisture and mold control.
- s. Procedures for disruptions and shutdowns.
- t. Construction waste management and recycling.
- u. Parking availability.
- v. Office, work, and storage areas.
- w. Equipment deliveries and priorities.
- x. First aid.
- y. Security.
- z. Progress cleaning.
- aa. Sustainable design requirements
- bb. Owner's occupancy requirements.

4. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
5. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.

C. Preinstallation Conferences: Conduct a preinstallation trade conference at site before each construction activity that requires coordination with other construction trades.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
2. List of Required Preinstallation Meetings: See Specification Section 01 33 00.1 Submittal Register.
3. Agenda: Contractor to review progress of other construction activities and preparations for the particular activity under consideration.
 - a. Contract Documents
 - 1) Drawing Revisions.
 - 2) Related RFIs.
 - 3) Related Change Orders.
 - 4) Value Engineering.
 - 5) Options.
 - b. General Conditions
 - 1) Submittals.
 - 2) Manufacturer's written instructions.
 - 3) Testing and inspecting requirements.
 - 4) Coordination with other work.
 - 5) Weather limitations.
 - 6) Deliveries.

- 7) Time schedules.
- 8) Required performance results.
- 9) Compatibility requirements.
- 10) Regulations of authorities having jurisdiction.
- c. Products
 - 1) Primary items indicated in specifications.
 - 2) Accessory items listing in specifications.
- d. Execution
 - 1) Protection of adjacent work.
 - 2) Protection of construction and personnel.
 - 3) Possible conflicts.
 - 4) Temporary facilities and controls.
 - 5) Space and access limitations.
 - 6) Review of mockups
 - 7) Installation procedures.
 - 8) Acceptability of substrates.
 - 9) Installation of primary items indicated in specifications.
 - 10) Installation of accessory items listing in specifications.
- 4. Contractor to record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
- 5. Reporting: Contractor to distribute minutes of the meeting to each party present and to other parties requiring information.
- 6. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- 7. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.
- D. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Architect, but no later than 90 days prior to the scheduled date of Substantial Completion.
 - 1. Conduct the conference to review requirements and responsibilities related to Substantial Completion.
 - 2. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 - 3. Agenda: Discuss items of significance that could affect or delay Project closeout.
 - a. Preparation of record documents.
 - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
 - c. Submittal of written warranties.
 - d. Requirements for preparing operations and maintenance data.
 - e. Requirements for delivery of material samples, attic stock, and spare parts.
 - f. Requirements for demonstration and training.
 - g. Preparation of General Contractor's punch list.
 - h. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
 - i. Submittal procedures.
 - j. Coordination of separate contracts.
 - k. Owner's partial occupancy requirements.
 - l. Installation of Owner's furniture, fixtures, and equipment.

- m. Responsibility for removing temporary facilities and controls.
- 4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- 5. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.
- E. Progress Meetings: Conduct progress meetings at weekly intervals.
 - 1. Coordinate dates of meetings with preparation of payment requests.
 - 2. Attendees: In addition to representatives of Owner and Architect, each Contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 - 3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Status of submittals.
 - 4) Status of sustainable design documentation.
 - 5) Deliveries.
 - 6) Off-site fabrication.
 - 7) Access.
 - 8) Site utilization.
 - 9) Temporary facilities and controls.
 - 10) Progress cleaning.
 - 11) Quality and work standards.
 - 12) Status of correction of deficient items.
 - 13) Field observations.
 - 14) Status of RFIs.
 - 15) Status of proposal requests.
 - 16) Pending changes.
 - 17) Status of Change Orders.
 - 18) Pending claims and disputes.
 - 19) Documentation of information for payment requests.
 - 20) Tracking logs.
 - 4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
 - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
 - b. Six (6) week look-ahead schedules.
 - 5. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.

F. Coordination Meetings: Conduct coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.

1. Attendees: In addition to representatives of Owner and Architect, each Contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
 - c. Review present and future needs of each Contractor present.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.
4. Action Items: An element of work, design, research, or other task to be completed before a specific date or time, such as before a subsequent meeting of involved parties.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

SECTION 01 32 00 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

A. Administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Preliminary Construction Schedule.
2. General Contractor's Construction Schedule.
3. Submittals Schedule.
4. Daily construction reports.
5. Bi-Weekly Construction reports.
6. Field condition reports.
7. Special reports.

1.3 DEFINITIONS

A. Refer to Section 01 42 16 - Definitions for the following terms:

1. Activity:
 - a. Critical Activity.
 - b. Predecessor Activity.
 - c. Successor Activity.
2. Cost Loading.
3. Critical Path.
4. Critical Path Method (CPM).
5. Float.
6. Look-Ahead Schedule.
7. Milestones.
8. Recovery Schedule.
9. Resource Loading.

1.4 ACTION SUBMITTALS

A. Qualification Data: For firms and persons specified in "Quality Assurance" Article and in-house scheduling personnel to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names, and addresses of architects and owners, and other information specified.

B. Submittals Schedule: Submit three (3) copies of schedule. Arrange the following information in a tabular format:

1. Scheduled date for first submittal.
2. Submittal number.
3. Resubmittal number
4. Specification Section number and title.
5. Submittal category (action or informational).
6. Name of subcontractor.
7. Description of the Work covered.
8. Scheduled date for Architect's final release or approval.

C. Preliminary Construction Schedule: Submit three (3) printed copies; one, a single sheet of reproducible media, and two prints.

- D. Preliminary Network Diagram: Submit three (3) printed copies; one, a single sheet of reproducible media, and two prints; large enough to show entire network for entire construction period.
- E. Contractor's Construction Schedule: Submit three (3) printed copies of initial schedule, one a reproducible print and two blue- or black-line prints, large enough to show entire schedule for entire construction period.
- F. CPM Reports: Concurrent with CPM schedule, submit three (3) printed copies of each of the following computer-generated reports. Format for each activity in reports shall contain activity number, activity description, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float.
 - 1. Activity Report: List of all activities sorted by activity number and then early start date, or actual start date if known.
 - 2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
 - 3. Total Float Report: List of all activities sorted in ascending order of total float.
 - 4. Earnings Report: Compilation of Contractor's total earnings from the Notice to Proceed until most recent Application for Payment.
- G. Daily Construction Reports: Submit two (2) copies at weekly intervals.
- H. Field Condition Reports: Submit two (2) copies at time of discovery of differing conditions.
- I. Special Reports: Submit two (2) copies at time of unusual event.

1.5 QUALITY ASSURANCE

- A. Pre-Scheduling Conference: Conduct conference at site. Review methods and procedures related to the preliminary construction schedule and Contractor's construction schedule, including, but not limited to, the following:
 - 1. Review software limitations and content and format for reports.
 - 2. Verify availability of qualified personnel needed to develop and update schedule.
 - 3. Discuss constraints, including phasing, Work stages, area separations, interim milestones, and partial Owner occupancy.
 - 4. Review delivery dates for Owner furnished products.
 - 5. Review schedule for Work of Owner's separate contracts, if any.
 - 6. Review submittal requirements and procedures.
 - 7. Review time required for review of submittals and re-submittals.
 - 8. Review requirements for tests and inspections by independent testing and inspecting agencies.
 - 9. Review time required for Project closeout and Owner startup procedures.
 - 10. Review and finalize list of construction activities to be included in schedule.
 - 11. Review procedures for updating schedule.

1.6 COORDINATION

- A. Coordinate Contractor's construction schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment requests, and other required schedules and reports.
 - 1. Secure time commitments for performing critical elements of the Work from entities involved.
 - 2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 PRODUCTS

2.1 SUBMITTALS SCHEDULE

- A. Preparation: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery when establishing dates.

1. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Contractor's Construction Schedule.
2. Initial Submittal: Submit concurrently with preliminary bar-chart schedule. Include submittals required during the first 60 days of construction. List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's Construction Schedule.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Time is of the essence to the Owner. Commence Work immediately upon issuance of the Notice to Proceed. There is a critical need for the Work to be substantially complete within the time frame identified in the Agreement.
- B. Time Frame: Extend schedule from date established for commencement of the Work to date of Substantial Completion and date of final completion.
 1. Contract completion date shall not be changed by submission of schedule that shows an early completion date, unless specifically authorized by Change Order.
- C. Activities: Treat each separate area or story as a separate numbered activity for each main element of the Work. Comply with the following:
 1. Activity Duration: Define activities in terms of number of days anticipated.
 2. Procurement Activities: Include procurement process activities for long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
 3. Submittal Review Time: Include review and re-submittal times indicated in Section 01 33 00 - Submittal Procedures in schedule. Coordinate submittal review times in Contractor's construction schedule with submittal schedule.
 4. Startup and Testing Time: Include number of days anticipated for startup and testing.
 5. Substantial Completion: Indicate completion of all conditions as in advance of date established for Substantial Completion, and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.
 6. Punch List and Final Completion: Include a maximum of 30 days for completion of punch list items and final completion.
 7. Inspections required by Authorities Having Jurisdiction (AHJ).
- D. Constraints: Include constraints and Work restrictions indicated in the Contract Documents and show how the sequence of the Work is affected.
 1. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
 2. Work Restrictions: Show the effect of the following items on the schedule:
 - a. Coordination with existing construction.
 - b. Limitations of continued occupancies.
 - c. Uninterruptible services.
 - d. Partial occupancy before Substantial Completion.
 - e. Use of premises restrictions.
 - f. Provisions for future construction.
 - g. Seasonal variations.
 - h. Environmental control.
 - i. Rain days are to be included in project schedule; refer to Section 01 10 00 - Summary for additional weather information.
 3. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:

- a. Subcontract awards.
- b. Submittals.
- c. Purchases.
- d. Mockups.
- e. Fabrication.
- f. Sample testing.
- g. Deliveries.
- h. Installation.
- i. Tests and inspections.
- j. Adjusting.
- k. Curing.
- l. Startup and placement into final use and operation.

4. Area Separations: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:

- a. Structural completion.
- b. Permanent space enclosure.
- c. Completion of mechanical installation.
- d. Completion of electrical installation.
- e. Substantial Completion.
- f. Final Completion.

E. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, interim milestones indicated below, Substantial Completion, and Final Completion.

- 1. Pre-construction Conference.

F. Cost Correlation: Superimpose a cost correlation timeline, indicating planned and actual costs. On the line, show planned and actual dollar volume of the Work performed as of planned and actual dates used for preparation of payment requests.

- 1. Refer to Division 1 Section "Payment Procedures" for cost reporting and payment procedures.

G. Six (6) week, lookahead schedule: Prepare schedule indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:

- 1. Unresolved issues.
- 2. Unanswered Requests for Information.
- 3. Rejected or unreturned submittals.
- 4. Notations on returned submittals.
- 5. Pending modifications affecting the Work and Contract Time.
- 6. Inspections by Authorities Having Jurisdiction (AHJ).
- 7. Trade pre-installation conference.

H. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.

I. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.

J. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time impact analysis to demonstrate the effect of the proposed change on the overall project schedule.

K. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:

1. Identification of activities that have changed.
2. Changes in early and late start dates.
3. Changes in early and late finish dates.
4. Changes in activity durations in workdays.
5. Changes in the critical path.
6. Changes in total float or slack time.
7. Changes in the Contract Time.

2.3 PRELIMINARY CONSTRUCTION SCHEDULE

- A. Bar-Chart Schedule: Submit preliminary horizontal bar-chart-type construction schedule within seven (7) days of date established for the Notice to Proceed.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line. Outline significant construction activities for first sixty (60) days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

2.4 CONTRACTOR'S CONSTRUCTION SCHEDULE (CPM SCHEDULE)

- A. General: Prepare network diagrams using AON (activity-on-node) format.
- B. Preliminary Network Diagram: Submit diagram within ten (10) days of date established for Notice of Award. Outline significant construction activities for the first sixty (60) days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.
- C. CPM Schedule: Prepare Contractor's Construction Schedule using a CPM network analysis diagram.
 1. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than thirty (30) days after date established for the Notice of Award.
 2. Conduct educational workshops to train and inform key Project personnel, including subcontractors' personnel, in proper methods of providing data and using CPM schedule information.
 3. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
 4. Use "one workday" as the unit of time.
- D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the preliminary network diagram, prepare a skeleton network to identify probable critical paths.
 1. Activities: Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:
 - a. Preparation and processing of submittals.
 - b. Mobilization and demobilization
 - c. Utility interruptions
 - d. Purchase of materials.
 - e. Delivery.
 - f. Fabrication.
 - g. Installation.
 - h. Work by Owner that may affect or be affected by the Construction manager's activities
 - i. Punch list and final completions
 - j. Tests and inspections
 - k. Startup and placement into final use and operation.

2. Processing: Process data to produce output data or a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
3. Format: Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges.
 - a. Sub-networks on separate sheets are permissible for activities clearly off the critical path.
- E. Initial Issue of Schedule: Prepare initial network diagram from a list of straight "early start-total float" sort. Identify critical activities. Prepare tabulated reports showing the following:
 1. Contractor or subcontractor and the Work or activity.
 2. Description of activity.
 3. Principal events of activity.
 4. Immediately preceding and succeeding activities.
 5. Early and late start dates.
 6. Early and late finish dates.
 7. Activity duration in workdays.
 8. Total float or slack time.
 9. Average size of workforce.
 10. Dollar value of activity (coordinated with the Schedule of Values).
- F. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
 1. Identification of activities that have changed.
 2. Changes in early and late start dates.
 3. Changes in early and late finish dates.
 4. Changes in activity durations in workdays.
 5. Changes in the critical path.
 6. Changes in total float or slack time.
 7. Changes in the Contract Time.

2.5 REPORTS

- A. Daily Construction Reports: Prepare a daily construction report recording information concerning events at the site and submit each month to Architect:
 1. List of subcontractors at Project site.
 2. List of separate contractors at Project site.
 3. Approximate count of personnel at Project site.
 4. Rental equipment at Project site.
 5. Material deliveries.
 6. High and low temperatures and general weather conditions, including presence of rain or snow.
 7. Accidents.
 8. Meetings and significant decisions.
 9. Unusual events (see special reports).
- B. Monthly Construction Reports: Prepare a monthly construction report recording the following information concerning events at the Project Site.
 1. Stoppages, delays, shortages, and losses.
 2. Meter readings and similar recordings.
 3. Emergency procedures.
 4. Orders and requests of Authorities Having Jurisdiction (AHJ).
 5. Change Orders received and implemented.
 6. Construction Change Directives received and implemented.
 7. Services connected and disconnected.

8. Equipment or system tests and startups.
9. Partial completions and occupancies.
10. Substantial Completions authorized.

C. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

D. Material Location Reports: At monthly intervals, prepare and submit a comprehensive list of materials delivered to and stored at site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site. Indicate the following categories for stored materials:

1. Material stored prior to previous report and remaining in storage.
2. Material stored prior to previous report and since removed from storage and installed.
3. Material stored following previous report and remaining in storage.

E. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report. Submit with a request for information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

2.6 SPECIAL REPORTS

- A. Submit special reports directly to Owner/Owner within 24 hours of an occurrence. Distribute copies of report to parties affected by the occurrence.
- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, and response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner and Architect in advance when these events are known or predictable.

PART 3 EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule with a pencil copy of pay application.
 1. In-House Option: Owner may waive the requirement to retain a consultant if Contractor employs skilled personnel with experience in CPM scheduling and reporting techniques. Submit qualifications.
 2. Meetings: Scheduling consultant shall attend all meetings related to Project progress, alleged delays, and time impact.
- B. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one (1) day before each regularly scheduled progress meeting.
 1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
 3. As the Work progresses, indicate Actual Completion percentage for each activity.
- C. Distribution: Distribute copies of approved schedule to Architect, Owner, separate contractors, testing and inspecting agencies, and interested parties identified by Contractor with a need to know schedule responsibility.
 1. Post copies in Project meeting rooms and temporary field offices.

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SUMMARY

- A. Section Includes: Requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Partial submittals without prior approval or incomplete submittals will be returned without review.
 - 1. Prior approval from the Architect shall be obtained for partial submittals prepared for a specific product submittal.
- C. Submittals will be deemed complete if all items required in the submittal sections of the subject specification section have been assembled into a single submittal package.
- D. Submittals will not be accepted for review until the Schedule of Submittals, per article 1.4 has been submitted to the Architect.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 - 1. Submittals.
 - 2. File Transfer Protocol (FTP).
 - 3. Portable Document Format (PDF).

1.4 ACTION SUBMITTALS

- A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by date required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.
 - 1. Coordinate submittal schedule with list of subcontracts, schedule of values, and the Contractor's construction schedule.
 - 2. Initial Submittal: Submit concurrently with construction schedule. Include submittals required during the first 60 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
 - 3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule. Submit revised submittal schedule to reflect changes in current status and timing for submittals.
 - a. Submit revised submittal schedule to reflect changes in current status and timing for submittals concurrently with each construction schedule update.
 - 4. Format: Arrange the following information in a tabular format:
 - a. Scheduled date for first submittal.
 - b. Specification Section number and title.
 - c. Submittal category: Action; informational.
 - d. Name of subcontractor.
 - e. Description of the Work covered.
 - f. Scheduled date for Architect's final release or approval.
 - g. Scheduled date of fabrication.
 - h. Scheduled dates for purchasing.
 - i. Scheduled dates for installation.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. The Architect's Digital Data Files: Electronic digital data files of the Contract Drawings will be provided by the Architect for the Contractor's use in preparing submittals.
 1. Upon request, the Architect will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings and Project record drawings.
 - a. The Architect makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
 - b. Digital Drawing Software Program: Contract Drawings are available in Revit.
 - c. Contractor shall execute a data licensing agreement in the form of AIA Document AIA C106, Digital Data Licensing Agreement.
 - d. The following digital data files will be furnished for each appropriate discipline:
 - 1) Floor plans.
 - 2) Reflected ceiling plans.
 - e. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
 - 1) File Submittal Format: Submit or post coordination drawing files using Portable Data File (PDF) format.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 2. Submit submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
 4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. The Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals. Time for review shall commence on the Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
 1. Initial Review: Allow ten (10) days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process in same manner as initial submittal.
 3. Resubmittal Review: Allow ten (10) days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
 5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to the Architect and to the Architect's consultants, allow ten (10) days for review of each submittal. Submittal will be returned to the Architect before being returned to the Contractor.
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file:
 1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
 2. Name file with submittal number or other unique identifier, including revision identifier:

- a. File name shall use Project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., SLOHSM-06 10 00.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., SLOHSM-06 10 00.01.A).
3. Provide means for insertion to permanently record the Contractor's review and approval markings and action taken by the Architect.
4. Transmittal Form for Electronic Submittals: Use software generated form from electronic project management software acceptable to Owner, containing the following information:
 - a. Project name.
 - b. Name and address of the Architect.
 - c. Name of the Construction Manager Spec Term.
 - d. Name of the Contractor.
 - e. Name of firm or entity that prepared submittal.
 - f. Names of subcontractor, manufacturer, and supplier.
 - g. Category and type of submittal.
 - h. Submittal purpose and description.
 - i. Specification Section number and title.
 - j. Specification paragraph number or drawing designation and generic name for each of multiple items.
 - k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Related physical samples submitted directly.
 - n. Indication of full or partial submittal.
 - o. Transmittal number, numbered consecutively.
 - p. Submittal and transmittal distribution record.
 - q. Other necessary identification.
 - r. Remarks.
5. Metadata: Include the following information as keywords in the electronic submittal file metadata:
 - a. Project name.
 - b. Number and title of appropriate Specification Section.
 - c. Manufacturer name.
 - d. Product name.

E. Options: Identify options requiring selection by the Architect.

F. Deviations and Additional Information: On an attached separate sheet, prepared on the Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.

1. Note date and content of previous submittal.
2. Note date and content of revision in label or title block and clearly indicate extent of revision.
3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.

H. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

I. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

PART 2 PRODUCTS

2.1 SUBMITTAL PROCEDURES

- A. Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
 1. Certificates and Certifications Submittals: Provide statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
 - a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
 - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
 2. Mark each copy of each submittal to show which products and options are applicable.
 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.
 - d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
 4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams showing factory installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 5. Submit Product Data before or concurrent with Samples.
 6. Submit Product Data in PDF electronic file.
- C. Shop Drawings: Prepare Project specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.
 2. Sheet Size: Except for templates, patterns, and similar full size drawings, submit Shop Drawings on sheet size indicated in specification section.
 3. Submit Shop Drawings in PDF electronic file.
 4. BIM File Incorporation: Develop and incorporate Shop Drawing files into Building Information Model established for Project.
 - a. Prepare Shop Drawings in same digital data software program, version, and operating system as the original Drawings.

b. Refer to Section 01 31 00 - Project Management and Coordination for requirements for coordination drawings.

D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.

1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of applicable Specification Section.
 - e. Specification paragraph number and generic name of each item.
3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
 - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
 - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of the Contractor.
5. Samples: Submit full size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
 - a. Key Items Review Time: Submit samples to the Architect at least 30 days prior to date Contractor needs reviewed submittals returned. The Contractor shall be prepared to submit color samples on any key items in Division 09 finishes within 30 days of the award of Contract. Once samples of all key items are received, the Architect will finalize color selections.
 - b. Number of Samples: Submit three sets of Samples. The Architect will retain two Sample sets; remainder will be returned.
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
 - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:

1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by the Contractor if none is indicated.
2. Manufacturer and product name, and model number if applicable.
3. Number and name of room or space.
4. Location within room or space.
5. Submit product schedule in PDF electronic file.

- F. Coordination Drawing Submittals: Comply with requirements specified in Section 01 31 00 - Project Management and Coordination.
- G. Contractor's Construction Schedule: Comply with requirements specified in Section 01 32 00 - Construction Progress Documentation.
- H. Application for Payment and Schedule of Values: Comply with requirements specified in Section 01 29 00 - Payment Procedures.
- I. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 01 40 00 - Quality Requirements.
- J. Closeout Submittals required for Substantial Completion: Comply with requirements specified in Section 01 77 00 - Closeout Procedures.
- K. Maintenance Data: Comply with requirements specified in Section 01 78 23 - Operation and Maintenance Data.
- L. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- M. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.
- N. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- O. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- P. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- Q. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- R. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- S. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- T. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
 1. Name of evaluation organization.
 2. Date of evaluation.
 3. Time period when report is in effect.
 4. Product and manufacturers' names.
 5. Description of product.
 6. Test procedures and results.
 7. Limitations of use.

- U. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- V. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- W. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- X. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

2.2 DELEGATED DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of the Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
 - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to the Architect.
- B. Delegated Design Services Certification: In addition to Shop Drawings, Product Data, and required submittals, submit digitally signed PDF electronic file and three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to the Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.
- C. BIM File Incorporation: Incorporate delegated design drawing and data files into Building Information Model established for Project.
 - 1. Prepare delegated design drawings in the same digital data software program, version, and operating system as the original Drawings.
- D. Project Closeout and Maintenance Material Submittals: See requirements in specification section "Closeout Procedures."

PART 3 EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Project Closeout and Maintenance Material Submittals: See requirements in specification section "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S ACTION

- A. Submittals: The Architect will review each submittal, make marks to indicate corrections or revisions required, and return it. The Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.

1. Reviewed: Indicates the Architect has reviewed the submittal and takes no exceptions as submitted.
2. Rejected: Work covered by the submittal is not complete or does not conform the Contract Documents and cannot proceed. A new submittal needs to be made according to the notations and resubmitted for approval prior to fabrication or construction.
3. Revise and Resubmit: Modifications are required prior to approval. Work cannot proceed until the submittal is revised and resubmitted for further review.
4. Furnish as Corrected: Submittal is approved, provided modifications noted are properly incorporated. Resubmission is not usually necessary.

- B. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from the Architect.
- C. Incomplete submittals are not permitted, will be considered non-responsive, and will be returned for resubmittal without review.
- D. Submittals not required by the Contract Documents will be returned by the Architect without action.

END OF SECTION

DIGITAL DATA RELEASE FORM



Project:	Piedmont Technical College Dry Storage Building Greenwood, S.C.	Date:	MM/DD/YYYY
Project Number:	2510.00	Contractor:	{Insert Contractor Name} {Insert Contractor's Address} {Insert Contractor's Address}
Architect of Record:	Craig Gaulden Davis PBK 19 Washington Park Greenville, South Carolina 29601		

Digital Data refers to electronic representation of information, drawings, and designs created and stored in digital form including Building Information Modeling (BIM) files, CAD files, and other formats that are digital representations of the project. PBK will provide the following {Revit / CAD} dated {MM/DD/YYYY} for the convenience of the Contractor after purchase of the building.

Digital Data were prepared on the following:

Computer Hardware/Operating System – {Microsoft Windows 10}
Software Application and Version – {type here}
Contractor shall pay PBK a service fee of \$00.00.

TERMS & CONDITIONS

1. PBK makes no representation as to the compatibility of the Digital Data with any hardware or software.
2. Since the information set forth on the Digital Data can be modified unintentionally or otherwise, PBK reserves the right to remove all indicia of its ownership and/or involvement from each electronic display.
3. All information on the digital data is considered Instruments of Service of PBK and shall not be used for other projects, for additions to this project, or completion of this project by others. The Digital Data shall remain the property of PBK and in no case shall the transfer of these files be considered a sale.
4. PBK makes no representation regarding the accuracy, completeness, or permanence of the Digital Data, or for their merchantability or fitness for a particular purpose. Addenda information or revisions made after the date indicated on the Digital Data may not have been incorporated. In the event of a conflict between PBK's sealed contract drawings and the Digital Data, the sealed contract drawings shall govern. It is the Contractor's responsibility to determine if any conflicts exist. The Digital Data shall not be considered to be Contract Documents as defined by the General Conditions of the Contract for Construction.
5. The use of Digital Data prepared by PBK shall not in any way obviate the Contractor's responsibility for the proper checking and coordination of dimensions, details, and quantities of materials as required to facilitate complete and accurate fabrication and erection.
6. The Contractor shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless PBK and its consultants from all claims, damages, losses, expenses, penalties, and liabilities of any kind, including attorney's fees, arising out of or resulting from the use of the Digital Data by the Contractor, or by third party recipients of the Digital Data from the Contractor.
7. PBK believes that no licensing or copyright fees are due to others on account of the transfer of the Digital Data, but to the extent any are, the Contractor will pay the appropriate fees and hold PBK harmless from such claims.
8. Payment of the service fee is due upon receipt of the Digital Data.

Name & Title (Architect)

Name & Title (Contractor)

Signature

Date

Signature

Date

SECTION 01 40 00 - QUALITY REQUIREMENTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
 - 1. Specific quality assurance and quality control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
 - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality assurance and quality control procedures that facilitate compliance with Contract Document requirements.
 - 3. Requirements for Contractor to provide quality assurance and quality control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions.
 - 4. Specific test and inspection requirements are not specified in this Section.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 - 1. Experienced.
 - 2. Installer/Applicator/Erector.
 - 3. Mockups.
 - a. Laboratory Mockups.
 - b. Integrated Exterior Mockups.
 - c. Room Mockups.
 - 4. Quality Assurance Services.
 - 5. Quality Control Services.
 - 6. Testing:
 - a. Field Quality Control Testing.
 - b. Preconstruction Testing.
 - c. Product Testing.
 - d. Source Quality Control Testing.
 - 7. Testing Agency.
- B. Use of trade specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).

1.4 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply

with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.5 ACTION SUBMITTALS

- A. Shop Drawings: Submit plans, sections, and elevations, indicating materials and size of mockup construction.
 - 1. Indicate manufacturer and model number of individual components.
 - 2. Provide axonometric drawings for conditions difficult to illustrate in two dimensions.

1.6 CONSTRUCTION MANAGER'S QUALITY-CONTROL PLAN

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Qualification Data: For Contractor's quality-control personnel.
- C. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility sent to authorities having jurisdiction before starting Work on the following systems:
 - 1. Seismic force resisting system, designated seismic system, or component listed in the designated seismic system quality assurance plan prepared by Architect.
 - 2. Main wind force resisting system or wind resisting component listed in the wind force resisting system quality assurance plan prepared by Architect.
- D. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- E. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
 - 1. Specification Section number and title.
 - 2. Entity responsible for performing tests and inspections.
 - 3. Description of test and inspection.
 - 4. Identification of applicable standards.
 - 5. Identification of test and inspection methods.
 - 6. Number of tests and inspections required.
 - 7. Time schedule or time span for tests and inspections.
 - 8. Requirements for obtaining samples.
 - 9. Unique characteristics of each quality control service.

1.7 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified. Include the following:
 - 1. Date of issue.
 - 2. Project title and number.
 - 3. Name, address, and telephone number of testing agency.
 - 4. Dates and locations of samples and tests or inspections.
 - 5. Names of individuals making tests and inspections.
 - 6. Description of the Work and test and inspection method.
 - 7. Identification of product and Specification Section.
 - 8. Complete test or inspection data.
 - 9. Test and inspection results and an interpretation of test results.
 - 10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
 - 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
 - 12. Name and signature of laboratory inspector.
 - 13. Recommendations on retesting and reinspecting.

- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
 1. Name, address, and telephone number of technical representative making report.
 2. Statement on condition of substrates and their acceptability for installation of product.
 3. Statement that products at site comply with requirements.
 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 6. Statement whether conditions, products, and installation will affect warranty.
 7. Other required items indicated in individual Specification Sections.
- C. Factory Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory authorized service representative's tests and inspections specified in other Sections. Include the following:
 1. Name, address, and telephone number of factory-authorized service representative making report.
 2. Statement that equipment complies with requirements.
 3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 4. Statement whether conditions, products, and installation will affect warranty.
 5. Other required items indicated in individual Specification Sections.
- D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.
- E. Trade Preinstallation Conferences: Meeting minutes to be Contractor provided.

1.8 QUALITY ASSURANCE

- A. Qualifications establish the minimum qualification levels required; refer to individual Specification Sections for additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated and sufficient production capacity to produce required units.
- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated and with record of successful in service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling Work similar in material, design, and extent to that indicated for this Project, whose Work has resulted in construction with a record of successful in-service performance.
- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in the State of South Carolina, experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar in material, design, and extent to those indicated.
- F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
 1. Requirements of authorities having jurisdiction supersede requirements for specialists.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, documented according to

ASTM E329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.

1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.
2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products.

I. Factory Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products.

J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:

1. Contractor responsibilities include the following:
 - a. Provide test specimens representative of proposed products and construction.
 - b. Submit specimens with sufficient time for testing and analyzing results to prevent delaying the Work.
 - c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
 - d. Build site assembled test assemblies and mockups using installers who will perform same tasks for Project.
 - e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
 - f. When testing is complete, remove test specimens, assemblies, mockups, and laboratory mockups; do not reuse products on Project.
2. Testing Agency Responsibilities: Submit certified written report of each test, inspection, and similar quality assurance service to Architect, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected Work complies with or deviates from the Contract Documents.

K. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:

1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
2. Notify Architect a minimum of seven days in advance of dates and times when mockups will be constructed.
3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction.
4. Demonstrate the proposed range of aesthetic effects and workmanship.
5. Obtain Architect's approval of mockups before starting Work, fabrication, or construction. Allow seven days for initial review and each re-review of each mockup.
6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
7. Demolish and remove mockups when directed unless otherwise indicated.

L. Integrated Exterior Mockups: Mockup of the exterior envelope erected separately from the building but on Project site, consisting of multiple products, assemblies, and subassemblies shall be constructed. Mockup, if not specifically shown on the drawings, shall be minimum 8 ft by 8 ft. Mockup shall include all major façade elements and at least one window minimum 2 ft by 2 ft in size. Prior to constructing mockup verify requirements with architect. Pre-installation conferences for trades involved in Integrated Exterior Mockup shall be held after mock up is completed.

- M. Laboratory Mockups: Comply with requirements of preconstruction testing and those specified in individual Specification Sections.
- N. Trade Preinstallation Conferences: Meeting minutes to be Contractor provided.

1.9 QUALITY CONTROL

- A. Owner Responsibilities: Where quality control services are indicated as Owner's responsibility, Owner shall engage a qualified testing agency to perform the services.
 - 1. Owner shall furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
 - 2. The Owner will pay for all tests and inspections. Retesting and reinspection fees will be withheld from the Contractor's pay application. It is not to be preformed through a change order. No money shall flow from the contractor to the testing/inspection firm.
- B. The Owner will pay for all tests and inspections.
 - 1. Unless otherwise indicated, provide quality control services specified and those required by authorities having jurisdiction. Perform quality control services required of Contractor by authorities having jurisdiction, whether specified or not.
 - 2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform the quality control services. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
 - 3. The contractor shall notify the testing/inspection firm a minimum of (2) two business days prior to required test/inspection.
 - 4. Where quality control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality control service.
 - 5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 - 6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory authorized service representative to inspect field assembled components and equipment installation, including service connections. Report results in writing as specified in Section 01 31 00 - Project Management and Coordination.
- D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
 - 1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 - 2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
 - 3. Conduct and interpret tests and inspections and state in each report whether tested and inspected Work complies with or deviates from requirements.
 - 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 - 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.

6. Do not perform any duties of Contractor.
- G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
 1. Access to the Work.
 2. Incidental labor and facilities necessary to facilitate tests and inspections.
 3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
 4. Facilities for storage and field curing of test samples.
 5. Delivery of samples to testing agencies.
 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.
- H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
 1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality control services required by the Contract Documents. Coordinate and submit concurrently with Contractor's construction schedule. Update as the Work progresses.
 1. Distribution: Distribute schedule to Owner, Architect, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

1.10 SPECIAL TESTS AND INSPECTIONS

- A. Special Tests and Inspections: Owner shall engage a qualified testing agency or special inspector to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner:
- B. Special Tests and Inspections: Conducted by a qualified testing agency or special inspector as required by authorities having jurisdiction, as indicated in individual Specification Sections.
 1. Verifying that manufacturer maintains detailed fabrication and quality control procedures and reviews the completeness and adequacy of those procedures to perform the Work.
 2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
 3. Submitting a certified written report of each test, inspection, and similar quality control service to Architect with copy to Contractor and to authorities having jurisdiction.
 4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
 5. Interpreting tests and inspections and stating in each report whether tested and inspected Work complies with or deviates from the Contract Documents.
 6. Retesting and reinspecting corrected Work.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

3.1 TEST AND INSPECTION LOG

- A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
 1. Date test or inspection was conducted.
 2. Description of the Work tested or inspected.
 3. Date test or inspection results were transmitted to Architect.
 4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.2 REPAIR AND PROTECTION

- A. On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible.
- B. Protect construction exposed by or for quality control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality control services.

END OF SECTION

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SECTION 01 41 00 - REGULATORY REQUIREMENTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 CODE REQUIREMENTS

A. Perform all work on this Project in strict accordance with, but not limited to, applicable requirements and portions of the latest adopted editions of the currently adopted codes, revisions, amendments, supplements, and their references.

International Building Code, 2018 Edition.

International Plumbing Code, 2018 Edition.

International Mechanical Code, 2018 Edition.

International Fire Prevention Code, 2015 Edition.

International Energy Conservation Code, 2017 Edition.

National Electrical Code, 2015 Edition.

1. National Fire Protection Association:

a. NFPA 1 2021 and NFPA101 2021 with applicable amendments.

b. NFPA 80 – Standard for Fire Doors and Fire Windows.

c. NFPA 70 - National Electric code.

2. Accessibility:

a. U.S. Department of Justice, Americans with Disabilities Act (ADA), 2010 ADA Standards for Accessible Design.

b. U.S. Access Board, Americans with Disabilities Act Architectural Guidelines (ADAAG), Accessibility Guidelines for Buildings and Facilities.

c. U.S. Access Board, Americans with Disabilities Act Architectural Guidelines (ADAAG), accessibility requirements for children, July 23, 2004.

3. American Society of Civil Engineers – ACSE 7:

a. Minimum Design Loads for Buildings and Other Structures.

b. Minimum Finished Floor Elevations: The Contractor shall furnish the county with a signed and sealed "Flood Elevation Certificate" certifying compliance of the finished floor elevations for all new construction.

4. Hurricane Hardening:

a. International Code Council: ICC-500 requirements for Hurricane Shelters.

1.3 CODE STANDARDS

A. All work shall conform to applicable portions of the adopted, or the latest edition of the standards listed, which shall include, but is not limited to, the following:

1. Aluminum Association (AA).
2. American Association of Automatic Door Manufacturers (AAADM).
3. American Concrete Institute (ACI).
4. American Institute of Steel Construction (AISC).
5. American National Standards Institute (ANSI).
6. American Society for Testing and Materials (ASTM).
7. American Society of Mechanical Engineers (ASME).
8. American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE).
9. American Welding Society (AWS).
10. Architectural Woodworking Institute (AWI).
11. Architectural Aluminum Manufacturer's Association (AAMA).
12. Commercial Standards (CS).

13. Federal Specifications and Standards (FSS).
14. Global Standards: International Organization for Standardization (ISO); ISO 9001 -Quality Management Systems.
15. National Occupational Safety and Health Administration (OSHA).
16. National Institute for Standards and Technology (NIST).
17. Sheet Metal and Air Conditioning Contractor's National Association (SMACNA), Metal Finishes Manual for Architectural and Metal Products.
18. Underwriter's Laboratories (UL).
19. U.S. of America Standards Institute (ASI).
20. U.S. Department of Commerce Product Standards (USDCPS).

1.4 REFERENCE STANDARDS

- A. Comply with applicable portions of the Referenced Standards listed in the International Building Code and NFPA 1, Chapter 2 including but not limited to AAMA, ACI, AISC, ANSI, ASCE, ASHRAE, ASTM, FM, GA, OSHA, SJI, USGBC, ADA, IES, and UL standards.

1.5 CODE DISCREPANCIES

- A. In case of discrepancy between the codes, standards, and specifications listed, the strictest or most stringent requirement shall govern.

1.6 COMPLIANCE WITH CODES

- A. A permit issued will be construed as permission to proceed with construction, and not as authority to violate, cancel, alter, or set aside any of the provisions of any Codes.
- B. Nor shall issuance of a permit prevent the Owner from thereafter requiring a correction of errors in plans, construction, or violations of any Codes.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 01 42 00 - REFERENCES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 DESCRIPTION OF WORK REQUIREMENTS

- A. General: This Section specifies procedural and administrative requirements for compliance with governing regulations and codes and standards imposed upon the Work. These requirements include the obtaining of permits, licenses, inspections, releases, and similar statements, as well as payments associated with regulations, codes, and standards.
- B. Governing Regulations: Refer to General and Supplementary Conditions for requirements related to compliance with governing regulations.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 1. Approved.
 2. Directed.
 3. Furnish.
 4. Indicated.
 5. Install.
 6. Provide.
 7. Regulations.
 8. Testing Agencies.

1.4 INDUSTRY STANDARDS

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference. Individual Specification Sections indicate which codes and standards the Contractor must keep available at the project site for reference.
- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.
- C. Conflicting Requirements: Where compliance with two or more standards is specified, and where these standards establish different or conflicting requirements for minimum quantities or quality levels, the most stringent requirement will be enforced, unless the Contract Documents specifically indicate a less stringent requirement. Refer requirements that are different, but apparently equal, and uncertainties as to which quality level is more stringent to the Architect for a decision before proceeding.
- D. Minimum Quantities or Quality Levels: In every instance the quantity or quality level shown or specified is intended to be the minimum for the Work to be provided or performed. Unless otherwise indicated, the actual Work may either comply exactly, within specified tolerances, with the minimum quantity or quality specified, or may exceed that minimum within reasonable limits. In complying with these requirements, the indicated numeric values are either minimum or maximum values, as noted, or as appropriate for context of the requirements. Refer instances of uncertainty to the Architect for decision before proceeding.

1.5 ABBREVIATIONS AND ACRONYMS

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the trade association, standards-

producing organization, authorities having jurisdiction or other entity applicable to the context of the text provision.

- B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the Agency.
- C. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations.

1.6 SUBMITTALS

- A. Permits, Licenses and Certificates: For the Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, and similar documents, correspondence, and records established in conjunction with compliance with standards and regulations bearing upon performance of the Work.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

SECTION 01 42 16 - DEFINITIONS

PART 1 GENERAL

1.1 CONTRACTING DEFINITIONS

- A. General: Basic Contract definitions include:
 - 1. Change Order.
 - 2. Construction Change Directive.
 - 3. Contract Documents.
 - 4. Contract.
 - 5. Drawings.
 - 6. Instruments of Service.
 - 7. Initial Decision Maker.
 - 8. Project.
 - 9. Specifications.
 - 10. Subcontractor.
 - 11. Substantial Completion.
- B. Miscellaneous Other Definitions
 - 1. Addenda, Addendum.
 - 2. Alternate Proposal(s).
 - 3. Approved, Approved Equivalent, Approved Equal, or Equal.
 - 4. Base Proposal.
 - 5. Contract Time.
 - 6. Date of Agreement.
 - 7. Date of Commencement of the Work.
 - 8. Date of Final Completion.
 - 9. Notice to Proceed.
 - 10. Provide.
 - 11. Punch List.
 - 12. Unit Prices.

1.2 DEFINITIONS

- A.
 - 1. AAADM: American Association of Automatic Door Manufacturers.
 - 2. Accessible: In accordance with the accessibility standard.
 - 3. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
 - 4. Activation Device: A control that, when actuated, sends an electrical signal to the door operator to open the door.
 - 5. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
 - a. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
 - b. Predecessor Activity: An activity that precedes another activity in the network.
 - c. Successor Activity: An activity that follows another activity in the network.
 - 6. ADA-ABA Accessibility Guidelines: U.S. Architectural & Transportation Barriers Compliance Board's "Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines."

7. Adaptable Laboratory Furniture System: Modular furniture assemblies consisting of individual components, including: support structures; cabinets and storage units; worksurfaces; shelving; accessories.
8. Adequate Ventilation: Ventilation, including air circulation and air changes, required for curing materials, dissipate humidity, and prevent accumulation of dust fumes, vapors, or gases.
9. Adhesives: All gunnable, trowelable, liquid-applied, and aerosol adhesives, whether specified or not; including flooring adhesives, resilient base adhesives, and pipe jointing adhesives.
10. AECC: Refer to Architecturally-Exposed Structural Steel.
11. Allowance: A quantity of work or dollar amount included in the Contract, established in lieu of additional requirements, used 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.
12. Alteration Work: Remodeling, renovation, repair, and maintenance work performed within existing spaces or on existing surfaces as part of the Project.
13. Alternate: An amount proposed by bidders and stated on the Bid Form for certain Work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - a. Alternates described are part of the Work when enumerated in the Agreement. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.
14. Anchorage Connector: A component or subsystem that functions as an interface between the anchorage and a fall protection, work positioning, rope access, or rescue system for the purpose of coupling the system to the anchorage.
15. Architectural Woodwork: Custom millwork that includes wood furring, blocking, shims, and hanging strips for installing woodwork items, unless concealed within other construction before woodwork installation.
16. Architecturally-Exposed Structural Steel (AECC): Structural steel complying with designated AECC category as defined in AISC 303.
 - a. Category 1 AECC: AECC that is within 96 inches vertically and 36 inches horizontally of a walking surface and that is visible to a person standing on that walking surface or is designated as "Category 1 architecturally exposed structural steel" or "AECC-1" in the Contract Documents.
 - b. Category 2 AECC: AECC that is within 20 feet vertically and horizontally of a walking surface and that is visible to a person standing on that walking surface or is designated as "Category 2 architecturally exposed structural steel" or "AECC-2" in the Contract Documents.
 - c. Category 3 AECC: AECC that is not defined as Category 1 or Category 2 or that is designated as "Category 3 architecturally exposed structural steel" or "AECC-3" in the Contract Documents or that is indicated to receive intumescent mastic fireproofing.
17. Approved: The term "approved," when used in conjunction with the Architect's action on the Contractor's submittals, applications, and requests, is limited to the Architect's duties and responsibilities as stated in the Conditions of the Contract.

B.

1. Basis of Design (BOD) (Document): A document that records the concepts, calculations, decisions, and product selections used to meet the Owner's Project Requirements and to satisfy applicable regulatory requirements, standards and guidelines. The document includes both narrative descriptions and lists of individual items that support the design process.

2. Basis of Design (BoD) (Product): A product around which the project has been designed. If a product other than the Basis of Design is provided, it must be coordinated with Architect.
3. Basis of Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "Basis of Design Product", including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other manufacturers named in the specification.
4. Bio-Based Material: Commercial or industrial products (other than food or feed) that are composed in whole, or in significant part, of biological products, renewable agricultural materials (including plant, animal, and marine materials), or forestry materials. For the purposes of LEED, this excludes leather and other animal hides.
5. Boards or Strips: Lumber of less than [2] inches ([50.8] mm) nominal size in least dimension.

C.

1. Casework: Products including, but not limited to framework, doors, drawers, hardware, and finishes which constitute cabinets and cases.
 - a. Concealed: Sleepers, web frames, dust panels and other surfaces not generally visible after installation and cabinets less than 30 inches (762 mm) above finished floor.
 - b. Exposed: Portions of casework visible when drawers and cabinet doors are closed, including end panels, bottoms of cases more than 42 inches (1.066 m) above finished floor, tops of cases less than 72 inches (1.82 m) above finished floor and all members visible in open cases or behind glass doors.
 - c. Semi-Exposed: Portions of casework and surfaces behind solid doors, tops of cases more than 72 inches (1.828 m) above finished floor and bottoms of cabinets more than 30 inches (0.762 m) but less than 42 inches (1.066 m) above finished floor.
2. Cast Stone: Refined architectural concrete building unit manufactured to simulate natural cut stone, used in unit masonry applications.
 - a. Dry Cast Concrete Products: Manufactured from zero slump concrete:
 - 1) Vibrant Dry Tamp (VDT) casting method - Vibratory ramming of earth moist, zero slump concrete against a rigid mold until densely compacted.
 - b. Wet Cast Concrete Products: Manufactured from measurable slump concrete:
 - 1) Wet casting method - Manufactured from measurable slump concrete and vibrated into a mold until densely consolidated.
3. Certified Wood: Wood based materials and products certified in accordance with Forest Stewardship Council's (FSC) Principles and Criteria for wood building components.
4. Chain-of-Custody Certificates: Certificates signed by manufacturers certifying that wood used to make products was obtained from forests certified by an FSC-accredited certification body to comply with FSC STD-01-001. Certificates shall include evidence that manufacturer is certified for chain of custody by an FSC-accredited certification body. A chain-of-custody certification is not required by distributors of a product that is individually labeled with the Forest Stewardship Council logo and manufacturer's chain of custody number. Chain of Custody certification requirements are determined by Forest Stewardship Council Chain of Custody Standard 40-004 v2-1.
5. Clean: Untreated and unpainted; not contaminated with oils, solvents, caulk, or the like.
6. CMU: Concrete Masonry Veneer Unit.
7. Commissioning (Cx): A systematic process confirming that building systems have been installed, properly started, and consistently operated in strict accordance with the Project Documents, that all systems are complete and functioning in accordance with the Contract Documents at Substantial Completion, and the Contractor has provided the Owner adequate system documentation and training.

8. Commissioning Authority (CxA): Party having a contractual agreement with the Owner to provide third party commissioning services as defined herein under Commissioning Authority's Role and Responsibilities. Commissioning Authority may represent the Owner and is authorized to act on behalf of the Owner. The Commissioning Authority does not have authority to alter design or installation procedures without the written approval of the Owner or the design team.
9. Comparable Product: Product demonstrated and approved through submittal process, or where indicated as a produce substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
10. Composite Materials: Materials made from two or more constituent materials with significantly different physical or chemical properties that, when combined, produce materials with characteristics different from the individual components.
11. Composite Wood (also referred to as "Engineered Wood"): Examples of Composite Wood are: particleboard; flake-board; plywood; fiberboard; MDF; agrifiber products; millwork substrates; flooring substrates; equipment backboards; door cores.
12. Concealed Portions of Casing: Include panels and other surfaces not usually visible after installation.
13. Consolidate: To strengthen loose or deteriorated materials in place.
14. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
15. Containment Areas: As determined by Owner's Representative and as shown on drawings. Includes area of construction, adjacent staging and storage areas, for contractors, supplies and waste: includes ceiling spaces above and adjacent to construction, if shown.
16. Contaminant Producing Activities: Activities that include, but are not limited to:
 - a. Demolition and removal of walls, floors, ceilings, and other finish materials.
 - b. Demolition of plumbing, mechanical and electrical systems and equipment.
 - c. Finish operations such as sanding, painting, and application of special surface coatings.
 - d. All routine construction activity which can generate dust.
 - e. Sitework operations.
17. Contract Documents: The General Conditions, Drawings, Specifications, Addenda, and other documents developed by the A/E Team and approved by the Owner that constitute the contractual obligations of the project scope.
18. Control Point and Sensor Calibration Verification: Process of verifying the point integrity and/or sensor calibration from the physical point of monitoring (sensor, contact, actuator, etc.) to the digital point location at the Operator's interface within the respective control system (Building Automation, Lighting Controls, Power Status and Monitoring, etc.).
19. Cost Loading: The allocation of the schedule of values for the completion of an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum unless otherwise approved by Architect.
20. Cradle-to-Gate Assessment: Analysis of a product's partial life-cycle from extraction (cradle) to gate (factory completion prior to distribution).
21. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
22. Critical Path Method (CPM): A method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.
23. Custom Hollow Metal Work: Hollow metal work fabricated according to ANSI/NAAMM-HMMA 861.

24. Cutting: Removal of existing construction necessary to permit installation or performance of other Work.

D.

1. Deconstruct: To remove by disassembling or detaching an item from a surface, using methods and equipment to successfully prevent damage to the item and surfaces, and dispose of items unless indicated as salvaged or for reinstallation.
2. Deferred Testing: Functional Performance or Integrated System Tests performed after Substantial Completion due to partial occupancy, partial equipment acceptance, seasonal requirements, design, or other site conditions that prohibit the test from being performed prior to Substantial Completion.
3. Deficiency: Condition of a component, piece of equipment, or system that is not in compliance with the Project Documents.
4. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.
5. Design Reference Sample: A sample that represents the Architect's prebid selection of Work to be matched; it may be existing Work or Work specially produced for the Project.
6. Dimensions: All unit sizes are shown as Nominal Dimensions.
7. Dimension Lumber: Lumber of [2] inches ([50.8] mm) nominal or greater size but less than [5] inches ([127] mm) nominal size in least dimension.
8. Directed: A command or instruction by Architect. Other terms including "requested," "authorized", "selected", "required", and "permitted" have the same meaning as "directed."
9. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; Disposing of items unless indicated to be salvaged or reinstalled.
10. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.
11. Double-Egress (Doors): A pair of doors that simultaneously swing with the two doors moving in opposite directions with no mullion between them.
12. Double-Swing (Doors): A pair of doors that swing with the two doors moving in opposite directions with a mullion between them; each door functioning as a single-swing door.
13. Drainable Blade Louver: Louver with blades having gutters that collect water and drain it to channels in jambs and mullions, which carry it to bottom of unit and away from opening.

E.

1. Engineered Wood: Refer to Composite Wood.
2. Equipment: A product with operational parts, regardless of whether motorized or manually operated, and in particular, a product that requires service connections such as wiring or piping.
3. Event: The starting or ending point of an activity.
4. Existing to Remain: Leave existing items that are not scheduled for salvage or reuse, as is; Do not remove.
5. Experienced: When used with an entity or individual, experienced means having successfully completed a minimum of five years documented experience with projects similar in nature, size, and extent; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
6. Exposed Portions of Casing: Bottoms of casework more than two feet above floor shall be considered as exposed. Visible members in open cases also shall be considered as exposed portions.

F.

1. Face Size: Actual tile size, excluding spacer lugs.

2. Fall Arrest System: A system designed to stop you in the process of a fall, typically including an anchor point or series of anchor points, a safety lanyard or self-retracting lifeline, and a harness.
3. Fall Protection System: System can be either a fall arrest or a fall restraint system.
4. Fall Restraint System: A system designed to keep you from getting close enough to the fall hazard to fall, typically including an anchor point or series of anchor points, a safety lanyard or self-retracting lifeline, and a harness.
5. Fiber-Reinforced Polymer (FRP): Material that consists of polymer resin-based matrix with fibers of either glass, carbon or aramid, and hybrid combinations of these fiber types.
6. Field Quality Control Testing: Tests and inspections performed onsite for work scheduled to be performed and upon completed Work.
7. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.
8. Float: The measure of leeway in starting and completing an activity.
 - a. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
 - b. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
 - c. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.
9. Formaldehyde: Naturally occurring VOC, found in small amounts in animals and plants; carcinogenic and irritant to humans when present in high concentrations. (Levels above 0.1 ppm).
 - a. Urea Formaldehyde: Combination of urea and formaldehyde, used in glue, and readily decomposes at room temperature.
 - b. Phenolformaldehyde: Type of formaldehyde that off gasses only at high temperature; used for exterior products and suitable for interior applications.
10. Forest Stewardship Council (FSC) Certified Content: Permanently installed wood content that has been harvested in accordance from forests certified by an FSC-accredited certification body to comply with FSC STD-01-001, "FSC Principles and Criteria for Forest Stewardship." Recycled wood fiber that qualifies as contributing to MR Credit 4 (Recycled Content) is excluded from FSC Certified Content.
11. Furnish: The term "furnish" means to supply and deliver to the Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
12. Functional Performance Test (FPT): Test of dynamic function and operation of equipment and systems executed by the Contractor and witnessed by the CxA. Systems are tested under various modes, such as during low cooling or heating loads, high loads, component failures, unoccupied, varying outside air temperatures, life safety conditions, power failure, etc. Systems are operated through all specified sequences of operation. Components are verified to be responding in accordance with requirements in the Project Documents.
13. Functional Performance Testing Procedures: Commissioning protocols, detailed test procedures and instructions in tabular and script-type format that fully describe system configuration and steps required to determine if the system is performing and functioning properly.
14. Furnish: Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.

G.

1. Glass Manufacturers: Firms that produce primary glass, fabricated glass, or both, as defined in referenced glazing publications.

2. Glass Thicknesses: Indicated by thickness designations in millimeters according to ASTM C 1036.
3. General: Considering or including the main features or elements of something, and disregarding exceptions; overall.

H.

1. Hazardous: Exhibiting the characteristics of hazardous substances, i.e., ignitability, corrosivity, toxicity or reactivity.
2. Hazardous Materials: Material regulated as hazardous material in accordance with 49 CFR 173, requiring Material Safety Data Sheet (MSDS) in accordance with 29 CFR 1910.1200, or which during end use, treatment, handling, storage, transportation, or disposal meets or has components which meet or have the potential to meet the definition of a Hazardous Waste in accordance with 40 CFR 261. Hazardous material includes hazardous chemicals.
3. Hazardous materials include but are not limited to pesticides, biocides, and carcinogens listed by the Environmental Protection Agency (EPA) and International Agency for Research on Cancer (IARC) and recognized authorities.
4. Horizontal Louver: Louver with horizontal blades (i.e., the axes of the blades are horizontal).

I.

1. IBC: International Building Code.
2. Indicated: Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown", "noted", "scheduled", and "specified" have the same meaning as "indicated."
3. Indoor Air Quality (IAQ): Composition and characteristics of air in an enclosed space affecting occupants of space. The indoor air quality refers to relative quality of air in a building with respect to contaminants and hazards and is determined by levels of indoor air pollution and characteristics of air, including those that impact thermal comfort such as air temperature, relative humidity, and air speed.
4. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."
5. Integrated Systems Test (IST): Test of dynamic function and operation of multiple systems. Integrated Systems Tests are tested under various modes, such as fire alarm and emergency situations, life safety conditions, power failure, etc. Systems are integrally operated through all specified sequences of operation. Systems and interconnections are verified to be responding in accordance with the requirements in the Project Documents.
6. Integrated Systems Testing Procedures: Commissioning protocols and detailed test procedures and instructions in tabular and script-type format that fully describe system configurations and steps required to determine if the interacting systems are performing and functioning properly.
7. Interior Final Finishes: Materials and products exposed at interior, occupied spaces including flooring, wallcovering, finish carpentry, and ceilings.
8. Install: Operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
9. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform particular construction operations, including installation, erection, application, and similar operations.
 - a. The term "experienced," when used with the term "installer," means having successfully completed a minimum of 5 previous projects similar in size and scope to this Project; being familiar with the special requirements indicated; and having complied with requirements of authorities having jurisdiction.

- b. Trades: Using terms such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.
- c. Assigning Specialists: Certain Sections of the Specifications require that specific construction activities shall be performed by specialists who are recognized experts in those operations. The specialists must be engaged for those activities, and their assignments are requirements over which the Contractor has no option. However, the ultimate responsibility for fulfilling contract requirements remains with the Contractor.
 - 1) This requirement shall not be interpreted to conflict with enforcing building codes and similar regulations governing the Work.

10. Interior (of Building): Within the weatherproof membrane.
11. Interspace: Space between lites of an insulating-glass unit.

J.

N/A

K.

1. Knowing act: Consciously initiating the opening of a power operated door using acceptable methods including wall mounted switches such as push plates and controlled access devices such as keypads, card readers and key switches.

L.

1. Lead Equivalence: The thickness of lead that provides the same attenuation (reduction of radiation passing through) as the material in question under the specified conditions.
2. Leadership in Energy and Environmental Design (LEED): USGBC's Building Rating System
 - a. Refer to the applicable LEED Reference Guide for additional definitions.
3. LEED Online: GBCI's online portal for project certification documentation.
4. LEED Project Administrator: Responsible for administration of LEED Certification Application.
5. Life-Cycle Inventory: Database that defines environmental input and output for each step in a material or assembly's life cycle.
6. Lifeline: A component of a fall protection system consisting of a flexible line designed to hang vertically, a vertical lifeline, or connecting to anchorages or anchorage connectors at both ends to span horizontally, a horizontal lifeline.
7. List of Incomplete Items: Contractor-prepared list of items to be completed or corrected, prepared for the Architect's use prior to Architect's inspection, to determine if the Work is substantially complete.
8. Look-Ahead Schedule: Prepare schedule indicating activities scheduled to occur or commence prior to submittal of next schedule update.
9. Louver Terminology: Definitions of terms for metal louvers contained in AMCA 501 apply to this Section unless otherwise defined in this Section or in referenced standards.

M.

1. Match: To blend with adjacent construction and manifest no apparent difference in material type, species, cut, form, detail, color, grain, texture, or finish; as approved by Architect.
2. Materials: Products which must be substantially cut, shaped, worked, mixed, finished, refined, or otherwise fabricated, processed, or installed to form units of work.
3. MERV: Minimum Efficiency Reporting Value: Arrestance rating of filter at three MERV Rating Explanation particle sizes of 0.3 microns to 10 microns at a determined face velocity.

4. Milestones: measurable and observable and serve as progress markers (flags) but, by definition, are independent of time (have zero durations) therefore no work or consumption of resources is associated with them.
5. Millwork: Ready-made wood products manufactured at a wood-planing mill or woodworking plant: moldings, doors, door frames, window sashes, stair work, cabinets, etc. excluding flooring, ceilings, and sidings.
6. Minimum Thickness: Minimum thickness of base metal without coatings.
7. "Minor" ceiling access is defined as visual observation or minor adjustments or other activity that does not disturb dust. Acoustical panels shall be replaced or access panel shall be closed immediately when the contractor leaves the work site.
 - a. "Major" ceiling access describes any other access not defined as "minor".
8. Mobile Cabinet: Free-standing base cabinet storage device mounted on casters or glides.
9. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.
 - a. Laboratory Mockups: Full-size physical assemblies constructed at testing facility to verify performance characteristics.
 - b. Integrated Exterior Mockups: Mockups of the exterior envelope erected separately from the building but on Project site, consisting of multiple products, assemblies, and subassemblies.
 - c. Room Mockups: Mockups of typical interior spaces complete with wall, floor, and ceiling finishes, doors, windows, millwork, casework, specialties, furnishings and equipment, and lighting.
10. Module Size: Actual tile size plus joint width indicated.

N.

1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
2. Negative Air Machine: Portable mechanical units to provide a negative air pressure in the Containment Areas.
3. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
4. Non-Hazardous: Exhibiting none of the characteristics of hazardous substances, i.e., ignitability, corrosivity, toxicity, or reactivity.
5. Non-Toxic: Neither immediately poisonous to humans nor poisonous after a long period of exposure.

O.

1. Operational Testing: Activities and testing occurring after initial energizing and/or start-up of equipment that determine whether equipment is operating within the manufacturer's recommendations and the design requirements. These activities are intended to ensure that equipment and systems meet all warranty requirements and are ready for Functional Performance Testing. Common examples are Testing, Adjusting and Balancing of HVAC systems and initial load testing of electrical equipment.
2. Owner's Designated Representative (ODR): Owner's representative, or its duly authorized representative, who will provide the general administration of this Agreement for Projects on behalf of Owner and shall be Owner's field representative in all matters related to this Agreement, including keeping Owner's procurement personnel informed at all times of the adequacy of Supplier's performance and progress, except as may be otherwise provided

herein. Owner may, at its sole discretion, change its Designated Representative at any time or from time to time, and shall promptly notify Supplier, in writing, of any such change.]

3. Owner's Project Requirements (OPR): A written document that details the functional requirements of a project and the expectations of how the facility will be used and operated. These include project goals, measurable performance criteria, cost considerations, benchmarks, success criteria and supporting information.

P.

1. Packaged Dry Products: Materials and products installed in dry form and delivered in manufacturer's packaging; including carpets, resilient flooring, ceiling tiles, and insulation.
2. Patching: Fitting and repair Work required to restore surfaces to original conditions after installation of other Work.
3. Pencil Copy: A preliminary review copy of the application for payment for review by Architect and Owner prior to submission of final copy.
4. Permanent Enclosure: As determined by Architect, permanent or temporary roofing is complete, insulated, and weathertight; exterior walls are insulated and weathertight; and all openings are closed with permanent construction or substantial temporary closures.
5. Permeable Surface: Surfaces which allow storm water to pass through and infiltrate the soil below.
6. Plastic Composites, or Wood-Plastic Composites: Composite materials made primarily from wood- or cellulose-based materials and plastics.
7. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.
8. Preconstruction Testing: Tests and inspections that are performed specifically for the Project before products and materials are incorporated into the Work to verify performance or compliance with specified criteria.
9. Product: Item obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material", "equipment", "system", "assembly", and terms of similar intent.
 - a. Comparable Product: A product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
 - b. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature current as of date of the Contract Documents.
 - c. Specified Products: Same as Named Products.
 - d. New Products: Items that have not previously been incorporated into another project or facility, except products consisting of recycled-content materials are allowed, unless explicitly stated otherwise. Products salvaged or recycled from other projects are not considered new products.
10. Project Documents: Consists of the Contract Documents, Approved Submittals, Requests for Information (RFI), Vendor documentation, Operations and Maintenance (O&M) information and other documentation that determines the requirements for acceptable installation and operation of the specific equipment and systems on the project.
11. Project Site: Space available to the Contractor for performing construction activities, either exclusively or in conjunction with others performing work as part of the Project. The extent of the Project site is shown on the Drawings and may or may not be identical with the description of the land on which the Project is to be built.
12. Protection Areas: As determined by Owner's Representative and as shown on drawings as Protection areas. Includes hospital areas adjacent to Containment Area, either

occupied or used for passage, as well as areas connected to construction area by mechanical system air intake, exhaust and ductwork.

13. Provide: Furnish and install, complete and ready for the intended use.

Q.

1. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
2. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect.

R.

1. Rapidly Renewable Materials: Materials and products made from plants that are typically harvested within a 10-year or shorter cycle.
2. Recovery Schedule: Submittal of a revised critical path method (CPM) schedule and a written plan.
3. Recyclable: Ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.
4. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.
5. Recycled Content: Defined in accordance with the International Organization of Standards document ISO 14021, Environmental labels and declarations, Self-declared environmental claims (Type II environmental labeling). The percentage by weight of constituents that have been recovered or otherwise diverted from the solid waste stream, either during the manufacturing process (pre- consumer), or after consumer use (post-consumer).
 - a. Preconsumer material is defined as material diverted from the waste stream during the manufacturing process.
 - 1) Discarded materials from one manufacturing process that are used as constituents in another manufacturing process are pre-consumer recycled materials.
 - 2) Excluded is reutilization of materials, such as rework, regrind, or scrap, generated in a process and capable of being reclaimed within the same process that generated it; Spills and scraps from the original manufacturing process that are combined with other constituents after a minimal amount of reprocessing for use in further production of the same product are not recycled materials.
 - b. Postconsumer material is defined as waste material generated by households or by commercial, industrial, and institutional facilities in their role as end users of the product, which can no longer be used for its intended purpose.
6. Recycling: Process of sorting, cleansing, treating, and reconstituting solid waste and other discarded materials for the purpose of using the altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
7. Refinish: To remove existing finishes to base material and apply new finish to match original, or as otherwise indicated.
8. Regional Materials: Materials that have been extracted, harvested, or recovered, as well as manufactured, within 100 miles (160 km) of Project site. If only a fraction of a product or material is extracted/harvested/recovered and manufactured locally, then only that percentage (by weight) shall contribute to the regional value.
 - a. Green Globes requirement for Regionally Extracted, Harvested, or Recovered Materials: Materials that are extracted, harvested, or recovered and manufactured within a radius of [500] miles ([804.67] kilometers) from the Project site.
 - b. Green Globes requirements for Regionally Manufactured Materials: Materials that are manufactured within a radius of [500] miles ([804.67] kilometers) from the Project

location. Manufacturing refers to the final assembly of components into the building product that is installed at the Project site.

9. Regulations: Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.
10. Reinforced Masonry: Masonry containing reinforcing steel in grouted cells.
11. Remove: Detach items from existing construction and dispose off-site unless indicated as salvaged or reinstallation.
12. Remove and Salvage: Detach items from existing construction, in a manner to prevent damage and turn over to owner.
13. Repair: To correct damage and defects, retaining existing materials, features, and finishes. This includes patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading materials.
14. Replace: To remove, duplicate, and reinstall entire item with new material. The original item is the pattern for creating duplicates unless otherwise indicated.
15. Replicate: To reproduce in exact detail, materials, and finish unless otherwise indicated.
16. Reproduce: To fabricate a new item, accurate in detail to the original, and from either the same or a similar material as the original, unless otherwise indicated.
17. Request for interpretation (RFI): A request seeking one of the following:
 - a. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
 - b. A resolution to an issue which has arisen due to field conditions and affects design intent.
18. Resource Loading: The allocation of manpower and equipment necessary for completion of an activity as scheduled.
19. Retain: To keep existing items that are not to be removed or dismantled.
20. Return: To give back reusable items or unused products to vendors for credit.
21. Reuse: To reuse a construction waste material in some manner on the project site.
22. Reviewed: When used to convey Architect's action on Contractor's submittals, applications, and requests, "reviewed" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.

S.

1. Safety Device: A device that detects the presence of an object or person within a zone where contact could occur and provides a signal to stop the movement of the door.
2. Salvage: Recovery of demolition or construction waste for subsequent sale or reuse.
3. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.
4. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.
5. Scheduling Specialist (SS): An internal or third party entity contracted to the Owner providing scheduling advice (if applicable).
6. Sealants: All gunnable, trowelable, and liquid-applied joint sealants and sealant primers, whether specified or not; including firestopping sealants and duct joint sealers.
7. Sediment: Soil and other debris that has been eroded and transported by storm or well production run-off water.
8. Semi-Exposed Portions of Casework: Include those members such as divisions, interior faces of ends, case back, backs and bottoms.

9. Solar Reflectance Index (SRI): The measure of a constructed surface's ability to stay cool in the sun by reflecting solar radiation and emitting thermal radiation. SRI values range from zero (solid black surface) to 100 (solid white surface). SRI value of a material is calculated according to ASTM E1980 and based on the aged, tested values of solar reflectance and thermal emittance.
10. Source Separation: Separating waste materials from the time they become waste.
11. Specified Products: Products listed as to be supplied as specified.
12. Standard Hollow Metal Work: Hollow metal work fabricated according to ANSI/SDI A250.8.
13. Start-Up: The activities where equipment is initially energized, tested and operated. Start-up is completed prior to Operational Testing and Functional Performance Testing and is an integral item documented in the System Verification Checklist (SVC).
14. Strip: To remove existing finish down to base material unless otherwise indicated.
15. Submittals: Written and graphic information and physical samples that require Architect's responsive action or are for information and do not require the architect's action.
16. Substitutions: Changes from the Contract Document requirements proposed by the CONTRACTOR after the award of the Contract. Changes include products, assemblies, materials, equipment, and methods of construction. Proposed substitutions by the CONTRACTOR are considered to be requests for substitutions. Substitutions will be considered by the OWNER as a special request.
 - a. Substitutions for Cause: Proposed substitutions due to changed Project circumstances beyond Contractor's control, such as product unavailability, unavailability of required warranty terms, or regulatory changes.
 - b. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements, but may offer advantage to Contractor or Owner.
 - c. The following are not considered to be requests for substitutions:
 - 1) Substitutions requested during the bidding period, and accepted by Addendum prior to award of the Contract, are included in the Contract Documents and are not subject to requirements for substitutions listed in Section "Substitution Procedures."
 - 2) Revisions to the Contract Documents requested by the OWNER.
 - 3) Specified options of products and construction methods included in Contract Documents.
 - 4) The CONTRACTOR'S determination of and compliance with governing regulations and orders issued by governing authorities.
17. Subsystem: A portion of a system with characteristics similar to a system.
18. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
19. System Verification Checklist (SVC): List of static inspections and material or component tests that verify proper installation of equipment (e.g., belt tension, oil levels, labels affixed, gages in place, sensors calibrated, etc.), start-up activities and documentation, as well as operational testing results. The checklists are meant to document all activities for an individual piece of equipment from procurement on the project through operational testing are performed in accordance with the requirements in the project documents.

T.

1. Testing:
 - a. Field Quality Control Testing: Tests and inspections performed on site for installation of the Work and for completed Work.
 - b. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.

- c. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- d. Source Quality Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.
- 2. Testing Agency/Testing Agencies: Independent entity(ies) engaged to perform specific inspections, tests, or both, either at the Project Site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.
- 3. Testing Laboratory: Refer to Testing Agency.
- 4. "Thorough" cleaning of surfaces: Cleaning of surfaces which become exposed to dust shall be accomplished by the use of either a HEPA filtered vacuum cleaner or a wet mop.
- 5. Toxic: Poisonous to humans either immediately or after a long period of exposure.
- 6. Training Plan: A detailed plan prepared by the Contractor and reviewed by the Owner and Commissioning Authority that outlines the training activities, instructors, time durations, and system requirements in accordance with the Contract Documents and Commissioning Plan.
- 7. Trending: Data collection of monitored points using the Building Automation System, Lighting Controls System, Power Status and Monitoring System or independent data acquisition instrumentation.

U.

- 1. Unit price is an amount incorporated into the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

V.

- 1. Vertical Illuminance: Illuminance levels calculated at a point on a vertical service or plane.
- 2. Vertical Louver: Louver with vertical blades (i.e., the axes of the blades are vertical).
- 3. Visual Display Board Assembly: Visual display surface that is factory fabricated into composite panel form, either with or without a perimeter frame.
- 4. Visual Display Surface: Surfaces that are used to convey information visually, including surfaces of markerboards and surfacing materials that are not fabricated into composite panel form but are applied directly to walls.
- 5. Volatile Organic Compound (VOC): A carbon compound that vaporizes at normal room temperatures.

W.

- 1. Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.
- 2. Wet Products: Materials and products installed in wet form, including paints, sealants, adhesives, and special coatings.
- 3. Wind Driven Rain Resistant Louver: Louver that provides specified wind driven rain performance determined by testing according to AMCA 500-L.
- 4. Wood-Plastic Composites: Refer to Plastic Composites.
- 5. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.
- 6. WRB: Water Resistive Barrier.

X.

Y.

Z.

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

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SECTION 01 50 00 - TEMPORARY FACILITIES AND CONTROLS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
 1. Section 01 10 00 - "Summary" for work restrictions and limitations on utility interruptions.
 2. Section 01 21 00 - "Allowances" for allowance for metered use of temporary utilities.

1.3 REFERENCE STANDARDS

- A. ASTM E136 - Standard Test Method for Assessing Combustibility of Materials Using a Vertical Tube Furnace at 750 Degrees C; 2024c.
- B. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- C. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

1.4 REFERENCES

- A. Refer to specification Section 01 41 00 - Regulatory Requirements, for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 USE CHARGES

- A. Installation, removal, and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities engaged in the Project to use temporary services and facilities without cost, including, but not limited to, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
- B. The contractor shall, at its expense, make all arrangements necessary to secure the availability of and maintain all temporary utilities required to construct and operate the Contractor's Work as required by the Contract Documents. This includes legal sketches and descriptions for easement as well as record drawings requirements required by utility companies.
- C. Contractor shall be responsible for all costs or fees associated with temporary or permanent utilities, with the exception of the permanent utility connection fees, until Final Completion or Owner Acceptance/Occupancy, whichever comes first.
- D. The contractor shall be responsible for providing and installing all provisions required by utility companies including but not limited to, transformer pads, service raceways, bollards, etc.
- E. Sewer Service: If no existing service exists, Pay sewer-service use charges for sewer usage by all entities for construction operations.
- F. Water Service: If no existing service exists, Pay water-service use charges for water used by all entities for construction operations.
- G. Electric Power Service: If no existing service exists, Pay electric-power-service use charges for electricity used by all entities for construction operations.
- H. Water and Sewer Service from Existing System: If existing services exist, Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

- I. Electric Power Service from Existing System: If existing power service exists, Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.6 INFORMATIONAL SUBMITTALS

- A. Site Utilization Plan: Show temporary facilities, temporary utility lines and connections, staging areas, construction site entrances, vehicle circulation, and parking areas for construction personnel.
- B. Implementation and Termination Schedule: Within 15 calendar days of date established for commencement of the Work, submit schedule indicating implementation and termination dates of each temporary utility.
- C. Project Identification and Temporary Signs: Show fabrication and installation details, including plans, elevations, details, layouts, typestyles, graphic elements, and message content.
- D. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- E. Moisture- and Mold-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage and mold. Describe delivery, handling, storage, installation, and protection provisions for materials subject to water absorption or water damage.
 1. Indicate procedures for discarding water-damaged materials, protocols for mitigating water intrusion into completed Work, and requirements for replacing water-damaged Work.
 2. Indicate sequencing of work that requires water, such as sprayed fire-resistive materials, plastering, and terrazzo grinding, and describe plans for dealing with water from these operations. Show procedures for verifying that wet construction has dried sufficiently to permit installation of finish materials.
 3. Indicate methods to be used to avoid trapping water in finished work.
- F. Dust and HVAC Control Plan: Submit coordination drawing and narrative that indicates the dust and HVAC control measures proposed for use, proposed locations, and proposed time frame for their operation. Include the following:
 1. Locations of dust-control partitions at each phase of work.
 2. HVAC system isolation schematic drawing.
 3. Location of proposed air-filtration system discharge.
 4. Waste-handling procedures.
 5. Other dust-control measures.
- G. Noise and Vibration Control Plan: Identify construction activities that may impact the occupancy and use of existing spaces within the building or adjacent existing buildings, whether occupied by others, or occupied by the Owner. Include the following:
 1. Methods used to meet the goals and requirements of the Owner.
 2. Concrete cutting method(s) to be used.
 3. Location of construction devices on the site.
 4. Show compliance with the use and maintenance of quiet construction devices for the duration of the Project.
 5. Indicate activities that may disturb building occupants and that are planned to be performed during non-standard working hours as coordinated with the Owner.
 6. Indicate locations of sensitive areas or other areas requiring special attention as identified by Owner. Indicate means for complying with Owner's requirements.

1.7 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.
- C. Accessible Temporary Egress: Comply with applicable provisions in the United States Access Board's ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1.

1.8 PROJECT CONDITIONS

- A. Temporary Use of Permanent Facilities: Engage Installer of each permanent service to assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 PRODUCTS

2.1 MATERIALS

- A. Portable Chain-Link Fencing: Minimum 2-inch (50-mm), 0.148-inch- (3.8-mm-) thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet (182.88 cm) high with galvanized-steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top and bottom rails. Provide galvanized-steel bases for supporting posts.
- B. Fencing Windscreen Privacy Screen: Polyester fabric scrim with grommets for attachment to chain-link fence, sized to height of fence, in color selected by Architect from manufacturer's standard colors.
- C. Dust-Control Adhesive-Surface Walk-Off Mats: Provide mats, minimum 36 by 60 inches (914 by 1524 mm).
- D. Insulation: Unfaced mineral-fiber blanket, manufactured from glass, slag wool, or rock wool; with maximum flame-spread and smoke-developed indexes of 25 and 50, respectively.

2.2 TEMPORARY FACILITIES

- A. Field Offices: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading. The Field Office shall include a conference room capable of holding meetings with a minimum of 10 people. Field office to include table & chairs. The contractor shall have the Field Office professionally cleaned a minimum of one time per month.
- B. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
 - 1. Store combustible materials apart from building.

2.3 EQUIPMENT

- A. Cameras: Contractor shall, at its expense, provide a minimum of one (1) camera on the project site and a sign at or near the job site entrance stating, "Project Site Under Surveillance". The camera shall be continuously recording, and Contractor shall provide to the owner remote access to a live feed for the camera. Recordings shall be kept for up to four weeks from the date taken. Contractor shall provide digital copies of recordings at request of Owner.
- B. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
- C. HVAC Equipment: Unless the Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
 - 1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
 - 2. Heating, Cooling, and Dehumidifying Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.

3. Permanent HVAC System: If Owner authorizes use of permanent HVAC system for temporary use during construction, provide filter with MERV of 8 at each return-air grille in system and remove at end of construction, and clean HVAC system as required in Section 01 77 00 "Closeout Procedures."
- D. Air-Filtration Units: Primary and secondary HEPA-filter-equipped portable units with four-stage filtration. Provide single switch for emergency shutoff. Configure to run continuously.

PART 3 EXECUTION

3.1 TEMPORARY FACILITIES, GENERAL

- A. Conservation: Coordinate construction and use of temporary facilities with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. See other Sections for disposition of salvaged materials that are designated as Owner's property.

3.2 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
 1. Locate facilities to limit site disturbance as specified in Section 01 10 00 "Summary."
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.
- C. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
 1. Prior to commencing work, isolate the HVAC system in area where work is to be performed according to coordination drawings.
 - a. Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas.
 - b. Maintain negative air pressure within work area, using HEPA-equipped air-filtration units, starting with commencement of temporary partition construction, and continuing until removal of temporary partitions is complete.
 2. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust-containment devices.
 3. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.

3.3 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.
 1. Connect temporary sewers to municipal system as directed by authorities having jurisdiction.
- C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.
- D. Sanitary Facilities: Provide temporary toilets, wash facilities, safety shower and eyewash facilities, and drinking water for the use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
 1. Use of Permanent Toilets: Use of Owner's existing or new toilet facilities is not permitted.
- E. Temporary Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed construction from

adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

1. Provide temporary dehumidification systems when required to reduce ambient and substrate moisture levels to the level required to allow installation or application of finishes and their proper curing or drying.
- F. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner. If there is no available power from Owner, then Contractor is responsible to obtain power service. Any costs for power are to be included in Contractor's bid.
- G. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations. If there is no available power from Owner, then Contractor is responsible to obtain power service. Any costs for power are to be included in Contractor's bid.
 1. Install electric power service overhead unless otherwise indicated.
 2. Connect temporary service to Owner's existing power source, as directed by Owner.
- H. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
 1. Install and operate temporary lighting that fulfills security and protection requirements without operating the entire system.
- I. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Install WiFi cell phone access equipment and one land-based telephone line(s) for each field office.
 1. At each telephone, post a list of important telephone numbers.
 - a. Police and fire departments.
 - b. Ambulance service.
 - c. Contractor's home office.
 - d. Contractor's emergency after-hours telephone number.
 - e. Architect's office.
 - f. General Contractor's home office.
 - g. Engineers' offices.
 - h. Owner's office.
 - i. Principal subcontractors' field and home offices.
- J. Electronic Communication Service: Provide secure WiFi wireless connection to internet with provisions for access by Architect and Owner.

3.4 SUPPORT FACILITIES INSTALLATION

- A. Comply with the following:
 1. Provide construction for temporary field offices, shops, and sheds located within construction area or within 30 feet (914.4 cm) of building lines that is noncombustible in accordance with ASTM E136. Comply with NFPA 241.
 2. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate for construction operations. Locate temporary roads and paved areas as indicated on Drawings.
 1. Provide dust-control treatment that is nonpolluting and nontracking. Reapply treatment as required to minimize dust.
- C. Temporary Use of Planned Permanent Roads and Paved Areas: Locate temporary roads and paved areas in same location as permanent roads and paved areas. Construct and maintain temporary roads and paved areas adequate for construction operations. Extend temporary roads and paved areas, within construction limits indicated, as necessary for construction operations.

1. Coordinate elevations of temporary roads and paved areas with permanent roads and paved areas.
2. Prepare subgrade and install subbase and base for temporary roads and paved areas in accordance with Section 31 20 00 "Earth Moving."
3. Recondition base after temporary use, including removing contaminated material, regrading, proof rolling, compacting, and testing.
4. Delay installation of final course of permanent hot-mix asphalt pavement until immediately before Substantial Completion. Repair hot-mix asphalt base-course pavement before installation of final course in accordance with Section 32 12 16 "Asphalt Paving."

D. Traffic Controls: Comply with requirements of authorities having jurisdiction.

1. Protect existing site improvements to remain, including curbs, pavement, and utilities.
2. Maintain access for fire-fighting equipment and access to fire hydrants.

E. Parking: Use designated areas of Owner's existing parking areas for construction personnel.

F. Storage and Staging: Use designated areas of Project site for storage and staging needs.

G. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.

1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
2. Remove snow and ice as required to minimize accumulations.

H. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.

1. Identification Signs: Provide Project identification signs as indicated on Drawings.
2. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
 - a. Provide temporary, directional signs for construction personnel and visitors.
3. Maintain and touch up signs, so they are legible at all times.

I. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."

3.5 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain written permission from adjacent property owner to access property for that purpose.

B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

1. Comply with work restrictions specified in Section 01 10 00 "Summary."

C. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to undisturbed areas and to adjacent properties and walkways, according to requirements of EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.

1. Verify that flows of water redirected from construction areas or generated by construction activity do not enter or cross tree- or plant-protection zones.
2. Inspect, repair, and maintain erosion- and sedimentation-control measures during construction until permanent vegetation has been established.
3. Clean, repair, and restore adjoining properties and roads affected by erosion and sedimentation from Project site during the course of Project.

4. Remove erosion and sedimentation controls, and restore and stabilize areas disturbed during removal.
- D. Stormwater Control: Comply with requirements of authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.
- E. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- F. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals, so Project will be free of pests and their residues at Substantial Completion. Perform control operations lawfully, using materials approved by authorities having jurisdiction.
- G. Site Enclosure Fence: Before construction operations begin, furnish and install site enclosure fence in a manner that will prevent people from easily entering site except by entrance gates.
 1. Extent of Fence: As required to enclose entire Project site or portion determined sufficient to accommodate construction operations.
 2. Maintain security by limiting the number of keys and restricting distribution to authorized personnel. Furnish one set of keys to Owner.
- H. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each workday.
- I. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- J. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.
 1. Where heating or cooling is needed and permanent enclosure is incomplete, insulate temporary enclosures.
- K. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire-prevention program.
 1. Prohibit smoking in construction areas. Comply with additional limits on smoking specified in other Sections.
 2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition in accordance with requirements of authorities having jurisdiction.
 3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
 4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign, stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

3.6 MOISTURE AND MOLD CONTROL

- A. Moisture and Mold Protection: Protect stored materials and installed Work in accordance with Moisture and Mold Protection Plan.
- B. Exposed Construction Period: Before installation of weather barriers, when materials are subject to wetting and exposure and to airborne mold spores, protect as follows:
 1. Protect porous materials from water damage.
 2. Protect stored and installed material from flowing or standing water.
 3. Keep porous and organic materials from coming into prolonged contact with concrete.

4. Remove standing water from decks.
5. Keep deck openings covered or dammed.

C. Partially Enclosed Construction Period: After installation of weather barriers but before full enclosure and conditioning of building, when installed materials are still subject to infiltration of moisture and ambient mold spores, protect as follows:

1. Do not load or install drywall or other porous materials or components, or items with high organic content, into a partially enclosed building.
2. Keep interior spaces reasonably clean and protected from water damage.
3. Periodically collect and remove waste containing cellulose or other organic matter.
4. Discard or replace water-damaged material.
5. Do not install material that is wet.
6. Discard and replace stored or installed material that begins to grow mold.
7. Perform work in a sequence that allows wet materials adequate time to dry before enclosing the material in gypsum board or other interior finishes.

D. Controlled Construction Period: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:

1. Control moisture and humidity inside building by maintaining effective dry-in conditions.
2. Use temporary or permanent HVAC system to control humidity within ranges specified for installed and stored materials.
3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits.
 - a. Hygroscopic materials that may support mold growth, including wood and gypsum-based products, that become wet during the course of construction and remain wet for 48 hours are considered defective and require replacing.
 - b. Measure moisture content of materials that have been exposed to moisture during construction operations or after installation. Record readings beginning at time of exposure and continuing daily for 48 hours. Identify materials containing moisture levels higher than allowed. Report findings in writing to Architect.
 - c. Remove and replace materials that cannot be completely restored to their manufactured moisture level within 48 hours.

3.7 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when the need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 1. Materials and facilities that constitute temporary facilities are property of Contractor. The owner reserves the right to take possession of Project identification signs.
 2. Remove temporary roads and paved areas not intended for or acceptable for integration into permanent construction. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace

street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.

3. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 01 77 00 "Closeout Procedures."

END OF SECTION

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SECTION 01 56 00 - TEMPORARY BARRIERS AND ENCLOSURES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Temporary jobsite protection including the following:
 - 1. Temporary floor and wall protection.
 - 2. Door jamb protection.
 - 3. Small project floor and wall protection.
 - 4. Seaming tape for floor protection.
 - 5. Recyclable, portable jobsite trash containers.

1.3 SUBMITTALS

- A. Submit under provisions of Section 01 33 00 - Submittal Procedures.
- B. Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
 - 3. Installation methods.

1.4 QUALITY ASSURANCE

- A. Manufacturer: Minimum Five (5) years' experience manufacturing similar products.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store products in manufacturer's unopened packaging bearing the brand name and manufacturer's identification until ready for installation.
- B. Handle materials to avoid damage.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Specifications are based on products of manufacturers named as the Basis of Design. Manufacturers listed whose products meet or exceed the specifications are approved for use on the Project. Other manufacturers must have a minimum of five (5) years experience manufacturing products meeting or exceeding the specifications and comply with Division 01 requirements regarding substitutions to be considered.
 - 1. Surface Shields.

2.2 TEMPORARY FLOOR AND WALL PROTECTION

- A. Temporary protection board shall comply with the following requirements, as necessary for the use.
 - 1. Fold lines allowing corner, horizontal and vertical wall protection.
 - a. Wall guard fold lines at 4 inches (101 mm), 8 inches (203 mm) and 12 inches (305 mm) from edge of board.
 - 2. Allow protected substrates and finishes to cure while being protected.
 - 3. Protection against water, paint, mud, and more.
- B. Basis of Design:
 - 1. Products as manufactured by Ram Board.
 - a. Heavy Duty Temporary and Reusable Floor and Wall Protection: Ram Board Model #RB 38-100.

- b. Pre-Taped Board: Ram Board Plus Model #RB PLUS 38-100.
- c. Reusable Protection for Small Projects: Ram Board Home Edition Model #RBHE 36-50.
- d. Painter's Board: Ram Board Painter's Board Model #20RB 35-50.

2.3 DOOR JAMB PROTECTION

- A. Door Jamb Protection: Heavy-duty flexible re-usable door jamb protection.
 - 1. Materials: Recycled and recyclable materials.
 - 2. Door Jamb Sizes: Fits 4 inches – 9 inches (102 mm – 229 mm).
 - 3. Basis of Design: Model # RBJP 60 or RBJP 36 Ram Jamb.

2.4 SEAMING AND EDGE TAPES FOR FLOOR PROTECTION

- A. Seaming Tape: Used to cover Ram Board seams.
 - 1. Backing: Unique kraft backing tears easily and creates an extremely durable, smooth finish.
 - 2. Basis of Design: Ram Board Model #RT 3-164.
- B. Vapor-Cure Tape: Used to cover Ram Board seams which prevents tape lines.
 - 1. Performance: Allows vapors and moisture to escape from concrete, glue down floors, stained floors, epoxy floors, refinished floors, vinyl composition tile, and most other floor types.
 - 2. Basis of Design: Ram Board Model #RB VCT 3-108
- C. Edge Tape: Used to secure Ram Board Temporary Floor Protection edges to flooring or wall surfaces.
 - 1. Performance: Easy Release, low tack tape for up to 14 days. Grips tightly to Ram Board while easy release on flooring surfaces up to 14 days.
 - 2. Basis of Design: Ram Board Model #RB ET 2.5-180.

2.5 PORTABLE JOBSITE TRASH CONTAINERS

- A. Portable Jobsite Trash Containers: Portable, reusable jobsite trash container.
 - 1. Fits Trash Bags: 42 gal – 50 gal (159 to 189 L).
 - 2. Quick self-locking assembly, no tape required.
 - 3. Basis of Design: Ram Board Trash Box Model # RBTB 16-36.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Examine substrates for compliance with requirements for installation. Proceed with installation or protection products only after unsatisfactory conditions have been corrected.
- B. Do not begin protection installation until substrates have been properly prepared.
- C. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.2 INSTALLATION

- A. Install protection products in accordance with manufacturer's written instructions and approved submittals.

3.3 PROTECTION

- A. Protection installed products may be left in place until completion of project or adjacent work.

END OF SECTION

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

SECTION 01 60 00.1 - REQUEST FOR SUBSTITUTION FORM

PROJECT INFORMATION

PROJECT NAME AND NUMBER: _____

CONTRACT AWARD DATE: _____

TO: _____

SUBSTITUTION REQUESTED BY: _____

REQUEST MADE DURING:

Bidding

Construction Period

CAUSE FOR REQUEST: _____

SUBSTITUTION INFORMATION

SUBMIT IN ACCORDANCE WITH SECTION 01 33 00 - SUBMITTAL PROCEDURES.

1. Technical data, cost, and time information relating to changes to Construction Documents required by proposed substitution.
2. Detailed comparison of proposed substitution and specified product including but not limited to warranty, significant variations, qualifications of manufacturers, and maintenance.
3. Complete technical data, detailed shop drawings, samples, installation procedures, warranty, and substantiating data marked to indicate equivalent quality and performance to that specified. Manufacturer sell sheets are not acceptable submittals.

BASIS OF DESIGN

Specified Manufacturer: _____

Specified Product: _____

Where Specified:

 Drawing (Sheet Number and Detail/Schedule): _____

 Specification: (Section Number and Paragraph): _____

PROPOSED SUBSTITUTION

We submit for consideration the following manufacturer / product in lieu of the specified item for the above referenced project:

Proposed Manufacturer: _____

Proposed Product: _____

COST AND TIME

Does proposed substitution affect adjacent work, Construction Documents, Cost, Schedule, Quality, or related submittals?

No

Yes

Contractor is responsible for costs and additional time associated with proposed substitution including costs incurred by Architect for evaluation of substitution and changes to the documents. Describe costs for changes to design, including engineering and detailing costs caused by requested substitution.

Cost Savings Realized by Owner (\$ US): _____

WARRANTY

Is warranty for proposed substitution the same as for specified product?

Yes

No

If No, Explain Differences: _____

CONTRACTOR CERTIFICATION:

In making this request for substitution, Contractor certifies that:

1. Proposed substitution has been thoroughly researched and evaluated and determined as equivalent or superior to specified product or material, will fit into space provided, and is compatible with adjacent materials.
2. Proposed substitution will provide the same or better warranty at no additional cost to the Owner.
3. Cost data is complete and includes related costs under the Contract. Claims for additional costs related to the proposed substitution that may subsequently become apparent are waived.
4. Contractor will assume responsibility for delays and costs caused by acceptance proposed substitution, if approved, are accepted by the Construction Manager unless delays and costs are specifically mentioned and approved in writing by Owner and Architect.
5. Contractor will assume liability for performance of the substitution.
6. Installation of the proposed substitution is coordinated with the Work and with changes required to the Work.
7. Contractor will reimburse Owner and Architect for evaluation and redesign services associated with the substitution request and, when required, for approval by authorities having jurisdiction.

PREVIOUS USE

Has the proposed substitute manufacturer / product been installed on previous PBK Architects, Inc. projects within the past two years?

No

Yes

If Yes, list project(s):

Project: _____

Owner: _____

Contact: _____

Project: _____

Owner: _____

Contact: _____

SUBMITTED BY:

Contractor's Signature: _____

Signature shall be by the individual authorized to legally bind the Contractor to the above terms. Failure to provide legally binding signature will result in retraction of acceptance.

Firm: _____

Telephone: _____ Date: _____

SUBSTITUTION EVALUATION

FOR USE BY ARCHITECT:

Accepted Accepted as Noted Not Accepted Received too Late

By: _____ Date: _____

Craig Gaulden Davis | PBK Architects
Project No. 25010
State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
Issuance Date: November 25, 2025

Remarks: _____

FOR USE BY OWNER:

Accepted Not Accepted

By: _____ Date: _____

Remarks: _____

END OF SECTION

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SECTION 01 60 00 - PRODUCT REQUIREMENTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; comparable products and substitutions.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 - 1. Products.
 - a. Named Products.
 - b. New Products.
 - c. Comparable Product.
 - 2. Basis-of-Design Product Specification.
- B. Substitutions.
 - 1. Substitutions for Cause.
 - 2. Substitutions for Convenience.

1.4 REFERENCES

- A. Refer to specification Section 01 41 00 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form:
 - a. Use facsimile of form provided in Project Manual.
 - b. Use CSI form 13.1 A
 - 2. Include complete information as required in the Substitution Form. Incomplete information will result in automatic rejection of the substitution request.
 - 3. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
 - b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and Contractors, that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.

- g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
- h. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
- i. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
- j. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
- k. Cost information, including a proposal of change for a credit to the owner, if any, in the Contract Sum.
- l. Distribute copies of reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- m. Submittals not requested will not be recognized or processed.

4. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven (7) days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within fifteen (15) days of receipt of request, or seven (7) days of receipt of additional information or documentation, whichever is later.

- a. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.6 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.
 - 1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 - 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.
- B. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.7 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

1.8 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
 - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
 - 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.
- C. Storage:
 1. Store products to allow for inspection and measurement of quantity or counting of units.
 2. Store materials in a manner that will not endanger Project structure.
 3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
 4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
 5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
 6. Protect stored products from damage and liquids from freezing.
 7. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.9 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
 1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 2. See other Sections for specific content requirements and particular requirements for submitting special warranties.

PART 2 PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 4. Where products are accompanied by the term "as selected," Architect will make selection.
 5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
 6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures:
 1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.

2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
3. Products:
 - a. Restricted List: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered unless otherwise indicated.
 - b. Non-restricted List: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
4. Manufacturers:
 - a. PART 7 Restricted List: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered unless otherwise indicated.
 - b. Non-restricted List: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed manufacturer's product.
5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require "match Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.

1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Specification Section "Substitution Procedures" for proposal of product.

D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 SUBSTITUTIONS

- A. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 1. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 2. Substitution request is fully documented and properly submitted.
 - a. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - 1) Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
 - 2) Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and Contractors, that will be necessary to accommodate proposed substitution.

- 3) Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
- 4) Product Data, including drawings and descriptions of products and fabrication and installation procedures.
- 5) Samples, where applicable or requested.
- 6) Certificates and qualification data, where applicable or requested.
- 7) Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
- 8) Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
- 9) Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
- 10) Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
- 11) Cost information, including a proposal of change for a credit to the owner, if any, in the Contract Sum.
- 12) Distribute copies of reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- 13) Submittals not requested will not be recognized or processed.

3. Requested substitution will not adversely affect Contractor's construction schedule.
4. Requested substitution has received necessary approvals of authorities having jurisdiction.
5. Requested substitution is compatible with other portions of the Work.
6. Requested substitution has been coordinated with other portions of the Work.
7. Requested substitution provides specified warranty.
8. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

B. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than fifteen (15) days prior to time required for preparation and review of related submittals.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Substitution request is fully documented and properly submitted.
 - c. Requested substitution will not adversely affect Contractor's construction schedule.
 - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - e. Requested substitution is compatible with other portions of the Work.
 - f. Requested substitution has been coordinated with other portions of the Work.
 - g. Requested substitution provides specified warranty.

- h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- C. Substitutions for Convenience: Not allowed unless otherwise indicated.
- D. Substitutions for Convenience: Architect will consider requests for substitution if received ten (10) days prior to Bid and within thirty (30) days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect.
 - 1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
 - b. Requested substitution does not require extensive revisions to the Contract Documents.
 - c. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - d. Substitution request is fully documented and properly submitted.
 - e. Requested substitution will not adversely affect Contractor's construction schedule.
 - f. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - g. Requested substitution is compatible with other portions of the Work.
 - h. Requested substitution has been coordinated with other portions of the Work.
 - i. Requested substitution provides specified warranty.
 - j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
 - k. Additional requirements as indicated on the Substitution Request Form.

PART 3 EXECUTION

3.1 OWNER-SUPPLIED PRODUCTS

- A. See Section 01 10 00 - Summary for identification of Owner-supplied products.
- B. Owner's Responsibilities:
 - 1. Arrange for and deliver Owner reviewed shop drawings, product data, and samples, to Contractor.
 - 2. Arrange and pay for product delivery to site.
 - 3. On delivery, inspect products jointly with Contractor.
 - 4. Submit claims for transportation damage and replace damaged, defective, or deficient items.
 - 5. Arrange for manufacturers' warranties, inspections, and service.
- C. Contractor's Responsibilities:
 - 1. Review Owner reviewed shop drawings, product data, and samples.
 - 2. Receive and unload products at site; inspect for completeness or damage jointly with Owner.
 - 3. Handle, store, install and finish products.
 - 4. Repair or replace items damaged after receipt.

END OF SECTION

SECTION 01 73 00 - EXECUTION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
 1. Construction layout.
 2. Field engineering and surveying.
 3. Installation of the Work.
 4. Coordination of Owner-installed products.
 5. Progress cleaning.
 6. Starting and adjusting.
 7. Protection of installed construction.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 1. Cutting.
 2. Patching.

1.4 SUBMITTALS

- A. Certificates: Submit certificate signed by land surveyor or professional engineer certifying that location and elevation of improvements comply with requirements.
- B. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.
- C. Certified Surveys: Submit two copies signed by land surveyor.
- D. Final Property Survey: Submit 10 copies showing the Work performed and record survey data.

1.5 QUALITY ASSURANCE

- A. Land Surveyor Qualifications: A professional land surveyor legally qualified to practice in the State of South Carolina, who is experienced in providing land surveying services of the kind indicated.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 PRODUCTS

2.1 MATERIALS

- A. Comply with requirements specified in other Sections.
- B. In Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not warranted. Before beginning site Work, investigate and verify

existence and location of underground utilities, mechanical and electrical systems, and construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water service piping; underground electrical services, and other utilities.
2. Furnish location data for Work related to the Work that must be performed by public utilities serving the site.

B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.

1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

C. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:

1. Description of the Work.
2. List of detrimental conditions, including substrates.
3. List of unacceptable installation tolerances.
4. Recommended corrections.

D. Proceed with installation after correcting unsatisfactory conditions. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to Owner necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with Authority Having Jurisdiction.
- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Architect according to requirements in Section 01 31 00 - Project Management and Coordination.

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, promptly notify Architect.
- B. Engage a land surveyor or professional engineer to lay out the Work using accepted surveying practices.
 1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as necessary to locate each element of Project.
 2. Establish limits on use of site.

3. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
4. Inform installers of lines and levels to which they must comply.
5. Check the location, level and plumb, of every major element as the Work progresses.
6. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
7. Close site surveys with an error of closure equal to or less than the standard established by Authority Having Jurisdiction.

C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and rim and invert elevations.

D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical Work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

3.4 FIELD ENGINEERING

- A. Identification: Owner will identify existing benchmarks, control points, and property corners.
- B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
 1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- C. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
 3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.
- D. Certified Survey: On completion of foundation walls, major site improvements, and other Work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.
- E. Final Property Survey: Engage a land surveyor or professional engineer to prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by land surveyor or professional engineer, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.
 1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.
 2. Recording: At Substantial Completion, have the final property survey recorded by or with Authority Having Jurisdiction as the official "property survey."

3.5 INSTALLATION

- A. Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 1. Make vertical Work plumb and make horizontal Work level.

2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
4. Maintain minimum headroom clearance of 96 inches (2440 mm) in occupied spaces and 90 inches (2300 mm) in unoccupied spaces.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions ensuring the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.

F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

G. Templates: Obtain and distribute to the parties involved templates for Work specified to be factory prepared and field installed. Check Shop Drawings of other Work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.

1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
2. Allow for building movement, including thermal expansion and contraction.
3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

I. Joints: Make joints of uniform width. Where joint locations in exposed Work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous. Materials containing asbestos and BCPs are prohibited.

3.6 OWNER-INSTALLED PRODUCTS

A. Site Access: Provide access to site for Owner's construction personnel.

B. Coordination: Coordinate construction and operations of the Work with Work performed by Owner's construction personnel.

1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
2. Preinstallation Conferences: Include Owner's construction personnel at pre-installation conferences covering portions of the Work that are to receive Owner's Work. Attend pre-installation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.7 PROGRESS CLEANING

A. Clean site and Work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.

1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 degrees F (27 degrees C).
3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
 - a. Use containers intended for holding waste materials of type to be stored.
4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.

B. Site: Maintain site free of waste materials and debris.

C. Work Areas: Clean areas where Work is in progress to the level of cleanliness necessary for proper execution of the Work.

1. Remove liquid spills promptly.
2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed Work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 01 50 00 - Temporary Facilities and Controls.

H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.8 STARTING AND ADJUSTING

- A. Coordinate startup and adjusting of equipment and operating components with mechanical, plumbing, and electrical.
- B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- E. Manufacturer's Field Service: Comply with Section 01 40 00 - Quality Requirements.

3.9 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion. Refer to Section 01 56 00 - Temporary Barriers and Enclosures.

Craig Gaulden Davis | PBK Architects
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State of SC Project No.: H59-N309-TM
Bid Documents

Piedmont Technical College
Dry Storage Building
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B. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION

SECTION 01 74 00 - MISCELLANEOUS WORK AND CLEANUP

PART 1 GENERAL

1.1 SCOPE OF WORK

- A. This Section includes operations which cannot be specified in detail as separate items but can be sufficiently described as to the kind and extent of work involved. Furnish all labor, materials, equipment and incidentals to complete the work under this Section.
- B. The work of this Section includes, but is not limited to, the following:
 - 1. Restoring of sidewalks, driveways, curbing and gutters.
 - 2. Crossing utilities.
 - 3. Relocation of existing water lines, low pressure, gas lines, telephone lines, electric lines, cable TV lines and storm drains as necessary, all as shown on the drawings.
 - 4. Restoring easements and rights-of-ways.
 - 5. Cleaning up.
 - 6. Incidental work.
 - a. WORK SPECIFIED UNDER OTHER SECTIONS
- C. All work shall be completed in a workmanlike manner by competent workmen in full compliance with all applicable sections of these Specifications.

PART 2 PRODUCTS

2.1 MATERIALS

- A. Materials required for this Section shall be of at least the same type and quality as materials that are to be restored. Where possible, reuse existing materials that are removed and then replaced, with the exception of paving.

PART 3 EXECUTION

3.1 RESTORING OF CURBING, FENCES, AND GUARD RAILS

- A. Existing curbing shall be protected. If necessary, curbing shall be removed from joint to joint and replaced after backfilling. Curbing which is damaged during construction shall be replaced with curing of equal quality and dimension.
 - 1. CROSSING UTILITIES
 - 2. This item shall include any extra work required in crossing culverts, water courses, drains, water mains, and other utilities, including all sheeting and
 - a. bracing, extra excavation and backfill, or any other work required for the crossing, whether or not shown on the drawings.

3.2 RELOCATIONS OF EXISTING GAS LINES, TELEPHONE LINES, ELECTRIC LINES, AND CABLE TV LINES

- A. Notify the proper authority of the utility involved when relocation of these lines is required. Coordinate all work by the utility so that the progress of construction will not be hampered.

3.3 PROTECTION AND RESTORATION OF PROPERTY

- A. Protection and Restoration of Property: During the course of construction, take special care and provide adequate protection in order to minimize damage to vegetation, surfaced areas, and structures within the construction right-of-way, easement or site, and take full responsibility for the replacement or repair thereof. Immediately repair any damage to private property created by encroachment thereon. Should the removal or trimming of valuable trees, shrubs, or grass be required to facilitate the installation within the designated construction area, this work shall be done in cooperation with the County and/or local communities which the work takes place. Said valuable vegetation, removed or damaged, shall be replanted, if possible, or replaced by items of equal quality, and maintained until growth is re-established. Topsoil damaged in the course of work shall be replaced in kind with suitable material, graded to match existing grade.

Following construction completion, the work area along the route of the installation shall be finish grade to elevations compatible with the adjacent surface, with grassing or hand raking required within developed areas.

B. Existing lawn surfaces damaged by construction shall be re-graded and re-sodded or re-seeded. These areas shall be maintained until all work under this Contract has been completed and accepted.

3.4 CLEANING UP

- A. Remove all construction material, excess excavation, buildings, equipment and other debris remaining on the job as a result of construction operations and shall render the site of the work in a neat and orderly condition.
- B. Work site clean-up shall follow construction operations without delay and in accordance with Section 01 710.

3.5 INCIDENTAL WORK

- A. Do all incidental work not otherwise specified, but obviously necessary for the proper completion of the Contract as specified and as shown on the drawings.

END OF SECTION

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SECTION 01 74 13 - GENERAL CLEANING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

1.2 SECTION INCLUDES

1.3 DISPOSAL REQUIREMENTS

- A. Conduct cleaning and disposal operations to comply with codes, ordinances, regulations, and anti-pollution laws.

PART 2 PRODUCTS

2.1 MATERIALS

- A. Use only those cleaning materials which will not create hazards to health or property and which will not damage surfaces.
- B. Use only those cleaning materials and methods recommended by manufacturer of the surface material to be cleaned.
- C. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

PART 3 EXECUTION

3.1 GENERAL

- A. Execute daily cleaning to keep the work, the site, and adjacent properties free from accumulations of waste materials, rubbish and windblown debris, resulting from construction operations.
- B. Provide on-site containers for the collection of waste materials, debris, and rubbish. Contractor must utilize services of local waste collection agencies or companies.
- C. Remove waste materials, debris and rubbish from the site periodically, and dispose of at legal disposal areas away from the site. Pay all fees for disposal.

3.2 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
 - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 - 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).
 - 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
 - a. Use containers intended for holding waste materials of type to be stored.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills promptly.
 - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in specification section "Construction Waste Management and Disposal."
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.3 DUST CONTROL

- A. Perform work operations and cleaning in a manner to prevent excessive dust generation.
- B. Clean interior spaces prior to the start of finish painting and continue cleaning on an as-needed basis until painting is finished.
- C. Schedule operations so that dust and other contaminants resulting from cleaning process will not fall on wet or newly coated surfaces.

3.4 FINAL CLEANING

- A. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
 - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
 - 1) Clean HVAC system in compliance with NADCA Standard 1992-01. Provide written report on completion of cleaning.
 - 2) Clean permanent filters and replace disposable filters if units were operated during construction.
 - 3) Clean surfaces and blades of grilles, diffusers, registers, lenses, louvers, etc.
 - b. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
- B. Prior to final completion, or Owner occupancy, Contractor shall conduct an inspection of sight-exposed interior and exterior surfaces, and all work areas, to verify that the entire work is clean. Inspect areas adjacent to the work area for any windblown debris and clean as necessary.

END OF SECTION

SECTION 01 74 19 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for the following:
 - 1. Disposing of non-hazardous waste.

1.3 REFERENCES

- A. Refer to specification Section 01 41 00 - Regulatory Requirements, for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.4 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 - 1. Construction Waste.
 - 2. Demolition Waste.
 - 3. Disposal.
 - 4. Recycle.
 - 5. Salvage.
 - 6. Salvage and Reuse.

1.5 QUALITY ASSURANCE

- A. Waste Management Coordinator Qualifications: Firm having minimum 10 years documented experience in specializing in waste management coordination.
- B. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.

1.6 PERFORMANCE REQUIREMENTS

- A. Conform to applicable regulations regarding Solid Waste Control.
- B. Practice efficient waste management in the use of materials in the course of the Work.

1.7 WASTE MANAGEMENT PLAN

- A. Develop a waste management plan and requirements.
 - 1. Submit plan within 20 days of date established for Notice to Proceed.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

3.1 PLAN IMPLEMENTATION

- A. Implement approved waste management plan. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract:
 - 1. Comply with operation, termination, and removal requirements in Section 01 50 00 - Temporary Facilities and Controls.
- B. Waste Management Coordinator: Engage a waste management coordinator to be responsible for implementing, monitoring, and reporting status of waste management work plan.
- C. Site Access and Temporary Controls:

1. Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities:
 - a. Comply with Section 01 50 00 - Temporary Facilities and Controls for the control of dust and dirt, environmental protection, and noise control.

3.2 DISPOSAL OF WASTE

- A. Except for items or materials to be salvaged, recycled, or otherwise reused, remove waste materials from Project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction:
 1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on site.
 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Burning: Do not burn waste materials.
- C. Disposal: Remove waste materials and dispose of at designated spoil areas on Owner's property.

END OF SECTION

SECTION 01 75 00 - STARTING AND ADJUSTING SYSTEMS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Provide labor, materials, services, and equipment necessary to furnish and install work as indicated and as specified herein, which includes, but is not limited to:

1.3 STARTING SYSTEMS

1.4 TESTING, ADJUSTING, AND BALANCING

- A. Owner will appoint, employ, and pay for services of an independent firm to perform testing, adjusting and balancing.
- B. The independent firm shall perform the services as specified.
- C. The independent firm shall submit reports to the Architect indicating observations, results of tests and compliance or non-compliance with specified requirements and with the requirements of the contract documents.
- D. The independent firm shall coordinate scheduling of Testing, Adjusting, and Balancing activities with the Contractor.
 - 1. Testing, Adjusting and Balancing must be completed prior to scheduling equipment and system Functional Performance Testing.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

- A. Contractor shall coordinate equipment and system start-up with the Architect.

END OF SECTION

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SECTION 01 77 00 - CLOSEOUT PROCEDURES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 1. Project Closeout Meeting.
 2. Substantial Completion Procedures.
 3. Punchlists.
 4. Operation and Maintenance Manuals and Warranties.
 5. Project Closeout.
 6. Closeout Documents.
 7. Final Cleaning.
 8. Repair of the Work.
 9. Protecting Installed Construction.
 10. Extra Stock, Materials and Maintenance Products.
 11. Warranties, Certificates and Bonds.
 12. Final Completion.
 13. Final Payment.

1.3 PRE-CLOSEOUT MEETING

- A. Pre-Closeout Meeting: Schedule and convene Pre-Closeout Meeting with Owner and Architect in accordance with Section 01 31 00 - Project Management and Coordination.

1.4 SUBSTANTIAL COMPLETION

- A. Items listed in Supplementary Conditions, Article 9, Section 9.8 "Substantial Completion" and the following items shall be completed before Substantial Completion will be granted:
 1. Contractor's Completion List (Punch List): Submit a thorough list of items to be completed or corrected, along with a written request for Substantial Completion and for review of the Work or portion of the Work. The Architect's Project Representative, at their discretion, may attend and assist in the preparation of the Contractor's Punch List.
 2. Architect's Supplemental Punch List: The Architect, along with the Owner at the Owner's discretion, will inspect the Work utilizing the Contractor's prepared Punch List, noting completed items and incomplete items, and will prepare a supplemental list of items that have been omitted or incomplete items that were not previously noted.
 3. Operations and Maintenance Manuals: Submit as described in "Operations and Maintenance Manuals" article below.
 4. Final Cleaning: Provide final cleaning and adequate protection of installed construction as described in "Final Cleaning" and "Protecting Installed Construction" articles below.
 5. Starting of Systems: Start up equipment and systems as described in "Starting of Systems" article below.
 6. Testing and Balancing: Testing and balancing of systems must be performed and completed by Owner's forces, and the report submitted and accepted by Architect and Owner, as described in the Contract Documents. Make adjustments to equipment as required to achieve acceptance.
 7. Demonstrations: If required by individual specification sections or by Owner, provide demonstrations and instructions for use of equipment as described in "Demonstration and Instructions" article below.

- B. Date of Substantial Completion: Complete or correct items identified on Punch List and confirm that all items have been corrected prior to Architects re-inspection. Architect, along with the Owner, will re-inspect the corrected work to establish the Date of Substantial Completion. Incomplete items remaining will be appended to the Certificate of Substantial Completion (AIA G704). The Date of Substantial Completion represents day one (1) of the closeout period, and represents the date of commencement of the Contractors correctional period and all warranty periods as described and required by the Contract Documents, except as amended in the Certificate of Substantial Completion and elsewhere in the Contract Documents.
- C. Certificate of Substantial Completion: When the Work or designated portion thereof is substantially complete, Architect shall prepare the Certificate of Substantial Completion to be executed by the Owner and Contractor. Items on the appended Punch List shall be completed or corrected within the time limits established in the Certificate.

1.5 PUNCH LIST

- A. A comprehensive list prepared by the Contractor prior to Substantial Completion, and attached thereto, to establish all items to be corrected, or limited items of work to be completed, if any. This list is intended to represent a limited number of items needing attention.
- B. Punch lists shall be furnished to the Architect in Microsoft Excel and PDF formats. The punch list shall be in matrix form and shall include the following information for each punch list item:
 1. Room number or other suitable location identifier
 2. Description of the work
 3. Sub-contractor/trade sign-off that the work has been verified to be 100% complete and in accordance with the Contract Documents
 4. Sub-contractor/trade sign-off date
 5. Contractor sign-off that the work has been verified to be 100% complete and in accordance with the Contract Documents
 6. Contractor/trade sign-off date
 7. Architect consultant sign-off
 8. Architect consultant sign-off date
 9. If requested by Owner, provide two additional similar columns for their signoff.
 10. In the case of excessive repetition of the same item at various locations, the punch list may contain "general notes/items" that shall be applied to the entire project; and it shall be the responsibility of the Contractor to thoroughly examine the entire project and make corrective measures at all applicable locations.
- C. Should the Architect determine that the Contractor's punch list lacks sufficient detail or requires extensive supplementation, the punch list will be returned to the Contractor for reinspection and revision. The date of Substantial Completion will be delayed until the punch list submitted is a reasonable representation of the work to be done.
- D. A significantly large number of items to be completed or corrected will preclude Architect from issuing a Certificate of Substantial Completion. Owner and Architect will be the sole judge of what constitutes a significantly large number of items. It is anticipated that the detailed list of items of work to be completed or corrected at the Date of Substantial Completion will be no longer than five (5) typed pages.
- E. Contractor's superintendent shall participate in the preparation of Contractor's punch list that is submitted to Architect and Owner for supplementation. Upon receipt, Architect and Consultants shall perform a spot review to determine the adequacy and completeness of Contractor's punch list.
- F. Upon receipt of an acceptable Contractor's punch list, the Contractor's Superintendent shall accompany Architect, their Consultants and Owner (at their discretion) during their observation and the preparation of their supplements to the Contractor's punch list.
 1. Superintendent shall record or otherwise take note of all supplementary items.

2. Architect shall endeavor to furnish to Contractor typed, hand-written, or recorded supplements to the punch list in a prompt manner; however, any delay in Contractor's receiving said supplements from Architect will not be cause for a claim for additional cost or extension of time as Contractor's Superintendent shall have been in attendance during the observations of Architect and their Consultants and will have been expected to take their own notes.

1.6 OPERATIONS AND MAINTENANCE MANUAL

- A. As a requirement for Substantial Completion, the final Operation and Maintenance Manual shall be submitted to, and reviewed and accepted by the Architect prior to issuance of the Certificate.
- B. Prepare 3-ring D-slat binder cover and spine with printed title "OPERATIONS AND MAINTENANCE MANUAL", title of project, and subject matter of binder when multiple binders are required.
- C. Submit one (1) copy of preliminary Operations and Maintenance Manuals to respective consultants (Civil, MEP, Structural, etc.) for review of conformance with contract requirements prior to submitting final to Architect. Allow time for proper review.
- D. Internally subdivide binder contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.
- E. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- F. Contents: Prepare Table of Contents for each volume, with each product or system description identified, typed on white paper, in three parts as follows:
 1. Part 1: Directory, listing names, addresses, and telephone numbers of Architect, Contractor, Subcontractors, and major equipment suppliers.
 2. Part 2: Operation and Maintenance, arranged by system and subdivided by specification section. For each category, identify names, addresses, and telephone numbers of Subcontractors and suppliers. Identify the following:
 - a. Significant design criteria.
 - b. List of equipment.
 - c. Parts list for each component.
 - d. Equipment start-up instructions
 - e. Operating instructions.
 - f. Maintenance instructions for equipment and systems.
 - g. Maintenance instructions for finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
 3. Part 3: Project documents and certificates, including the following:
 - a. Product data.
 - b. Air and water balance reports.
 - c. Photocopies of warranties, certificates and bonds. Submit originals with Closeout Documents as specified below.
- G. Submit one (1) final original and two (2) copies to Architect.
- H. Contractor shall provide a DVD, in PDF Format, the following documents after approval by the Architect, Consultants, and Owner: Closeout manual, Material Safety Data Sheet (MSDS) binder, Operations and Maintenance (O&M) Manuals, specifications, and approved submittals. Documents shall be hyper-linked to the Table of Contents.

1.7 PROJECT CLOSEOUT

- A. Final Payment will not be authorized by Architect until Architect finds the Work acceptable under the Contract Documents, subject to the completion and acceptance of the following requirements and other applicable contract requirements:

1. Close-out Documents: Provide bound closeout documents as described in "Closeout Documents" article below. Refer to Supplementary Conditions, Article 9, Section 9.10 "Final Completion and Final Payment" for additional information.
2. Record Documents: Submit as described in "Project Record Documents" article below.
3. Extra Materials: Provide extra stock, materials, and products as described in "extra Stock, Materials, and Maintenance Products" article below when required by individual specification sections.
4. Locks: Make final changeover of permanent locks and transmit keys to the Owner. Advise the Owner's personnel of changeover in security provisions.
5. Temporary Facilities: Discontinue and remove temporary facilities from the site, along with mockups, construction aids, and similar elements.
6. Warranties, Certificates and Bonds: Execute and assemble transferable warranty documents, certificates, and bonds from subcontractors, suppliers, and manufacturers as described in "Warranties, Certificates, and Bonds" article below.
7. Final Examination and Acceptance by Architect: As described in "Final Examination" article below.

1.8 CLOSEOUT DOCUMENTS

- A. Coordinate the following items with the requirements of Section 00 73 00 - Supplementary Conditions.
- B. Prepare 3-ring D-slant binder cover and spline with printed title "CLOSEOUT DOCUMENTS", title of project, and subject matter of binder when multiple binders are required. Submit one (1) original and two (2) copies.
- C. Internally subdivide binder contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.
- D. The close-out documents shall be neatly organized and easily useable as determined by the Architect and Owner. Separate Close-out Documents binders from Operations and Maintenance Manuals. Documents identified as "affidavit" shall be notarized.
- E. Contents: Prepare Table of Contents for each volume, with each item description identified, typed on white paper, in five (5) parts as follows:
 1. Part 1: Directory, listing names, addresses, and telephone numbers of Architect, Contractor, Subcontractors, and major equipment suppliers. All Contractor's vendors/suppliers and subcontractors that provided materials or performed any work related to this project must be listed on this form. Submit Final List of Subcontractors on Section 00 40 12.
 2. Part 2: Closeout Documents and Affidavits, include the following:
 - a. AIA G706 - Contractor's Affidavit of Payment of Debts and Claims;
 - b. AIA G706A - Contractor's Affidavit of Release of Liens;
 - c. AIA G707 - Consent of Surety to Final Payment;
 3. Part 3: Project documents and certificates, including the following:
 - a. Copy of Certificate of Substantial Completion (AIA G704);
 - b. Copy of All Permits;
 - c. Copy of Final Utility Bill or letter of transfer;
 - d. Copy of Certificate of Occupancy;
 4. Part 4: Warranties, Release of Liens, compile sequentially based on specification sections:
 - a. General Contractor's Warranty: Submit on company letterhead as described below. This Warranty shall state all sections of Work performed by Contractor's own forces, and warranty period for each section of Work;
 - b. Subcontractor's Release of Lien: Include contractor's, subcontractor's and direct material and equipment supplier's separate final releases. Submit on attached 01 77 01 - Closeout Form A - Subcontractor's Affidavit of Release of Lien.
 - c. Hazardous Material Certificate: Affidavits from Contractor, Subcontractors, and General Contractor's vendors or suppliers stating that no hazardous materials/products have

been used or installed in this project. Submit on attached 01 77 02 - Closeout Form B - Subcontractor Hazardous Material Certificate.

- d. Subcontractor's Warranty: Provide notarized Warranty stating all sections of Work performed by subcontractor and warranty period. Submit on attached 01 77 03 - Closeout Form C - Subcontractor Warranty.
- e. Special / Extended Warranties; List and provide, notarized warranties requested by Owner, or required by or incorporated in the Contract Documents.
- f. Spreadsheet depicting all items and materials that carry a warranty longer than one (1) year. Include information consisting of material/ supplier/ installer/ specification section/ length of warranty and contact information.

5. Part 5: Receipts:

- a. Extra Stock: Provide original receipts for delivery of "Extra Stock" items as described below. Receipts must be signed by an authorized Owner's representative;
- b. Keys: Provide original receipts for delivery of "Keys". Receipts must be signed by an authorized Owner's representative.
- c. Sign in sheets: provide signatures of attendees from all demonstrations.

F. In addition to the three (3) required close-out binders listed above, provide Architect with one (1) separate binder for their records containing the following:

- 1. Directory, listing names, addresses, and telephone numbers of Architect, Contractor, Subcontractors, and major equipment suppliers;
- 2. All MSDS sheets for the project;
- 3. All warranties from Contractor, subcontractors, direct suppliers, and manufacturers.

G. Failure to complete and close-out project after substantial completion may result in liquidated damages being assessed to Contractor. Refer to Conditions of the Contract for additional requirements and liquidated damages.

1.9 FINAL CLEANING

- A. Execute final cleaning prior to final project inspection and acceptance.
- B. Clean interior and exterior glass, and surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces, vacuum carpeted and soft surfaces, mop hard floor surfaces.
- C. Remove smudges, marks, stains, fingerprints, soil, dirt, spots, dust, lint, and other foreign materials from finished and exposed surfaces
- D. Clean equipment and fixtures to sanitary condition with cleaning materials appropriate to surface and material being cleaned.
- E. Clean and replace filters of operating equipment as required by Contract Documents
- F. Clean debris from roofs, gutters, downspouts, and drainage systems.
- G. Clean site; sweep paved areas, rake clean landscaped surfaces.
- H. Remove waste and surplus materials, rubbish, and temporary construction facilities from site.

1.10 REPAIR OF THE WORK

- A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.
- B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.
 - 1. Remove and replace chipped, scratched, and broken glass, reflective surfaces, and other damaged transparent materials.

2. Touch up and otherwise repair and restore marred or exposed finishes and surfaces. Replace finishes and surfaces that already show evidence of repair or restoration.
 - a. Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates. Remove paint applied to required labels and identification.
3. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
4. Replace burned-out bulbs, bulbs noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

1.11 PROTECTING INSTALLED CONSTRUCTION

- A. Protect installed Work and provide special protection as specified in Section 01 56 00 - Temporary Barriers and Enclosures and where specified in individual specification sections until Work is accepted by Architect and Owner.
- B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- C. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- D. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- E. Prohibit traffic or storage upon waterproofed or roofed surfaces. When traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.
- F. Prohibit traffic from landscaped areas.

1.12 STARTING OF SYSTEMS

- A. Coordinate schedule for start-up of various equipment and systems.
- B. Notify Architect and Owner 48 hours prior to start-up of each item.
- C. Verify each piece of equipment or system has been checked for proper lubrication, drive rotation, belt tension, control sequence, and for conditions which may cause damage.
- D. Verify tests, meter readings, and specified electrical characteristics agree with those required by equipment or system manufacturer.
- E. Verify wiring and support components for equipment are complete and tested.
- F. Execute start-up under supervision of Contractor's personnel, and installer in accordance with manufacturers' instructions.
- G. When specified in individual specification sections or required by manufacturer, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.
- H. When specified in individual specification sections or required by Owner or Architect, submit a written report in accordance with Section 01 33 00 - Submittal Procedures, that equipment or system has been properly installed and is functioning correctly.

1.13 DEMONSTRATION AND INSTRUCTIONS

- A. Demonstrate operation and maintenance of products to Owner's personnel a minimum of 48 hours prior to date of Final Completion in accordance with Owner's requirements.
- B. Demonstrate Project equipment instructed by qualified manufacturer's representative who is knowledgeable about the Project and equipment.
- C. For equipment or systems requiring seasonal operation, perform demonstration for other season within six (6) months.

- D. Utilize maintenance manuals as basis for instruction. Review contents of manual with Owner's personnel to explain all aspects of operation and maintenance.
- E. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment.
- F. Prepare and insert additional data in maintenance manuals when need for additional data becomes apparent during instruction.
- G. Review and verify proper start-up and operation of equipment prior to scheduling demonstrations with Owner.
- H. All demonstrations are to be documented by video and submitted to Owner in DVD format along with the close out documents. Contractor is responsible for all video and compilation onto DVD with linked menus.

1.14 PROJECT RECORD DOCUMENTS

- A. Project Record Documents, as described in Section 01 78 39, shall be submitted at Project Closeout. Final Payment will not be authorized by the Architect until final review and acceptance by Architect is achieved in accordance with the Owner's requirements.
- B. At Contractor's request, and with associated fee, Architect may provide electronic versions of the construction drawing and specification files for Contractor's use, subject to the terms and conditions of Architect's standard electronic document transfer agreement.
- C. Submit reproducible to respective consultants (Civil, Structural, MEP, etc.) for review. Consultant will mark-up corrections and return to Contractor for final revisions. Make final revisions prior to submitting to Architect.

1.15 EXTRA STOCK, MATERIALS, AND MAINTENANCE PRODUCTS

- A. Furnish extra stock, maintenance, and extra products in quantities specified in individual specification sections.
- B. Deliver to Project site or to Owner's Maintenance Department as directed by Owner; obtain signed receipt from . prior to final application for payment. Delivery of materials to, or obtaining receipt from anyone other than . may constitute breach of this requirement and may require delivery of additional materials at no cost to Owner if original materials are misplaced.
- C. Include signed receipts for delivery of extra stock and materials, including keys, with Closeout Documents.

1.16 WARRANTIES, CERTIFICATES, AND BONDS

- A. Definitions:
 - 1. Standard Product Warranties: preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to Owner.
 - 2. Special Warranties: Written warranties required by or incorporated in the Contract Documents, either to extend time limits provided by standard warranties or to provide coverage of specific defects, or both.
- B. In accordance with the general warranty obligations under General Conditions, Article 3, Section 3.5 "Warranty" as amended by the Supplementary Conditions, Contractor's warranty shall be for a period of one (1) year following the date of Substantial Completion, hereinafter called the one-year warranty period. Contractor's one-year general warranty shall include all labor, material and delivery costs required to correct defective material and installation. This warranty shall not limit Owner's rights with respect to latent defects, gross mistakes, or fraud.
- C. Contractor's one-year warranty shall run concurrently with the one (1) year period for correction of Work required under General Conditions, Article 12, Section 12.2 "Correction of Work".
- D. No service charges or call out charges are allowed to investigate warranty claims.

- E. In addition to Contractor's one-year warranty, Special Warranties as described in individual specifications sections, shall extend the warranty period for the period specified without limitation in respect to other obligations which Contractor has under the Contract Documents.
- F. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of the warranty on the Work that incorporates the products, nor does it relieve the suppliers, manufacturers, and subcontractors required to countersign special warranties with Contractor.
- G. **Warranty Requirements:**
 - 1. When correcting warranted Work that has failed, remove and replace other Work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted Work.
 - 2. When Work covered by a warranty has failed and been corrected by replacement or reconstruction, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
 - 3. Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with requirements of Contract Documents. Contractor is responsible for the cost of replacing defective Work regardless of whether Owner has benefited from use of the Work through a portion of its anticipated useful service life.
 - 4. Written warranties made to Owner are in addition to implied warranties, and shall not limit the duties, obligations, rights and remedies otherwise available under the law, nor shall warranty periods be interpreted as limitations on time in which Owner can enforce such other duties, obligations, rights, or remedies.
 - 5. Owner reserves the right to refuse to accept Work for the Project where a special warranty, certification, or similar commitment is required on such Work or designated portion of the Work, until evidence is presented that entities required to countersign such commitments are willing to do so.
- H. Compile copies of each required warranty properly executed by Contractor and the subcontractor, supplier, or manufacturer. Verify documents are in proper form, contain full information, and are notarized. Co-execute warranties, certificates and bonds when required and include signed warrantees with Closeout Documents submitted to Architect.

1.17 FINAL COMPLETION AND FINAL PAYMENT

- A. **Final Notice and Examination:**
 - 1. When all items on the Punch List have been corrected, final cleaning has been completed, and installed work has been protected, submit written notice to Architect that the Work is ready for final examination.
 - 2. Upon receipt of written notice that the Work is ready for final inspection and acceptance, Architect will make final examination.
- B. **Final Change Order:** When the Project Closeout items described above are successfully completed and the Work is found acceptable to Architect and Owner, a Final Change Order will be executed. This Change Order will include any Allowance adjustments as required by the Contract Documents.
- C. **Final Application for Payment:** When all of the above items are successfully complete, submit to the Architect a final Application for Payment and request for release of retainage.
- D. **Release of Retainage:** Release of retainage will not be authorized by Architect until Contractor completes all requirements for close-out to the satisfaction of Owner and Architect as described herein.

1.18 FINAL EXAMINATION

- A. Immediately prior to expiration of the one (1) year period for correction of the Work, the Contractor shall make an inspection of the work in the company of the Architect and Owner. Architect and the Owner shall be given not less than ten (10) days notice prior to the anticipated date of final examination.

- B. Where any portion of the work has proven to be defective and requires replacement, repair or adjustment, Contractor shall immediately provide materials and labor necessary to remedy such defective work and shall execute such work without delay until completed to the satisfaction of Architect and Owner, even if the date of completion of the corrective work may extend beyond the expiration date of the correction period.
- C. Contractor shall not be responsible for correction of work which has been damaged because of neglect or abuse by Owner nor the replacement of parts necessitated by normal wear in use.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

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SECTION 01 78 23 - OPERATION AND MAINTENANCE DATA

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
 1. Operation and maintenance documentation directory manuals.
 2. Emergency manuals.
 3. Systems and equipment operation manuals.
 4. Systems and equipment maintenance manuals.
 5. Product maintenance manuals.

1.3 DEFINITIONS

- A. Refer to Section 01 42 16 - Definitions for the following terms:
 1. Subsystem.
 2. System.

1.4 SUBMITTALS

- A. Submit operation and maintenance manuals indicated. Provide content for each manual as specified in individual Specification Sections, and as reviewed and approved at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section:
 1. Architect will comment on whether content of operation and maintenance submittals is acceptable.
 2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- B. Format:
 1. Submit operation and maintenance manuals in the following format:
 - a. Submit two (2) copies of preliminary draft of proposed formats and outlines of contents for manuals at least 30 days before commencing demonstration and training.
 - b. Architect will comment on whether content of operations and maintenance submittals are acceptable.
 - c. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect will comment on whether general scope and content of manual are acceptable.
 1. Submit two (2) copies of preliminary draft of proposed formats and outlines of contents for manuals at least 30 days before commencing demonstration and training. Architect will comment on whether content of operations and maintenance submittals are acceptable. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- D. Final Manual Submittal:
 1. Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect will return copy with comments:

- a. Correct or revise each manual to comply with Architect's and Commissioning Authority's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's comments and prior to commencing demonstration and training.
- E. Comply with 01 77 00 - Closeout Procedures for schedule for submitting operation and maintenance documentation. Where applicable use 01 91 13 - General Commissioning Requirements.

1.5 FORMAT OF OPERATION AND MAINTENANCE MANUALS

- A. Manuals, Electronic Files:
 1. Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required:
 - a. Electronic files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
 - b. File names and bookmarks: Bookmark individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

1.6 REQUIREMENTS FOR MANUALS

- A. Organization of Manuals:
 1. Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
 - a. Title page.
 - b. Table of contents.
 - c. Manual contents.
- B. Title Page:
 1. Include the following information:
 - a. Subject matter included in manual.
 - b. Name and address of Project.
 - c. Name and address of Owner.
 - d. Date of submittal.
 - e. Name and contact information for Contractor.
 - f. Name and contact information for Architect.
 - g. Names and contact information for major consultants to Architect that designed the systems contained in the manuals.
 - h. Cross-reference to related systems in other operation and maintenance manuals.
- C. Table of Contents:
 1. List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual:
 - a. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the

Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

1.7 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY MANUAL

A. Operation and Maintenance Documentation Directory:

1. Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals. List items and their location to facilitate ready access to desired information. Include the following:
 - a. List of systems and subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
 - b. List of equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
 - c. Tables of contents: Include a table of contents for each emergency, operation, and maintenance manual.

1.8 EMERGENCY MANUALS

A. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.

B. Content:

1. Organize manual into a separate section for each of the following:
 - a. Type of emergency.
 - b. Emergency instructions.
 - c. Emergency procedures.

C. Type of Emergency:

1. Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:
 - a. Flood.
 - b. Gas leak.
 - c. Water leak.
 - d. Power failure.
 - e. Water outage.
 - f. System, subsystem, or equipment failure.
 - g. Chemical release or spill.

D. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.

E. Emergency Procedures:

1. Include the following, as applicable:
 - a. Instructions on stopping.
 - b. Shutdown instructions for each type of emergency.
 - c. Operating instructions for conditions outside normal operating limits.
 - d. Required sequences for electric or electronic systems.
 - e. Special operating instructions and procedures.

1.9 SYSTEMS AND EQUIPMENT OPERATION MANUALS

A. Systems and Equipment Operation Manual:

1. Assemble a complete set of data indicating operation of each system, subsystem, and piece of equipment not part of a system. Include information required for daily operation and management, operating standards, and routine and special operating procedures:

- a. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
- b. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

B. Content:

- 1. In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
 - a. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
 - b. Performance and design criteria if Contractor has delegated design responsibility.
 - c. Operating standards.
 - d. Operating procedures.
 - e. Operating logs.
 - f. Wiring diagrams.
 - g. Control diagrams.
 - h. Piped system diagrams.
 - i. Precautions against improper use.
 - j. License requirements including inspection and renewal dates.

C. Descriptions:

- 1. Include the following:
 - a. Product name and model number. Use designations for products indicated on Contract Documents.
 - b. Manufacturer's name.
 - c. Equipment identification with serial number of each component.
 - d. Equipment function.
 - e. Operating characteristics.
 - f. Limiting conditions.
 - g. Performance curves.
 - h. Engineering data and tests.
 - i. Complete nomenclature and number of replacement parts.

D. Operating Procedures:

- 1. Include the following, as applicable:
 - a. Startup procedures.
 - b. Equipment or system break-in procedures.
 - c. Routine and normal operating instructions.
 - d. Regulation and control procedures.
 - e. Instructions on stopping.
 - f. Normal shutdown instructions.
 - g. Seasonal and weekend operating instructions.
 - h. Required sequences for electric or electronic systems.
 - i. Special operating instructions and procedures.

E. Systems and Equipment Controls: Describe the sequence of operation and diagram controls as installed.

F. Piped Systems: Diagram piping as installed and identify color coding where required for identification.

1.10 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. Systems and Equipment Maintenance Manuals:

- 1. Assemble a complete set of data indicating maintenance of each system, subsystem, and piece of equipment not part of a system. Include manufacturers' maintenance

documentation, preventive maintenance procedures and frequency, repair procedures, wiring and systems diagrams, lists of spare parts, and warranty information:

- a. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
- b. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

B. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranties and bonds as described below.

C. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project manual and Drawing or schedule designation or identifier where applicable.

D. Manufacturers' Maintenance Documentation:

1. Include the following information for each component part or piece of equipment:
 - a. Standard maintenance instructions and bulletins:
 - 1) Include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one (1) item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable:
 - (a) Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
 - b. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
 - c. Identification and nomenclature of parts and components.
 - d. List of items recommended to be stocked as spare parts.

E. Maintenance Procedures:

1. Include the following information and items that detail essential maintenance procedures:
 - a. Test and inspection instructions.
 - b. Troubleshooting guide.
 - c. Precautions against improper maintenance.
 - d. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 - e. Aligning, adjusting, and checking instructions.
 - f. Demonstration and training video recording, if available.

F. Maintenance and Service Schedules:

1. Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment:
 - a. Scheduled maintenance and service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
 - b. Maintenance and service record: Include manufacturers' forms for recording maintenance.

G. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.

- H. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- I. Warranties and Bonds:
 - 1. Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds:
 - a. Include procedures to follow and required notifications for warranty claims.
- J. Drawings:
 - 1. Prepare Drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these Drawings with information contained in record Drawings to ensure correct illustration of completed installation:
 - a. Do not use original Project record documents as part of maintenance manuals.

1.11 PRODUCT MAINTENANCE MANUALS

- A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- B. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- C. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project manual and Drawing or schedule designation or identifier where applicable.
- D. Product Information:
 - 1. Include the following, as applicable:
 - a. Product name and model number.
 - b. Manufacturer's name.
 - c. Color, pattern, and texture.
 - d. Material and chemical composition.
 - e. Reordering information for specially manufactured products.
- E. Maintenance Procedures:
 - 1. Include manufacturer's written recommendations and the following:
 - a. Inspection procedures.
 - b. Types of cleaning agents to be used and methods of cleaning.
 - c. List of cleaning agents and methods of cleaning detrimental to product.
 - d. Schedule for routine cleaning and maintenance.
 - e. Repair instructions.
- F. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- G. Warranties and Bonds:
 - 1. Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds:
 - a. Include procedures to follow and required notifications for warranty claims.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 01 78 30 - WARRANTIES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SUMMARY

- A. Compile specified warranties and bonds.
- B. Compile specified service and maintenance contracts.
- C. Review submittals to verify compliance with Contract Documents.
- D. Submit to Architect for review and transmittal to Owner.

1.3 SUBMITTAL REQUIREMENTS

- A. Assemble warranties, bonds and service and maintenance contracts, executed by each of respective manufacturers, suppliers and subcontractors in accordance with Division 0 Section "General Conditions and Supplementary Conditions".
- B. Number of original signed copies required: Three (3) each.
- C. Table of Contents: Neatly typed, in orderly sequence. Provide complete information for each item:
 1. Product or work item.
 2. Firm, with name of principal, address and telephone number.
 3. Scope.
 4. Date of beginning of warranty, bond or service and maintenance contract. In no case shall the date begin prior to acceptance by Architect of that portion of the work.
 5. Duration of warranty, bond or service maintenance contract.
 6. Provide information for Owner's personnel:
 - a. Proper procedure in case of failure.
 - b. Instances which might affect the validity of warranty or bond.
 - c. Contractor, name of responsible principal, address and telephone number.
 - d. Manufacturer: Contact person and telephone number.

1.4 FORM OF SUBMITTALS

- A. Prepare in duplicate packets.
- B. Format:
 1. Size: 8-1/2" x 11" punch sheets for standard 3-ring binder:
 - a. Fold larger sheets to fit into binders.
 2. Cover: Identify each packet with typed or printed title "WARRANTIES AND BONDS". List:
 - a. Title of Project.
 - b. Location of Project.
 - c. Name of Contractor.
- C. Binders: Commercial quality, 3-ring, with durable and cleanable plastic covers, all of same color.

1.5 TIME OF SUBMITTALS

- A. For equipment or component parts of equipment put into service during progress of construction:
 1. Warranties shall start at the Date of Substantial Completion for each phase of work complete for the items related to that particular phase. The final warranties for the project will list the individual dates for the start date of each warranty per phase.
 - a. Submit documents as indicated with Closeout Documents.

- B. For items of work where acceptance is delayed materially beyond Date of Substantial Completion, provide updated submittal within ten (10) days after acceptance, listing date of acceptance as start of warranty period.

1.6 SUBMITTALS REQUIRED

- A. Submit warranties, bonds, service and maintenance contracts as specified in respective Sections of Specifications.
- B. Submit additional manufacturer's standard warranties where available at no additional cost, but not specifically indicated in respective Specification Sections.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 01 78 39 - PROJECT RECORD DOCUMENTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for project record documents, including but not limited to:
 1. Record Drawings.
 2. Record Specifications.
 3. Record Product Data.
 4. Miscellaneous record submittals.

1.3 SUBMITTALS

- A. At Substantial Completion, deliver Record Documents to Architect for review prior to sending to the Owner.
- B. Accompany submittal with transmittal letter in duplicate, containing:
 1. Date.
 2. Project title and number.
 3. Contractor's name and address.
 4. Title and number of each Record Document.
 5. Signature of Construction Manager or his authorized representative.
- C. Should Architect/Engineer determine the Record Documents are not complete, Construction Manager shall rework Documents to properly record all contractual items. Record Documents shall then be resubmitted for additional review. The Construction Manager is solely responsible for recording all data on the Project Record Documents.

1.4 CLOSEOUT SUBMITTALS

- A. Record Drawings:
 1. Number of Copies: Submit one set of marked up record prints.
 2. Number of Copies: Submit copies of record Drawings:
 - a. Initial Submittal:
 - 1) Submit PDF electronic files of scanned record prints and one of file prints.
 - 2) Submit record digital data files and one sets of plots.
 - 3) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
 - b. Final Submittal:
 - 1) Submit PDF electronic files of scanned record prints and one set of prints.
 - 2) Submit record digital data files and three sets of record digital data file plots.
 - 3) Plot each drawing file, whether or not changes and additional information were recorded.
 - B. Record Specifications: Submit one paper copy and one annotated PDF electronic file of the Project Specifications, including addenda and contract modifications.
 - C. Record Product Data: Submit one paper copy and one annotated PDF electronic file and directory of each submittal.
 1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked up Product Data as a component of manual.

- D. Miscellaneous Record Submittals: Refer to the individual Specification Sections for miscellaneous record keeping requirements and submittals in connection with various construction activities. Submit one paper copy and annotated PDF electronic files and directories of each submittal.
- E. Reports: Submit written report monthly indicating items incorporated into project record documents concurrent with progress of the Work, including revisions, concealed conditions, field changes, product selections, and other notations incorporated.

1.5 PROJECT RECORD DOCUMENT PROCEDURES

- A. Do not use Project Record Documents for construction purposes. Protect Project Record Documents from deterioration and loss. Provide access to Project Record Documents for Architect's reference.
 - 1. Do not use As-Built Drawings and Specifications for Record Drawings and Specifications.
- B. Recording Procedures: Update drawings and specifications on daily bases to record actual conditions. Record information concurrently with construction progress. Do not conceal Work until required information is accurately recorded.
- C. Store Record Documents and samples apart from as built documents used for construction.
 - 1. Label and file Record Documents and samples in accordance with section number listings in Table of Contents. Label each document PROJECT RECORD in neat, large, printed letters.
 - 2. Maintain Record Documents in clean, dry and legible condition.
 - 3. Make Record Documents and samples available for inspection upon request of Architect.

PART 2 PRODUCTS

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked up paper copies of the Contract Drawings and Shop Drawings.
 - 1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked up record prints. Show actual installation conditions where installation varies from that shown originally.
 - a. Give attention to information on concealed elements difficult to identify or measure and record later.
 - b. Accurately record information in an acceptable drawing technique.
 - c. Record data as soon as possible after obtaining it.
 - d. Record and check the markup before enclosing concealed installations.
 - e. Cross reference record prints to corresponding shop drawings or archive photographic documentation.
 - 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Depths of foundations below first floor.
 - d. Locations and depths of underground utilities.
 - e. Revisions to routing of piping and conduits.
 - f. Revisions to electrical circuitry.
 - g. Actual equipment locations.
 - h. Duct size and routing.
 - i. Locations of concealed internal utilities.
 - j. Changes made by Change Order or Construction Change Directive.
 - k. Changes made following Architect's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.

3. Mark the Contract Drawings and Shop Drawings completely and accurately. Utilize personnel proficient at recording graphic information in production of marked up record prints.
4. Mark record sets with erasable, red colored pencil. Use colors to distinguish between changes for different categories of the Work at same location.
5. Mark important additional information that was either shown schematically or omitted from original Drawings.
6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked up record prints with Architect. When authorized, prepare full set of corrected digital data files of the Contract Drawings:

1. Format: Same digital data software program, version, and operating system as the original Contract Drawings and annotated PDF electronic file with comment function enabled.
2. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
3. Refer instances of uncertainty to Architect for resolution.
4. Architect will furnish Contractor one set of digital data files of the Contract Drawings for use in recording information.
 - a. Refer to Section 01 33 00 - Submittal Procedures for requirements related to use of Architect's digital data files.
 - b. Architect will provide data file layer information. Record markups in separate layers.

C. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing record Drawings where Architect determines that neither the original Contract Drawings nor Shop Drawings are suitable to show actual installation.

1. New Drawings may be required when a Change Order is issued as a result of accepting an alternate, substitution, or modification.
2. Consult Architect for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared record Drawings into record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.

D. Format: Identify and date each record Drawing; include the designation PROJECT RECORD DRAWING in a prominent location.

1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Format: Annotated PDF electronic file with comment function enabled.
3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
4. Identification: As follows:
 - a. Project name.
 - b. Designation PROJECT RECORD DRAWINGS.
 - c. Name of Architect.
 - d. Name of Contractor.

2.2 RECORD SPECIFICATIONS

A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications. Indicate actual product installation where installation varies from that indicated in Specifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.

3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
4. For each principal product, indicate whether record Product Data has been submitted in operation and maintenance manuals instead of submitted as record Product Data.
5. Note related Change Orders, record Product Data, and record Drawings where applicable.

B. Format: Submit record Specifications as annotated PDF electronic file.

2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
 3. Note related Change Orders, record Specifications, and record Drawings where applicable.
- B. Format: Submit record Product Data as annotated PDF electronic file. Include record Product Data directory organized by Specification Section number and title, electronically linked to each item of record Product Data.

2.4 RECORD SAMPLES

- A. Record Samples: Determine with Architect and Owner which submitted Samples are to be maintained as Record Samples. Maintain and mark one set to indicate date of review and approval by Architect; note any deviations or variations between reviewed sample and installed product or material.

2.5 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by the individual Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference. Include the following:
 1. Reviewed shop drawings, product data, and samples.
 2. Field test reports.
 3. Inspection certificates and manufacturer's certificates.
 4. Inspections by Authority Having Jurisdiction (AHJ).
 5. Documentation of foundation depths.
 6. Special measurements or adjustments.
 7. Tests and inspections.
 8. Surveys.
 9. Design mixes.
- B. Format: Submit miscellaneous record submittals as scanned PDF electronic file(s) of marked up miscellaneous record submittals. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

PART 3 EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.

B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Architect's reference during normal working hours.

END OF SECTION

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SECTION 01 79 00 - DEMONSTRATION AND TRAINING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Administrative and procedural requirements for instructing Owner's personnel, including the following:
 1. Demonstration of operation of systems, subsystems, and equipment.
 2. Training in operation and maintenance of systems, subsystems, and equipment.

1.3 INFORMATIONAL SUBMITTALS

- A. Instruction Program: Submit outline of instructional program for demonstration and training including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
 1. Indicate proposed training modules utilizing manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.
- B. Qualification Data: For instructor.

1.4 CLOSEOUT SUBMITTALS

- A. Demonstration and Training Video Recordings: Submit two copies within seven days of end of each training module.
 1. Identification: On each copy, provide an applied label with the following information:
 - a. Name of Project.
 - b. Name and address of videographer.
 - c. Name of Architect.
 - d. Name of Contractor.
 - e. Date of video recording.
 2. At completion of training, submit complete training manual(s) for Owner's use.

1.5 QUALITY ASSURANCE

- A. Instructor Qualifications: A factory-authorized service representative, complying with requirements in Section 01 40 00 - Quality Requirements, experienced in operation and maintenance procedures and training.

1.6 COORDINATION

- A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.
- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.

PART 2 PRODUCTS

2.1 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
 1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
 - a. System, subsystem, and equipment descriptions.
 - b. Performance and design criteria if Contractor is delegated design responsibility.
 - c. Operating standards.
 - d. Regulatory requirements.
 - e. Equipment function.
 - f. Operating characteristics.
 - g. Limiting conditions.
 2. Documentation: Review the following items in detail:
 - a. Emergency manuals.
 - b. Operations manuals.
 - c. Maintenance manuals.
 - d. Project record documents.
 - e. Identification systems.
 - f. Warranties and bonds.
 - g. Maintenance service agreements and similar continuing commitments.
 3. Emergencies: Include the following, as applicable:
 - a. Instructions on meaning of warnings, trouble indications, and error messages.
 - b. Instructions on stopping.
 - c. Shutdown instructions for each type of emergency.
 - d. Operating instructions for conditions outside of normal operating limits.
 - e. Sequences for electric or electronic systems.
 - f. Special operating instructions and procedures.
 4. Operations: Include the following, as applicable:
 - a. Startup procedures.
 - b. Equipment or system break-in procedures.
 - c. Routine and normal operating instructions.
 - d. Regulation and control procedures.
 - e. Control sequences.
 - f. Safety procedures.
 - g. Instructions on stopping.
 - h. Normal shutdown instructions.
 - i. Operating procedures for emergencies.
 - j. Operating procedures for system, subsystem, or equipment failure.
 - k. Seasonal and weekend operating instructions.
 - l. Required sequences for electric or electronic systems.
 - m. Special operating instructions and procedures.
 5. Adjustments: Include the following:
 - a. Alignments.
 - b. Checking adjustments.
 - c. Noise and vibration adjustments.
 - d. Economy and efficiency adjustments.
 6. Troubleshooting: Include the following:
 - a. Diagnostic instructions.

- b. Test and inspection procedures.
- 7. Maintenance: Include the following:
 - a. Inspection procedures.
 - b. Types of cleaning agents to be used and methods of cleaning.
 - c. List of cleaning agents and methods of cleaning detrimental to product.
 - d. Procedures for routine cleaning
 - e. Procedures for preventive maintenance.
 - f. Procedures for routine and preventative maintenance.
 - g. Instruction on use of special tools.
- 8. Repairs: Include the following:
 - a. Diagnosis instructions.
 - b. Repair instructions.
 - c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 - d. Instructions for identifying parts and components.
 - e. Review of spare parts needed for operation and maintenance.

PART 3 EXECUTION

3.1 PREPARATION

- A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 01 77 00 - Closeout Procedures.
- B. Set up instructional equipment at instruction location.
- C. Provide a list of attendees.

3.2 INSTRUCTION

- A. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
 - 1. Owner will furnish Contractor with names and positions of participants.
- B. Scheduling: Provide instruction at mutually agreed on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.
- C. Cleanup: Collect used and leftover educational materials and give to Owner. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

END OF SECTION

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SECTION 03 05 16 - UNDERSLAB VAPOR BARRIER

PART 1 GENERAL

1.1 REFERENCE STANDARDS

- A. ASTM E1643 - Standard Practice for Selection, Design, Installation, and Inspection of Water Vapor Retarders Used in Contact with Earth or Granular Fill Under Concrete Slabs; 2024.
- B. ASTM E1745 - Standard Specification for Plastic Water Vapor Retarders Used in Contact with Soil or Granular Fill under Concrete Slabs; 2017 (Reapproved 2023).

PART 2 PRODUCTS

2.1 MATERIALS

- A. Underslab Vapor Barrier:
 - 1. Water Vapor Permeance: Not more than 0.010 perms (0.6 ng/(s m² Pa)), maximum.
 - 2. Thickness: 15 mils (0.4 mm).
 - 3. Product:
 - a. Stego Industries LLC; Stego Wrap Vapor Barrier (15-mil):
www.stegoindustries.com/#sle.
- B. Accessory Products: Vapor barrier manufacturer's recommended tape, adhesive, mastic, etc., for sealing seams and penetrations in vapor barrier.

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install vapor barrier in accordance with manufacturer's instructions and ASTM E1643.
- B. Install vapor barrier under interior slabs on grade; lap sheet over footings and seal to foundation walls.
- C. Lap joints minimum 6 inches (150 mm).
- D. Seal joints, seams and penetrations watertight with manufacturer's recommended products and follow manufacturer's written instructions.
- E. No penetration of vapor barrier is allowed except for reinforcing steel and permanent utilities.
- F. Repair damaged vapor retarder before covering with other materials.

END OF SECTION

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SECTION 03 30 00.1 - CAST-IN-PLACE CONCRETE

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. This Section specifies cast-in-place concrete, including formwork, reinforcement, concrete materials, mix design, placement procedures, and finishes.

1.3 REFERENCE STANDARDS

- A. ACI 306.1 - Standard Specification for Cold Weather Concreting; 90th Edition, 1998.
- B. ASTM A615/A615M - Standard Specification for Deformed and Plain Carbon-Steel Bars for Concrete Reinforcement; 2022.
- C. ASTM A706/A706M - Standard Specification for Deformed and Plain Low-Alloy Steel Bars for Concrete Reinforcement; 2022a.
- D. ASTM C31/C31M - Standard Practice for Making and Curing Concrete Test Specimens in the Field; 2024.
- E. ASTM C109/C109M - Standard Test Method for Compressive Strength of Hydraulic Cement Mortars (Using 50 mm [2 in.] Cube Specimens); 2023.
- F. ASTM C171 - Standard Specification for Sheet Materials for Curing Concrete; 2020.
- G. ASTM C219 - Standard Terminology Relating to Hydraulic and Other Inorganic Cements; 2024.
- H. ASTM C231 - Standard Test Method for Air Content of Freshly Mixed Concrete by the Pressure Method; 2017a.
- I. ASTM C618 - Standard Specification for Coal Ash and Raw or Calcined Natural Pozzolan for Use in Concrete; 2023, with Editorial Revision.
- J. ASTM C1077 - Standard Practice for Agencies Testing Concrete and Concrete Aggregates for Use in Construction and Criteria for Testing Agency Evaluation; 2025a.
- K. ASTM C1315 - Standard Specification for Liquid Membrane-Forming Compounds Having Special Properties for Curing and Sealing Concrete; 2019.
- L. ASTM D1751 - Standard Specification for Preformed Expansion Joint Filler for Concrete Paving and Structural Construction (Nonextruding and Resilient Asphalt Types); 2023.
- M. ASTM D1752 - Standard Specification for Preformed Sponge Rubber Cork and Recycled PVC Expansion Joint Fillers for Concrete Paving and Structural Construction; 2018.
- N. ASTM D2240 - Standard Test Method for Rubber Property--Durometer Hardness; 2015 (Reapproved 2021).
- O. ASTM E329 - Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection; 2023.
- P. ASTM E1155 - Standard Test Method for Determining FF Floor Flatness and FL Floor Levelness Numbers; 2020.

1.4 REFERENCES

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of manufactured material and product indicated.
- B. Design Mixes: For each concrete mix. Include alternate mix designs when characteristics of materials, project conditions, weather, test results, or other circumstances warrant adjustments.
 - 1. Indicate amounts of mix water to be withheld for later addition at Project site. This amount shall be indicated on each batch ticket from the concrete plant.
- C. Steel Reinforcement Shop Drawings: Details of fabrication, bending, and placement, prepared according to ACI 315, "Details and Detailing of Concrete Reinforcement." Include material, grade, bar schedules, stirrup spacing, bent bar diagrams, arrangement, and supports of concrete reinforcement. Include special reinforcement required for openings through concrete structures.
- D. Welding Certificates: Copies of certificates for welding procedures and personnel.
- E. Material Certificates: Signed by manufacturers certifying that each of the following items complies with requirements:
 - 1. Cementitious materials and aggregates.
 - 2. Form materials and form-release agents.
 - 3. Steel reinforcement and reinforcement accessories.
 - 4. Admixtures.
 - 5. Curing materials.
 - 6. Floor and slab treatments.
 - 7. Bonding agents.
 - 8. Adhesives.
 - 9. Vapor retarders.
 - 10. Epoxy joint filler.
 - 11. Joint-filler strips.
 - 12. Repair materials.

1.6 QUALITY ASSURANCE

- A. Installer Qualifications: An experienced installer who has completed concrete Work similar in material, design, and extent to that indicated for this Project and whose work has resulted in construction with a record of successful in-service performance.
- B. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for formwork and shoring and reshoring installations that are similar to those indicated for this Project in material, design, and extent.
- C. Manufacturer Qualifications: A firm experienced in manufacturing ready-mixed concrete products complying with ASTM C 94 requirements for production facilities and equipment.
- D. Testing Agency Qualifications: An independent testing agency, acceptable to authorities having jurisdiction, qualified according to ASTM C1077 and ASTM E329 to conduct the testing indicated, as documented according to ASTM E 548.
- E. Source Limitations: Obtain each type or class of cementitious material of the same brand from the same manufacturer's plant, each aggregate from one source, and each admixture from the same manufacturer.
- F. Welding: Qualify procedures and personnel according to AWS D1.4, "Structural Welding Code--Reinforcing Steel."
- G. ACI Publications: Comply with the following, unless more stringent provisions are indicated:
 - 1. ACI 301, "Specification for Structural Concrete."
 - 2. ACI 117, "Specifications for Tolerances for Concrete Construction and Materials."

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle steel reinforcement to prevent bending and damage.

PART 2 PRODUCTS

2.1 FORM-FACING MATERIALS

- A. Smooth-Formed Finished Concrete: Form-facing panels that will provide continuous, true, and smooth concrete surfaces. Furnish in largest practicable sizes to minimize number of joints.
 1. Plywood, metal, or other approved panel materials.
- B. Rough-Formed Finished Concrete: Plywood, lumber, metal, or another approved material. Provide lumber dressed on at least two edges and one side for tight fit.
- C. Forms for Cylindrical Columns, Pedestals, and Supports: Metal, glass-fiber-reinforced plastic, paper, or fiber tubes that will produce surfaces with gradual or abrupt irregularities not exceeding specified formwork surface class. Provide units with sufficient wall thickness to resist plastic concrete loads without detrimental deformation.
- D. Chamfer Strips: Wood, metal, PVC, or rubber strips, 3/4 by 3/4 inch (19.05 mm), minimum.
- E. Form-Release Agent: Commercially formulated form-release agent that will not bond with, stain, or adversely affect concrete surfaces and will not impair subsequent treatments of concrete surfaces.
 1. Formulate form-release agent with rust inhibitor for steel form-facing materials.
- F. Form Ties: Factory-fabricated, removable or snap-off metal or glass-fiber-reinforced plastic form ties designed to resist lateral pressure of fresh concrete on forms and to prevent spalling of concrete on removal.
 1. Furnish ties that, when removed, will leave holes not larger than 1 inch (25.4 mm) in diameter in concrete surface.

2.2 STEEL REINFORCEMENT

- A. Reinforcing Bars: ASTM A615/A615M, Grade 60, deformed.
- B. Low-Alloy-Steel Reinforcing Bars: ASTM A706/A706M, deformed.
- C. Plain-Steel Wire: ASTM A 82, as drawn.
- D. Deformed-Steel Wire: ASTM A 496.
- E. Plain-Steel Welded Wire Fabric: ASTM A 185, fabricated from as-drawn steel wire into flat sheets.

2.3 REINFORCEMENT ACCESSORIES

- A. Recycled Content of Steel Products: Provide products with an average recycled content of steel products so postconsumer recycled content plus one-half of preconsumer recycled content is not less than 60 percent.
- B. Bar Supports: Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcing bars and welded wire fabric in place. Manufacture bar supports according to CRSI's "Manual of Standard Practice" from steel wire, plastic, or precast concrete or fiber-reinforced concrete of greater compressive strength than concrete, and as follows:
 1. For concrete surfaces exposed to view where legs of wire bar supports contact forms, use CRSI Class 1 plastic-protected or CRSI Class 2 stainless-steel bar supports.
- C. Joint Dowel Bars: Plain-steel bars, ASTM A615/A615M, Grade 60. Cut bars true to length with ends square and free of burrs.

2.4 CONCRETE MATERIALS

- A. Portland Cement: ASTM C 150, Type I/II.
 1. Fly Ash: ASTM C618, Class F or C.
 2. Ground Granulated Blast-Furnace Slag: ASTM C 989, Grade 100 or 120.

- B. Normal-Weight Aggregate: ASTM C 33, uniformly graded, and as follows:
 - 1. Nominal Maximum Aggregate Size: 3/4 inch (19.05 mm).
 - 2. Fine Aggregate: Free of materials with deleterious reactivity to alkali in cement.
- C. Lightweight Aggregate: ASTM C 330, 3/8-inch nominal maximum aggregate size.
- D. Water: Potable and complying with ASTM C 94.

2.5 ADMIXTURES

- A. General: Admixtures certified by manufacturer to contain not more than 0.1 percent water-soluble chloride ions by mass of cementitious material and to be compatible with other admixtures and cementitious materials. Do not use admixtures containing calcium chloride.
- B. Air-Entraining Admixture: ASTM C 260.
- C. Water-Reducing Admixture: ASTM C 494, Type A.
- D. High-Range, Water-Reducing Admixture: ASTM C 494, Type F.
- E. Water-Reducing and Accelerating Admixture: ASTM C 494, Type E.
- F. Water-Reducing and Retarding Admixture: ASTM C 494, Type D.
- G. Corrosion-Inhibiting Admixture: Commercially formulated, anodic inhibitor or mixed cathodic and anodic inhibitor; capable of forming a protective barrier and minimizing chloride reactions with steel reinforcement in concrete.
 - 1. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, the following:
 - a. Catekol 1000CL; Axim Concrete Technologies.
 - b. MCI 2000 or MCI 2005; Cortec Corporation.
 - c. DCI or DCI-S; W. R. Grace & Co., Construction Products Div.
 - d. Rheocrete 222+; Master Builders, Inc.
 - e. FerroGard-901; Sika Corporation.

2.6 FLOOR AND SLAB TREATMENTS

- A. Penetrating Liquid Floor Treatment: Chemically reactive, waterborne solution of inorganic silicate or silicate materials and proprietary components; odorless; colorless; that penetrates, hardens, and densifies concrete surfaces.
- B. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, the following:
 - 1. Penetrating Liquid Floor Treatment:
 - a. Titan Hard; Burke Group, LLC (The).
 - b. Chemisil Plus; ChemMasters.
 - c. Intraseal; Conspec Marketing & Manufacturing Co., Inc.
 - d. Ashford Formula; Curecrete Chemical Co., Inc.
 - e. Day-Chem Sure Hard; Dayton Superior Corporation.
 - f. Euco Diamond Hard; Euclid Chemical Co.
 - g. Seal Hard; L&M Construction Chemicals, Inc.
 - h. Vexcon Starseal PS; Vexcon Chemicals, Inc.
- C. Clear, Waterborne, Epoxy Sealer:
 - 1. Products:
 - a. Euclid Chemical Company (The); Eucopoxy Tufcoat VOX.
 - b. Nox-Crete Products Group; Dauerseal 30E.
 - c. Tamms Industries, Inc.; Dural WB 356.

2.7 CURING MATERIALS

- A. Evaporation Retarder: Waterborne, monomolecular film forming, manufactured for application to fresh concrete. Curing compound manufacturer to certify that the compound will not interfere with the bonding of the floor covering.
- B. Absorptive Cover: AASHTO M 182, Class 2, burlap cloth made from jute or kenaf, weighing approximately 9 oz./sq. yd. dry.
- C. Moisture-Retaining Cover: ASTM C171, polyethylene film or white burlap-polyethylene sheet.
- D. Water: Potable.
- E. Clear, Solvent-Borne, Membrane-Forming Curing and Sealing Compound: ASTM C1315, Type 1, Class A.
- F. Clear, Waterborne, Membrane-Forming Curing and Sealing Compound: ASTM C1315, Type 1, Class A.
- G. Products: Subject to compliance with requirements, provide one of the following:
 - 1. Clear, Solvent-Borne, Membrane-Forming Curing and Sealing Compound:
 - a. Spray-Cure & Seal Plus; ChemMasters.
 - b. UV Super Seal; Lambert Corporation.
 - c. Lumiseal Plus; L&M Construction Chemicals, Inc.
 - d. CS-309/30; W. R. Meadows, Inc.
 - e. Seal N Kure 30; Metalcrete Industries.
 - f. Rich Seal 31 percent UV; Richmond Screw Anchor Co.
 - g. Cure & Seal 31 percent UV; Symons Corporation.
 - h. Certi-Vex AC 1315; Vexcon Chemicals, Inc.
 - 2. Clear, Waterborne, Membrane-Forming Curing and Sealing Compound:
 - a. Klear-Kote Cure-Sealer-Hardener, 30 percent solids; Burke Group, LLC (The).
 - b. Polyseal WB; ChemMasters.
 - c. UV Safe Seal; Lambert Corporation.
 - d. Lumiseal WB Plus; L&M Construction Chemicals, Inc.
 - e. Vocomp-30; W. R. Meadows, Inc.
 - f. Metcure 30; Metalcrete Industries.
 - g. Vexcon Starseal 1315; Vexcon Chemicals, Inc.

2.8 RELATED MATERIALS

- A. Joint-Filler Strips: ASTM D1751, asphalt-saturated cellulosic fiber.
- B. Joint-Filler Strips: ASTM D1752, cork or self-expanding cork.
- C. Epoxy Joint Filler: Two-component, semirigid, 100 percent solids, epoxy resin with a Shore A hardness of 80 per ASTM D2240.
- D. Bonding Agent: ASTM C 1059, Type II, non-redispersible, acrylic emulsion or styrene butadiene.
- E. Epoxy-Bonding Adhesive: ASTM C 881, two-component epoxy resin, capable of humid curing and bonding to damp surfaces, of class and grade to suit requirements.

2.9 REPAIR MATERIALS

- A. Repair Underlayment: Cement-based, polymer-modified, self-leveling product that can be applied in thicknesses from 1/8 inch (3.18 mm) and that can be feathered at edges to match adjacent floor elevations.
 - 1. Cement Binder: ASTM C 150, portland cement or hydraulic or blended hydraulic cement as defined in ASTM C219.
 - 2. Primer: Product of underlayment manufacturer recommended for substrate, conditions, and application.
 - 3. Aggregate: Well-graded, washed gravel, 1/8 to 1/4 inch (6.35 mm) or coarse sand as recommended by underlayment manufacturer.

4. Compressive Strength: Not less than 4100 psi (28268.52 kPa) at 28 days when tested according to ASTM C109/C109M.
- B. Repair Topping: Traffic-bearing, cement-based, polymer-modified, self-leveling product that can be applied in thicknesses from 1/4 inch (6.35 mm).
 1. Cement Binder: ASTM C 150, portland cement or hydraulic or blended hydraulic cement as defined in ASTM C219.
 2. Primer: Product of topping manufacturer recommended for substrate, conditions, and application.
 3. Aggregate: Well-graded, washed gravel, 1/8 to 1/4 inch (6.35 mm) or coarse sand as recommended by topping manufacturer.
 4. Compressive Strength: Not less than 5700 psi (39300.13 kPa) at 28 days when tested according to ASTM C109/C109M.

2.10 CONCRETE MIXES

- A. Prepare design mixes for each type and strength of concrete determined by either laboratory trial mix or field test data bases, as follows:
 1. Proportion normal-weight concrete according to ACI 211.1 and ACI 301.
- B. Use a qualified independent testing agency for preparing and reporting proposed mix designs for the laboratory trial mix basis.
- C. Footings and Foundation Walls: Proportion normal-weight concrete mix as follows:
 1. Minimum Compressive Strength (28 Days): As indicated on structural drawings.
 2. Maximum W/C Ratio: 0.45
 3. Maximum Slump: 4 inches (101.6 mm), plus or minus 1 inch (25.4 mm).
 4. Maximum Slump for Concrete Containing High-Range Water-Reducing Admixture: 8 inches (203.2 mm) after admixture is added to concrete with 2- to 4-inch slump.
 5. Air content: 6 percent, plus or minus 1.5 percent at point of placement for 3/4-inch nominal maximum aggregate size.
- D. Slab-on-Grade: Proportion normal-weight concrete mix as follows:
 1. Minimum Compressive Strength (28 Days): As indicated on structural drawings.
 2. Maximum W/C Ratio: 0.50
 3. Minimum Cementitious Materials Content: 470 ob/cu. ft.
 4. Maximum Slump: 4 inches (101.6 mm), plus or minus 1 inch (25.4 mm).
 5. Air Content: 6 percent, plus or minus 1.5 percent at point of placement for 3/4-inch nominal maximum aggregate size.
 6. Air Content: Do not allow air content of trowel-finished floors to exceed 3 percent.
- E. Elevated Composite Slabs on Metal Deck: Proportion normal-weight concrete mixture as follows:
 1. Minimum Compressive Strength (28 Days): As indicated on structural drawings.
 2. Slump Limit: 4 inches (101.6 mm), plus or minus 1 inch (25.4 mm).
 3. Air Content: 6 percent, plus or minus 2 percent at point of delivery for nominal maximum aggregate size greater than 3/8 inch (9.52 mm).
 4. Air Content: 7 percent, plus or minus 2 percent at point of delivery for nominal maximum aggregate size 3/8 inch (9.52 mm) or less.
 5. Air Content: Do not allow air content of trowel-finished floors to exceed 3 percent.
- F. Maximum Water-Cementitious Materials Ratio: 0.50 for concrete required to have low water permeability.
- G. Maximum Water-Cementitious Materials Ratio: 0.45 for concrete exposed to deicers or subject to freezing and thawing while moist (exterior slab on grade).
- H. Do not air entrain concrete to trowel-finished interior floor slabs. Do not allow entrapped air content to exceed 3 percent.
- I. Limit water-soluble, chloride-ion content in hardened concrete to 0.15 percent by weight of cement.

J. Admixtures: Use admixtures according to manufacturer's written instructions.

1. Use water-reducing admixture or high-range water-reducing admixture (superplasticizer) in concrete, as required, for placement and workability.
2. Use water-reducing and retarding admixture when required by high temperatures, low humidity, or other adverse placement conditions.

2.11 FABRICATING REINFORCEMENT

A. Fabricate steel reinforcement according to CRSI's "Manual of Standard Practice."

2.12 CONCRETE MIXING

A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94, and furnish batch ticket information.

PART 3 EXECUTION

3.1 FORMWORK

- A. Design, erect, shore, brace, and maintain formwork, according to ACI 301, to support vertical, lateral, static, and dynamic loads, and construction loads that might be applied, until concrete structure can support such loads.
- B. Construct formwork so concrete members and structures are of size, shape, alignment, elevation, and position indicated, within tolerance limits of ACI 117.
- C. Limit concrete surface irregularities, designated by ACI 347R as abrupt or gradual, as follows:
 1. Class C, 1/2 inch (12.7 mm).
- D. Construct forms tight enough to prevent loss of concrete mortar.
- E. Fabricate forms for easy removal without hammering or prying against concrete surfaces. Provide crush or wrecking plates where stripping may damage cast concrete surfaces. Provide top forms
 1. for inclined surfaces steeper than 1.5 horizontal to 1 vertical. Kerf wood inserts for forming keyways, reglets, recesses, and the like, for easy removal.
 2. Do not use rust-stained steel form-facing material.
- F. Set edge forms, bulkheads, and intermediate screed strips for slabs to achieve required elevations and slopes in finished concrete surfaces. Provide and secure units to support screed strips; use strike-off templates or compacting-type screeds.
- G. Provide temporary openings for cleanouts and inspection ports where interior area of formwork is inaccessible. Close openings with panels tightly fitted to forms and securely braced to prevent loss of concrete mortar. Locate temporary openings in forms at inconspicuous locations.
- H. Chamfer exterior corners and edges of permanently exposed concrete.

3.2 EMBEDDED ITEMS

- A. Place and secure anchorage devices and other embedded items required for adjoining work that is attached to or supported by cast-in-place concrete. Use Setting Drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.
 1. Install anchor bolts, accurately located, to elevations required.
 2. Install reglets to receive top edge of foundation sheet waterproofing and to receive through-wall flashings in outer face of concrete frame at exterior walls, where flashing is shown at lintels, shelf angles, and other conditions.
 3. Install dovetail anchor slots in concrete structures as indicated.

3.3 REMOVING AND REUSING FORMS

- A. General: Formwork, for sides of beams, walls, columns, and similar parts of the Work, that does not support weight of concrete may be removed after cumulatively curing at not less than 50 degrees Fahrenheit (10 degrees Celsius) for 24 hours after placing concrete provided concrete is hard enough to not be damaged by form- removal operations and provided curing and protection operations are maintained.

3.4 STEEL REINFORCEMENT

- A. General: Comply with CRSI's "Manual of Standard Practice" for placing reinforcement.
 - 1. Do not cut or puncture vapor retarder. Repair damage and reseal vapor retarder before placing concrete.
- B. Clean reinforcement of loose rust and mill scale, earth, ice, and other foreign materials.
- C. Accurately position, support, and secure reinforcement against displacement. Locate and support reinforcement with bar supports to maintain minimum concrete cover. Do not tack weld crossing reinforcing bars.
- D. Set wire ties with ends directed into concrete, not toward exposed concrete surfaces.
- E. Install welded wire fabric in longest practicable lengths on bar supports spaced to minimize sagging. Lap edges and ends of adjoining sheets at least two mesh spacings. Offset laps of adjoining sheet widths to prevent continuous laps in either direction. Lace overlaps with wire. Concrete block/brick supports are acceptable at foundation footings and slabs. Hooking and pulling reinforcement up during concrete pour is not allowed.

3.5 JOINTS

- A. General: Construct joints true to line with faces perpendicular to surface plane of concrete.
- B. Construction Joints: Install so strength and appearance of concrete are not impaired, at locations indicated or as approved by Engineer.
 - 1. Place joints perpendicular to main reinforcement. Continue reinforcement across construction joints, unless otherwise indicated. Do not continue reinforcement through sides of strip placements of floors and slabs.
 - 2. Use a bonding agent at locations where fresh concrete is placed against hardened or partially hardened concrete surfaces.
- C. Contraction Joints in Slabs-on-Grade: Form weakened-plane contraction joints, sectioning concrete into areas as indicated
- D. Isolation Joints in Slabs-on-Grade: After removing formwork, install joint-filler strips at slab junctions with vertical surfaces, such as column pedestals, foundation walls, grade beams, and other locations, as indicated.
 - 1. Extend joint-filler strips full width and depth of joint, terminating flush with finished concrete surface, unless otherwise indicated.
- E. Dowel Joints: Install dowel sleeves and dowels or dowel bar and support assemblies at joints where indicated.
 - 1. Use dowel sleeves or lubricate or asphalt-coat one-half of dowel length to prevent concrete bonding to one side of joint.

3.6 CONCRETE PLACEMENT

- A. Before placing concrete, verify that installation of formwork, reinforcement, and embedded items is complete and that required inspections have been performed.
- B. Before placing concrete, water may be added at Project site, subject to limitations of ACI 301.
 - 1. Water may only be added if the amount withheld from the plant is noted on the batch ticket.
 - 2. Do not add water to concrete after adding high-range water-reducing admixtures to mix.
- C. Deposit concrete continuously or in layers of such thickness that no new concrete will be placed on concrete that has hardened enough to cause seams or planes of weakness. If a section cannot be placed continuously, provide construction joints as specified. Deposit concrete to avoid segregation.
- D. Deposit concrete in forms in horizontal layers no deeper than 24 inches (609.6 mm) and in a manner to avoid inclined construction joints. Place each layer while preceding layer is still plastic, to avoid cold joints.

1. Consolidate placed concrete with mechanical vibrating equipment. Use equipment and procedures for consolidating concrete recommended by ACI 309R.
2. Do not use vibrators to transport concrete inside forms. Insert and withdraw vibrators vertically at uniformly spaced locations no farther than the visible effectiveness of the vibrator. Place vibrators to rapidly penetrate placed layer and at least 6 inches (152.4 mm) into preceding layer. Do not insert vibrators into lower layers of concrete that have begun to lose plasticity. At each insertion, limit duration of vibration to time necessary to consolidate concrete and complete embedment of reinforcement and other embedded items without causing mix constituents to segregate.

E. Deposit and consolidate concrete for floors and slabs in a continuous operation, within limits of construction joints, until placement of a panel or section is complete.

1. Consolidate concrete during placement operations so concrete is thoroughly worked around reinforcement and other embedded items and into corners.
2. Maintain reinforcement in position on chairs during concrete placement.
3. Screeb slab surfaces with a straightedge and strike off to correct elevations.
4. Slope surfaces uniformly to drains where required.
5. Begin initial floating using bull floats or darbies to form a uniform and open-textured surface plane, free of humps or hollows, before excess moisture or bleedwater appears on the surface. Do not further disturb slab surfaces before starting finishing operations.

F. Cold-Weather Placement: Comply with ACI 306.1 and as follows. Protect concrete work from physical damage or reduced strength that could be caused by frost, freezing actions, or low temperatures.

1. When air temperature has fallen to or is expected to fall below 40 degrees Fahrenheit (4.44 degrees Celsius), uniformly heat water and aggregates before mixing to obtain a concrete mixture temperature of not less than 50 degrees Fahrenheit (10 degrees Celsius) and not more than 80 degrees Fahrenheit (26.67 degrees Celsius) at point of placement.
2. Do not use frozen materials or materials containing ice or snow. Do not place concrete on frozen subgrade or on subgrade containing frozen materials.
3. Do not use calcium chloride, salt, or other materials containing antifreeze agents or chemical accelerators, unless otherwise specified and approved in mix designs.

G. Hot-Weather Placement: Place concrete according to recommendations in ACI 305R and as follows, when hot-weather conditions exist:

1. Cool ingredients before mixing to maintain concrete temperature below 90 degrees Fahrenheit (32.22 degrees Celsius) at time of placement. Chilled mixing water or chopped ice may be used to control temperature, provided water equivalent of ice is calculated to total amount of mixing water. Using liquid nitrogen to cool concrete is Contractor's option.
2. Cover steel reinforcement with water-soaked burlap so steel temperature will not exceed ambient air temperature immediately before embedding in concrete.
3. Fog-spray forms, steel reinforcement, and subgrade just before placing concrete. Keep subgrade moisture uniform without standing water, soft spots, or dry areas.

3.7 FINISHING FORMED SURFACES

A. Smooth-Formed Finish: As-cast concrete texture imparted by form-facing material, arranged in an orderly and symmetrical manner with a minimum of seams. Repair and patch tie holes and defective areas. Remove fins and other projections exceeding 1/8 inch (3.18 mm) in height.

1. Apply to concrete surfaces exposed to public view or to be covered with a coating or covering material applied directly to concrete, such as waterproofing, damp-proofing, veneer plaster, or painting.
2. Do not apply rubbed finish to smooth-formed finish.

B. Related Unformed Surfaces: At tops of walls, horizontal offsets, and similar unformed surfaces adjacent to formed surfaces, strike off smooth and finish with a texture matching adjacent formed

surfaces. Continue final surface treatment of formed surfaces uniformly across adjacent unformed surfaces, unless otherwise indicated.

3.8 FINISHING FLOORS AND SLABS

- A. General: Comply with recommendations in ACI 302.1R for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.
- B. Scratch Finish: While still plastic, texture concrete surface that has been screeded and bull-floated or darbied. Use stiff brushes, brooms, or rakes.
 1. Apply scratch finish to surfaces indicated and to surfaces to receive concrete floor topping or mortar setting beds for ceramic or quarry tile, portland cement terrazzo, and other bonded cementitious floor finishes.
- C. Float Finish: Consolidate surface with power-driven floats or by hand floating if area is small or inaccessible to power driven floats. Restraighten, cut down high spots, and fill low spots. Repeat float passes and restraightening until surface is left with a uniform, smooth, granular texture.
 1. Apply float finish to surfaces indicated, to surfaces to receive trowel finish, and to floor and slab surfaces to be covered with fluid-applied or sheet waterproofing, built-up or membrane roofing, or sand-bed terrazzo.
- D. Trowel Finish: After applying float finish, apply first trowel finish and consolidate concrete by hand or power-driven trowel. Continue troweling passes and restraighten until surface is free of trowel marks and uniform in texture and appearance. Grind smooth any surface defects that would telegraph through applied coatings or floor coverings.
 1. Apply a trowel finish to surfaces indicated and to floor and slab surfaces exposed to view or to be covered with resilient flooring, carpet, ceramic or quarry tile set over a cleavage membrane, paint, or another thin film-finish coating system.
 2. Finish surfaces to the following tolerances, according to ASTM E1155, for a randomly trafficked floor surface:
 - a. For concrete floors under carpeted areas, specified overall values of flatness, FF25; and levelness, FL20; with minimum local values of flatness, FF17; and levelness, FL15.
 - b. For concrete floors under thin-set ceramic, vinyl tile, or similar coverings, specified overall values of flatness, FF35; and levelness, FL25; with minimum local values of flatness, FF23; and levelness, FL17.
 - c. For conventional concrete floor surfaces such as mechanical rooms, non-public areas, and surfaces under thick-set tile, specified overall values of flatness, FF20; and levelness, FL15; with minimum local values of flatness, FF15; and levelness, FL12.
- E. Trowel and Fine-Broom Finish: Apply a partial trowel finish, stopping after second troweling, to surfaces indicated and to surfaces where ceramic or quarry tile is to be installed by either thickset or thin-set method. Immediately after second troweling, and when concrete is still plastic, slightly scarify surface with a fine broom.
- F. Broom Finish: Apply a broom finish to exterior concrete platforms, steps, and ramps, and elsewhere as indicated.
 1. Immediately after float finishing, slightly roughen trafficked surface by brooming with fiber-bristle broom perpendicular to main traffic route. Coordinate required final finish with Architect before application.
- G. Slip-Resistive Aggregate Finish: Before final floating, apply slip-resistive aggregate finish where indicated and to concrete stair treads, platforms, and ramps. Apply according to manufacturer's written instructions and as follows:
 1. Uniformly spread 25 lb/100 sq. ft. of dampened slip-resistive aggregate over surface in one or two applications. Tamp aggregate flush with surface, but do not force below surface.
 2. After broadcasting and tamping, apply float finish.
 3. After curing, lightly work surface with a steel wire brush or an abrasive stone, and water to expose slip-resistive aggregate.

3.9 MISCELLANEOUS CONCRETE ITEMS

- A. Filling In: Fill in holes and openings left in concrete structures, unless otherwise indicated, after work of other trades is in place. Mix, place, and cure concrete, as specified, to blend with in-place construction. Provide other miscellaneous concrete filling indicated or required to complete Work.
- B. Curbs: Provide monolithic finish to interior curbs by stripping forms while concrete is still green and by steel-troweling surfaces to a hard, dense finish with corners, intersections, and terminations slightly rounded.
- C. Equipment Bases and Foundations: Provide machine and equipment bases and foundations as shown on Drawings. Set anchor bolts for machines and equipment at correct elevations, complying with diagrams or templates of manufacturer furnishing machines and equipment.

3.10 CONCRETE PROTECTION AND CURING

- A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 306.1 for cold-weather protection and with recommendations in ACI 305R for hot-weather protection during curing.
- B. Evaporation Retarder: Apply evaporation retarder to unformed concrete surfaces if hot, dry, or windy conditions cause moisture loss approaching $0.2 \text{ lb/sq. ft.} \times \text{h}$ before and during finishing operations. Apply according to manufacturer's written instructions after placing, screeding, and bull floating or darbying concrete, but before float finishing.
- C. Formed Surfaces: Cure formed concrete surfaces, including underside of beams, supported slabs, and other similar surfaces. If forms remain during curing period, moist cure after loosening forms. If removing forms before end of curing period, continue curing by one or a combination of the following methods:
- D. Unformed Surfaces: Begin curing immediately after finishing concrete. Cure unformed surfaces, including floors and slabs, concrete floor toppings, and other surfaces, by one or a combination of the following methods:
 1. Moisture Curing: Keep surfaces continuously moist for not less than seven days with the following materials:
 - a. Water.
 - b. Continuous water-fog spray.
 - c. Absorptive cover, water saturated, and kept continuously wet. Cover concrete surfaces and edges with 12-inch lap over adjacent absorptive covers.
 2. Moisture-Retaining-Cover Curing: Cover concrete surfaces with moisture-retaining cover for curing concrete, placed in widest practicable width, with sides and ends lapped at least 12 inches (304.8 mm), and sealed by waterproof tape or adhesive. Cure for not less than seven days. Immediately repair any holes or tears during curing period using cover material and waterproof tape.
 - a. Moisture cure or use moisture-retaining covers to cure concrete surfaces to receive floor coverings.
 - b. Moisture cure or use moisture-retaining covers to cure concrete surfaces to receive penetrating liquid floor treatments.
 - c. Cure concrete surfaces to receive floor coverings with either a moisture-retaining cover or a curing compound that the manufacturer recommends for use with floor coverings.
 3. Curing Compound: Apply uniformly in continuous operation by power spray or roller according to manufacturer's written instructions. Recoat areas subjected to heavy rainfall
 - a. within three hours after initial application. Maintain continuity of coating and repair damage during curing period.
 4. Curing and Sealing Compound: Apply uniformly to floors and slabs indicated in a continuous operation by power spray or roller according to manufacturer's written instructions. Recoat areas subjected to heavy rainfall within three hours after initial application. Repeat process

24 hours later and apply a second coat. Maintain continuity of coating and repair damage during curing period.

3.11 LIQUID FLOOR TREATMENTS

- A. Penetrating Liquid Floor Treatment: Prepare, apply, and finish penetrating liquid floor treatment according to manufacturer's written instructions.
 1. Remove curing compounds, sealers, oil, dirt, laitance, and other contaminants and complete surface repairs.
 2. Do not apply to concrete that is less than seven days old.
 3. Apply liquid until surface is saturated, scrubbing into surface until a gel forms; rewet; and repeat brooming or scrubbing. Rinse with water; remove excess material until surface is dry. Apply a second coat in a similar manner if surface is rough or porous.
- B. Epoxy Sealer Coat: At locations indicated to receive sealer, uniformly apply a continuous epoxy sealing coat to hardened concrete according to manufacturer's written instructions.

3.12 JOINT FILLING

- A. Prepare, clean, and install joint filler according to manufacturer's written instructions.
 1. Defer joint filling until concrete has aged at least six months. Do not fill joints until construction traffic has permanently ceased.
- B. Remove dirt, debris, saw cuttings, curing compounds, and sealers from joints; leave contact faces of joint clean and dry.
- C. Install semirigid epoxy joint filler full depth in saw-cut joints and at least 2 inches (50.8 mm) deep in formed joints. Overfill joint and trim joint filler flush with top of joint after hardening.

3.13 CONCRETE SURFACE REPAIRS

- A. Defective Concrete: Repair and patch defective areas when approved by Architect. Remove and replace concrete that cannot be repaired and patched to Architect's approval.
- B. Patching Mortar: Mix dry-pack patching mortar, consisting of one part portland cement to two and one-half parts fine aggregate passing a No. 16 sieve, using only enough water for handling and placing.
- C. Repairing Unformed Surfaces: Test unformed surfaces, such as floors and slabs, for finish and verify surface tolerances specified for each surface. Correct low and high areas. Test surfaces sloped to drain for trueness of slope and smoothness; use a sloped template.
 1. Repair finished surfaces containing defects. Surface defects include spalls, popouts, honeycombs, rock pockets, crazing and cracks in excess of 0.01 inch (0.25 mm) wide or that penetrate to reinforcement or completely through unreinforced sections regardless of width, and other objectionable conditions.
 2. After concrete has cured at least 14 days, correct high areas by grinding.
 3. Correct localized low areas during or immediately after completing surface finishing operations by cutting out low areas and replacing with patching mortar. Finish repaired areas to blend into adjacent concrete.
 4. Correct other low areas scheduled to receive floor coverings with a repair underlayment. Prepare, mix, and apply repair underlayment and primer according to manufacturer's written instructions to produce a smooth, uniform, plane, and level surface. Feather edges to match adjacent floor elevations.
 5. Correct other low areas scheduled to remain exposed with a repair topping. Cut out low areas to ensure a minimum repair topping depth of 1/4 inch (6.35 mm) to match adjacent floor elevations. Prepare, mix, and apply repair topping and primer according to manufacturer's written instructions to produce a smooth, uniform, plane, and level surface.
 6. Repair defective areas, except random cracks and single holes 1 inch (25.4 mm) or less in diameter, by cutting out and replacing with fresh concrete. Remove defective areas with clean, square cuts and expose steel reinforcement with at least 3/4 inch (19.05 mm)

clearance all around. Dampen concrete surfaces in contact with patching concrete and apply bonding agent. Mix patching concrete of same materials and mix as original concrete except without coarse aggregate. Place, compact, and finish to blend with adjacent finished concrete. Cure in same manner as adjacent concrete.

7. Repair random cracks and single holes 1 inch (25.4 mm) or less in diameter with patching mortar. Groove top of cracks and cut out holes to sound concrete and clean off dust, dirt, and loose particles. Dampen cleaned concrete surfaces and apply bonding agent. Place patching mortar before bonding agent has dried. Compact patching mortar and finish to match adjacent concrete. Keep patched area continuously moist for at least 72 hours.

3.14 FIELD QUALITY CONTROL

- A. Testing Agency: Owner will engage a qualified independent testing and inspecting agency to sample materials, perform tests, and submit test reports during concrete placement. Sampling and testing for quality control may include those specified in this Article.
- B. Testing Services: Testing of composite samples of fresh concrete obtained according to ASTM C 172 shall be performed according to the following requirements:
 1. Testing Frequency: Obtain at least one composite sample for each 100 cu. yd. or fraction thereof of each concrete mix placed each day.
 - a. When frequency of testing will provide fewer than five compressive-strength tests for each concrete mix, testing shall be conducted from at least five randomly selected batches or from each batch if fewer than five are used.
 2. Slump: ASTM C 143; one test at point of placement for each composite sample, but not less than one test for each day's pour of each concrete mix. Perform additional tests when concrete consistency appears to change.
 3. Air Content: ASTM C231, pressure method, for normal-weight concrete; ASTM C 173, volumetric method, for structural lightweight concrete; one test for each composite sample, but not less than one test for each day's pour of each concrete mix.
 4. Concrete Temperature: ASTM C 1064; one test hourly when air temperature is 40 degrees Fahrenheit (4.44 degrees Celsius) and below and when 80 degrees Fahrenheit (26.67 degrees Celsius) and above, and one test for each composite sample.
 5. Compression Test Specimens: ASTM C31/C31M; cast and laboratory cure one set of four standard cylinder specimens for each composite sample.
 - a. Cast and field cure one set of four standard cylinder specimens for each composite sample.
 6. Compressive-Strength Tests: ASTM C 39; test one laboratory-cured specimen at 7 days and two at 28 days and one at 56 days.
 - a. Test one field-cured specimen at 7 days and two at 28 days and one at 56 days.
 - b. A compressive-strength test shall be the average compressive strength from two specimens obtained from same composite sample and tested at age indicated.
- C. Strength of each concrete mix will be satisfactory if every average of any three consecutive compressive-strength tests equals or exceeds specified compressive strength and no compressive-strength test value falls below specified compressive strength by more than 500 psi (3447.38 kPa).
- D. Test results shall be reported in writing to Architect, concrete manufacturer, and Contractor within 48 hours of testing. Reports of compressive-strength tests shall contain Project identification name and number, date of concrete placement, name of concrete testing and inspecting agency, location of concrete batch in Work, design compressive strength at 28 days, concrete mix proportions and materials, compressive breaking strength, and type of break for both 7-and 28-day tests.
- E. Nondestructive Testing: Impact hammer, sonoscope, or other nondestructive device may be permitted by Architect but will not be used as sole basis for approval or rejection of concrete.

Craig Gaulden Davis / PBK Architects
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F. Additional Tests: Testing and inspecting agency shall make additional tests of concrete when test results indicate that slump, air entrainment, compressive strengths, or other requirements have not been met, as directed by Architect. Testing and inspecting agency may conduct tests to determine adequacy of concrete by cored cylinders complying with ASTM C 42 or by other methods as directed by Architect.

END OF SECTION

SECTION 03 35 00 - CONCRETE FLOOR FINISHING (SEALER)

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Provide labor, materials, services, and equipment necessary to furnish and install work as indicated and as specified herein, which includes, but is not limited to:
 - 1. Floor sealer.

1.3 REFERENCE STANDARDS

1.4 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Provide data on concrete sealer, and slip resistant treatment, compatibilities, and limitations.
- C. Maintenance Data: Provide data on maintenance renewal of applied coatings.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials in manufacturer's packaging including application instructions.

1.7 ENVIRONMENTAL REQUIREMENTS

- A. Temporary Lighting: Provide minimum 200 W light source, 8' above the floor surface, for each 425 sq. ft. of floor being finished.
- B. Temporary Heat: Ambient temperature of 50° F (10° C) minimum
- C. Ventilation: Sufficient to prevent injurious gases from temporary heat or other sources affecting concrete.

1.8 FIELD CONDITION

- A. Coordinate the work with concrete floor placement and concrete floor curing.

PART 2 – PRODUCTS

2.1 MANUFACTURERS:

- A. Manufacturers and products are as indicated, however equal or better performing products of other manufacturers will be considered for acceptance by the Architect.

2.2 CLEAR FLOOR SEALER

- A. Basis of Design Manufacturer and Product:
 - 1. H&C Concrete Coatings; High Performance Industrial Clear.
 - 2. Substitutions: See Section 01 60 00 - Product Requirements.

2.3 ENVIRONMENTAL

- A. Liquid-type auxiliary materials shall comply with VOC limits of authorities having jurisdiction.

PART 3 – EXECUTION

3.1 EXAMINATION

- A. Verify that floor surfaces are acceptable to receive the work of this section.

3.2 GENERAL FINISHING

- A. See Drawings for locations and type of specialized floor finish and treatment in accordance with design intent. Contractor to coordinate with Architect for all field samples and installations.

3.3 FLOOR SURFACE TREATMENT INSTALLATION

- A. Apply sealer in accordance with the manufacturer's instructions as scheduled.

END OF SECTION

SECTION 05 50 00 - METAL FABRICATIONS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications, and the Sections included under Division 1, General Requirements and References, are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Provide labor, material, services and equipment necessary to furnish and install work as indicated and as specified herein, which includes, but is not limited to the following metal fabrications:
 - 1. Miscellaneous metal fabrications including, but not limited to:
 - a. Anchor bolts, steel pipe sleeves, Slotted-channel inserts, and wedge-type inserts cast into concrete, or built into unit masonry.
 - b. Steel weld plates and angles for casting into concrete for applications where they are not specified in other Sections.
 - 2. Steel Pipe Bollards.

1.3 REFERENCE STANDARDS

- A. ASTM A36/A36M - Standard Specification for Carbon Structural Steel; 2019.
- B. ASTM A123/A123M - Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products; 2017.
- C. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware; 2023.
- D. ASTM A568/A568M - Standard Specification for Steel, Sheet, Carbon, Structural, and High-Strength, Low-Alloy, Hot-Rolled and Cold-Rolled, General Requirements for; 2019a.
- E. ASTM B429/B429M - Standard Specification for Aluminum-Alloy Extruded Structural Pipe and Tube; 2020.
- F. ASTM F2656/F2656M - Standard Test Method for Crash Testing of Vehicle Security Barriers; 2023.
- G. AWS A2.4 - Standard Symbols for Welding, Brazing, and Nondestructive Examination; 2020.
- H. SSPC-PA 1 - Shop, Field, and Maintenance Coating of Metals; 2024.
- I. SSPC-Paint 20 - Zinc-Rich Coating (Type I - Inorganic, and Type II - Organic); 2019.
- J. ASTM A500 – Standard Specification for Cold-Formed Welded and Seamless Carbon Steel Structural Tubing in Round and Shapes.
- K. ASTM A501 – Standard Specification for Hot-Formed Welded and Seamless Carbon Steel Structural Tubing.
- L. ASTM A653/A653M – Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
- M. AWS – Structural Welding Code.

1.4 REFERENCES

- A. Refer to specification Section 01 41 00 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.

- B. Product data for products.
- C. Shop drawings detailing fabrication and erection of each metal fabrication indicated.
 - 1. Include plans, elevations, sections, and details of metal fabrications and their connections.
 - 2. Show anchorage and accessory items.
 - 3. Provide templates for anchors and bolts specified for installation under other sections.
- D. Samples representative of materials and finished products as may be requested by Architect.
 - 1. Samples for Verification: For each type and finish of extruded nosings.
- E. Delegated-Design Submittal: Submit design calculations for load bearing elements, analysis data and shop drawings indicating compliance with dedicated design requirements signed and sealed by the qualified Florida registered professional engineer responsible for their preparation.
- F. Exterior Product Approvals: Manufacturer shall submit documentation that product complies with large and small missile impact criteria and has been tested and approved in compliance with Florida Product Approval or Miami Dade NOA and applicable requirements.

1.6 INFORMATION SUBMITTALS

- A. Qualification Data: For qualified professional engineer.
- B. Welder current certificates signed by Contractor certifying that welders comply with requirements specified under the "Quality Assurance" Article.
- C. Qualification data for firms and persons specified in the "Quality Assurance" Article to demonstrate their capabilities and experience. Include a list of completed projects with project name, addresses, names of architects and owners, and other information specified.
- D. Mill Certificates: Signed by manufacturers of stainless-steel certifying that products furnished comply with requirements.
- E. Paint Compatibility: From manufacturers of topcoats applied over shop primers certifying that shop primers are compatible with topcoats.

1.7 QUALITY ASSURANCE

- A. Fabricator Qualifications: Firm experienced in producing metal fabrications similar to those indicated for this Project with a record of successful in-service performance, and with sufficient production capacity to produce required units without delaying the Work.
- B. Welding Standards: Comply with applicable provisions of AWS "Structural Welding Code."
 - 1. Certify that each welder has satisfactorily passed AWS qualification tests for welding processes involved and, if pertinent, has undergone re-certification.
- C. Welding Qualifications: Qualify procedures and personnel according to the following:
 - 1. AWS D1.1/D1.1M, "Structural Welding Code - Steel."
 - 2. AWS D1.2/D1.2M, "Structural Welding Code - Aluminum."
 - 3. AWS D1.6, "Structural Welding Code - Stainless Steel."
- D. Inserts and Anchorages: Furnish inserts and anchoring devices which must be set in concrete or built into masonry for installation of miscellaneous metal work. Provide setting drawings, templates, instructions, and directions for installation of anchorage devices. Coordinate delivery with other work to avoid delay.
 - 1. See Concrete and Masonry Sections of these Specifications for installation of inserts and anchorage devices.
- E. Shop Assembly: Pre-assemble items in shop to greatest extent possible to minimize field splicing and assembly. Disassemble units only as necessary for shipping and handling limitations. Clearly mark units for re-assembly and coordinated installation.

F. Exterior Product Approvals: Manufacturer shall certify that product complies with large and small missile impact criteria and has been tested and approved in compliance with Florida Product Approval or Miami Dade NOA and applicable requirements.

1.8 FIELD CONDITIONS

A. Field Measurements: Check actual locations of walls and other construction to which metal fabrications must fit by accurate field measurements before fabrication. Show recorded measurements on final shop drawings. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

B. Where field measurements cannot be made without delaying the Work, guarantee dimensions and proceed with fabricating products without field measurements. Coordinate construction to ensure that actual dimensions correspond to guaranteed dimensions. Allow for trimming and fitting.

1.9 COORDINATION

A. Coordinate selection of shop primers with topcoats to be applied over them. Comply with paint and coating manufacturers' written recommendations to ensure that shop primers and topcoats are compatible with one another.

B. Coordinate installation of anchorages and steel weld plates and angles for casting into concrete. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

1.10 PERFORMANCE

A. Delegated-Design Submittal: Contractor shall engage a qualified professional engineer, licensed in the State of Florida, to design calculations, analysis data, and shop drawings - indicating compliance with dedicated design requirements, and signed and sealed by the qualified Florida registered professional engineer responsible for their preparation.

B. Exterior Product Approvals: Manufacturer shall certify that product complies with large and small missile impact criteria and has been tested and approved in compliance with Florida Product Approval or Miami Dade NOA and applicable requirements.

C. Approvals: Manufacturer shall certify that product complies with large and small missile impact criteria and has been tested and approved in compliance with Florida Product Approval or Miami Dade NOA and applicable requirements."

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Florida NOA: Refer to the "Approved Products" table on drawings – Code Analysis for Florida Product Approval and/or NOA numbers.

2.2 METALS, GENERAL

A. Metal Surfaces, General:

1. Provide materials selected for their surface flatness, smoothness, and freedom from surface blemishes.
2. For metal fabrications exposed to view in the completed Work, do not use materials with exposed pitting, seam marks, roller marks, rolled trade names, or roughness.

2.3 FERROUS METALS

A. Steel Plates, Shapes, and Bars: ASTM A 36/A 36M.

B. Rolled-Steel Floor Plate: ASTM A 786/A 786M, rolled from plate complying with ASTM A 36/A 36M or ASTM A 283/A 283M, Grade C or D.

C. Steel Tubing: ASTM A 500/A 500M, cold-formed steel tubing.

D. Steel Pipe: ASTM A 53/A 53M, Standard Weight (Schedule 40) unless otherwise indicated.

- E. Zinc-Coated Steel Wire Rope: ASTM A 741.
- F. Cast Iron: Either gray iron, ASTM A 48/A 48M, or malleable iron, ASTM A 47/A 47M, unless otherwise indicated.
- G. Slotted Channel Framing: Cold-formed metal box channels (struts) complying with MFMA-4.
 - 1. Size of Channels: 1-5/8 by 1-5/8 inches and as indicated on drawings.
 - 2. Galvanized steel, ASTM A653, commercial steel, Type B or structural steel, Grade 33, with G90 coating; specify nominal thickness.
 - 3. Cold-rolled steel, ASTM A1008 commercial steel, Type B or structural steel, Grade 33, hot-dip galvanized after fabrication.
 - 4. Cold-rolled steel, ASTM A 1008/A 1008M, coated with rust-inhibitive, baked-on, acrylic enamel.
- H. Stainless Steel:
 - 1. Stainless-Steel Sheet, Strip, and Plate: ASTM A 240/A 240M or ASTM A 666, Type 304 or Type 316L.
 - 2. Stainless-Steel Bars and Shapes: ASTM A 276, Type 304 or Type 316L.
 - 3. Rolled-Steel Floor Plate: ASTM A 786/A 786M, rolled from plate complying with ASTM A 36/A 36M or ASTM A 283/A 283M, Grade C or D.
 - 4. Rolled-Stainless-Steel Floor Plate: ASTM A 793.

2.4 NON-FERROUS METALS

- A. Aluminum:
 - 1. General: Provide alloy and temper recommended by aluminum producer and finisher for type of use and finish indicated, and with not less than the strength and durability properties of alloy and temper designated below for each aluminum form required.
 - 2. Aluminum Plate and Sheet: ASTM B 209 (ASTM B 209M), Alloy 6061-T6.
 - 3. Aluminum Extrusions: ASTM B 221 (ASTM B 221M), Alloy 6063-T6.
 - 4. Aluminum-Alloy Rolled Tread Plate: ASTM B 632/B 632M, Alloy 6061-T6.
 - 5. Aluminum Castings: ASTM B 26/B 26M, Alloy 443.0-F.
 - 6. Extruded Structural Pipe Round Tubing: ASTM B 429/B 429M, Alloy 6063-T6. Provide Standard Weight (Schedule 40) pipe, unless otherwise indicated.
 - 7. Drawn Seamless Tubing: ASTM B 210, Alloy 6063-T832.
 - 8. Die and Hand Forgings: ASTM B 247, Alloy 6061-T6.

2.5 FABRICATION, GENERAL

- A. Form metal fabrications from materials of size, thickness, and shapes indicated but not less than that needed to comply with performance requirements indicated. Work to dimensions indicated or accepted on shop drawings, using proven details of fabrication and support. Use type of materials indicated or specified for various components of each metal fabrication.
- B. Form exposed work true to line and level with accurate angles and surfaces and straight sharp edges.
- C. Allow for thermal movement resulting from the following maximum change (range) in ambient temperature in the design, fabrication, and installation of installed metal assemblies to prevent buckling, opening up of joints, and overstressing of welds and fasteners. Base design calculations on actual surface temperatures of metals due to both solar heat gain and nighttime sky heat loss.
 - 1. Temperature Change (Range): 100 deg F (55.5 deg C).
- D. Shear and punch metals cleanly and accurately. Remove burrs.
- E. Ease exposed edges to a radius of approximately 1/32 inch, unless otherwise indicated. Form bent-metal corners to smallest radius possible without causing grain separation or otherwise impairing work.
- F.

- G. Weld corners and seams continuously to comply with the following:
 - 1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
 - 2. Obtain fusion without undercut or overlap.
 - 3. Remove welding flux immediately.
 - 4. At exposed connections, finish exposed welds and surfaces smooth and blended so that no roughness shows after finishing, and contour of welded surface matches those adjacent.
- H. Form exposed connections with hairline joints, flush and smooth, using concealed fasteners or welds wherever possible. Use exposed fasteners of type indicated or, if not indicated, use Phillips flat-head (countersunk) screws or bolts. Locate joints where least conspicuous.
- I. Provide for anchorage of type indicated; coordinate with supporting structure. Fabricate and space anchoring devices to secure metal fabrications rigidly in place and to support indicated loads.
- J. Shop Assembly: Pre-assemble items in shop to greatest extent possible to minimize field splicing and assembly. Disassemble units only as necessary for shipping and handling limitations. Use connections that maintain structural value of joined pieces. Clearly mark units for re-assembly and coordinated installation.
- K. Cut, reinforce, drill, and tap metal fabrications as indicated to receive finish hardware, screws, and similar items.
- L. Cut, drill, and punch metals cleanly and accurately. Remove burrs and ease edges to a radius of approximately 1/32 inch unless otherwise indicated. Remove sharp or rough areas on exposed surfaces.
- M. Fabricate joints that will be exposed to weather in a manner to exclude water, or provide weep holes where water may accumulate.
- N. Form bent-metal corners to smallest radius possible without causing grain separation or otherwise impairing work.
- O. Form exposed work with accurate angles and surfaces and straight edges.
- P. Fabricate seams and other connections that are exposed to weather in a manner to exclude water. Provide weep holes where water may accumulate.
- Q. Where units are indicated to be cast into concrete or built into masonry, equip with integrally welded steel strap anchors, 1/8 by 1-1/2 inches, with a minimum 6-inch embedment and 2-inch hook, not less than 8 inches from ends and corners of units and 24 inches o.c., unless otherwise indicated.

2.6 MISCELLANEOUS ALUMINUM TRIM

- A. Unless otherwise indicated, fabricate units from extruded aluminum shapes, plates, and bars of profiles shown with continuously welded joints, and smooth exposed edges. Miter corners and use concealed field splices wherever possible and grind welds smooth and finish flush when exposed to view.
- B. Provide anchorages as required to coordinate assembly and installation with other work and if exposed approved by the Architect.

2.7 ALUMINUM LADDERS

- A. Fabricate ladders for the locations shown, with dimensions, spacings, details, and anchorages as indicated. Comply with requirements of ANSI A14.3 and OSHA 1910.23.
- B. Siderails: Continuous, aluminum, 3" x 1 3/4" x 1/8" thick tubing, spaced 18 inches apart.
- C. Rungs: 1 1/4" x 1 1/4" aluminum square tubing with corrugated surface, spaced 12 inches o.c.
- D. Wall brackets 2" x 1/4' aluminum.

- E. Fit rungs in centerline of side rails, weld and grind smooth on outer rail faces.
- F. Support ladder at top and bottom and at intermediate points spaced not more than 4 feet o.c. with welded or bolted aluminum brackets.
 - 1. Size brackets to support design dead and live loads indicated per delegated design and to hold centerline of ladder rungs clear of the wall surface by not less than 7 inches.
- G. Provide non-slip surfaces on top of each rung, either by coating the rung with aluminum-oxide granules set in epoxy-resin adhesive, or by using a type of manufactured rung that is filled with aluminum-oxide grout.

2.8 STEEL PIPE BOLLARDS

- A. Manufacturer shall be the following however products of other manufacturers will be considered for acceptance provided they equal or exceed the material requirements and functional qualities of the specified product and acceptance is provided by the Architect in writing prior to bidding.
 - 1. Reliance Foundry.
 - 2. Other manufacturers must have a minimum of five (5) years' experience manufacturing products meeting or exceeding the specifications and comply with Section 01 25 00.0 requirements regarding substitutions to be considered.
- B. Fixed Bollards:
 - 1. Bollards shall comply with ASTM F3016.
 - a. Design bollard and foundation to withstand a 30-mph impact and requirements of applicable codes for a K4 rating.
 - b. Size: 6" diameter.
 - c. 48" above grade and 48" below grade, or as indicated on drawings.
 - d. Material Classification: Schedule 80 steel pipe.
 - e. Fill bollards with concrete.
 - f. Top: Rounded.
 - g. Finish: Field painted color as selected by Architect..

2.9 CONCRETE FILL

- A. Concrete Materials and Properties:
 - 1. Comply with requirements of Specification Section "Cast-in-Place Concrete," for normal-weight, air-entrained, ready-mix concrete with a minimum 28-day compressive strength of 3000 psi, unless higher strengths are indicated.

2.10 FINISHES, GENERAL

- A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.
- B. All sections, including Aluminum surfaces, shall be free of scratches and other serious surface blemishes and chemically cleaned.
- C. Appearance of Finished Work: Noticeable variations in same piece are not acceptable. Variations in appearance of adjoining components are acceptable if they are within the range of approved Samples and are assembled or installed to minimize contrast.
- D. Finish metal fabrications after assembly.
- E. Finish exposed surfaces to remove tool and die marks and stretch lines, and to blend into surrounding surface.
- F. Universal Shop Primer: Fast-curing, lead- and chromate-free, universal modified-alkyd primer complying with MPI #79 (Alkyd, Anti-Corrosive for Metal), and compatible with topcoat.
 - 1. Use primer containing pigments that make it easily distinguishable from zinc-rich primer.

2.11 FINISHES, STEEL AND IRON

- A. Prepare surfaces to be primed in accordance with SSPC SP 2.

- B. Clean surfaces of rust, scale, grease, and foreign matter prior to finishing.
- C. Do not prime surfaces in where field welding is required.
- D. Interior Steel Members: Prime paint items with one coat.
- E. Exterior Steel Members:
 - 1. Galvanize after fabrication to ASTM A123/A123M.
 - 2. Provide minimum G90 galvanized coating.
 - 3. Paint per specification sections Interior Painting and Exterior Painting.
 - 4. Exterior exposed steel scheduled to be painted if not galvanized.
- F. Paint
 - 1. Shop prime iron and steel items not indicated to be galvanized, unless they are to be embedded in concrete, sprayed-on fireproofing, or masonry, or unless otherwise indicated.
 - 2. Shop Primers: Provide primers that comply with Division 09 painting Sections.
 - a. Provide products by listed manufacturers. However, products of other manufacturers will be considered for acceptance, provided they equal or exceed the material requirements and functional qualities of the specified product, and approval in writing by the Architect is obtained prior to bidding.
 - 1) CarboLine.
 - 2) Ameron.
 - (a) Basis of Design Product:
 - (1) Tnemec Theme-Zinc 90-97 or equal.
 - (2) Epoxy Zinc-Rich Primer: Complying with MPI #20 (Zinc Rich, Epoxy), and compatible with topcoat.
 - 3. Preparation for Shop Priming: Prepare surfaces to comply with requirements indicated below:
 - a. Exterior Items: SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."
 - b. Items Indicated to Receive Zinc-Rich Primer: SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."
 - c. Items Indicated to Receive Primers Specified in Division 09 Section "High-Performance Coatings": SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."
 - d. Other Items: SSPC-SP 3, "Power Tool Cleaning."
 - 4. Shop Priming: Apply shop primer to comply with SSPC-PA 1, "Paint Application Specification No. 1: Shop, Field, and Maintenance Painting of Steel," for shop painting.
 - a. Stripe paint corners, crevices, bolts, welds, and sharp edges.
 - 5. Galvanizing Repair Paint: High-zinc-dust-content paint for re-galvanizing welds in galvanized steel, with dry film containing not less than 94 percent zinc dust by weight, and complying with DOD-P-21035 or SSPC-Paint 20.
 - 6. Bituminous Paint: Cold-applied asphalt emulsion complying with ASTM D 1187/D 1187M, formulated for 30-mil thickness per coat.
 - 7. Coordinate standard shop primers normally provided with the finish paint specifications for these items in Painting specifications. Metal fabricator will be required to provide the primers as specified in Painting specifications. All items scheduled to receive finish coats as specified in Painting specifications shall be prepared for primer in accordance with SSPC - SP 6, Commercial Blast Cleaning, or SSPC - SP3, Power Tool Cleaning, as recommended by the manufacturer for the types of primers installed.

PART 3 EXECUTION

3.1 INSPECTION

- A. Installer must examine the areas and conditions under which miscellaneous and ornamental items are to be installed. Notify the Contractor in writing of conditions detrimental to the proper

and timely completion of the Work. Do not proceed with the Work until unsatisfactory conditions have been corrected in a manner acceptable to the Installer.

3.2 PREPARATION

- A. Coordinate and furnish anchorages, setting drawings, diagrams, templates, instructions, and directions for installing anchorages, including concrete inserts, sleeves, anchor bolts, and miscellaneous items having integral anchors that are to be embedded in concrete or masonry construction. Coordinate delivery of such items to Project site.

3.3 INSTALLATION, GENERAL

- A. Fastening to In-Place Construction:
 1. Provide anchorage devices and fasteners where necessary for securing miscellaneous metal fabrications to in-place construction. Include threaded fasteners for concrete and masonry inserts, toggle bolts, through-bolts, lag bolts, wood screws, and other connectors as required.
- B. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installing miscellaneous metal fabrications. Set metal fabrication accurately in location, alignment, and elevation; with edges and surfaces level, plumb, true, and free of racking; and measured from established lines and levels.
- C. Provide temporary bracing or anchors in formwork for items that are to be built into concrete masonry or similar construction.

3.4 INSTALLING METAL PIPE BOLLARDS

- A. Fixed Bollards:
 1. Embedded Bollards:
 - a. Anchor bollards in concrete in formed or core-drilled holes not less than 8 inches deep and 3/4 inch larger than OD of bollard. Fill annular space around bollard solidly with non-shrink grout; mixed and placed to comply with grout manufacturer's written instructions. Slope grout up approximately 1/8 inch toward bollard.
 - b. Anchor bollards in place with concrete footings. Center and align bollards in holes 3 inches above bottom of excavation. Place concrete and vibrate or tamp for consolidation. Support and brace bollards in position until concrete has cured. Slope concrete down approximately 1/8 inch away from bollard to shed water.
 - c. Fill bollards solidly with concrete, mounding top surface to shed water.

3.5 ADJUSTING AND CLEANING

- A. Touchup Painting:
 1. Immediately after erection, clean field welds, bolted connections, and abraded areas of shop paint.
 2. Paint uncoated and abraded exposed areas with same material as used for shop painting to comply with SSPC-PA 1 requirements for touching up shop-painted surfaces.
 3. Apply by brush or spray, to provide a 2.0-mil minimum dry film thickness.
- B. Touchup Painting:
 1. Cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint is specified in Division 09 painting Sections.
- C. Galvanized Surfaces:
 1. Clean welds, bolted connections, and abraded areas.
 2. Apply galvanizing repair paint to comply with ASTM A780.

END OF SECTION

PART 1 GENERAL

1.1 1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Installation of hollow metal doors and frames
- B. Installation of door hardware.
- C. Installation of fire extinguishers/brackets.
- D. Plywood telecom backbaord.

1.3 RELATED REQUIREMENTS

- A. Section 01 60 00 - Product Requirements.
- B. Section 08 11 13 - Hollow Metal Doors and Frames.
- C. Section 08 71 00 - Door Hardware.
- D. Section 10 14 23 - Panel Signs.
- E. Section 10 44 00 - Fire Protection Specialties.

1.4 REFERENCE STANDARDS

- A. ANSI A135.4 - American National Standard for Basic Hardboard; 2004.
- B. ANSI A208.1 - American National Standard for Particleboard; 2022.
- C. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2024.
- D. AWI/AWMAC/WI (AWS) - Architectural Woodwork Standards, 2nd Edition; 2014, with Errata (2016).
- E. AWMAC/WI (NAAWS) - North American Architectural Woodwork Standards; 2021, with Errata.
- F. AWI/AWMAC (QSI) - Architectural Woodwork Quality Standards Illustrated; Architectural Woodwork Institute and Architectural Woodwork Manufacturers Association of Canada; 2005, 8th Ed., Version 2.0.
- G. HPVA HP-1 - American National Standard for Hardwood and Decorative Plywood; 2024.
- H. NHLA G-101 - Rules for the Measurement and Inspection of Hardwood and Cypress; 2023.
- I. PS 1 - Structural Plywood; 2023.
- J. PS 20 - American Softwood Lumber Standard; 2025.

1.5 REFERENCES:

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.6 ADMINISTRATIVE REQUIREMENTS

- A. Coordinate the work with plumbing rough-in, electrical rough-in, and installation of associated and adjacent components.
- B. Sequence installation to ensure utility connections are achieved in an orderly and expeditious manner.

1.7 SUBMITTALS

- A. See Section 01 30 00 – Administrative Requirements and Section 01 60 00 - Product Requirements for submittal procedures.
- B. Product Data:
 - 1. Provide data on wood treatment.
 - 2. Provide instructions for attachment hardware and finish hardware.
- C. Samples: Submit two samples of each species of specified wood trim.
- D. Product certificates signed by woodwork manufacturer certifying that products comply with specified requirements.
- E. Include data for fire-retardant treatment from chemical treatment manufacturer and certification by treating plant that treated materials comply with requirements. Include physical properties of treated materials based on testing by a qualified independent testing agency.
- F. For fire-retardant treatments, include physical properties of treated lumber both before and after exposure to elevated temperatures, based on testing by a qualified independent testing agency according to ASTM D 5664 and AWPA C27B.
- G. Testing Agency Qualifications: For testing agency providing classification marking for fire-retardant treated material, an inspection agency acceptable to authorities having jurisdiction that periodically performs inspections to verify that the material bearing the classification marking is representative of the material tested.

1.8 QUALITY ASSURANCE

- A. Grade materials in accordance with the following:
 - 1. Softwood Lumber: In accordance with rules certified by ALSC; www.alsc.org.
 - 2. Plywood: Certified by the American Plywood Association.
 - 3. Hardwood Lumber: In accordance with NHLA Grading Rules; www.natlhardwood.org.
- B. Quality Standards: Except as otherwise shown or specified, comply with specified provisions of the Architectural Woodwork Institute (AWI) "Quality Standards."
- C. Optimum Moisture Content: Kiln-dry woodwork to an average moisture content within the following ranges or as otherwise recommended by applicable Quality Standards for the regional climatic conditions involved.
 - 1. Interior woodwork – 5 to 10 percent.
 - 2. Exterior woodwork – 19 percent maximum.
- D. Fabricator Qualifications: Company specializing in fabricating the products specified in this section with minimum five years of documented experience.
 - 1. Company with at least one project within the past 5 years with value of woodwork within 20 percent of cost of woodwork for this project.
- E. Fabricator Qualifications: Company specializing in fabricating the products specified in this section with minimum three years of documented experience.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Protect from moisture damage.

PART 2 PRODUCTS

2.1 FINISH CARPENTRY ITEMS

- A. Unless otherwise indicated provide products of quality specified by AWI Architectural Woodwork Quality Standards Illustrated for Premium grade.
- B. Unless otherwise indicated provide products of quality specified by Woodwork Institute Manual of Millwork.

C. Surface Burning Characteristics: Provide materials having fire and smoke properties as required by applicable code.

2.2 LUMBER MATERIALS

- A. Lumber fabricated from old growth timber is not permitted.
- B. Hardwood Lumber: ash species, quarter sawn, maximum moisture content of 6 percent; with vertical grain, of quality suitable for transparent finish.
 1. Finish: Shop finish clear lacquer.
 2. Grading: In accordance with NHLA G-101 Grading Rules; www.nhla.com.
 - a. Grade: A.
- C. Interior Material
 1. General: Provide materials that comply with requirements of the AWI Woodworking Standard for each type of woodwork and quality grade indicated and, where the following products are part of woodwork, with requirements of the referenced product standards, that apply to product characteristics indicated:
 2. Softwood Plywood: PS 1.
 3. Lumber: PS 20.
 4. High Pressure Laminate: NEMA LD3.
 5. Formaldehyde Emission Levels: Comply with formaldehyde emission requirements of each voluntary standard referenced below:
 - a. Hardwood Plywood: HPMA FE

2.3 FIRE-RETARDENT-TREATED MATERIALS

- A. General: Where fire-retardant-treated materials are indicated, use materials complying with requirements in this article, that are acceptable to authorities having jurisdiction, and with fire-test-response characteristics specified as determined by testing identical products per test method indicated by a qualified testing agency.
- B. Fire-Retardant-Treated Lumber and Plywood by Pressure Process: Products with a flame spread index of 25 or less when tested according to ASTM E 84, and with no evidence of significant progressive combustion when the test is extended an additional 20 minutes, and with the flame front not extending more than 10.5 feet (3.2 m) beyond the centerline of the burners at any time during the test.
 1. Use treatment that does not promote corrosion of metal fasteners.
 2. Interior Type A: Treated materials shall have a moisture content of 28 percent or less when tested according to ASTM D 3201 at 92 percent relative humidity. Use where exterior type is not indicated.
 3. Design Value Adjustment Factors: Treated lumber shall be tested according ASTM D 5664 and design value adjustment factors shall be calculated according to ASTM D 6841. [For enclosed framing and where high temperature fire-retardant treatment is indicated, provide material with adjustment factors of not less than 0.85 modulus of elasticity and 0.75 for extreme fiber in bending for Project's climatological zone.
- C. Kiln-dry lumber after treatment to a maximum moisture content of 19 percent. Kiln-dry plywood after treatment to a maximum moisture content of 15 percent.
- D. Identify fire-retardant-treated wood with appropriate classification marking of qualified testing agency.
 1. For exposed lumber indicated to receive a stained or natural finish, mark end or back of each piece.
- E. For exposed items indicated to receive a stained or natural finish, use chemical formulations that do not bleed through, contain colorants, or otherwise adversely affect finishes.
- F. Application: Treat items indicated on drawings, and the following:
 1. Plywood backing panels where indicated on drawings.

2.4 SHEET MATERIALS

- A. Softwood Plywood, Not Exposed to View: Any face species, medium density fiberboard core; PS 1 Grade A-B, glue type as recommended for application.
- B. Softwood Plywood, Exposed to View: Face species as indicated, plain sawn, medium density fiberboard core; PS 1 Grade A-B, glue type as recommended for application.
 - 1. Grading: Certified by the American Plywood Association.

2.5 ADHESIVE

- A. Multipurpose Construction Adhesive: Formulation complying with ASTM D 3498 that is recommended for indicated use by adhesive manufacturer.

2.6 FASTENINGS

- A. Fasteners: Of size and type to suit application; black oxide finish in concealed locations and stainless steel finish in exposed locations.
- B. Concealed Joint Fasteners: Threaded steel.
- C. Fasteners for wood plank siding and paneling: Philips type, oval head, stainless steel #10 wood screws.
- D. Concealed cleat fastening: Aluminum extruded paired cleats - 1/4" thick.

2.7 ACCESSORIES

- A. Lumber for Shimming, Blocking, and support: Softwood lumber of any species.
- B. Primer: Alkyd primer sealer.
- C. Wood Filler: Solvent base, tinted to match surface finish color.

2.8 FABRICATION

- A. Shop assemble work for delivery to site, permitting passage through building openings.
- B. Fit exposed sheet material edges with 3/8 inch matching hardwood (9 mm matching hardwood) edging. Use one piece for full length only.
- C. Cap exposed plastic laminate finish edges with aluminum trim.
- D. Shop prepare and identify components for book match grain matching during site erection.
- E. When necessary to cut and fit on site, provide materials with ample allowance for cutting. Provide trim for scribing and site cutting.
- F. Apply plastic laminate finish in full uninterrupted sheets consistent with manufactured sizes. Fit corners and joints hairline; secure with concealed fasteners. Slightly bevel arises. Locate counter butt joints minimum 2 feet from sink cut-outs. (Locate counter butt joints minimum 600 mm from sink cut-outs.)
- G. Apply laminate backing sheet to reverse face of plastic laminate finished surfaces.
- H. Fabricate wood plank siding and paneling with a 1/4" radius on all edges. Pre-drill and countersink all fasteners. Join all edges for tight fitting joints with maximum gaps between planks of 1/32".

2.9 SHOP FINISHING

- A. Sand work smooth and set exposed nails and screws.
- B. Apply wood filler in exposed nail and screw indentations.
- C. On items to receive transparent finishes, use wood filler that matches surrounding surfaces and is of type recommended for the applicable finish.
- D. Finish work in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS), Section 5 - Finishing for grade specified and as follows:
 - 1. Transparent finish on interior MDF paneling: Shop finish with tinted Nitrocellulose lacquer (formerly TR-1).

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify adequacy of backing and support framing.
- B. Coordinate backing requirements for all paneling and trim.

3.2 INSTALLATION

- A. Set and secure materials and components in place, plumb and level.
- B. Carefully scribe work abutting other components, with maximum gaps of 1/32 inch (0.79 mm). Do not use additional overlay trim to conceal larger gaps.
- C. Install MDF wall paneling on concealed aluminum cleats. Shim cleats to achieve flat panel installation.
 - 1. Install cleats at 16" on center maximum.
 - 2. Shim cleats to achieve flat panel installation.
 - 3. Panel face installed tolerance (plumb and straight): 1/8" per 10'-0".

3.3 PREPARATION FOR SITE FINISHING

- A. Set exposed fasteners. Apply wood filler in exposed fastener indentations. Sand work smooth.
- B. Before installation, prime paint surfaces of items or assemblies to be in contact with cementitious materials.

3.4 TOLERANCES

- A. Maximum Variation from True Position: 1/16 inch (1.6 mm).
- B. Maximum Offset from True Alignment with Abutting Materials: 1/32 inch (0.79 mm).

END OF SECTION

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SECTION 07 92 00 - JOINT SEALANTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Nonsag gunnable joint sealants.
- B. Self-leveling pourable joint sealants.
- C. Joint backings and accessories.

1.3 RELATED REQUIREMENTS

- A. Section 08 12 13 - Hollow Metal Frames - Sealing around new hollow metal frames.

1.4 REFERENCE STANDARDS

- A. ACI 504 R – Guide to Joint Sealants for Concrete Structures.
- B. ASTM D1056 – Standard Specification for Flexible Cellular Materials - Sponge or Expanded Rubber.
- C. ASTM C834 - Standard Specification for Latex Sealants; 2017 (Reapproved 2023).
- D. ASTM C919 - Standard Practice for Use of Sealants in Acoustical Applications; 2024.
- E. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2018 (Reapproved 2024).
- F. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2025.
- G. ASTM C1521 - Standard Practice for Evaluating Adhesion of Installed Weatherproofing Sealant Joints; 2019 (Reapproved 2020).
- H. ASTM D1056 - Standard Specification for Flexible Cellular Materials—Sponge or Expanded Rubber; 2020.
- I. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2024.
- J. ASTM E119 - Standard Test Methods for Fire Tests of Building Construction and Materials; 2024.
- K. UL 263 - Standard for Fire Tests of Building Construction and Materials; Current Edition, Including All Revisions.

1.5 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.6 ACTION SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Product Data: Submit manufacturer's technical datasheets for each product to be used; include the following:
 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
 2. List of backing materials approved for use with the specific product.
 3. Backing material recommended by sealant manufacturer.
 4. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
 5. Substrates the product should not be used on.

6. Substrates for which use of primer is required.
7. Installation instructions, including precautions, limitations, and recommended backing materials and tools.
8. Sample product warranty.
9. Certification by manufacturer indicating that product complies with specification requirements.

C. Product Data for Accessory Products: Submit manufacturer's technical data sheet for each product to be used, including physical characteristics, installation instructions, and recommended tools.

D. Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.

E. Preconstruction Laboratory Test Reports: Submit at least four weeks prior to start of installation.

F. Manufacturer's qualification statement.

G. Installer's qualification statement.

1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- B. Installer Qualifications: Company specializing in performing the work of this section and with at least three years of documented experience.
- C. Testing Agency Qualifications: Independent firm specializing in performing testing and inspections of the type specified in this section.
- D. Preconstruction Laboratory Testing: Arrange for sealant manufacturer(s) to test each combination of sealant, substrate, backing, and accessories.
 1. Adhesion Testing: In accordance with ASTM C794.
 2. Compatibility Testing: In accordance with ASTM C1087.
 3. Allow sufficient time for testing to avoid delaying the work.
 4. Deliver sufficient samples to manufacturer for testing.
 5. Report manufacturer's recommended corrective measures, if any, including primers or techniques not indicated in product data submittals.
 6. Testing is not required if sealant manufacturer provides data showing previous testing, not older than 24 months, that shows satisfactory adhesion, lack of staining, and compatibility.
- E. Compatibility with CPVC Piping:
 1. Certain sealants are not compatible with CPVC piping and can cause corrosion with piping. Sealants used for openings penetrated by CPVC piping shall be approved by piping manufacturer and documentation shall be submitted verifying that proposed sealant is approved by the respective CPVC pipe manufacturer.
- F. Field Adhesion Tests of Joints: Test for adhesion using most appropriate method in accordance with ASTM C1521, or another applicable method as recommended by manufacturer.

1.8 PRE-INSTALLATION MEETING

- A. The Contractor shall conduct a pre-installation meeting at the project site a minimum of thirty (30) days prior to any work being installed as indicated in this section and other related sections that require coordination with this section.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to the project site in original unopened containers or bundles with labels indicating manufacturer, product name and designation, color, expiration period for use, pot life, curing time, and mixing instructions for multi-component materials.

B. Store and handle materials in compliance with manufacturer's requirements to prevent their deterioration or damage due to moisture, temperature, contaminants, or other causes.

1.10 FIELD CONDITIONS

A. Do not proceed with installation of joint sealants under the following conditions:

1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer or are below 40 deg F.
2. When joint substrates are wet.
3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
4. Where contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.11 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Manufacturer Warranty: Provide 2-year manufacturer warranty for installed sealants and accessories that fail to achieve a watertight seal, exhibit loss of adhesion or cohesion, or do not cure. Complete forms in Owner's name and register with manufacturer.
- C. Extended Correction Period: Correct defective work within 2-year period commencing on Date of Substantial Completion.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Nonsag Sealants:

1. Pecora Corporation: www.pecora.com/#sle.
2. QUIKRETE Companies: www.quikrete.com/#sle.
3. Sherwin-Williams Company: www.sherwin-williams.com/#sle.
4. Sika Corporation: usa.sika.com/#sle.
5. Tremco Commercial Sealants & Waterproofing: www.tremcosealants.com/#sle.
6. W. R. Meadows, Inc: www.wrmeadows.com/#sle.
7. Substitutions: See Section 016000 - Product Requirements for substitution procedures.

B. Self-Leveling Sealants:

2.2 JOINT SEALANT APPLICATIONS

A. Scope:

1. Interior Joints:
 - a. Do not seal gaps and openings in gypsum board and suspended ceilings
 - b. Seal the following joints:
 - 1) Joints between door frames and adjacent construction.

2.3 JOINT SEALANTS - GENERAL

A. Sealants and Primers: Provide products with acceptable levels of volatile organic compound (VOC) content; see Section 01 61 16.

2.4 NONSTAINING SILICONE JOINT SEALANTS

A. Nonstaining Joint Sealants: No staining of substrates when tested according to ASTM C 1248.

B. Silicone, Nonstaining, S, NS, 50, NT: Nonstaining, single-component, nonsag, plus 50 percent and minus 50 percent movement capability, nontraffic-use, neutral-curing silicone joint sealant; ASTM C 920, Type S, Grade NS, Class 50, Use NT.

1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Dow Corning Corporation; 795.
 - b. Pecora Corporation; Contractor Silicone.
 - c. Sika Corp; Sikasil WS-290.

- d. Tremco Incorporated; Spectrem 3.
- C. Urethane Joint Sealants
 - 1. Urethane, S, NS, 25, NT: Single-component, nonsag, nontraffic-use, plus 25 percent and minus 25 percent movement capability, urethane joint sealant; ASTM C 920, Type S, Grade NS, Class 25, Use NT.
 - a. Products: Subject to compliance with requirements, provide one of the following:
 - 1) Master Builders: MasterSeal NP-1.
 - 2) Pecora Corporation; Dynatrol I-XL.
 - 3) Sika Corp.: SikaFlex 201US.
 - 4) Tremco Incorporated; Dymonic 100.
 - 2. Urethane, M, P, 25, T, NT: Multicomponent, pourable, plus 25 percent and minus 25 percent movement capability, traffic- and nontraffic-use, urethane joint sealant; ASTM C 920, Type M, Grade P, Class 25, Uses T and NT.
 - a. Products: Subject to compliance with requirements, provide one of the following:
 - 1) Master Builders: MasterSeal SL2.
 - 2) Pecora Corporation; Urexpan NR 200.
 - 3) Sika Corp.: SikaFlex – 2CSL
 - 4) Tremco Incorporated; Vulkem 445SSL.

2.5 MILDEW-RESISTANT JOINT SEALANTS

- A. Mildew-Resistant Joint Sealants: Formulated for prolonged exposure to humidity with fungicide to prevent mold and mildew growth.
- B. Silicone, Mildew Resistant, S, NS, 25, NT: Mildew-resistant, single-component, nonsag, plus 25 percent and minus 25 percent movement capability, nontraffic-use, silicone joint sealant; ASTM C 920, Type S, Grade NS, Class 25, Use NT.
 - 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Dow Corning Corporation; 786-M White.
 - b. Pecora Corp.: 898ST
 - c. Sika Corp.: SikaSil N Plus US.
 - d. Tremco Incorporated; Tremsil 200.

2.6 JOINT-SEALANT BACKING

- A. Sealant Backing Material, General: Nonstaining; compatible with joint substrates, sealants, primers, and other joint fillers; and approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
- B. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) or as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.

2.7 ACCESSORIES

- A. Sealant Backing Materials, General: Materials placed in joint before applying sealants; assists sealant performance and service life by developing optimum sealant profile and preventing three-sided adhesion; type and size recommended by sealant manufacturer for compatibility with sealant, substrate, and application.
- B. Masking Tape: Self-adhesive, nonabsorbent, nonstaining, removable without adhesive residue, and compatible with surfaces adjacent to joints and sealants.
- C. Joint Cleaner: Noncorrosive and nonstaining type, type recommended by sealant manufacturer; compatible with joint forming materials.
- D. Primers: Type recommended by sealant manufacturer to suit application; nonstaining.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.

3.2 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
 1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
 2. Clean porous joint substrate surfaces by brushing, grinding, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining after cleaning operations above by vacuuming or blowing out joints with oil-free compressed air. Porous joint substrates include the following:
 - a. Concrete.
 - b. Masonry.
 - c. Unglazed surfaces of ceramic tile.
 - d. Exterior insulation and finish systems.
 3. Remove laitance and form-release agents from concrete.
 4. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants. Nonporous joint substrates include the following:
 - a. Metal.
 - b. Porcelain enamel.
 - c. Glazed surfaces of ceramic tile.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.

3.3 INSTALLATION

- A. Install this work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Provide joint sealant installations complying with ASTM C1193.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific dimensions are indicated.
- D. Install bond breaker backing tape where backer rod cannot be used.
- E. Install sealant free of air pockets, foreign embedded matter, ridges, and sags, and without getting sealant on adjacent surfaces.
- F. Do not install sealant when ambient temperature is outside manufacturer's recommended temperature range, or will be outside that range during the entire curing period, unless manufacturer's approval is obtained and instructions are followed.
- G. Nonsag Sealants: Tool surface concave, unless otherwise indicated; remove masking tape immediately after tooling sealant surface.

3.4 CLEANING

- A. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

3.5 PROTECTION

- A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out, remove, and repair damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from original work.

3.6 FIELD QUALITY CONTROL

- A. See Section 01 40 00 - Quality Requirements for additional requirements.
- B. Perform field quality control inspection/testing as specified in PART 1 under QUALITY ASSURANCE article.
- C. Remove and replace failed portions of sealants using same materials and procedures as indicated for original installation.

3.7 JOINT-SEALANT SCHEDULE

- A. Joint-Sealant Application: Exterior joints in horizontal traffic surfaces JS-#1.
 1. Joint Locations:
 - a. Control and expansion joints in brick pavers.
 - b. Isolation and contraction joints in cast-in-place concrete slabs.
 - c. Joints between different materials listed above.
 - d. Other joints as indicated on Drawings.
 2. Joint Sealant: Urethane, immersible, S, P, 25, T, NT, I.
 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.
- B. Joint-Sealant Application: Exterior joints in vertical surfaces and horizontal nontraffic surfaces JS-#2.
 1. Joint Locations:
 - a. Construction joints in cast-in-place concrete.
 - b. Joints between plant-precast architectural concrete units.
 - c. Control and expansion joints in unit masonry.
 - d. Joints in glass unit masonry assemblies.
 - e. Joints in exterior insulation and finish systems.
 - f. Joints between metal panels.
 - g. Joints between different materials listed above.
 - h. Perimeter joints between materials listed above and frames of doors, windows, and louvers.
 - i. Control and expansion joints in ceilings and other overhead surfaces.
 2. Joint Sealant: Silicone, nonstaining, S, NS, 50, NT.
 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.
- C. Joint-Sealant Application: Interior joints in horizontal traffic surfaces JS-#3.
 1. Joint Locations:
 - a. Isolation joints in cast-in-place concrete slabs.
 - b. Control and expansion joints in exposed cast-in-place concrete slabs.
 - c. Control and expansion joints in tile flooring.
 - d. Control and expansion joints in resinous flooring.
 - e. Insert type of joint sealant in "Joint Sealant" Subparagraph below; coordinate with Part 2. First option is example only
 2. Joint Sealant: Urethane, M, P, 25, T, NT.

3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.
 - a. Joint-Sealant Application: Interior joints in vertical surfaces and horizontal nontraffic surfaces JS-#4, unless noted otherwise.
 - b. Joint Locations:
 - c. Control and expansion joints on exposed interior surfaces of exterior walls.
 - d. The vertical joints in tile control and expansion joints.
 - e. Vertical joints on exposed surfaces of unit masonry, concrete, walls, and partitions.
 - f. Joints on underside of plant-precast structural concrete beams.
 - g. Perimeter joints between interior wall surfaces and frames of interior doors, windows, and elevator entrances.
 - h. Corners of CMU construction.
 - i. Countertops and walls.
 - j. Note: Use JS-5 on vertical control joints and CMU corners up to 10'0" AFF.
4. Joint Sealant: Urethane, S, NS, 25, NT.
5. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.
- D. Joint Sealant Application: Security sealant for interior joints on vertical surfaces up to 10'-0" AFF JS#-5.
 1. Joint Locations:
 - a. Control and expansion joints and CMU corners on exposed interior surface of wall and partitions below 10-0: AFF; above 10'-0" use JS-4.
 - b. Joint Sealant: Security sealant, pick-proof and tamper resistant sealant.
 - c. Joint Sealant Color: As selected by architect from manufacturer's full range of colors.
- E. Joint-Sealant Application: Mildew-resistant interior joints in vertical surfaces and horizontal nontraffic surfaces JS-#6.
 1. Joint Locations:
 - a. Joints between plumbing fixtures and adjoining walls, floors, and counters.
 2. Joint Sealant: Silicone, mildew resistant, S, NS, 25, NT.
 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors. Use clear at kitchen equipment.

END OF SECTION

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SECTION 08 11 13 - HOLLOW METAL DOORS AND FRAMES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Non-fire-rated hollow metal doors and frames.

1.2 RELATED REQUIREMENTS

- A. Section 08 71 00 - Door Hardware.
- B. Section 09 91 13 - Exterior Painting: Field painting.
- C. Section 09 91 23 - Interior Painting: Field painting.

1.3 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. ANSI/SDI A250.4 - Test Procedure and Acceptance Criteria for Physical Endurance for Steel Doors, Frames and Frame Anchors; 2024.
- C. ANSI/SDI A250.8 - Specifications for Standard Steel Doors and Frames (SDI-100); 2023.
- D. ANSI/SDI A250.10 - Test Procedure and Acceptance Criteria for Prime Painted Steel Surfaces for Steel Doors and Frames; 2020.
- E. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2023.
- F. ASTM A1008/A1008M - Standard Specification for Steel, Sheet, Cold-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, Required Hardness, Solution Hardened, and Bake Hardenable; 2023, with Editorial Revision.
- G. ASTM A1011/A1011M - Standard Specification for Steel, Sheet and Strip, Hot-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, and Ultra-High Strength; 2023.
- H. BHMA A156.115 - Hardware Preparation in Steel Doors and Frames; 2016.
- I. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2017.
- J. NAAMM HMMA 830 - Hardware Selection for Hollow Metal Doors and Frames; 2002.
- K. NAAMM HMMA 831 - Hardware Locations for Hollow Metal Doors and Frames; 2024.
- L. NAAMM HMMA 840 - Guide Specifications for Receipt, Storage and Installation of Hollow Metal Doors and Frames; 2024.
- M. NFPA 80 - Standard for Fire Doors and Other Opening Protectives; 2025.

1.4 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 ACTION SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 - Product Requirements for submittal procedures.
- B. Product Data: Materials and details of design and construction, hardware locations, reinforcement type and locations, anchorage and fastening methods, and finishes; and one copy of referenced standards/guidelines.
- C. Shop Drawings: Details of each opening, showing elevations, glazing, frame profiles, and any indicated finish requirements.
- D. Installation Instructions: Manufacturer's published instructions, including any special installation instructions relating to this project.

- E. Manufacturer's Certificate: Certification that products meet or exceed specified requirements.
- F. Manufacturer's Qualification Statement.

1.6 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years documented experience.
- B. Maintain at project site copies of reference standards relating to installation of products specified.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Comply with NAAMM HMMA 840 or ANSI/SDI A250.8 (SDI-100) in accordance with specified requirements.
- B. Protect with resilient packaging; avoid humidity build-up under coverings; prevent corrosion and adverse effects on factory applied painted finish.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Hollow Metal Door Frames:
 - 1. Ceco Door, an Assa Abloy Group company: www.assaabloydss.com/#sle.
 - 2. Curries, an Assa Abloy Group company: www.assaabloydss.com/#sle.
 - 3. Republic Doors, an Allegion brand: www.republicdoor.com/#sle.
 - 4. Steelcraft, an Allegion brand: www.allegion.com/#sle.
- B. Substitutions: See Section 01 60 00 - Product Requirements for substitution requiremens.

2.2 PERFORMANCE REQUIREMENTS

- A. Requirements for Hollow Metal Doors and Frames:
 - 1. Steel Sheet: Comply with one or more of the following requirements; galvannealed steel complying with ASTM A653/A653M, cold-rolled steel complying with ASTM A1008/A1008M, or hot-rolled pickled and oiled (HRPO) steel complying with ASTM A1011/A1011M, commercial steel (CS) Type B, for each.
 - 2. Accessibility: Comply with ICC A117.1 and ADA Standards.
 - 3. Hardware Preparations, Selections and Locations: Comply with NAAMM HMMA 830 and NAAMM HMMA 831 or BHMA A156.115 and ANSI/SDI A250.8 (SDI-100) in accordance with specified requirements.
 - 4. Zinc Coating for Typical Interior and/or Exterior Locations: Provide metal components zinc-coated (galvanized) and/or zinc-iron alloy-coated (galvannealed) by the hot-dip process in accordance with ASTM A653/A653M, with manufacturer's standard coating thickness, unless noted otherwise for specific hollow metal doors and frames.
 - a. Based on SDI Standards: Provide at least A40/ZF120 (galvannealed) when necessary, coating not required for typical interior door applications, and at least A60/ZF180 (galvannealed) for corrosive locations.
- B. Combined Requirements: If a particular door and frame unit is indicated to comply with more than one type of requirement, comply with the specified requirements for each type; for instance, an exterior door that is also indicated as being sound-rated must comply with the requirements specified for exterior doors and for sound-rated doors; where two requirements conflict, comply with the most stringent.

2.3 HOLLOW METAL DOORS

- A. Door Finish: Factory primed and field finished.
- B. Exterior Doors: Thermally insulated.
 - 1. Based on SDI Standards: ANSI/SDI A250.8 (SDI-100).
 - a. Level 2 - Heavy-duty.
 - b. Physical Performance Level B, 500,000 cycles; in accordance with ANSI/SDI A250.4.

- c. Model 1 - Full Flush.
- d. Door Face Metal Thickness: 18 gauge, 0.042 inch (1.0 mm), minimum.
- 2. Door Thickness: 1-3/4 inches (4.5 mm), nominal.

2.4 HOLLOW METAL FRAMES

- A. Comply with standards and/or custom guidelines as indicated for corresponding door in accordance with applicable door frame requirements.
- B. Frame Finish: Factory primed and field finished.
- C. Exterior Door Frames: Full profile/continuously welded type.
 - 1. Galvanizing: Components hot-dipped zinc-iron alloy-coated (galvannealed) in accordance with ASTM A653/A653M, with A40/ZF120 coating.
 - 2. Frame Metal Thickness: 16 gauge, 0.053 inch (1.3 mm), minimum.
 - 3. Weatherstripping: Separate, see Section 08 71 00.

2.5 FINISHES

- A. Primer: Rust-inhibiting, complying with ANSI/SDI A250.10, door manufacturer's standard.

2.6 ACCESSORIES

- A. Glazing: As specified in Section 08 80 00, factory installed.
- B. Silencers: Resilient rubber, fitted into drilled hole; provide three on strike side of single door, three on center mullion of pairs, and two on head of pairs without center mullions.
- C. Temporary Frame Spreaders: Provide for factory- or shop-assembled frames.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify that opening sizes and tolerances are acceptable.
- C. Verify that finished walls are in plane to ensure proper door alignment.

3.2 INSTALLATION

- A. Install frames in accordance with manufacturer's instructions and related requirements of specified door and frame standards or custom guidelines indicated.
- B. Install fire rated units in accordance with NFPA 80.
- C. Coordinate frame anchor placement with wall construction.
- D. Comply with glazing installation requirements of Section 08 80 00.
- E. Coordinate installation of electrical connections to electrical hardware items.

3.3 TOLERANCES

- A. Maximum Diagonal Distortion: 1/16 inch (1.6 mm) measured with straight edge, corner to corner.

3.4 ADJUSTING

- A. Adjust for smooth and balanced door movement.

END OF SECTION

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SECTION 08 33 23 - OVERHEAD COILING DOORS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Exterior coiling doors.
- B. Electric operators and control stations.
- C. Wiring from electric circuit disconnect to operators and control stations.

1.2 RELATED REQUIREMENTS

- A. Section 07 92 00 - Joint Sealants: Sealing joints between frames and adjacent construction.
- B. Section 08 71 00 - Door Hardware: Cylinder cores and keys.

1.3 REFERENCE STANDARDS

- A. ASTM A36/A36M - Standard Specification for Carbon Structural Steel; 2019.
- B. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2023.
- C. ITS (DIR) - Directory of Listed Products; Current Edition.
- D. NEMA EN 10250 - Enclosures for Electrical Equipment (1000 Volts Maximum); 2024.
- E. NEMA ICS 2 - Industrial Control and Systems Controllers, Contactors and Overload Relays Rated 600 Volts; 2008 (Reaffirmed 2020).
- F. NEMA MG 00001 - Motors and Generators; 2024.
- G. UL (DIR) - Online Certifications Directory; Current Edition.
- H. UL 325 - Standard for Door, Drapery, Gate, Louver, and Window Operators and Systems; Current Edition, Including All Revisions.

1.4 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 - Product Requirements for submittal procedures.
- B. Product Data: Provide general construction, electrical equipment, and component connections and details.
- C. Shop Drawings: Indicate pertinent dimensioning, anchorage methods, hardware locations, and installation details.
- D. Manufacturer's Installation Instructions: Indicate installation sequence and procedures, adjustment and alignment procedures.
- E. Manufacturer's qualification statement.
- F. Installer's qualification statement.
- G. Maintenance Data: Indicate lubrication requirements and frequency and periodic adjustments required.
- H. Specimen warranty.

1.6 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years of documented experience.

- B. Installer Qualifications: Company specializing in performing work of type specified and with at least three years documented experience.
- C. Products Requiring Electrical Connection: Listed and classified by ITS (DIR), UL (DIR), or testing firm acceptable to authorities having jurisdiction as suitable for purpose specified and indicated.

1.7 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Manufacturer Warranty: Provide 2-year manufacturer warranty for roller shaft counterbalance assembly. Complete forms in Owner's name and register with manufacturer.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Overhead Coiling Metal Doors:
 - 1. Basis of Design Product: Overhead Door Corporation; Model 625 Stormtite Insulated Rolling Service Door: www.overheaddoor.com/#sle.
 - 2. Substitutions: See Section 01 60 00 - Product Requirements.

2.2 COILING DOORS

- A. Exterior Coiling Doors: Steel slat curtain.
 - 1. Capable of withstanding positive and negative wind loads of 20 psf (940 Pa) without undue deflection or damage to components.
 - 2. Sandwich Slats: Manufacturer's standard, with core of foamed-in-place polyurethane insulation; minimum R-Value 7.7.
 - 3. Nominal Slat Size: 2 5/8 inches wide by required length.
 - 4. Finish: Factory painted, color as selected.
 - 5. Guide, Angles: factory powder-coated - black.
 - 6. Hood Enclosure: Manufacturer's standard; primed steel.
 - 7. Electric operation.
 - 8. Mounting: Surface mounted.

2.3 MATERIALS

- A. Metal Curtain Construction: Interlocking slats.
 - 1. Slat Ends: Alternate slats fitted with end locks to act as wearing surface in guides and to prevent lateral movement.
 - 2. Curtain Bottom for Slat Curtains: Fitted with angles to provide reinforcement and positive contact in closed position.
 - 3. Weatherstripping for Exterior Doors: Moisture and rot proof, resilient type, located at jamb edges, bottom of curtain, and where curtain enters hood enclosure of exterior doors.
 - 4. Steel Slats: Minimum thickness, 24 gauge; ASTM A653/A653M galvanized steel sheet.
- B. Guide Construction: Continuous, of profile to retain door in place with snap-on trim, mounting brackets of same metal.
- C. Guides - Angle: ASTM A36/A36M metal angles, size as indicated.
- D. Hood Enclosure and Trim: Internally reinforced to maintain rigidity and shape.

2.4 ELECTRIC OPERATION

- A. Operator, Controls, Actuators, and Safeties: Comply with UL 325; provide products listed by ITS (DIR), UL (DIR), or testing agency acceptable to authorities having jurisdiction.
 - 1. Provide interlock switches on motor operated units.
- B. Electric Operators:
 - 1. Mounting: Side mounted.
 - 2. Motor Enclosure:

- a. Exterior Coiling Doors: NEMA MG 00001, Type 4; open drip proof.
- 3. Motor Rating: As required for proper door function.
- 4. Motor Voltage: Verify on Electrical Drawings
- 5. Motor Controller: NEMA ICS 2, full voltage, reversing magnetic motor starter.
- 6. Controller Enclosure: NEMA EN 10250, Type 4.
- 7. Opening Speed: 12 inches per second (300 mm/sec).
- 8. Brake: Manufacturer's standard type, activated by motor controller.
- 9. Manual override in case of power failure.
- C. Control Station: Provide standard three button, 'Open-Close-Stop' momentary-contact control device for each operator complying with UL 325.
 - 1. 24 volt circuit.
 - 2. Surface mounted, at interior door jamb.
 - 3. Entrapment Protection Devices: Provide sensing devices and safety mechanisms complying with UL 325.
 - a. Primary Device: Provide NEMA 1 photo eye sensors as required with momentary-contact control device.
- D. Safety Edge: Located at bottom of coiling door, full width, electro-mechanical sensitized type, wired to stop and reverse door direction upon striking object, hollow neoprene covered.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that adjacent construction is suitable for door installation.
- B. Verify that electrical services have been installed and are accessible.
- C. Verify that door opening is plumb, header is level, and dimensions are correct.
- D. Notify Architect of any unacceptable conditions or varying dimensions.
- E. Commencement of installation indicates acceptance of substrate and door opening conditions.

3.2 INSTALLATION

- A. Install units in accordance with manufacturer's instructions.
- B. Use anchorage devices to securely fasten assembly to wall construction and building framing without distortion or stress.
- C. Securely and rigidly brace components suspended from structure. Secure guides to structural members only.
- D. Fit and align assembly including hardware; level and plumb, to provide smooth operation.
- E. Coordinate installation of electrical service with Section 26 05 83.
- F. Complete wiring from disconnect to unit components.
- G. Install enclosure and perimeter trim.

3.3 TOLERANCES

- A. Maintain dimensional tolerances and alignment with adjacent work.
- B. Maximum Variation From Plumb: 1/16 inch (1.6 mm).
- C. Maximum Variation From Level: 1/16 inch (1.6 mm).
- D. Longitudinal or Diagonal Warp: Plus or minus 1/8 inch per 10 feet (3.2 mm per 3 m) straight edge.

3.4 ADJUSTING

- A. Adjust operating assemblies for smooth and noiseless operation.

3.5 CLEANING

- A. Clean installed components.
- B. Remove labels and visible markings.

END OF SECTION

SECTION 087100 - DOOR HARDWARE

PART 1 - GENERAL

1.01 SUMMARY

- A. Section includes:
 - 1. Mechanical and electrified door hardware
 - 2. Electronic access control system components
- B. Section excludes:
 - 1. Windows
 - 2. Cabinets (casework), including locks in cabinets
 - 3. Signage
 - 4. Toilet accessories
 - 5. Overhead doors
- C. Related Sections:
 - 1. Division 01 "General Requirements" sections for Allowances, Alternates, Owner Furnished Contractor Installed, Project Management and Coordination.
 - 2. Division 06 Section "Rough Carpentry"
 - 3. Division 06 Section "Finish Carpentry"
 - 4. Division 07 Section "Joint Sealants" for sealant requirements applicable to threshold installation specified in this section.
 - 5. Division 08 Sections:
 - a. "Metal Doors and Frames"
 - b. "Flush Wood Doors"
 - c. "Stile and Rail Wood Doors"
 - d. "Interior Aluminum Doors and Frames"
 - e. "Aluminum-Framed Entrances and Storefronts"
 - f. "Entrances"
 - 6. Division 26 "Electrical" sections for connections to electrical power system and for low-voltage wiring.
 - 7. Division 28 "Electronic Safety and Security" sections for coordination with other components of electronic access control system and fire alarm system.

1.02 REFERENCES

- A. UL LLC
 - 1. UL 10B - Fire Test of Door Assemblies
 - 2. UL 10C - Positive Pressure Test of Fire Door Assemblies
 - 3. UL 1784 - Air Leakage Tests of Door Assemblies
 - 4. UL 305 - Panic Hardware
- B. DHI - Door and Hardware Institute

1. Sequence and Format for the Hardware Schedule
2. Recommended Locations for Builders Hardware
3. Keying Systems and Nomenclature
4. Installation Guide for Doors and Hardware

C. NFPA – National Fire Protection Association

1. NFPA 70 – National Electric Code
2. NFPA 80 – 2016 Edition – Standard for Fire Doors and Other Opening Protectives
3. NFPA 101 – Life Safety Code
4. NFPA 105 – Smoke and Draft Control Door Assemblies
5. NFPA 252 – Fire Tests of Door Assemblies

D. ANSI - American National Standards Institute

1. ANSI A117.1 – 2017 Edition – Accessible and Usable Buildings and Facilities
2. ANSI/BHMA A156.1 - A156.29, and ANSI/BHMA A156.31 - Standards for Hardware and Specialties
3. ANSI/BHMA A156.28 - Recommended Practices for Keying Systems
4. ANSI/WDMA I.S. 1A - Interior Architectural Wood Flush Doors
5. ANSI/SDI A250.8 - Standard Steel Doors and Frames

1.03 SUBMITTALS

A. General:

1. Submit in accordance with Conditions of Contract and Division 01 Submittal Procedures.
2. Prior to forwarding submittal:
 - a. Review drawings and Sections from related trades to verify compatibility with specified hardware.
 - b. Highlight, encircle, or otherwise specifically identify on submittals: deviations from Contract Documents, issues of incompatibility or other issues which may detrimentally affect the Work.

B. Action Submittals:

1. Product Data: Submit technical product data for each item of door hardware, installation instructions, maintenance of operating parts and finish, and other information necessary to show compliance with requirements.
2. Riser and Wiring Diagrams: After final approval of hardware schedule, submit details of electrified door hardware, indicating:
 - a. Wiring Diagrams: For power, signal, and control wiring and including:
 - 1) Details of interface of electrified door hardware and building safety and security systems.
 - 2) Schematic diagram of systems that interface with electrified door hardware.
 - 3) Point-to-point wiring.
 - 4) Risers.
3. Samples for Verification: If requested by Architect, submit production sample of requested door hardware unit in finish indicated and tagged with full description for coordination with schedule.

- a. Samples will be returned to supplier. Units that are acceptable to Architect may, after final check of operations, be incorporated into Work, within limitations of key coordination requirements.
4. Door Hardware Schedule:
 - a. Submit concurrent with submissions of Product Data, Samples, and Shop Drawings. Coordinate submission of door hardware schedule with scheduling requirements of other work to facilitate fabrication of other work critical in Project construction schedule.
 - b. Submit under direct supervision of a Door Hardware Institute (DHI) certified Architectural Hardware Consultant (AHC) or Door Hardware Consultant (DHC) with hardware sets in vertical format as illustrated by Sequence of Format for the Hardware Schedule published by DHI.
 - c. Indicate complete designations of each item required for each opening, include:
 - 1) Door Index: door number, heading number, and Architect's hardware set number.
 - 2) Quantity, type, style, function, size, and finish of each hardware item.
 - 3) Name and manufacturer of each item.
 - 4) Fastenings and other pertinent information.
 - 5) Location of each hardware set cross-referenced to indications on Drawings.
 - 6) Explanation of all abbreviations, symbols, and codes contained in schedule.
 - 7) Mounting locations for hardware.
 - 8) Door and frame sizes and materials.
 - 9) Degree of door swing and handing.
 - 10) Operational Description of openings with electrified hardware covering egress, ingress (access), and fire/smoke alarm connections.
5. Key Schedule:
 - a. After Keying Conference, provide keying schedule that includes levels of keying, explanations of key system's function, key symbols used, and door numbers controlled.
 - b. Use ANSI/BHMA A156.28 "Recommended Practices for Keying Systems" as guideline for nomenclature, definitions, and approach for selecting optimal keying system.
 - c. Provide 3 copies of keying schedule for review prepared and detailed in accordance with referenced DHI publication. Include schematic keying diagram and index each key to unique door designations.
 - d. Index keying schedule by door number, keyset, hardware heading number, cross keying instructions, and special key stamping instructions.
 - e. Provide one complete bitting list of key cuts and one key system schematic illustrating system usage and expansion. Forward bitting list, key cuts and key system schematic directly to Owner, by means as directed by Owner.
 - f. Prepare key schedule by or under supervision of supplier, detailing Owner's final keying instructions for locks.

C. Informational Submittals:

1. Provide Qualification Data for Supplier, Installer and Architectural Hardware Consultant.
2. Provide Product Data:
 - a. Certify that door hardware approved for use on types and sizes of labeled fire-rated doors complies with listed fire-rated door assemblies.
 - b. Include warranties for specified door hardware.

D. Closeout Submittals:

1. Operations and Maintenance Data: Provide in accordance with Division 01 and include:
 - a. Complete information on care, maintenance, and adjustment; data on repair and replacement parts, and information on preservation of finishes.
 - b. Catalog pages for each product.
 - c. Final approved hardware schedule edited to reflect conditions as installed.
 - d. Final keying schedule
 - e. Copy of warranties including appropriate reference numbers for manufacturers to identify project.
 - f. As-installed wiring diagrams for each opening connected to power, both low voltage and 110 volts.

E. Inspection and Testing:

1. Submit written reports to the Owner and Authority Having Jurisdiction (AHJ) of the results of functional testing and inspection for:
 - a. Fire door assemblies, in compliance with NFPA 80.
 - b. Required egress door assemblies, in compliance with NFPA 101.

1.04 QUALITY ASSURANCE

A. Qualifications and Responsibilities:

1. Supplier: Recognized architectural hardware supplier with a minimum of 5 years documented experience supplying both mechanical and electromechanical door hardware similar in quantity, type, and quality to that indicated for this Project. Supplier to be recognized as a factory direct distributor by the manufacturer of the primary materials with a warehousing facility in the Project's vicinity. Supplier to have on staff, a certified Architectural Hardware Consultant (AHC) or Door Hardware Consultant (DHC) available to Owner, Architect, and Contractor, at reasonable times during the Work for consultation.
2. Installer: Qualified tradesperson skilled in the application of commercial grade hardware with experience installing door hardware similar in quantity, type, and quality as indicated for this Project.
3. Architectural Hardware Consultant: Person who is experienced in providing consulting services for door hardware installations that are comparable in material, design, and extent to that indicated for this Project and meets these requirements:
 - a. For door hardware: DHI certified AHC or DHC.
 - b. Can provide installation and technical data to Architect and other related subcontractors.
 - c. Can inspect and verify components are in working order upon completion of installation.
 - d. Capable of producing wiring diagram and coordinating installation of electrified hardware with Architect and electrical engineers.
4. Single Source Responsibility: Obtain each type of door hardware from single manufacturer.

B. Certifications:

1. Fire-Rated Door Openings:
 - a. Provide door hardware for fire-rated openings that complies with NFPA 80 and requirements of authorities having jurisdiction.

- b. Provide only items of door hardware that are listed products tested by UL LLC, Intertek Testing Services, or other testing and inspecting organizations acceptable to authorities having jurisdiction for use on types and sizes of doors indicated, based on testing at positive pressure and according to NFPA 252 or UL 10C and in compliance with requirements of fire-rated door and door frame labels.
2. Smoke and Draft Control Door Assemblies:
 - a. Provide door hardware that meets requirements of assemblies tested according to UL 1784 and installed in compliance with NFPA 105
 - b. Comply with the maximum air leakage of 0.3 cfm/sq. ft. (3 cu. m per minute/sq. m) at tested pressure differential of 0.3-inch wg (75 Pa) of water.
3. Electrified Door Hardware
 - a. Listed and labeled as defined in NFPA 70, Article 100, by testing agency acceptable to authorities having jurisdiction.
4. Accessibility Requirements:
 - a. Comply with governing accessibility regulations cited in "REFERENCES" article 087100, 1.02.D3 herein for door hardware on doors in an accessible route. This project must comply with all Federal Americans with Disability Act regulations and all Local Accessibility Regulations.

C. Pre-Installation Meetings

1. Keying Conference
 - a. Incorporate keying conference decisions into final keying schedule after reviewing door hardware keying system including:
 - 1) Function of building, flow of traffic, purpose of each area, degree of security required, and plans for future expansion.
 - 2) Preliminary key system schematic diagram.
 - 3) Requirements for key control system.
 - 4) Requirements for access control.
 - 5) Address for delivery of keys.
2. Pre-installation Conference
 - a. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - b. Inspect and discuss preparatory work performed by other trades.
 - c. Inspect and discuss electrical roughing-in for electrified door hardware.
 - d. Review sequence of operation for each type of electrified door hardware.
 - e. Review required testing, inspecting, and certifying procedures.
 - f. Review questions or concerns related to proper installation and adjustment of door hardware.
3. Electrified Hardware Coordination Conference:
 - a. Prior to ordering electrified hardware, schedule and hold meeting to coordinate door hardware with security, electrical, doors and frames, and other related suppliers.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Inventory door hardware on receipt and provide secure lock-up for hardware delivered to Project site. Promptly replace products damaged during shipping
- B. Tag each item or package separately with identification coordinated with final door hardware schedule, and include installation instructions, templates, and necessary fasteners with each item or package. Deliver each article of hardware in manufacturer's original packaging.
- C. Maintain manufacturer-recommended environmental conditions throughout storage and installation periods.
- D. Provide secure lock-up for door hardware delivered to Project. Control handling and installation of hardware items so that completion of Work will not be delayed by hardware losses both before and after installation.
- E. Handle hardware in manner to avoid damage, marring, or scratching. Correct, replace or repair products damaged during Work. Protect products against malfunction due to paint, solvent, cleanser, or any chemical agent.
- F. Deliver keys to manufacturer of key control system for subsequent delivery to Owner.

1.06 COORDINATION

- A. Coordinate layout and installation of floor-recessed door hardware with floor construction. Cast anchoring inserts into concrete.
- B. Installation Templates: Distribute for doors, frames, and other work specified to be factory or shop prepared. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing door hardware to comply with indicated requirements.
- C. Security: Coordinate installation of door hardware, keying, and access control with Owner's security consultant.
- D. Electrical System Roughing-In: Coordinate layout and installation of electrified door hardware with connections to power supplies and building safety and security systems.

1.07 WARRANTY

- A. Manufacturer's standard form in which manufacturer agrees to repair or replace components of door hardware that fail in materials or workmanship within published warranty period.
 - 1. Warranty does not cover damage or faulty operation due to improper installation, improper use or abuse.
 - 2. Warranty Period: Beginning from date of Substantial Completion, for durations indicated in manufacturer's published listings.

1.08 MAINTENANCE

- A. Furnish complete set of special tools required for maintenance and adjustment of hardware, including changing of cylinders.

B. Turn over unused materials to Owner for maintenance purposes.

PART 2 - PRODUCTS

2.01 MANUFACTURERS

A. The Owner requires use of certain products for their unique characteristics and project suitability to ensure continuity of existing and future performance and maintenance standards. After investigating available product offerings, the Awarding Authority has elected to prepare proprietary specifications. These products are specified with the notation: "No Substitute."

1. Where "No Substitute" is noted, submittals and substitution requests for other products will not be considered.
- B. Approval of alternate manufacturers and/or products other than those listed as "Scheduled Manufacturer" or "Acceptable Manufacturers" in the individual article for the product category are only to be considered by official substitution request in accordance with section 01 25 00.
- C. Approval of products from manufacturers indicated in "Acceptable Manufacturers" is contingent upon those products providing all functions and features and meeting all requirements of scheduled manufacturer's product.
- D. Where specified hardware is not adaptable to finished shape or size of members requiring hardware, furnish suitable types having same operation and quality as type specified, subject to Architect's approval.

2.02 MATERIALS

A. Fabrication

1. Provide door hardware manufactured to comply with published templates generally prepared for machine, wood, and sheet metal screws. provide screws according to manufacturer's recognized installation standards for application intended.
2. Finish exposed screws to match hardware finish, or, if exposed in surfaces of other work, to match finish of this other work including prepared for paint surfaces to receive painted finish.
3. Provide concealed fasteners wherever possible for hardware units exposed when door is closed. Coordinate with "Metal Doors and Frames", "Flush Wood Doors", "Stile and Rail Wood Doors" to ensure proper reinforcements. Advise the Architect where visible fasteners, such as thru bolts, are required.

B. Provide screws, bolts, expansion shields, drop plates and other devices necessary for hardware installation.

1. Where fasteners are exposed to view: Finish to match adjacent door hardware material.

C. Cable and Connectors:

1. Where scheduled in the hardware sets, provide each item of electrified hardware and wire harnesses with number and gage of wires enough to accommodate electric function of specified hardware.
2. Provide Molex connectors that plug directly into connectors from harnesses, electric locking and power transfer devices.
3. Provide through-door wire harness for each electrified locking device installed in a door and wire harness for each electrified hinge, electrified continuous hinge, electrified pivot, and electric power transfer for connection to power supplies.

2.03 HINGES

A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
 - a. Ives 5BB series
2. Acceptable Manufacturers and Products:
 - a. McKinney TB series
 - b. Best FBB series

B. Requirements:

1. Provide hinges conforming to ANSI/BHMA A156.1.
2. Provide five knuckle, ball bearing hinges.
3. 1-3/4 inch (44 mm) thick doors, up to and including 36 inches (914 mm) wide:
 - a. Exterior: Standard weight, bronze or stainless steel, 4-1/2 inches (114 mm) high
 - b. Interior: Standard weight, steel, 4-1/2 inches (114 mm) high
4. 1-3/4 inch (44 mm) thick doors over 36 inches (914 mm) wide:
 - a. Exterior: Heavy weight, bronze/stainless steel, 5 inches (127 mm) high
 - b. Interior: Heavy weight, steel, 5 inches (127 mm) high
5. 2 inches or thicker doors:
 - a. Exterior: Heavy weight, bronze or stainless steel, 5 inches (127 mm) high
 - b. Interior: Heavy weight, steel, 5 inches (127 mm) high
6. Adjust hinge width for door, frame, and wall conditions to allow proper degree of opening.
7. Provide three hinges per door leaf for doors 90 inches (2286 mm) or less in height, and one additional hinge for each 30 inches (762 mm) of additional door height.
8. Hinge Pins: Except as otherwise indicated, provide hinge pins as follows:
 - a. Steel Hinges: Steel pins
 - b. Non-Ferrous Hinges: Stainless steel pins
 - c. Out-Swinging Exterior Doors: Non-removable pins
 - d. Out-Swinging Interior Lockable Doors: Non-removable pins
 - e. Interior Non-lockable Doors: Non-rising pins
9. Provide hinges with electrified options as scheduled in the hardware sets. Provide with number and gage of wires enough to accommodate electric function of specified hardware. Locate electric hinge at second hinge from bottom or nearest to electrified locking component. Provide mortar guard for each electrified hinge specified.

2.04 MORTISE LOCKS

A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
 - a. Best 45H series
2. Acceptable Manufacturers and Products:
 - a. Schlage L9000 series
 - b. Corbin-Russwin ML2000 series

B. Requirements:

1. Provide mortise locks conforming to ANSI/BHMA A156.13 Series 1000, Grade 1, and UL Listed for 3-hour fire doors.
2. Provide locks manufactured from heavy gauge steel, containing components of steel with a zinc dichromate plating for corrosion resistance.
3. Provide lock case that is multi-function and field reversible for handing without opening case. Cylinders: Refer to "KEYING" article, herein.
4. Provide locks with standard 2-3/4 inches (70 mm) backset with full 3/4 inch (19 mm) throw stainless steel mechanical anti-friction latchbolt. Provide deadbolt with full 1-inch (25 mm) throw, constructed of stainless steel.
5. Lever Trim: Solid brass, bronze, or stainless steel, cast or forged in design specified, with wrought roses and external lever spring cages. Provide thru-bolted levers with 2-piece spindles.
 - a. Lever Design: 14H

2.05 CYLINDERS

A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
 - a. BEST
2. Acceptable Manufacturers and Products:
 - a. No Substitute

B. Requirements:

1. Owners Locksmith to provide cylinders/cores compliant with ANSI/BHMA A156.5; latest revision; cylinder face finished to match lockset; manufacturer's series as indicated. Refer to "KEYING" article, herein.
2. Owners Locksmith to provide cylinders in the below-listed configuration(s), distributed throughout the Project as indicated.
 - a. Patented Restricted: cylinder with interchangeable core with patented, restricted keyway.
3. Patent Protection: Cylinders/cores requiring use of restricted, patented keys, patent protected.
4. Nickel silver bottom pins.

2.06 KEYING

A. Scheduled System:

1. Existing factory registered system:
 - a. Provide cylinders/cores keyed into Owner's existing factory registered keying system. Comply with guidelines in ANSI/BHMA A156.28, incorporating decisions made at keying conference.

B. Requirements:

1. Construction Keying:
 - a. Replaceable Construction Cores.
 - 1) Provide temporary construction cores replaceable by permanent cores, furnished in accordance with the following requirements.
 - a) 3 construction control keys
 - b) 12 construction change (day) keys.
 - 2) Owner or Owner's Representative will replace temporary construction cores with permanent cores.
2. Permanent Keying:
 - a. Provide permanent cylinders/cores keyed by the manufacturer according to the following key system.
 - 1) Master Keying system as directed by the Owner.
 - b. Forward bitting list and keys separately from cylinders, by means as directed by Owner. Failure to comply with forwarding requirements will be cause for replacement of cylinders/cores involved at no additional cost to Owner.
 - c. Provide keys with the following features:
 - 1) Material: Nickel silver; minimum thickness of .107-inch (2.3mm)
 - 2) Patent Protection: Keys and blanks protected by one or more utility patent(s).
 - d. Identification:
 - 1) Mark permanent cylinders/cores and keys with applicable blind code for identification. Do not provide blind code marks with actual key cuts.
 - 2) Identification stamping provisions must be approved by the Architect and Owner.
 - 3) Stamp cylinders/cores and keys with Owner's unique key system facility code as established by the manufacturer; key symbol and embossed or stamped with "DO NOT DUPLICATE" along with the "PATENTED" or patent number to enforce the patent protection.
 - 4) Failure to comply with stamping requirements will be cause for replacement of keys involved at no additional cost to Owner.
 - 5) Forward permanent cylinders/cores to Owner, separately from keys, by means as directed by Owner.
 - e. Quantity: Furnish in the following quantities.
 - 1) Permanent Control Keys: 3.
 - 2) Master Keys: 6.
 - 3) Change (Day) Keys: 3 per cylinder/core that is keyed differently
 - 4) Key Blanks: Quantity as determined in the keying meeting.

2.07 KEY CONTROL SYSTEM

A. Manufacturers:

1. Scheduled Manufacturer:
 - a. Telkee

2. Acceptable Manufacturers:
 - a. HPC
 - b. Lund
- B. Requirements:
 1. Provide key control system, including envelopes, labels, tags with self-locking key clips, receipt forms, 3-way visible card index, temporary markers, permanent markers, and standard metal cabinet, all as recommended by system manufacturer, with capacity for 150% of number of locks required for Project.
 - a. Provide complete cross index system set up by hardware supplier, and place keys on markers and hooks in cabinet as determined by final key schedule.
 - b. Provide hinged-panel type cabinet for wall mounting.

2.08 DOOR CLOSERS

- A. Manufacturers and Products:
 1. Scheduled Manufacturer and Product:
 - a. LCN 4040XP series
 2. Acceptable Manufacturers and Products:
 - a. Corbin-Russwin DC8000 series
 - b. Sargent 281 series
- B. Requirements:
 1. Provide door closers conforming to ANSI/BHMA A156.4 Grade 1 requirements by BHMA certified independent testing laboratory. ISO 9000 certify closers. Stamp units with date of manufacture code.
 2. Provide door closers with fully hydraulic, full rack and pinion action with high strength cast iron cylinder, and full complement bearings at shaft.
 3. Cylinder Body: 1-1/2-inch (38 mm) diameter piston with 5/8-inch (16 mm) diameter double heat-treated pinion journal. QR code with a direct link to maintenance instructions.
 4. Hydraulic Fluid: Fireproof, passing requirements of UL10C, and requiring no seasonal closer adjustment for temperatures ranging from 120 degrees F to -30 degrees F.
 5. Spring Power: Continuously adjustable over full range of closer sizes, and providing reduced opening force as required by accessibility codes and standards. Provide snap-on cover clip, with plastic covers, that secures cover to spring tube.
 6. Hydraulic Regulation: By tamper-proof, non-critical valves, with separate adjustment for latch speed, general speed, and backcheck. Provide graphically labelled instructions on the closer body adjacent to each adjustment valve. Provide positive stop on reg valve that prevents reg screw from being backed out.
 7. Provide closers with solid forged steel main arms and factory assembled heavy-duty forged forearms for parallel arm closers.
 8. Pressure Relief Valve (PRV) Technology: Not permitted.
 9. Finish for Closer Cylinders, Arms, Adapter Plates, and Metal Covers: Powder coating finish which has been certified to exceed 100 hours salt spray testing as described in ANSI Standard A156.4 and ASTM B117, or has special rust inhibitor (SRI).
 10. Provide special templates, drop plates, mounting brackets, or adapters for arms as required for details, overhead stops, and other door hardware items interfering with closer mounting.

11. Closers shall be capable of being upgraded by adding modular mechanical or electronic components in the field.

2.09 DOOR STOPS AND HOLDERS

A. Manufacturers:

1. Scheduled Manufacturer:
 - a. Ives
2. Acceptable Manufacturers:
 - a. Burns
 - b. Trimco

B. Provide door stops at each door leaf:

1. Provide wall stops wherever possible. Provide concave type where lockset has a push button or thumbturn.
2. Where a wall stop cannot be used, provide universal floor stops.
3. Where wall or floor stop cannot be used, provide overhead stop.
4. Provide roller bumper where doors open into each other and overhead stop cannot be used.

2.10 THRESHOLDS, SEALS, DOOR SWEEPS, AUTOMATIC DOOR BOTTOMS, AND GASKETING

A. Manufacturers:

1. Scheduled Manufacturer:
 - a. Zero International
2. Acceptable Manufacturers:
 - a. National Guard
 - b. Reese

B. Requirements:

1. Provide thresholds, weather-stripping, and gasketing systems as specified and per architectural details. Match finish of other items.
2. Smoke- and Draft-Control Door Assemblies: Where smoke- and draft-control door assemblies are required, provide door hardware that meets requirements of assemblies tested according to UL 1784 and installed in compliance with NFPA 105.
3. Provide door sweeps, seals, astragals, and auto door bottoms only of type where resilient or flexible seal strip is easily replaceable and readily available.
4. Size thresholds 1/2 inch (13 mm) high by 5 inches (127 mm) wide by door width unless otherwise specified in the hardware sets or detailed in the drawings.

2.11 SILENCERS

A. Manufacturers:

1. Scheduled Manufacturer:
 - a. Ives
2. Acceptable Manufacturers:
 - a. Steelcraft
 - b. Republic

B. Requirements:

1. Provide "push-in" type silencers for hollow metal or wood frames.
2. Provide one silencer per 30 inches (762 mm) of height on each single frame, and two for each pair frame.
3. Omit where gasketing is specified.

2.12 FINISHES

A. FINISH: BHMA 626/652 (US26D); EXCEPT:

1. Hinges at Exterior Doors: BHMA 630 (US32D)
2. Aluminum Geared Continuous Hinges: BHMA 628 (US28)
3. Push Plates, Pulls, and Push Bars: BHMA 630 (US32D)
4. Protection Plates: BHMA 630 (US32D)
5. Overhead Stops and Holders: BHMA 630 (US32D)
6. Door Closers: Powder Coat to Match
7. Wall Stops: BHMA 630 (US32D)
8. Latch Protectors: BHMA 630 (US32D)
9. Weatherstripping: Clear Anodized Aluminum
10. Thresholds: Mill Finish Aluminum

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Prior to installation of hardware, examine doors and frames, with Installer present, for compliance with requirements for installation tolerances, labeled fire-rated door assembly construction, wall and floor construction, and other conditions affecting performance. Verify doors, frames, and walls have been properly reinforced for hardware installation.
- B. Examine roughing-in for electrical power systems to verify actual locations of wiring connections before electrified door hardware installation.
- C. Submit a list of deficiencies in writing and proceed with installation only after unsatisfactory conditions have been corrected.

3.02 INSTALLATION

- A. Mount door hardware units at heights to comply with the following, unless otherwise indicated or required to comply with governing regulations.

1. Standard Steel Doors and Frames: ANSI/SDI A250.8.
2. Custom Steel Doors and Frames: HMMA 831.
3. Interior Architectural Wood Flush Doors: ANSI/WDMA I.S. 1A
4. Installation Guide for Doors and Hardware: DHI TDH-007-20

B. Install door hardware in accordance with NFPA 80, NFPA 101 and provide post-install inspection, testing as specified in section 1.03.E unless otherwise required to comply with governing regulations.

C. Install each hardware item in compliance with manufacturer's instructions and recommendations, using only fasteners provided by manufacturer.

D. Do not install surface mounted items until finishes have been completed on substrate. Protect all installed hardware during painting.

E. Set units level, plumb and true to line and location. Adjust and reinforce attachment substrate as necessary for proper installation and operation.

F. Drill and countersink units that are not factory prepared for anchorage fasteners. Space fasteners and anchors according to industry standards.

G. Install operating parts so they move freely and smoothly without binding, sticking, or excessive clearance.

H. Hinges: Install types and in quantities indicated in door hardware schedule but not fewer than quantity recommended by manufacturer for application indicated.

I. Lock Cylinders:

1. Install construction cores to secure building and areas during construction period.
2. Owners Locksmith to replace construction cores with permanent cores as indicated in keying section.
3. Owners Locksmith to furnish permanent cores for installation.

J. Wiring: Coordinate with Division 26, ELECTRICAL and Division 28 ELECTRONIC SAFETY AND SECURITY sections for:

1. Conduit, junction boxes and wire pulls.
2. Connections to and from power supplies to electrified hardware.
3. Connections to fire/smoke alarm system and smoke evacuation system.
4. Connection of wire to door position switches and wire runs to central room or area, as directed by Architect.
5. Connections to panel interface modules, controllers, and gateways.
6. Testing and labeling wires with Architect's opening number.

K. Key Control System: Tag keys and place them on markers and hooks in key control system cabinet, as determined by final keying schedule.

L. Continuous Hinges: Re-locate the door and frame fire rating labels where they will remain visible so that the hinge does not cover the label once installed.

- M. Door Closers & Auto Operators: Mount closers/operators on room side of corridor doors, inside of exterior doors, and stair side of stairway doors from corridors. Mount closers/operators so they are not visible in corridors, lobbies and other public spaces unless approved by Architect.
- N. Overhead Stops/Holders: Mount overhead stops/holders on room side of corridor doors, inside of exterior doors, and stair side of stairway doors.
- O. Power Supplies: Locate power supplies as indicated or, if not indicated, above accessible ceilings or in equipment room, or alternate location as directed by Architect.
- P. Thresholds: Set thresholds in full bed of sealant complying with requirements specified in Division 07 Section "Joint Sealants."
- Q. Stops: Provide floor stops for doors unless wall or other type stops are indicated in door hardware schedule. Do not mount floor stops where they may impede traffic or present tripping hazard.
- R. Perimeter Gasketing: Apply to head and jamb, forming seal between door and frame.
- S. Meeting Stile Gasketing: Fasten to meeting stiles, forming seal when doors are closed.
- T. Door Bottoms and Sweeps: Apply to bottom of door, forming seal with threshold when door is closed.

3.03 ADJUSTING

- A. Initial Adjustment: Adjust and check each operating item of door hardware and each door to ensure proper operation or function of every unit. Replace units that cannot be adjusted to operate as intended. Adjust door control devices to compensate for final operation of heating and ventilating equipment and to comply with referenced accessibility requirements.
 - 1. Spring Hinges: Adjust to achieve positive latching when door can close freely from an open position of 30 degrees.
 - 2. Electric Strikes: Adjust horizontal and vertical alignment of keeper to properly engage lock bolt.
 - 3. Door Closers: Adjust sweep period to comply with accessibility requirements and requirements of authorities having jurisdiction.
- B. Occupancy Adjustment: Approximately three to six months after date of Substantial Completion, examine and readjust each item of door hardware, including adjusting operating forces, as necessary to ensure function of doors and door hardware.

3.04 CLEANING AND PROTECTION

- A. Clean adjacent surfaces soiled by door hardware installation.
- B. Clean operating items per manufacturer's instructions to restore proper function and finish.

- C. Provide final protection and maintain conditions that ensure door hardware is without damage or deterioration at time of Substantial Completion.

3.05 DOOR HARDWARE SCHEDULE

- A. See Drawings for description of Door Hardware requirements.

END OF SECTION

SECTION 09 91 13 - EXTERIOR PAINTING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specification and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish exterior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated, including the following:
 1. Exterior of hollow metal doors and frames.
- D. Do Not Paint or Finish the Following Items:
 1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
 2. Items indicated to receive other finishes.
 3. Items indicated to remain unfinished.
 4. Fire rating labels, equipment serial number and capacity labels, and operating parts of equipment.
 5. Floors, unless specifically indicated.
 6. Glass.
 7. Concealed pipes, ducts, and conduits.

1.3 RELATED REQUIREMENTS

- A. Section 08 11 13 - Hollow Metal Doors and Frames.
- B. Section 09 91 23 - Interior Painting.

1.4 DEFINITIONS

- A. Comply with ASTM D16 for interpretation of terms used in this section.

1.5 REFERENCE STANDARDS

- A. NACE International (National Association of Corrosion Engineers) – Industrial Maintenance Painting.
- B. NPCA (National Paint and Coatings Association) – Guide to U.S. Government Paint Specifications.
- C. Paint – Certified Product List - Florida Department of Agriculture and Consumer Services.
- D. PDCA (Painting and Decorating Contractors of America) – Architectural Painting Specifications Manual.
- E. PDCA Standard P1-04 Touchup Painting and Damage Repair; Financial Responsibility.
- F. PDCA Standard P5-04 Benchmark Sample Procedures for Paint and other Decorative Coating System.
- G. SSPC (Steel Structures Painting Council) – Steel Structures Painting Manual.
- H. SSPC-SP 1 – Solvent Cleaning.
- I. Modern Guide to Paint Specifications (current edition) – Standard Type 1.
- J. ASTM D16 - Standard Terminology for Paint, Related Coatings, Materials, and Applications; 2024.
- K. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition.

1.6 REFERENCES

- A. Refer to specification Section 014000 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.7 ACTION SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Product Data: Provide complete list of products to be used, with the following information for each:
 1. Manufacturer's name, product name and/or catalog number, and general product category (e.g. "alkyd enamel").
 2. MPI product number (e.g. MPI #47).
 3. Cross-reference to specified paint system(s) product is to be used in; include description of each system.
 4. Manufacturer's installation instructions.
- C. Samples: Submit three paper "draw down" samples, 8-1/2 by 11 inches (216 by 279 mm) in size, illustrating range of colors available for each finishing product specified.
 1. Where sheen is specified, submit samples in only that sheen.
- D. Certification: By manufacturer that paints and finishes comply with VOC limits specified.
- E. Manufacturer's Instructions: Indicate special surface preparation procedures.
- F. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 1. See Section 01 60 00 - Product Requirements, for additional provisions.
 2. Extra Paint and Finish Materials: 1 gallon (4 L) of each color; from the same product run, store where directed.
 3. Label each container with color in addition to the manufacturer's label.

1.8 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified, with minimum three years documented experience.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- C. Paint Materials: Store at minimum ambient temperature of 45 degrees F (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

1.10 FIELD CONDITIONS

- A. Do not apply materials when surface and ambient temperatures are outside the paint product manufacturer's temperature ranges.
- B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.
- C. Do not apply exterior paint and finishes during rain or snow, or when relative humidity is outside the humidity ranges required by the paint product manufacturer.
- D. Minimum Application Temperatures for Latex Paints: 50 degrees F (10 degrees C) for exterior; unless required otherwise by manufacturer's instructions.
- E. Provide lighting level of 80 ft candles (860 lx) measured mid-height at substrate surface.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturer shall be one of the following however products of other manufacturers will be considered for acceptance provided they equal or exceed the material requirements and functional qualities of the specified product and acceptance is provided by the Architect in writing prior to bidding.
 - 1. Benjamin Moore & Co.
 - 2. Pittsburgh Paints Co.
 - 3. Pratt & Lambert
- B. Single Source: Provide primers and undercoat paint produced by the same manufacturer as the finish coat.

2.2 COMPATIBILITY

- A. MPI Standards: Products shall comply with MPI standards indicated and shall be listed in its "MPI Approved Products Lists."
- B. Paint materials and equipment shall be compatible in use; finish coats shall be compatible with prime coats; prime coats shall be compatible with the surface to be coated; tools and equipment shall be compatible with the coating to be applied.
 - 1. Review other Sections in which primers are provided to ensure compatibility of the total system for various substrates. On request, furnish information on characteristic of finish materials to ensure use of compatible primers.
 - 2. For each coat in a paint system, products shall be recommended in writing by topcoat manufacturers for use in paint system and on substrate indicated.
- C. Thinners, when used, shall be only those thinners recommended for that purpose by the manufacturer of the material to be thinned.
- D. The term "paint," as used herein, includes enamels, paints, sealers, stains, fillers, emulsions, and other coatings, whether used as prime, intermediate, or finish coats.

2.3 PAINTS AND FINISHES - GENERAL

- A. Paints and Finishes: Ready-mixed, unless required to be a field-catalyzed paint.
 - 1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
 - 2. Supply each paint material in quantity required to complete entire project's work from a single production run.
 - 3. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is described explicitly in manufacturer's product instructions.

2.4 PAINT SYSTEMS - EXTERIOR

- A. Concrete Substrates:
 - 1. Textured Coating
 - a. 1st Coat: Tex-Cote XL-70 "W" Primer.
 - b. 2nd Coat: Tex-Cote XL-70 "W" Textured Coating (15 mil dry).
 - c. Texture: As selected by the Architect.
 - 2. Clear Water Repellant:
 - a. 1st Coat: Siloxane Water Repellant, MPI #117.
 - b. 2nd Coat: Siloxane Water Repellant, MPI #117.
- B. Galvanized-Metal Substrates:
 - 1. Latex System:
 - a. Prime Coat: Primer, galvanized, water based, MPI #134.
 - b. Intermediate Coat: Latex, exterior, matching topcoat.

- c. Topcoat: Latex, exterior, semi-gloss, (Gloss Level 5), MPI #11.
- C. Aluminum (Not Anodized or Otherwise Coated) Substrates:
 - 1. Latex System:
 - a. Prime Coat: Primer, quick dry, for aluminum, MPI #95.
 - b. Intermediate Coat: Latex, exterior, matching topcoat.
 - c. Topcoat: Latex, exterior, semi-gloss, (Gloss Level 5), MPI #11.
- D. Wood Substrates: Including wood trim, architectural woodwork, wood-based panel products, glued-laminated construction.
 - 1. Latex System:
 - a. Prime Coat: Primer, latex, for exterior wood, MPI #6.
 - b. Intermediate Coat: Latex, exterior, matching topcoat.
 - c. Topcoat: Latex, exterior, semi-gloss, (Gloss Level 5), MPI #11.
- E. Architectural PVC, Plastic, Fiberglass:
 - 1. Latex System:
 - a. Prime Coat: Latex Primer/Sealer, MPI #17.
 - b. Intermediate Coat: Latex, exterior, matching topcoat.
 - c. Topcoat: Industrial Acrylic Semi-Gloss Coating, MPI #153.

2.5 MATERIALS – GENERAL REQUIREMENTS

- A. Paints and Coatings – General
 - 1. Unless otherwise indicated, provide factory-mixed coatings.
 - 2. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before application.
 - 3. Do not reduce, thin, or dilute coatings or add materials to coatings unless approved in manufacturer's product instructions.
 - 4. Confirm VOC's need by using the products MSDS sheets.
- B. Primers: Where the manufacturer offers options on primers for a particular substrate, use primer categorized as "best" by the manufacturer.

2.6 ACCESSORIES

- A. Coating application accessories: Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required, per manufacturer's specifications.
- B. Paint ME-OP-2A - Ferrous Metals, Primed, Alkyd, 2 Coat:
 - 1. Touch-up with rust-inhibitive primer recommended by top coat manufacturer.
 - 2. Semi-gloss: Two coats of alkyd enamel.

2.7 ACCESSORY MATERIALS

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- C. Test shop-applied primer for compatibility with subsequent cover materials.

3.2 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.

- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces for finishing.
- D. Seal surfaces that might cause bleed through or staining of topcoat.
- E. Remove mildew from impervious surfaces by scrubbing with solution of tetra-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.

3.3 APPLICATION

- A. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".
- B. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
- C. Apply each coat to uniform appearance.
- D. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
- E. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.4 CLEANING

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

3.5 PROTECTION

END OF SECTION

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SECTION 09 91 23 - INTERIOR PAINTING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish interior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.
 - 1. Both sides and edges of plywood backboards for electrical and telecom equipment before installing equipment.
 - 2. Interior of hollow metal doors and frames.
- D. Do Not Paint or Finish the Following Items:
 - 1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
 - 2. Items indicated to receive other finishes.
 - 3. Items indicated to remain unfinished.
 - 4. Fire rating labels, equipment serial number and capacity labels, bar code labels, and operating parts of equipment.
 - 5. Floors, unless specifically indicated.
 - 6. Glass.
 - 7. Concealed pipes, ducts, and conduits.

1.3 RELATED REQUIREMENTS

- A. Section 08 11 13 - Hollow Metal Doors and Frames.
- B. Section 09 91 13 - Exterior Painting.

1.4 DEFINITIONS

- A. Comply with ASTM D16 for interpretation of terms used in this section.

1.5 REFERENCE STANDARDS

- A. 40 CFR 59, Subpart D - National Volatile Organic Compound Emission Standards for Architectural Coatings; U.S. Environmental Protection Agency; Current Edition.
- B. ASTM D16 - Standard Terminology for Paint, Related Coatings, Materials, and Applications; 2024.
- C. MPI (APL) - Master Painters Institute Approved Products List; Master Painters and Decorators Association; Current Edition.
- D. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition.
- E. SCAQMD 1113 - Architectural Coatings; 1977, with Amendment (2016).
- F. SSPC V1 (PM1) - Good Painting Practice: Painting Manual Volume 1; 2024.
- G. SSPC-SP 1 - Solvent Cleaning; 2015, with Editorial Revision (2016).
- H. SSPC-SP 13/NACE No.6 - Surface Preparation of Concrete; 2018.

1.6 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.7 ACTION SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Product Data: Provide complete list of products to be used, with the following information for each:
 1. Manufacturer's name, product name and/or catalog number, and general product category (e.g., "alkyd enamel").
 2. MPI product number (e.g., MPI #47).
 3. Cross-reference to specified paint system products to be used in project; include description of each system.
 4. Manufacturer's installation instructions.
 5. If proposal of substitutions is allowed under submittal procedures, explanation of substitutions proposed.
- C. Samples: Submit three paper "draw down" samples, 8-1/2 by 11 inches (216 by 279 mm) in size, illustrating range of colors available for each finishing product specified.
 1. Where sheen is specified, submit samples in only that sheen.
 2. Where sheen is not specified, discuss sheen options with Architect before preparing samples, to eliminate sheens not required.
 3. Allow 30 days for approval process, after receipt of complete samples by Architect.
 4. Paint color submittals will not be considered until color submittals for major materials not to be painted, such as masonry, have been approved.
- D. Certification: By manufacturer that paints and finishes comply with VOC limits specified.
- E. Manufacturer's Instructions: Indicate special surface preparation procedures.
- F. Maintenance Data: Submit data including finish schedule showing where each product/color/finish was used, product technical data sheets, material safety data sheets (MSDS), care and cleaning instructions, touch-up procedures, repair of painted and finished surfaces, and color samples of each color and finish used.
- G. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 1. Extra Paint and Finish Materials: 1 gal (4 L) of each color; from the same product run, store where directed.
 2. Label each container with color in addition to the manufacturer's label.

1.8 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified, with minimum three years documented experience.
- B. Applicator Qualifications: Company specializing in performing the type of work specified with minimum five years documented experience.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- C. Paint Materials: Store at minimum ambient temperature of 45 degrees F (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

1.10 FIELD CONDITIONS

- A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.
- B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.
- C. Do not apply materials when relative humidity exceeds 85 percent, at temperatures less than 5 degrees F (3 degrees C) above the dew point, or to damp or wet surfaces.
- D. Minimum Application Temperatures for Paints: 50 degrees F (10 degrees C) for interiors unless required otherwise by manufacturer's instructions.
- E. Provide lighting level of 80 fc (860 lux) measured mid-height at substrate surface.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Provide paints and finishes used in any individual system from the same manufacturer; no exceptions.
- B. Paints:
 - 1. Sherwin-Williams Company: www.sherwin-williams.com/#sle.
- C. Primer Sealers: Same manufacturer as top coats.
- D. Substitutions: See Section 016000 - Product Requirements for substitution procedures.

2.2 PAINTS AND FINISHES - GENERAL

- A. Paints and Finishes: Ready-mixed, unless intended to be a field-catalyzed paint.
 - 1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
 - 2. For opaque finishes, tint each coat including primer coat and intermediate coats, one-half shade lighter than succeeding coat, with final finish coat as base color.
 - 3. Supply each paint material in quantity required to complete entire project's work from a single production run.
 - 4. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.
- B. Flammability: Comply with applicable code for surface burning characteristics.
- C. Sheens: Provide the sheens specified; where sheen is not specified, sheen will be selected later by Architect from the manufacturer's full line.
- D. Colors: To be selected from manufacturer's full range of available colors.
 - 1. Selection to be made by Architect after award of contract.

2.3 PAINT SYSTEMS - INTERIOR

- A. Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board, concrete masonry units, uncoated steel, shop primed steel, and galvanized steel.
 - 1. Primer: As recommended by top coat manufacturer for specific substrate.
- B. Medium Duty Door/Trim: For surfaces subject to frequent contact by occupants, including metals:
 - a. Products:
 - 1) Sherwin-Williams Pro Industrial Pre-Catalyzed Waterbased Epoxy, Semi-Gloss. (MPI #141)
 - 2. Primer: As recommended by top coat manufacturer for specific substrate.
- C. Paint I-OP-MD-WC - Medium Duty Vertical and Overhead: Including gypsum board.
 - 1. Two top coats and one coat primer.
 - 2. Top Coat(s): Interior Alkyd, Water Based; MPI #157, 167, 168, or 169.

- a. Products:
 - 1) Sherwin-Williams ProMar 200 Waterbased Acrylic-Alkyd, Eg-Shel.
- 3. Top Coat Sheen:
 - a. Eggshell: MPI gloss level 3; use this sheen at all locations.
- 4. Alkali Resistant Water Based Primer; MPI #3.
 - a. Products:
 - 1) Sherwin-Williams Loxon Water Blocking Primer/Finish.
 - 2) Substitutions: See Section 01 60 00 - Product Requirements
- 5. Interior/Exterior Latex Block Filler; MPI #4.
 - a. Products:
 - 1) Sherwin-Williams Loxon Block Surfacer. (MPI #4)
 - 2) Substitutions: See Section 01 60 00 - Product Requirements
- 6. Interior Rust-Inhibitive Water Based Primer; MPI #107.
 - a. Products:
 - 1) Sherwin-Williams Pro-Cryl Universal Primer. (MPI #107)
 - 2) Substitutions: See Section 01 60 00 - Product Requirements

2.4 ACCESSORY MATERIALS

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- C. Test shop-applied primer for compatibility with subsequent cover materials.
- D. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces is below the following maximums:
 - 1. Gypsum Wallboard: 12 percent.

3.2 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- D. Seal surfaces that might cause bleed through or staining of topcoat.
- E. Remove mildew from impervious surfaces by scrubbing with solution of tetra-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.
 - 1. Prepare surface as recommended by top coat manufacturer and in accordance with SSPC-SP 13/NACE No.6.
 - 2. Remove efflorescence and chalk. Do not coat surfaces if moisture content, alkalinity of surfaces, or if alkalinity of mortar joints exceed that permitted in manufacturer's written instructions. Allow to dry.
 - 3. Prepare surface as recommended by top coat manufacturer.
- F. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.
 - 1. Remove surface contamination and oils and wash with solvent according to SSPC-SP 1.

3.3 APPLICATION

- A. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".
- B. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
- C. Apply each coat to uniform appearance in thicknesses specified by manufacturer.
- D. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
- E. Wood to Receive Transparent Finishes: See Section 09 93 00.
- F. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.4 FIELD QUALITY CONTROL

- A. See Section 01 40 00 - Quality Requirements, for general requirements for field inspection.

3.5 CLEANING

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

3.6 PROTECTION

- A. Protect finishes until completion of project.
- B. Touch-up damaged finishes after Substantial Completion.

END OF SECTION

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SECTION 10 44 00 - FIRE PROTECTION SPECIALTIES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SECTION INCLUDES

- A. Fire extinguishers.
- B. Accessories.

1.3 RELATED REQUIREMENTS

- A. Section 06 10 00 - Rough Carpentry: Wood blocking product and execution requirements.
- B. Section 06 20 00 - Finish Carpentry: Installation.

1.4 REFERENCE STANDARDS

- A. FM (AG) - FM Approval Guide; Current Edition.
- B. NFPA 10 - Standard for Portable Fire Extinguishers; 2022.
- C. UL (DIR) - Online Certifications Directory; Current Edition.

1.5 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.6 SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Product Data: Provide extinguisher operational features, extinguisher ratings and classifications, color and finish, anchorage details, and installation instructions.
- C. Shop Drawings: Indicate locations of cabinets, cabinet physical dimensions, rough-in measurements for recessed cabinets, locations of individual fire extinguishers, mounting measurements for wall bracket, installation procedures, and accessories required for complete installation.
- D. Manufacturer's Installation Instructions: Indicate special criteria and wall opening coordination requirements.
- E. Manufacturer's Certificate: Certify that products meet or exceed specified requirements.
- F. Maintenance Data: Include test, refill or recharge schedules and re-certification requirements.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers listed whose products meet or exceed the specifications are approved for use in the Work. Other manufacturers must have a minimum of five (5) years' experience manufacturing products meeting or exceeding the specifications and comply with Division 01 requirements regarding substitutions to be considered.
- B. Fire Extinguishers:
 1. Activar Construction Products Group, Inc. - JL Industries; Cosmic Extinguisher - Multipurpose Chemical: www.activarcpg.com/#sle.
 2. Substitutions: See Section 016000 - Product Requirements for substitution procedures.

2.2 FIRE EXTINGUISHERS

- A. Fire Extinguishers - General: Comply with product requirements of NFPA 10 and applicable codes, whichever is more stringent.
- B. Multipurpose Dry Chemical Type Fire Extinguishers: Carbon steel tank
 - 1. Class: A:B:C type.
 - 2. Size: 10 pound (4.54 kg).
 - 3. Finish: Baked polyester powder coat, color as selected.
 - 4. Temperature range: Minus 40 degrees F (Minus 40 degrees C) to 120 degrees F (49 degrees C).

2.3 ACCESSORIES

- A. Extinguisher Brackets: Formed steel, chrome-plated.
- B. Lettering: "FIRE EXTINGUISHER" decal, or vinyl self-adhering, prespaced black lettering in accordance with authorities having jurisdiction (AHJ).

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install cabinets plumb and level in wall opening as indicated on drawings.
- C. Secure rigidly in place.
- D. Place extinguishers on wall brackets.

3.2 MAINTENANCE

- A. See Section 01 77 00 Closeout Procedures, for additional requirements relating to maintenance service.

END OF SECTION

SECTION 13 34 19 - METAL BUILDING SYSTEMS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Manufacturer-engineered, shop-fabricated structural steel building frame.
- B. Insulated Metal wall and roof panels including gutters and downspouts.
- C. Exterior doors and overhead doors.

1.2 RELATED REQUIREMENTS

- A. Section 07 92 00 - Joint Sealants: Sealing joints between accessory components and wall system.
- B. Section 08 11 13 - Hollow Metal Doors and Frames.
- C. Section 08 33 23 - Overhead Coiling Door.

1.3 REFERENCE STANDARDS

- A. AISC 360 - Specification for Structural Steel Buildings; 2022, with Errata (2025).
- B. ASTM A36/A36M - Standard Specification for Carbon Structural Steel; 2019.
- C. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware; 2023.
- D. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2023.
- E. ASTM C1107/C1107M - Standard Specification for Packaged Dry, Hydraulic-Cement Grout (Nonshrink); 2020.
- F. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2024.
- G. ASTM E96/E96M - Standard Test Methods for Gravimetric Determination of Water Vapor Transmission Rate of Materials; 2024a.
- H. ASTM F1554 - Standard Specification for Anchor Bolts, Steel, 36, 55, and 105-ksi Yield Strength; 2020.
- I. ASTM F3125/F3125M - Standard Specification for High Strength Structural Bolts and Assemblies, Steel and Alloy Steel, Heat Treated, Inch Dimensions 120 ksi and 150 ksi Minimum Tensile Strength, and Metric Dimensions 830 MPa and 1040 MPa Minimum Tensile Strength; 2023.
- J. AWS A2.4 - Standard Symbols for Welding, Brazing, and Nondestructive Examination; 2020.
- K. AWS B2.1/B2.1M - Specification for Welding Procedure and Performance Qualification; 2021, with Errata (2023).
- L. IAS AC472 - Accreditation Criteria for Inspection Programs for Manufacturers of Metal Building Systems; 2024.
- M. MBMA (MBSM) - Metal Building Systems Manual; 2024.
- N. SSPC-Paint 20 - Zinc-Rich Coating (Type I - Inorganic, and Type II - Organic); 2019.

1.4 REFERENCES

- A. Refer to specification Section 014100 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 ADMINISTRATIVE REQUIREMENTS

- A. Preinstallation Meeting: Convene one week before starting work of this section.

1.6 SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 – Product Requirements for submittal procedures.
- B. Product Data: Provide data on profiles, component dimensions, fasteners.
- C. Shop Drawings: Indicate assembly dimensions, locations of structural members, connections; wall and roof system dimensions, panel layout, general construction details, anchors and methods of anchorage, and installation; framing anchor bolt settings, sizes, locations from datum, and foundation loads; indicate welded connections with AWS A2.4 welding symbols; indicate net weld lengths; provide professional seal and signature.
- D. Samples: Submit two samples of precoated metal panels for each color selected illustrating color and texture of finish.
- E. Manufacturer's Instructions: Indicate preparation requirements, anchor bolt placement.
- F. Erection Drawings: Indicate members by label, assembly sequence, and temporary erection bracing.
- G. Designer's Qualification Statement.
- H. Manufacturer's Qualification Statement: Provide documentation showing metal building manufacturer is accredited under IAS AC472.
 1. Include statement that manufacturer designs and fabricates metal building system as integrated components and assemblies, including but not limited to primary structural members, secondary members, joints, roof, and wall cladding components specifically designed to support and transfer loads and properly assembled components form a complete or partial building shell.
- I. Erector's Qualification Statement.
- J. Welders' Qualification Statement: Welders' certificates in accordance with AWS B2.1/B2.1M and dated no more than 12 months before start of scheduled welding work.

1.7 QUALITY ASSURANCE

- A. Designer Qualifications: Design structural components, develop shop drawings, and perform shop and site work under direct supervision of a Professional Structural Engineer experienced in design of this type of work.
 1. Design Engineer Qualifications: Licensed in the State in which the Project is located.
 2. Comply with applicable code for submission of design calculations as required for acquiring permits.
- B. Manufacturer Qualifications: Company specializing in the manufacture of products similar to those required for this project.
 1. Not less than three years of documented experience.
- C. Erector Qualifications: Company specializing in performing the work of this section approved by manufacturer.

1.8 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Correct defective Work within a five year period after Date of Substantial Completion.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Metal Buildings Systems:
 1. Butler Manufacturing Company: www.butlermfg.com/#sle.
 2. Ceco Building Systems: www.cecobuildings.com/#sle.
 3. American Metal Buildings: www.americanmetalbuildings.com.

4. Allied Steel Buildings: www.alliedbuildings.com.
5. Nucor Building Systems: www.nucorbuildingsystems.com/#sle.
6. VP Buildings: www.vp.com/#sle.
7. Substitutions: See Section 01 60 00 - Product Requirements.

2.2 ASSEMBLIES

- A. Single span rigid frame.
- B. Bay Spacing: 25 ft (7.62 m).
- C. Primary Framing: Rigid frame of rafter beams and columns, braced end frames and end wall columns, and wind bracing.
- D. Secondary Framing: Purlins and Girts, and other items detailed.
- E. Wall System: Preformed metal panels of vertical profile, with sub-girt framing/anchorage assembly and insulation, and accessory components.
- F. Roof System: Preformed metal panels oriented parallel to slope, with sub-girt framing/anchorage assembly and insulation, and accessory components.
- G. Roof Slope: As indicated on Drawings.

2.3 PERFORMANCE REQUIREMENTS

- A. Installed Thermal Resistance of Wall System: R-value of 19.
- B. Installed Thermal Resistance of Roof System: R-value of 30.
- C. Design structural members to withstand dead load, and design loads due to pressure and suction of wind calculated in accordance with applicable code.
- D. Provide drainage to exterior for water entering or condensation occurring within wall or roof system.
- E. Permit movement of components without buckling, failure of joint seals, undue stress on fasteners or other detrimental effects, when subject to temperature range of 100 degrees F.

2.4 MATERIALS - FRAMING

- A. Structural Steel Members: ASTM A36/A36M.
- B. Anchor Bolts: ASTM F1554, Grade 36, Class 1A, with no preference for protective coating.
- C. Bolts, Nuts, and Washers: ASTM F3125/F3125M, Type 1; galvanized to ASTM A153/A153M.
- D. Primer: SSPC-Paint 20 zinc rich.
- E. Grout: ASTM C1107/C1107M; Non-shrink; premixed compound consisting of non-metallic aggregate, cement, water reducing and plasticizing agents.
 1. Minimum Compressive Strength at 48 Hours: 2,000 pounds per square inch (13.7 MPa).
 2. Minimum Compressive Strength at 28 Days: 7,000 pounds per square inch (48 MPa).

2.5 MATERIALS - WALLS AND ROOF

- A. Steel Sheet: Hot-dipped galvanized steel sheet, ASTM A653/A653M, Designation SS (structural steel), Grade 33 (230), with G90/Z275 coating.
- B. Insulation: Batt glass fiber type, faced with reinforced white vinyl, ASTM E84 Class A, flame spread index of 25 or less where exposed, friction fit, thickness as required to achieve R-values indicated.
- C. Metal Building Type, Factory Applied, Vapor-Barrier Insulation Facings: Water vapor permeance no greater than 0.10 perm (5.7 ng/(Pa s sq m)) when tested in accordance with ASTM E96/E96M; flame spread index of 25 or less, and smoke developed index of 40 or less when tested in accordance with ASTM E84.
- D. Joint Seal Gaskets: Manufacturer's standard type.

- E. Fasteners: Manufacturer's standard type, galvanized to comply with requirements of ASTM A153/A153M, finish to match adjacent surfaces when exterior exposed.
- F. Bituminous Paint: Asphaltic type.
- G. Sealant: Manufacturer's standard type.
- H. Trim, Closure Pieces, Caps, Flashings, Gutters, Downspouts, Fascias and Infills: Same material, thickness and finish as exterior sheets; brake formed to required profiles.

2.6 COMPONENTS

- A. Doors and Frames: See Section 08 11 13.
- B. Overhead Coiling Doors: See Section 08 33 23.

2.7 FABRICATION - FRAMING

- A. Fabricate members in accordance with AISC 360 for plate, bar, tube, or rolled structural shapes.
- B. Anchor Bolts: Formed with bent shank, assembled with template for casting into concrete.
- C. Provide wall opening framing for doors, windows, and other accessory components.

2.8 FABRICATION - WALL AND ROOF PANELS

- A. Siding: Profile as selected by Architect from manufacturer's full line. Thickness as required to meet applicable codes
- B. Roofing: Profile as selected by Architect from manufacturer's full line. Thickness as required to meet applicable codes.
- C. Girts/Purlins: Rolled formed structural shape to receive siding, roofing and liner sheet.
- D. Internal and External Corners: Same material thickness and finish as adjacent material, profile brake formed to required angles. Back brace mitered internal corners.
- E. Flashings, Closure Pieces, Fascia: Same material and finish as adjacent material, profile to suit system.
- F. Fasteners: To maintain load requirements and weather tight installation, same finish as cladding, non-corrosive type.

2.9 FABRICATION - GUTTERS AND DOWNSPOUTS

- A. Fabricate of same material and finish as roofing metal.
- B. Form gutters and downspouts of Rectangular profile and size indicated to collect and remove water. Fabricate with connection pieces.
- C. Form sections in maximum possible lengths. Hem exposed edges. Allow for expansion at joints.
- D. Fabricate support straps of same material and finish as roofing metal, color as selected.

2.10 FINISHES

- A. Framing Members: Clean, prepare, and shop prime. Do not prime surfaces to be field welded.
- B. Exterior Surfaces of Wall Components and Accessories: Precoated enamel on steel of modified silicone finish, color as selected from manufacturer's standard range.
- C. Interior Surfaces of Wall Components and Accessories: Precoated enamel on steel of modified silicone finish, color as selected from manufacturer's standard range.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that foundation, floor slab, mechanical and electrical utilities, and placed anchors are in correct position

3.2 ERECTION - FRAMING

- A. Erect framing in accordance with AISC 360.
- B. Provide for erection and wind loads. Provide temporary bracing to maintain structure plumb and in alignment until completion of erection and installation of permanent bracing. Locate braced bays as indicated.
- C. Set column base plates with non-shrink grout to achieve full plate bearing.
- D. Do not field cut or alter structural members without approval.
- E. After erection, prime welds, abrasions, and surfaces not shop primed.

3.3 ERECTION - WALL AND ROOF PANELS

- A. Install in accordance with manufacturer's instructions.
- B. Exercise care when cutting prefinished material to ensure cuttings do not remain on finish surface.
- C. Fasten cladding system to structural supports, aligned level and plumb.
- D. Locate end laps over supports. End laps minimum 2 inches (50 mm). Place side laps over bearing.
- E. Provide expansion joints where indicated.
- F. Use concealed fasteners.
- G. Install insulation and vapor retarder.
- H. Install sealant and gaskets, providing weather tight installation.

3.4 ERECTION - GUTTERS AND DOWNSPOUTS

- A. Rigidly support and secure components. Join lengths with formed seams sealed watertight. Flash and seal gutters to downspouts.
- B. Slope gutters minimum 1/4 inch/ft.
- C. Install splash pans under each downspout.

3.5 INSTALLATION - ACCESSORY COMPONENTS IN WALL SYSTEM

- A. Install door frames, doors, and overhead doors in accordance with manufacturer's instructions.

3.6 TOLERANCES

- A. Framing Members: 1/4 inch (6 mm) from level; 1/8 inch (3 mm) from plumb.
- B. Siding and Roofing: 1/8 inch (3 mm) from true position.

END OF SECTION

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SECTION 31 31 16 - TERMITE CONTROL

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the General Conditions, Supplementary Conditions, Drawings, Specifications and the Sections included under Division 1, General Requirements and References are included as a part of this Section as though bound herein.

1.2 SUMMARY

- A. Provide soil treatment for termite control below grade as specified.

1.3 REFERENCE STANDARDS

- A. Environmental Protection Agency.
- B. South Carolina Department of Pesticide Regulation.
- C. South Carolina Title 46, Chapter 13.

1.4 REFERENCES

- A. Refer to specification Section 01 41 00 - Regulatory Requirements for code requirements and code standards applicable to all materials and work necessary to complete the scope of work.

1.5 ACTION SUBMITTALS

- A. See Section 013000 – Administrative Requirements and Section 016000 - Product Requirements for submittal procedures.
- B. Submit four-copies of manufacturer's technical data and application instructions.
- C. Include toxicants, composition by percentage, dilution schedule, and intended application rate.
- D. Submit copy of Safety Data Sheet.

1.6 QUALITY ASSURANCE

- A. In addition to the requirements of these specifications, comply with manufacturer's instructions and recommendations for the work, including preparation of substrate and application.
- B. Engage a professional pest control operator, licensed by the State of South Carolina for application of soil treatment solution.
- C. Installation must comply with the latest version of SC Title 46, Chapter 13.

1.7 JOB CONDITIONS

- A. Do not apply soil treatment solution until excavating, filling and grading operations are completed except as otherwise required in construction operations.
- B. Ensure penetration; do not apply soil treatment during inclement weather.
- C. Comply with other handling and application instructions of the soil toxicant manufacturer.

1.8 GUARANTEE

- A. Furnish four-copies of written guarantee certifying that the applied soil poisoning treatment will prevent the infestation of subterranean termites for warranty period.
 - 1. If subterranean termite activity is discovered during the guarantee period, the Contractor is responsible for re-treat of the soil and repair or replace of damage to the building and its contents caused by termite infestation.
- B. Provide guarantee for a period of 5-years.
- C. The Owner reserves the right to renew warranty for an additional 5-year at an additional cost.

1.9 PROJECT CLOSEOUT

- A. Record the moisture content of soil before application, date, and rate of application, areas of application, diary of toxicity meter readings and corresponding soil coverage.

PART 2 PRODUCTS

2.1 SOIL TREATMENT SOLUTION

- A. Conform to applicable code for requirements and for application in accordance with EPA and South Carolina Department of Agriculture & Consumer Services approved emulsible concentrate insecticide for dilution with water, specially formulated to prevent infestation by termites.
- B. Fuel oil is not permitted as a diluent.
- C. Other solutions acceptable to local governing authorities and the EPA may be used.
 1. Use only soil treatment solutions, which are not injurious to planting.

PART 3 EXECUTION

3.1 INSPECTION

- A. Before applying soil treatment for termites, examine areas and conditions; notify the Architect in writing of conditions detrimental to the proper and timely completion of the work.
 1. Do not proceed with the work until conditions are satisfactory.
- B. Verify that final grading is complete.

3.2 APPLICATION

- A. Surface Preparation:
 1. Remove foreign matter that could decrease effectiveness of treatment on areas to be treated.
 2. Loosen, rake and level soil-requiring treatment, except previously compacted areas under slabs and foundations.
- B. Application Rates: Apply soil treatment solution as specified and in strict accordance with Manufacturer's recommendation for mixing and application.
 1. Allow not less than 12 hours for drying after application, before beginning concrete placement or other construction activities.
 2. Termite spray shall extend 2-foot minimum from exterior facade of building(s) and 1-foot high vertically from the ground.
 3. Post signs in the areas of application warning workers of soil poisoning.
 - a. Remove signs before other construction covers the treated area.
 4. Reapply soil treatment solution to areas disturbed by subsequent excavation or other construction activities following initial application.

END OF SECTION