

**CONTRACT DOCUMENTS
AND
SPECIFICATIONS
FOR
PROJECT NO. SP 21-8
MOHAWK FILTER PRESS BUILDING ROOF
REPLACEMENT**

ATTENDANCE AT PRE-BID CONFERENCE IS MANDATORY

PREPARED BY:
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ERIC LEE, DIRECTOR

Account Numbers: 2334B00016.Building.Water.7400N.74003300-541104
2434B00016.Building.Water.7400N.74003300-541104

Public Works Department
175 East 2nd Street, Suite 261
Tulsa, Oklahoma 74103
(918) 596-9637

CONTRACT DOCUMENTS

PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

DEPARTMENT OF CITY EXPERIENCE

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**NOTICE TO BIDDERS
SEALED BIDS FOR
PROJECT NO. SP 21-8**

Notice is hereby given that pursuant to an order by the Tulsa Metropolitan Utility Authority, a Public Trust, sealed bids will be received in Room 260 of the Office of the City Clerk, City of Tulsa, 175 E. 2nd Street, Tulsa, Oklahoma 74103 until **8:30 a.m., 16th day of October, 2026** for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

**PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING
ROOF REPLACEMENT**

The entire cost of the improvement shall be paid from Account No.
2334B00016.Building.Water.7400N.74003300-541104
2434B00016.Building.Water.7400N.74003300-541104

A **MANDATORY** Pre-Bid Conference is scheduled for
Tuesday, September 22nd, 2026 at 9:00 a.m. and will be held
through video conferencing with Microsoft Teams, invitation
presented on the City of Tulsa's website at this link:
<https://www.cityoftulsa.org/government/departments/engineering-services/construction-bids/>

Attendance at the Pre-Bid Conference is MANDATORY. Bids will not be received from contractors who did not attend the Pre-Bid Conference.

Bids will be accepted by the City Clerk from the holder of valid pre-qualification certificates from the City of Tulsa in one or more of the following classifications: **A or B.**

Drawings, specifications and contract documents for construction of said public improvements of the said project have been adopted by the Mayor of said City. Copies of same may be obtained at the Office of Contract Administration, 175 E. 2nd St., 13th Floor, Tulsa, OK 74103 for a non-refundable fee in the amount of **\$50.00** made payable to the Tulsa Metropolitan Utility Authority by check or money order.

Contract requirements shall include compliance as required by law pertaining to the practice of non-discrimination in employment. Attention is called to Resolution No. 18145 of August 23, 1988, requiring bidders to commit to the goal of employing on the project at least fifty percent bona fide residents of the City of Tulsa and/or MSA in each employment classification.

Attention is called to Resolution 7404 of November 8, 2006, requiring bidders, their subcontractors and their lower-tier subcontractors to hire only citizens of the United States.

The Authority, acting on behalf of the City of Tulsa, is exempt from the payment of any sales or use taxes, and pursuant to Title 68 O.S. Section 1356(10), direct vendors to the Authority are also exempt from those taxes. A bidder may exclude from his bid appropriate sales taxes which he will not have to pay while acting for and on behalf of the Tulsa Metropolitan Utility Authority. See Contract Article IIB.

A Certified or Cashier's Check or Bidder's Surety Bond, in the sum of 5% of the amount of the bid will be required from each bidder to be retained as liquidated damages in the event the successful bidder fails, neglects or refuses to enter into said contract for the construction of said public improvements for said project and furnish the necessary bonds within thirty days from and after the date the award is made.

The bidder to whom a contract is awarded will be required to furnish public liability and workmen's compensation insurance; Performance, Statutory, and Maintenance bonds acceptable to the Authority, in conformity with the requirements of the proposed contract documents. The Performance, Statutory, and Maintenance bonds shall be for one hundred percent (100%) of the contract price.

The bidding for this project is subject to a local preference law as defined in Oklahoma Statutes, Title 61, Section 103. For purposes of Section 103 a "local bid" means a bid submitted by a business entity that is authorized to do business in the State of Oklahoma and maintains its primary office or principal place of business within the State of Oklahoma. If the conditions outlined in Title 61 are met, The City of Tulsa must select the second lowest bid if within 5% of the lowest bid and the second lowest bid is a local bid and the lowest bid is not a local bid (i.e. non-local/out of state). Accordingly, when the local bid is required to be selected under the State law, the local bidder must agree to do the work at the lowest bid price to be awarded the project.

All bids will be opened and considered by the Bid Committee of said City at a meeting of said Committee to be held in the City Council Room of City Hall, 175 E. 2nd Street, in said City at 9:00 a.m. on the 16th day of October, 2026.

Dated at Tulsa, Oklahoma, this 11th day of September, 2026.

(SEAL)

Lou Reynolds
Tulsa Metropolitan Utility Authority

INSTRUCTIONS TO BIDDERS

B-1. BIDS

Each bid Proposal shall be completed, signed, and submitted. No alterations, additions, or erasures shall be made on the Proposal. Erroneous entries shall be lined out, initialed by the bidder, and the correct entry inserted. The unit price bid must cover all expense for furnishing the labor, materials, tools, equipment, and apparatus of every description to construct, erect, and furnish all work required by and in conformance with the Drawings and Specifications.

Each bid shall be enclosed in a sealed envelope addressed to the Tulsa Metropolitan Utility Authority, 175 E. 2nd Street, Room 260, City Hall, Tulsa, Oklahoma, identified on the outside with the words:

PROJECT NO. SP 21-8 Mohawk Filter Press Building Roof Replacement

Pre-qualification Certificate Number _____.

And shall be filed with the City Clerk in Room 260, City Hall.

All addenda to the contract documents should be denoted on the last page of the Proposal in the space provided.

B-2. BID SECURITY

Each bid shall be accompanied by a cashier's check, a certified check, or bidder's bond, in the amount of five percent (5%) of the total amount bid.

The bid security shall be made payable, without condition, to the Tulsa Metropolitan Utility Authority, Oklahoma. The bid security may be retained by and shall be forfeited to the Authority as liquidated damages if the bid is accepted, a contract based thereon is awarded, and the bidder fails to enter into a contract in the form prescribed, with legally responsible sureties, within thirty (30) days after such award is made by the Authority.

B-3 RETURN OF BID SECURITY

The bid security of each unsuccessful bidder will be returned when his bid is rejected. The bid security of the bidder to whom the contract is awarded will be returned when he executes a contract and files satisfactory bonds. The bid security of the second lowest responsible bidder may be retained for a period of time not to exceed sixty (60) days pending the execution of the contract and bonds by the successful bidder.

B-4 WITHDRAWAL OF BIDS

No bidder may withdraw his bid for sixty (60) days after the date and hour set for the opening. A bidder may withdraw his bid any time prior to expiration of the period during which bids may be submitted by making a written request signed in the same manner and by the same person who signed the Proposal.

B-5 REJECTION OF BIDS

Bids received more than ninety-six (96) hours before the time set for opening bids, excluding Saturdays, Sundays, and holidays, as well as bids received after the time set for opening bids, will not be considered and will be returned unopened.

The Tulsa Metropolitan Utility Authority reserves the right to reject any and all bids when such rejection is in the best interest of the Tulsa Metropolitan Utility Authority. All bids are received subject to this stipulation and the Authority reserves the right to decide which bidder shall be deemed lowest responsible bidder.

A violation of any of the following provisions by a bidder shall be sufficient reason for rejecting bidder's bid, or shall make any contract between the Tulsa Metropolitan Utility Authority and the Contractor that is based on bidder's bid, null and void: divulging the information in said bid before the bids have been opened; submission of a bid which is incomplete, unbalanced, obscure, incorrect, or which has conditional clauses, additions, or irregularities of any kind not in the original proposal form, or which is not in compliance with the Instruction to Bidders and published Notice to Bidders, or which is made in collusion with another bidder. The Authority shall have the right to waive any immaterial defects or irregularities in any bid received.

B-6 DISQUALIFICATION OF BIDDERS

No contract will be awarded to any person or persons, firm, partnership, company, or corporation which is in arrears to the Authority upon any debt of contract, or in default as surety or otherwise upon any obligation to the Authority.

B-7 SIGNATURE OF BIDDERS

Each bid shall be properly signed with the full name of the company or individual submitting the bid, the bidder's address, and the name and title of all persons signing printed below their signature lines. Bids by partnerships shall be signed with the partnership name followed by the signature and title of one of the partners. Bids by corporations shall be signed with the name of the corporation followed by the signature and title of the president, vice president, chairman, or vice chairman of the Board of Directors with attestation by the corporate secretary or assistant corporate secretary. Bids by joint ventures shall be signed by each participant in the joint venture. Bids by limited liability companies shall be signed with the name of the limited liability company followed by the signature and title of the Manager or Managing Member. Bid by limited partnerships shall

be signed with the name of the limited partnership followed by the signature of the general partner. Note: The signature requirements listed above are for Oklahoma entities; entities organized in other states must follow the law of the state in which they are organized.

A bid by a person who affixes to his signature the word "President", "Manager", "General Partner", "Agent", or other title, without disclosing the name of the company for which he is signing, may be held to be the bid of the individual signing.

B-8 INTERPRETATION OF CONTRACT DOCUMENTS

If any bidder who contemplates submitting a bid is in doubt as to the true meaning of any part of the drawing, specifications, or other proposed contract documents, bidder may submit to Contract Administration and the Engineer a written request for interpretation thereof. The person submitting the request shall be responsible for its prompt delivery. Interpretation of the proposed contract documents will be made only by addendum. The addendum will be posted on the Tulsa Metropolitan Utility Authority website and emailed to all the pre-bid attendees. The Authority will not be responsible for any other explanations or interpretations of the proposed contract documents.

B-9 LOCAL CONDITIONS AFFECTING WORK

Each bidder shall visit the site of the work and shall completely inform himself relative to construction hazards and procedure, labor, and all other conditions and factors, local and otherwise, which would affect prosecution and completion of the work and its cost. Such considerations shall include the arrangement and condition of existing structures and facilities, the procedure necessary for maintenance of uninterrupted operation of existing structures and facilities, the availability and cost for labor, and facilities for transportation, handling, and storage of materials and equipment. All such factors shall be properly investigated and considered in the preparation of the bid. There will be no subsequent financial adjustment for lack of such prior information.

B-10 TIME OF COMPLETION

The time of completion is an essential part of the contract and it will be necessary for each bidder to satisfy the Authority of his ability to complete the work within the allowable time set forth in the Bid Form. For all projects that will impact the public, a public meeting is required before any work is done. In this connection, attention is directed to the provisions of the General Conditions and Special Conditions relative to delays, extension of time, and liquidated damages.

B-11 QUALIFICATION OF BIDDERS

No bid will be received and filed by the City Clerk of the Tulsa Metropolitan Utility Authority unless the person submitting the bid has been pre-qualified as provided

by ordinance, and is the holder of a current certificate of Pre-qualification in force and effect on the date such bid is to be submitted and filed.

B-12 TAXES AND PERMITS

Attention is directed to the requirements of the General Conditions regarding payment of taxes and obtaining permits. Contractor shall comply with all zoning ordinances of the City, as provided in the Tulsa Zoning Code, Title 42 Tulsa Revised Ordinances and conform with all zoning requirements established by the Tulsa Metropolitan Area Planning Commission and the Board of Adjustment. Contractor can call the Indian Nations Council of Governments (INCOG) at (918) 584-7526, to determine if any zoning requirements must be met.

B-13 OKLAHOMA LEGAL REQUIREMENTS

The Contractor must comply with the Oklahoma Scaffolding Law, 40 Oklahoma Statutes, Sections 174 - 177, which cover erection and use of scaffolds, hoists, cranes, stays, ladders, supports, or other mechanical contrivances.

In accordance with Oklahoma Statutes, Title 68, Section 1701-1707, before commencing any work pursuant to this contract, any nonresident contractor shall give written notice by certified mail, return receipt requested, to the Oklahoma Tax Commission, the Oklahoma Employment Security Commission, the Workers Compensation Court, and the county assessor of each county in which work will be performed. The notices shall comply with the requirements set forth in said statute.

B-14 BONDS

The bidder to whom a contract is awarded will be required to furnish bonds as follows:

- a. Performance Bond – A Performance Bond to the Authority in an amount equal to one hundred percent (100%) of the Contract price.
- b. Statutory Bond – A Statutory Bond to the State of Oklahoma in an amount equal to one hundred percent (100%) of the contract price.
- c. Maintenance Bond – A Maintenance Bond to the Authority in an amount equal to one hundred percent (100%) of the contract price.

The bonds shall be executed on the forms included in the contract documents by a surety company authorized to do business in the State of Oklahoma and acceptable as Surety to the Tulsa Metropolitan Utility Authority.

Accompanying the bonds shall be a "Power-of-Attorney" authorizing the attorney-in-fact to bind the Surety Company and certified to include the dates of the bonds.

B-15 BOUND COPY OF CONTRACT DOCUMENTS

Bound contract documents are no longer required.

B-16 EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS

Each bidder agrees to comply with the terms of Title 5, Chapter 1, Section 111, of the Tulsa Revised Ordinances relating to Non-Discrimination.

B-17 BASIS FOR AWARD OF CONTRACT

The basis for award of a contract shall be the total base bid submitted by the lowest responsible bidder unless otherwise directed in the form of proposal. The Tulsa Metropolitan Utility Authority reserves the right to withhold the awarding of a contract for a reasonable period of time from the date of opening of bids. The awarding of a contract upon a successful bid shall give the bidder no right or action or claim against the Tulsa Metropolitan Utility Authority upon such contract until the same shall have been reduced to writing and duly signed by the contracting parties. The award of a contract will not be completed until the contract is duly executed and the necessary bonds and insurance approved.

B-18 TIME FOR AWARDING OF CONTRACT

The awarding of a contract to the lowest responsible bidder will be made within thirty (30) days after the opening of bids unless the Tulsa Metropolitan Utility Authority by formal recorded action and for good cause shown, provides for a reasonable extension to that period, which extension period shall not in any event exceed fifteen (15) days where only state or local funds are involved, or not to exceed ninety (90) days on any award of contract for the construction of public improvements where funds are utilized which are furnished by an agency of the federal government.

B-19 SAFETY AND HEALTH REGULATIONS

Bidders should note that they are subject to "Safety and Health Regulations for Construction", Chapter XVII of Title 29, CFR, Part 1926 and that compliance, review and enforcement are the responsibility of the U.S. Department of Labor.

The Contractor is fully responsible for the safety of the work site and is expected to train their employees in all applicable safety issues. This should include but not be limited to: trench safety, confined space entry, head protection, etc. In accordance with construction contracts with the City, Authority, Board, or Commission, all applicable Labor and OSHA safety regulations must be followed.

Work sites must be monitored by the Contractor and safety provisions enforced. Contractors are asked to ensure that all employees are properly informed and trained in construction, work site safety.

B-20 VENDORS AND SUBCONTRACTOR IDENTIFICATION

Where Vendor and Subcontractor Identification Questionnaires are included in the bid documents, each bidder shall submit the Questionnaire directly to the Engineer no later than 5:00 p.m. on the first working day following the bid opening. Failure to submit the questionnaire may render the bid unresponsive and not eligible for award. The award of the Contract will be subject to the acceptability of the vendors and subcontractors listed. If an award is made, the vendors and subcontractors listed on the questionnaire shall be used on the project. No changes in the vendor and subcontractor list will be permitted unless prior consent is obtained from the Engineer.

B-21 U.S. ENVIRONMENTAL PROTECTION AGENCY NPDES REQUIREMENTS FOR STORMWATER DISCHARGES

The bidder's attention is directed to U.S. Environmental Protection Agency (EPA) NPDES requirements for stormwater discharges. The Contractor shall be responsible for filing a Notice of Intent and development and implementation of a Stormwater Pollution Prevention Plan (PPP).

B-22 AMERICANS WITH DISABILITIES ACT

The Contractor shall take the necessary actions to ensure its facilities are in compliance with the requirements of the Americans with Disabilities Act (ADA). It is understood that the program of the Contractor is not a program or activity of the Tulsa Metropolitan Utility Authority. The Contractor agrees that its program or activity will comply with the requirements of the ADA. Any costs of such compliance will be the responsibility of the Contractor. Under no circumstances will the Contractor conduct any activity, which it deems non-compliant with the ADA.

RESOLUTION NO. 18145

A RESOLUTION REQUIRING THE INCLUSION IN PLANS AND SPECIFICATIONS FOR PUBLIC IMPROVEMENT CONTRACTS OF PROVISIONS PROVIDING FOR THE EMPLOYMENT OF BONA FIDE RESIDENTS OF THE CITY OF TULSA; AND/OR THE MSA; ALSO PROVIDING THAT AT LEAST OF FIFTY PERCENT (50%) OF EACH CLASS OF EMPLOYEES USED ON A PROJECT BE BONA FIDE RESIDENTS OF THE CITY OF TULSA AND/OR THE MSA; THAT THE DIRECTOR OF THE DEPARTMENT OF HUMAN RIGHTS IS CHARGED WITH ENSURING THAT ALL BIDS FOR PUBLIC CONSTRUCTION CONTRACTS COMPLY WITH THIS RESOLUTION; AND DECLARING AN EMERGENCY.

WHEREAS, City of Tulsa, Oklahoma, desires to achieve a goal of full employment.

WHEREAS, it is necessary for the protection of the health, safety and welfare of all residents of the City of Tulsa, Oklahoma, to accomplish this goal.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TULSA, OKLAHOMA:

SECTION 1. The City of Tulsa is committed to the policy of achieving full employment of its citizens by encouraging the employment of bona fide Tulsa and MSA residents in public improvement contracts.

SECTION 2. Definitions. The definitions of certain terms used in this resolution are as follows:

- a. "Bidding Documents" or "Bid" means the bid notice, plans and specifications, bidding form, bidding instructions, special provisions and all other written instruments prepared by or on behalf of an awarding public agency for use by prospective bidders on a public construction contract.
- b. (i) "Bona Fide Residents" shall include only those persons who are either registered to vote in the City of Tulsa or who have resided within the city limits for at least six months, or who have purchased a permanent residence within the city limits or who have leased a residence for at least a six month term. Residency may be further determined by a valid Oklahoma driver's license, a current Oklahoma license tag, and a valid Oklahoma automobile inspection sticker. (ii) Bona fide residents of MSA shall include only those persons who are registered to vote in outlying MSA areas or who have resided within the outlying MSA area for at least six months, or who have purchased a permanent residence within the outlying MSA areas or who have leased a residence for at least a six month term. Residency may be further determined by a valid Oklahoma driver's license, a current Oklahoma license tag, and a valid Oklahoma automobile inspection sticker.
- c. "Public Construction Contract" or "Contract" means any contract exceeding Seven Thousand Five Hundred Dollars (\$7,500.00) in amount, awarded by the City of Tulsa for the purpose of making any public improvements or constructing any public building or making repairs to the same.
- d. "Public Improvement" means any beneficial or valuable change or addition, betterment, enhancement or amelioration of or upon any real property, or interest therein, belonging to the City of Tulsa, intended to enhance its value, beauty or utility or to adapt it to new or further purposes. The term does not include the direct purchase of materials, equipment or supplies by the City of Tulsa.

CITY OF TULSA
FILED
AUG 23 1988
A.M. P.M.
Office of City Auditor
By _____

- e. "MSA". All of the land areas composed of Creek County, Osage County, Rogers County, Tulsa County and Wagoner County.

SECTION 3. Residency Requirements of Contractor's Employees. Every employee and/or agent of the City of Tulsa, Oklahoma, charged or involved with the preparation of plans and specifications for any public improvement funded in whole or in part with funds of the City of Tulsa, is hereby charged to include in said plans and specifications the following provisions which shall be binding upon the successful bidders:

- a. Each bid shall be accompanied by a sworn statement that the bidder is committed to the goal of employing at least 50% bona fide residents of the City of Tulsa and/or the MSA in each classification as determined by the Oklahoma Commissioner of Labor.
- b. The successful bidder will be responsible for having like requirements placed upon any subcontractor.
- c. The successful bidder will submit to the Director or his designated representative of the Department of Human Rights any compliance reports involving the bidder and its subcontractors required by Title 31, Chapter 1, Section 9, of the Tulsa Revised Ordinances. The reports shall include information about the residence of each employee in each laboring and trade class applicable to any City project.

SECTION 4. Unresponsive Bids. The failure to submit the documents required by Section 3 shall render a bid unresponsive. Said documents must be submitted prior to the opening of the bids. The Director of the Department of Human Rights Section of City Development is charged with ensuring that all bids comply with Section 3 prior to the bid opening date.

SECTION 5. Duty of Employees and/or Agents of the City of Tulsa. Any employee and/or agent of the City of Tulsa who fails to include the goals for residency requirements found in Section 3 in the plans and specifications for any public improvement may be subject to disciplinary action, including dismissal.

SECTION 6. Severability. The invalidity of any section, subsection, provision or clause or portion of this chapter, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this chapter or the validity of its application to other persons or circumstances.

SECTION 7. Effect Date. This resolution shall take effect as of July 1, 1988.

SECTION 8. Emergency Clause. That an emergency exists for the preservation of the public peace, health and safety, by reason whereof this resolution shall take effect immediately upon its passage, approval and publication.

PASSED, with the emergency clause ruled upon separately and approved this 23rd day of August, 1988.

APPROVED, this 23rd day of August, 1988.

Rodger Randle



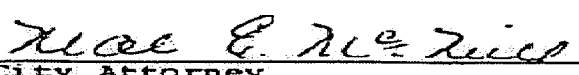
Mayor

ATTEST: Philip W. Wood



City Auditor

APPROVED: Neal E. McNeil



City Attorney

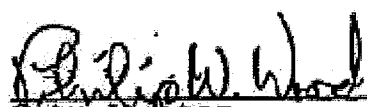
PASSED, with the emergency clause ruled upon
separately and approved this 23 day of August, 1988.

- APPROVED, this 23 day of August, 1988.



Mayor

ATTEST:



City Auditor

APPROVED:



City Attorney

CITY OF IDLEA
FILED
AUG 23 1988

A.M. P.M.
Office of City Auditor
By _____

(Must be submitted at time of Bid)
CITY OF TULSA
RESOLUTION NO. 7404
AFFIDAVIT OF COMPLIANCE

_____, of lawful age, being first duly sworn, states that
s(he) is the authorized agent of the Company set forth below.

Affiant further states that the Company, in compliance with City of Tulsa Resolution No. 7404, shall not hire or knowingly allow any of its subcontractors or lower tier subcontractors to hire anyone who is not a United States citizen or legal immigrant or anyone who does not have legal status as a temporary worker to perform work on any project which is the subject of a contract between the Company and the City of Tulsa.

Affiant further states that the Company shall not fail to comply with and shall not knowingly allow any of its subcontractors or lower tier subcontractors to fail to comply with all applicable laws including, but not limited to, labor, employment and taxation laws, in the performance of any work on any project which is the subject of a contract between the Company and the City of Tulsa.

Affiant further states that the Company shall make available to the City of Tulsa, at the City's request, sufficient information and/or affirmations to allow the City to confirm Company's compliance with Resolution No. 7404 relating to the performance of any contract between the Company and the City of Tulsa.

Company: _____

Signed: _____

Title

SUBSCRIBED and SWORN to before me, this ____ day of _____, 20__.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

COMMISSION NO.:

Resolution No. 7404
RAC-1

(Must be submitted at time of Bid)
CITY OF TULSA
50% RESIDENT RESOLUTION
AFFIDAVIT FOR BID

STATE OF)
) ss:
COUNTY OF)

_____, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder, in compliance with City of Tulsa Resolution No. 18145, is committed to the goal of employing at least 50% bona fide residents of the City of Tulsa and/or the Metropolitan Statistical Area (composed of Creek, Okmulgee, Osage, Pawnee, Rogers, Tulsa, and Wagoner counties).

Affiant further states that bidder is responsible for having like requirements placed upon any of its subcontractors.

BIDDER (Company Name)

SIGNED

Title

SUBSCRIBED and SWORN to before me this ____ day of _____, 20__.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

COMMISSION NO.:

(Must be submitted at time of bid)
NON-COLLUSION AFFIDAVIT

STATE OF _____)
) ss:
COUNTY OF _____)

_____, of lawful age, being first duly sworn, says that:

1. I am the duly authorized agent of the bidder submitting the competitive bid associated with this sworn statement for the purpose of certifying facts pertaining to the existence of collusion among bidders and between bidders and municipal officers or employees, as well as facts pertaining to the giving or offering of things of value to governmental personnel in return for special consideration in the letting of any contract pursuant to the bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid and have been personally and directly involved in the proceedings leading to the submission of such bid;
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;
 - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract; nor
 - c. in any discussions between bidders and any municipal official concerning exchange of money or other things of value for special consideration in the letting of a contract.
4. If awarded the contract, neither the bidder nor anyone subject to the bidder's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Tulsa or of any public trust where the City of Tulsa is a beneficiary, any money or other thing of value, either directly or indirectly, in procuring the contract for which the bid is submitted.

BIDDER (Company Name)

Signed

Title

SUBSCRIBED and SWORN to before me this _____ day of _____, 20____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

_____, _____.
COMMISSION NO.:

(Must be submitted at time of bid)
BUSINESS RELATIONSHIP AFFIDAVIT

STATE OF)
) ss:
 COUNTY OF)

_____, of lawful age, being first duly sworn, says that s(he) is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein above mentioned exist, affiant should so state.)

Signed: _____

 BIDDER (Company Name)

 Title:

SUBSCRIBED and SWORN to before me this _____ day of _____, 20__.

 NOTARY PUBLIC

MY COMMISSION EXPIRES:

_____, _____
 COMMISSION NO.:

(Must be submitted at time of bid)
INTEREST AFFIDAVIT

STATE OF _____)
)ss.
COUNTY OF _____)

I, _____, of lawful age, being first duly sworn, state that I am the agent authorized by Contractor, Engineer, Architect or provider of professional service [“Services Provider”] to submit the attached Agreement. Affiant further states that no officer or employee of the City of Tulsa either directly or indirectly owns a five percent (5%) interest or more in the Services Provider’s business or such a percentage that constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Tulsa own an interest in the Services Provider’s business which is less than a controlling interest, either direct or indirect.

By _____
Signature

Title _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My Commission Expires: _____

Notary Commission Number: _____

County & State Where Notarized: _____

The Affidavit must be signed by an authorized agent and notarized.

**ELECTRONIC BID PROPOSAL INSTRUCTIONS - EXCEL SPREADSHEET
MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT
PROJECT NO: SP21-08**

Please read the following instructions carefully.

1. After opening this file re-save it as your company's name.
2. Open the BID FORM Sheet from the tabs below.
3. Input the unit price of the appropriate pay item in the Data Input cells.
4. Review all data input and check calculations to ensure accuracy of Bid.
5. Print 1 hardcopy of the "PROPOSAL" tab, BID FORM and the "SIGNATURE PAGE" tab.
6. Complete and sign the "Signature Page" document.
7. Submit hardcopy and electronic disk with Contract Documents and Specifications for Bid opening date.

AGREEMENT FOR USING ELECTRONIC BID PROPOSAL

By and Between: **BKL, Inc.**, (ARCHITECT/ENGINEER) and RECIPIENT. The enclosed electronic media is provided pursuant to your request and is for your limited use in connection with your submittal of Bid Proposal for Project No. **SP21-08**. In no event shall the information be used for any other purpose or be released to third parties without the written consent of the ARCHITECT/ENGINEER. In the event of a discrepancy between the hard copy and this electronic media at delivery or in the future, the hard copy shall govern. ARCHITECT/ENGINEER hereby disclaims any and all liability for the consequences from use of the electronic media and makes no warranty or guarantee of accuracy. RECIPIENT shall assume full responsibility for the uses and consequences of the electronic media. It is agreed that ARCHITECT/ENGINEER has and retains ownership of the electronic media. ARCHITECT/ENGINEER does not warrant or guarantee that the electronic data is compatible with RECIPIENT'S computer hardware or software, and ARCHITECT/ENGINEER'S responsibility for the electronic media is limited to replacement of defective media for a period of thirty (30) days after delivery to RECIPIENT. By opening and using this FILE, You AGREE to these TERMS AND CONDITIONS.

**PROPOSAL
MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT
PROJECT NO: SP21-08**

TO: TULSA METROPOLITAN UTILITY AUTHORITY
CITY OF TULSA, OKLAHOMA

THE UNDERSIGNED BIDDER, having carefully examined the drawings, specifications, and other Contract Documents of the above project presently on file in the City Clerk, City of Tulsa Oklahoma:

CERTIFIES THAT he has inspected the site of the proposed work and has full knowledge of the extent and character of the work involved, construction difficulties that may be encountered, and materials necessary for construction, class and type of excavation, and all other factors affecting or which may be affected by the specified work; and

CERTIFIES THAT he has not entered into collusion with any other bidder or prospective bidder relative to the project and/or bid: and

HEREBY PROPOSES: to enter into a contract to provide all necessary labor, materials, equipment and tools to completely construct and finish all the work required by the Contract Documents hereto attached and other documents referred to therein: to complete said work within **90 calendar days** after the work order is issued; and to accept in full payment therefore the amount set forth below for all work actually performed as computed by the Engineer as set forth in the Contract.

Basis of Award

IT SHOULD BE NOTED THAT THE LOWEST RESPONSIBLE BID WILL BE DETERMINED BY THE TOTAL BASE BID.

Note: - Item numbers omitted are not a part of the Contract.

PROPOSAL
MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT
PROJECT NO: SP21-08

BID ITEM	SPEC NO.	DESCRIPTION	UNIT	QTY	DATA INPUT UNIT PRICE	TOTAL EACH ITEM
BASE BID:						
001		GENERAL REQUIREMENTS	EA	1		\$ -
002	012100	OWNERS ALLOWANCE	ALLOW	75000	\$1.00	\$ 75,000.00
003	024119	REMOVAL OF EXISTING PIPE	SYS	1		\$ -
004	040110	MASONRY CLEANING	SF	8000		\$ -
005	053100	STEEL DECK (RUST TREATMENT)	SF	1000		\$ -
006	053100	STEEL DECK (OVERLAY)	SF	1000		\$ -
007	053100	STEEL DECK (REPLACE)	SF	1000		\$ -
008	055000	METAL FABRICATIONS	EA	1		\$ -
009	061000	ROUGH CARPENTRY	LF	200		\$ -
010	070150	PREPARATION FOR RE-ROOFING	SYS	1		\$ -
011	071900	WATER REPELLENTS	SF	8000		\$ -
012	075423	TPO ROOFING SYSTEM	SYS	1		\$ -
013	076200	SHEET METAL FLASHING AND TRIM	LF	542		\$ -
014	077200	ROOF ACCESSORIES (PIPE SUPPORTS)	EA	12		\$ -
015	077200	ROOF HATCH	EA	1		\$ -
016	077200	MANUFACTURED ROOF CURBS	EA	10		\$ -
017	079200	SEALANTS AND CAULKING	SYS	1		\$ -
018	086200	SKYLIGHTS	EA	3		\$ -
019	095100	ACOUSTICAL CEILING TILES	EA	48		\$ -
020	099113	EXTERIOR PAINTING	SYS	1		\$ -
021	220000	PLUMBING WORK	LF	100		\$ -
022	221000	PLUMBING PIPING-ROOF HYDRANT	EA	1		\$ -
023	221426	ROOF DRAINS	EA	8		\$ -
024	230000	MECHANICAL WORK	SYS	1		\$ -
025	260000	ELECTRICAL WORK	SYS	1		\$ -
						\$ -
						\$ -
TOTAL BASE BID						\$ 75,000.00

BASE BID (ITEMS 001 thru 025)

\$ 75,000.00

TOTAL (BASE BID)

\$ 75,000.00

Enclosed is a () Bidder's Surety Bond, () Certified Check, () Cashier's Check for

Words Dollars (\$ Figures)

which the City of Tulsa may retain or recover as liquidated damages in the event that the undersigned fails to enter into contract for the work covered by this proposal, provided the Contract is awarded to the undersigned within thirty (30) days, from the date fixed for opening of bids and the undersigned fails to execute said Contract and furnish the required bonds and other requirements as called for in these Contract Documents within thirty (30) days after award of Contract.

Dated at Tulsa, Oklahoma, this day of , 20.

Respectfully submitted,

(Complete legal name of company)

(State of Organization)

By:

ATTEST:

Title:

Title: Corporate Secretary

Printed Name:

Printed Name:

(SEAL)

Address:

Telephone Number:

Fax Number:

By signing above the bidder acknowledges receipt of the following Addenda (give number and date of each):

Certificate of Secretary

The undersigned _____ (Assistant) Secretary of _____, a _____ corporation, (the "Corporation") hereby certifies that the following is a true and correct copy of a Resolution duly adopted by the Board of Directors of the Corporation on the _____ day of _____, 20____.

RESOLVED, that _____ is authorized to execute and enter into bids, contracts, bonds, affidavits and any ancillary documents, on behalf of the Corporation.

The undersigned further certifies that this Resolution is in full force and effect as of the date of this Certificate and has not been amended, modified, revoked or rescinded.

IN WITNESS WHEREOF, I have executed this Certificate this _____ day of _____, 20____.

(Signature)

Printed Name

(Assistant) Secretary

Consent of Members

The undersigned, being all of the Members of [Name of Company], LLC, an Oklahoma Limited Liability Company, hereby authorize, consent to, approve and ratify the execution by _____ on behalf of [Name of Company], LLC of bid proposals, contracts, affidavits and related documents in connection with [Name of Project] of the City of Tulsa.

DATED, this ____ day of _____, 20__.

Name printed: _____

Name Printed: _____

[ADD ADDITIONAL LINES FOR ADDITIONAL MEMBERS]



PUBLIC WORKS
Engineering

DATE:
Month Day, Year

{Company Name}
(Address)
{City, State Zip}

RE: City of Tulsa Project No. {number and Title}

TO WHOM IT MAY CONCERN:

Please be advised that the City of Tulsa, Oklahoma, a municipal corporation, has contracted for the construction of a public improvement project as referenced above, and that pursuant to Title 68 § Section 1356 (10), sales on tangible personal property or services to be wholly consumed in the performance of such projects are exempt from Oklahoma and City of Tulsa Sales Tax when:

"...Any person making purchases on behalf of such subdivision or agency of the state shall certify, in writing, on the copy of the invoice or sales ticket to be retained by the vendor that the purchases are made for and on behalf of such subdivision or agency of this state and set out the name of such public subdivision or agency."

This letter of authorization expires **{Date.}**

A photostatic copy of this letter may be considered as the original.

CITY OF TULSA

Paul D. Zachary, P.E.
Deputy Director

cc: Ryan McKaskle

HAS:JR:kt

STED-1

EXTENSION OF TIME REQUEST
(to be submitted with each partial payment application)

DATE: _____

CONTRACTOR: _____

ADDRESS: _____

CONTRACT NO.: _____

PROJECT NO.: _____

DESCRIPTION: _____

ARE THERE ANY CHANGES TO YOUR SBE UTILIZATION? _____ YES _____ NO

IF YES, GIVE REASON AND ATTACH CHANGE REQUEST FORM (SBE-4): _____

EXTENSION OF CONTRACT TIME REQUIRED: _____ YES _____ NO

TOTAL OF EXTENSION TIME REQUESTED: _____

IF YES GIVE REASON: _____

SIGNATURE - CONTRACTOR

CONSULTING ENGINEER OR DEPARTMENT OF PUBLIC WORKS STAFF RECOMMENDATIONS

APPROVED: _____

REJECTED: _____

REASON: _____

SIGNATURE

DATE

ACTION WILL BE TAKEN WITHIN 30 DAYS FROM RECEIPT OF REQUEST

ETR-1

CONTRACT FOR CONSTRUCTION OF PUBLIC IMPROVEMENTS

TULSA, OKLAHOMA

THIS CONTRACT made and entered into this _____ day of _____, 2026, by and between __, an (list state)_____ (Corporation or Limited Liability Company) of __, Oklahoma hereinafter called the "CONTRACTOR", and the TULSA METROPOLITAN UTILITY AUTHORITY, Tulsa, Oklahoma, a Public Trust, herein called the "Authority".

WITNESSETH:

WHEREAS, the Authority has caused to be prepared the necessary Drawings, Specifications, and other Contract Documents for the public improvements herein described, and has invited bids for the construction thereof in accordance with the terms of the Contract, all of which is hereby designated as:

PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

WHEREAS, the Contractor, in response to the Advertisement, has submitted to the Authority, in the manner and at the time specified, a sealed bid in accordance with the terms of this Contract; and,

WHEREAS, the Authority, in the manner prescribed by law, has publicly opened, examined, and canvassed the bids submitted, and has determined the above named Contractor to be the lowest responsible bidder for the work and has duly awarded to the said Contractor therefore, for the sum or sums named in the Contractor's bid, a copy of the Bid Form being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the compensation to be paid to the Contractor and of the mutual agreements and covenants herein contained, the parties to this Contract have agreed and hereby agree, as follows:

ARTICLE I. That the contractor shall (a) furnish all tools, equipment, supplies, superintendence, transportation, and other construction accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified and required to be incorporated in and form a permanent part of the completed work; (c) provide and perform all necessary labor; and (d) in a good, substantial, and workmanlike manner and in accordance with the requirements, stipulations, provisions and conditions of the Contract as defined in the attached General Conditions, said documents forming the Contract and being as fully a part thereof as if repeated verbatim herein, perform, execute, construct, and complete all work included in and covered by the Authority's official award of this Contract to the said Contractor, such award being based on the acceptance by the Authority of the Contractor's bid, or part thereof, as follows:

PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

ARTICLE II. That the Authority shall pay to the Contractor for performance of the work embraced in this Contract, and the Contractor will accept as full compensation therefor, the sum (subject to adjustment as provided by the Contract) of AND /100 Dollars (\$_____) for all work covered by and included in the Contract award and designated in the foregoing Article I; payments therefore to be made in cash or its equivalent, in the manner provided in the General Conditions.

ARTICLE IIA. All materials and supplies to be purchased under the terms of this contract shall be ordered by the Contractor from the vendor or supplier who shall be directed to invoice the Tulsa Metropolitan Utility Authority direct. The invoice shall reflect any contractor discount and no sales tax shall be added. The invoice will be paid direct by the Tulsa Metropolitan Utility Authority in accordance with the terms and conditions of the invoice (Oklahoma Tax Commission Rules Part 27 Trust Authority 710:65-13-140). The monies paid direct by Tulsa Metropolitan Utility Authority to the vendor or supplier shall be deducted from the total contract price. The Contractor shall accept delivery and be responsible for and shall warrant and hold the Authority harmless for the safety and security of all of the materials and supplies furnished for the project under this contract.

ARTICLE III. That the Contractor shall start work within ten (10) days following the date stipulated in a written order from the Authority to proceed with the work to be performed hereunder, and shall complete the work within the number of consecutive calendar days after the authorized starting date, as stipulated below:

All Work Completed: 90 calendar days

ARTICLE IV. The sworn, notarized statement below shall be signed and notarized before this Contract will become effective.

ARTICLE V. Prior to submitting a final payment request, the Contractor shall furnish a lien waiver certifying that all subcontractors and suppliers have been paid.

ARTICLE VI. If the Contractor has 10 or more full-time employees, and this contract exceeds \$100,000 in total value, Contractor acknowledges and agrees that, in accordance with and pursuant to 21 O.S. 1289.31, Contractor verifies to Authority that: (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Contract.

IN WITNESS WHEREOF, the Authority and the Contractor hereto have set their hands and seals, respectively, this _____ day of _____, 2026.

APPROVED AS TO SUBSTANCE:

Director Date: _____

TULSA METROPOLITAN UTILITY AUTHORITY, a Public Trust

By:

Chairman Date: _____

ATTEST:

Secretary Date: _____

APPROVED AS TO FORM:

Attorney for the Trust Date: _____

CONTRACTOR

By: _____

Print Name: _____

Title Date: _____

Title Date: _____

ATTEST:

Corporate Secretary

(SEAL)

AFFIDAVIT

STATE OF _____)
)ss
COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath that
(s)he is the agent authorized by the Contractor to submit the above Contract to the Tulsa
Metropolitan Utility Authority, Tulsa, Oklahoma.

Signature

SUBSCRIBED AND SWORN to before me this _____ day of _____ 2026.

NOTARY PUBLIC

My Commission Expires:

_____, _____.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That we, the undersigned, _____, (hereinafter called the "Contractor"), duly authorized by law to do business as a construction contractor in the State of Oklahoma, and _____ (hereinafter called the "Surety"), a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Oklahoma, as Surety, are hereby held and firmly bound unto the Tulsa Metropolitan Utility Authority, Tulsa, Oklahoma (hereinafter called the "Authority"), in the penal sum of Dollars **(full amount of the Contract), (\$00)** lawful money of the United States, for the payment of which, well and truly to be made unto the said Authority, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents, as follows:

THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT, WHEREAS, the Contractor has on the ____ day of _____, 20__, entered into a written contract with the Tulsa Metropolitan Utility Authority, Tulsa, Oklahoma, for furnishing all materials, labor, tools, equipment, and transportation necessary for:

PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

NOW, THEREFORE, if said Contractor shall well and truly perform and complete said project in accordance with said Contract, Advertisement for Bids, General Conditions, Instructions to Bidders, Bid Form, Plans and Specifications, and related documents, shall comply with all the requirements of the laws of the State of Oklahoma; shall pay as they become due all just claims for work or labor performed and materials furnished in connection with said contract, and shall defend, indemnify and save harmless said Authority against any and all liens, encumbrances, damages, claims, demands, expenses, costs and charges of every kind, including patent infringement claims except as otherwise provided in said specifications and other contract documents, arising out of or in relation to the performance of said work and the provisions of said Contract, then these presents shall be void; otherwise, they shall remain in full force and effect.

This obligation is made for the use of said Authority and also for the use and benefit of all persons who may perform work or labor, or furnish any material in the execution of said Contract, and may be sued on thereby in the name of the Authority.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed thereunder, or the specifications accompanying same, shall in any way affect its obligation on this bond; and it does hereby waive notice of any such change, extension of time, alteration or addition of the terms of the Contract, or to the work or to the specifications.

06/13/06

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

CONTRACTOR (Principal)

BY:

ATTEST: (S E A L)

Date: _____ Title: _____

Date: _____ Attorney-In-Fact _____

Date: _____ Surety (S E A L)

** This date shall match the date of the notarized certificate on the Power of Attorney

(Accompany this Bond with Power-Of-Attorney)

APPROVED AS TO FORM:

Date: _____
Attorney for the Tulsa Metropolitan
Utility Authority

APPROVED AS TO FORM:

Date: _____
City Attorney

Date: _____
City Clerk

STATUTORY BOND

WHEREAS, the undersigned _____
has entered into a certain contract dated the _____ day of _____, 20____,
designated as **Project No. SP 21-8**, for the construction of certain public
improvements consisting of **Mohawk Filter Press Building Roof Replacement** to be
situated and constructed on and through the property described in said Contract,
including all of the work mentioned and described in said Contract, and to be
performed by the undersigned strictly and punctually in accordance with the terms,
conditions, drawings and specifications thereof, on file in the office of the Tulsa
Metropolitan Utility Authority.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That
_____, as Principal, and
_____, a Corporation
organized under the laws of the State of _____, and authorized to
transact business in the State of Oklahoma, as Surety, are held and firmly bound
unto the State of Oklahoma in the penal sum of

Dollars (Full Amount of Contract) (\$_____), lawful money of the United
States, for the payment of which sum well and truly to be made, we bind ourselves,
our successors, and assigns, jointly and severally firmly by these presents.

NOW, THEREFORE, if the said Principal shall fail or neglect to pay all indebtedness
incurred by Principal or sub-contractors of said principal who perform work in the
performance of such contract, for labor and materials and repairs to and parts for
equipment used and consumed in the performance of said contract within thirty (30)
days after the same becomes due and payable, the person, firm or corporation
entitled thereto may sue and recover on this bond the amount so due and unpaid.

The Surety, for value received, hereby stipulates and agrees that no change,
extension of time, alteration, or addition to the terms of the contract or to the work to
be performed thereunder, or the specifications accompanying the same, shall in any
way affect its obligation on this bond, and it does hereby waive notice of any such
change, extension of time, alteration, or addition to the terms of the contract or to the
specifications.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

CONTRACTOR(Principal)

BY:

ATTEST: (S E A L)

Date: _____ Title: _____

Date: _____ Attorney-In-Fact

Date: _____ Surety (S E A L)

** This date shall match the date of the notarized certificate on the Power of Attorney

(Accompany this Bond with Power-Of-Attorney)

APPROVED AS TO FORM:

Date: _____
Attorney for the Tulsa Metropolitan
Utility Authority

APPROVED AS TO FORM:

Date: _____
City Attorney

Date: _____
City Clerk

11/18/05

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That _____, as Principal,
and _____, a corporation organized
under the laws of the State of _____ and authorized to transact business in the
State of Oklahoma, as Surety, are held and firmly bound unto the Tulsa Metropolitan Utility
Authority in the Penal Sum of _____

_____ Dollars (full amount of Contract) (\$ _____) in lawful money of the
United States of America for the payment of which, well and truly to be made, we bind
ourselves and each of us, our heirs executors, administrators, trustees, successors, and
assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written contract with the Tulsa Metropolitan Utility
Authority dated _____, 20____, for

PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

all in compliance with the drawings and specifications therefore, made a part of said
Contract and on file in the office of the Authority, Tulsa, Oklahoma.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the Tulsa
Metropolitan Utility Authority, all damage, loss, and expense which may result by reason of
defective materials and/or workmanship in connection with said work, occurring within a
period of one (1) year for all projects, from and after acceptance of said project by the Tulsa
Metropolitan Utility Authority and if Principal shall pay or cause to be paid all labor and
materials, including the prime contractor and all subcontractors; and if principal shall save
and hold the Tulsa Metropolitan Utility Authority harmless from all damages, loss, and
expense occasioned by or resulting from any failure whatsoever of said Principal, then this
obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or
alterations in said Contract and no deviations from the plan or mode of procedure herein
fixed shall have the effect of releasing the sureties, or any of them, from the obligation of
this Bond.

MB-1

TMUA

11/18/05

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

CONTRACTOR(Principal)

BY:

ATTEST: (S E A L)

Date: _____
Title: _____

Date: _____
Title: _____

Date: _____
Attorney-In-Fact

**

Date: _____
Surety (S E A L)

** This date shall match the date of the notarized certificate on the Power of Attorney

(Accompany this Bond with Power-Of-Attorney)

APPROVED AS TO FORM:

Date: _____
Attorney for the Tulsa Metropolitan
Utility Authority

APPROVED AS TO FORM:

Date: _____
City Attorney

Date: _____
City Clerk

MB-2

TMUA

AFFIDAVIT OF CLAIMANT

STATE OF _____

COUNTY OF _____

The undersigned, of lawful age, being first duly sworn, on oath says that this contract is true and correct. Affiant further states that the work, services or materials will be completed or supplied in accordance with the contract, plans, specifications, orders or requests furnished the affiant. Affiant further states that (s)he has made no payment directly or indirectly of money or any other thing of value to any elected official, officer or employee of the City of Tulsa or any public trust of which the City is a beneficiary to obtain or procure the contract or purchase order.

By: _____

Signature

Name: _____

Company: _____

Title: _____

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public

My Commission Expires: _____

Notary Commission Number: _____

AC-1

060619

**GENERAL
CONDITIONS**

GENERAL CONDITIONS OF CONTRACT

GC-1. SCOPE:

The Contract stipulations, which follow, are general in scope and may refer to conditions that will not be encountered in the performance of the work included in this Contract, and which are not applicable thereto. Any requirements, provisions, or other stipulations of these General Conditions, which pertain to a nonexistent condition, and are not applicable to the work to be performed hereunder, shall have no meaning in the Contract.

The specifications and drawings are intended to supplement, but not necessarily duplicate each other. Together they constitute one (1) complete set of specifications and drawings, so that any work exhibited in the one and not in the other shall be executed just as if it had been set forth in both, in order that the work shall be completed according to the complete design or designs as decided and determined by the Engineer.

Should anything be omitted from the specifications and drawings which is necessary to a clear understanding of the work, or should it appear various instructions are in conflict, then the Contractor shall request written clarification from the Engineer before proceeding with the construction affected by such omissions or discrepancies.

GC-2. CONTRACT DOCUMENTS :

It is understood and agreed that the Notice to Bidders, Instructions to Bidders, Proposal, Contract, Statutory Bond, Performance Bond, Maintenance Bond, Power of Attorney, Certificates of Insurance, General Conditions, Specifications, Drawings, Addenda, and duly authorized Change Orders, together with any and all supplementary drawings furnished by the Engineer as and when required to make clear and to define in greater detail the intent of the contract, drawings, and specifications, other drawings, specifications, and engineering data furnished by the Contractor (when accepted by the Engineer), and instructions furnished by manufacturers of equipment for the installation thereof, are each and all included in this Contract, and the work shall be done in full compliance and accord therewith.

GC-3. DEFINITIONS:

Any word, phrase, or other expression defined in this paragraph and used in these Contract Documents shall have the meaning herein given:

1. "Contract" or "Contract Documents" shall include all of the documents and drawings mentioned in Paragraph GC-2.
2. "City" shall mean the City of Tulsa, Tulsa County, Oklahoma.
3. "Contractor" shall mean the entity named and designated in the Contract who has entered into this Contract to perform the work covered thereby, and its, his, or their duly authorized agents and other legal representatives.
4. "Engineer" shall mean the Director of Engineering Services, or the Architect or Engineers who have been designated, appointed, or employed by the City for this project, or their duly authorized agents; such agents acting within the scope of the particular duties entrusted to them in each case.
5. "Inspector" shall mean the engineering or technical inspector or inspectors duly authorized by the Engineer, limited in each case to the particular duties entrusted to him or them.
6. "Surety" shall mean any entity that executes, as surety, the Contractor's performance bond, maintenance bond, and statutory bond securing the performance of this Contract.

7. "Drawings" shall mean and include all drawings prepared by the City as a basis for proposals; all drawings submitted by the successful bidder with his proposal and by the Contractor to the City, when and as accepted by the Engineer, and all drawings submitted by the City to the Contractor during the progress of the work as provided herein.

8. "Subcontractor" shall mean a person, firm or corporation to whom any portion of this work has been sublet by the Contractor.

9. "Work" shall mean the task to be performed, necessary for the fulfillment of this Contract.

10. "Unit Price" shall mean the cost per specified unit of measurement of work and/or material.

11. "Lump Sum" shall mean the price of an item of work including all things necessary to complete the item as shown on the drawings and specifications. Such an item is not measured in units but is defined by description.

GC-4. MODIFICATIONS AND ALTERATIONS:

In executing the Contract, the Contractor agrees that the City shall have the right to make such modifications, changes, and alterations as the City may see fit, in the extent, or plan of the Work agreed to be done or any part thereof, or in the materials to be used therein, either before or after the beginning of construction thereof, without affecting the validity of the Contract or the liability of the Sureties upon the performance of this Contract or the Statutory Bond.

Where any modification, change, or alteration increases the quantity of Work to be performed and is within the scope of a fair interpretation thereof, such increase shall be paid for according to the quantity of work actually done, either at Unit Prices included in the Contract, or in the absence of such unit, as extra Work. Modifications and alterations, which reduce the quantity of Work to be done, shall not constitute a claim for damages or for anticipated profits on Work involved in such reduction.

The Engineer shall determine, on an equitable basis, the amount of credit due the City for Work not performed as a result of modifications or alterations authorized hereunder; where the value of the omitted Work is not fixed by Unit Prices in the Contract; allowance to the Contractor for any actual loss incurred in connection with the purchase, delivery, and subsequent disposal of materials and equipment required for use on the Work as actually built; and any other adjustment of the Contract amount where the method to be used in making such adjustment is not clearly defined in the Contract Documents. In this respect, such determination shall be final and binding only when approved by the Director of Public Works.

GC-5. CPM SCHEDULE AND DRAWINGS TO BE FURNISHED BY CONTRACTOR:

The successful contractor shall furnish a CPM schedule per ODOT 108.03B. If at any time, in the opinion of the Engineer, proper progress is not being maintained, such changes shall be made in the schedule of operations, which will satisfy the Engineer that the work will be completed within the period stated in the Proposal. Monthly progress meeting will be conducted to maintain coordination between all project entities.

The Contractor shall furnish all shop, fabrication, assembly, foundation, and other drawings required by the specifications; drawings of equipment and devices, offered by the Contractor for review by the Engineer, shall be in sufficient detail to show adequately the construction and operation thereof; drawings of essential details of any change in design or construction proposed for consideration of the Engineer, by the Contractor in lieu of the design or arrangement required by the Contract or any item of extra work thereunder. The Contractor shall submit to the Engineer, the required number, of each copy of such drawing for the Engineer's review. After review by the Engineer, all such drawings shall become a part of the Contract Documents and the work or

equipment shown thereby shall be in conformity therewith unless otherwise required by the City.

The Engineer's check and acceptance of drawings submitted by the Contractor will be for, and will cover, only general conformity to the plans and specifications and will not constitute a blanket acceptance of all dimensions, quantities, and details of the material or equipment shown; nor shall such acceptance relieve the Contractor of his responsibility for errors contained in such drawings.

GC-6. CONTRACTOR'S BUSINESS ADDRESS:

The business address of the Contractor given in the bid or proposal upon which this Contract is founded is hereby designated as the place to which all notices, letters, and other communications to the Contractor may be mailed or delivered. The delivery at the above named address or depositing in any mailbox regularly maintained by the Post Office, of any notice, letter, or other communication to the Contractor, shall be deemed sufficient service thereof upon the Contractor and the date of said service shall be the date of such delivery or mailing. Such address may be changed at any time by a written instrument, executed by the Contractor and delivered to the Engineer. Nothing contained herein shall be deemed to preclude or render inoperative the service of any notice, letter, or communication upon the Contractor personally.

GC-7. CONTRACTOR'S RISK AND RESPONSIBILITY:

The performance of the Contract and the Work is at the risk of the Contractor until the final acceptance thereof and payment therefor. The Contractor shall take all responsibility of the Work, and shall bear all losses resulting because of the amount or character of the Work, or because the nature of the land in or on which the Work is done is different from what is assumed or expected, or on account of the weather, floods, fire, windstorm, or other actions of the elements, or any cause or causes, whatsoever, for which the City is not responsible. If the Work or any part or parts thereof is destroyed or damaged from any of the aforesaid causes, the Contractor, at his own cost or expense, shall restore the same or remedy the damage.

The Contractor shall, in a good and workmanlike manner, perform all Work and furnish all supplies and materials, machinery, equipment, facilities, and means, except as otherwise expressly specified, necessary or proper to perform and complete all Work required by the Contract within the time herein specified, in accordance with the provisions of these Contract Documents and Drawings of the Work covered by this Contract, and any and all supplemental Drawings. The Contractor shall observe, comply with, and be subject to all terms, conditions, requirements and limitations of the Contract, and shall complete the entire Work to the satisfaction of the Engineer and of the City.

GC-8. ASSIGNMENT AND SUBLETTING OF CONTRACT:

The Contractor shall give his personal attention to the fulfillment of this Contract, and shall not let, assign or transfer it or his right, title, or interest in any part thereof, by attorney or otherwise, or sublet any part of the Work to any other person without the prior consent of the City in writing.

Should any Subcontractor fail to perform his work in a satisfactory manner the Contractor upon notice from the City shall immediately terminate his subcontract. The Contractor shall be fully responsible to the City for the acts and omissions of his Subcontractor, and of persons either directly or indirectly employed by his Subcontractor. Nothing contained in these Contract Documents shall create any contractual relation between any Subcontractor and the City.

GC-9. CONTRACTOR'S REPRESENTATIVES:

The Contractor shall designate a person on the Work site to represent him when absent from the Work site.

GC-10. CONTRACTOR AND HIS EMPLOYEES:

The Contractor shall employ competent foremen, experienced mechanics, and others skilled in the Work in this Contract; and shall promptly discharge any and all incompetent or otherwise unsatisfactory employees. Contractor's employees directly employed to perform the Work shall

not be paid less than the prevailing minimum wage scale.

Necessary sanitary conveniences for the use of employees on the job site, properly secluded from public observation, shall be provided and maintained by the Contractor. The construction and location of the facility and disposal of the contents shall comply with all laws of the City and State, relating to health and sanitation regulations.

GC-11. CONTRACTOR'S RIGHT OF PROTEST:

If the Contractor considers any work demanded of him to be outside the requirements of the Contract, or considers any record or ruling of the Engineers to be unfair, he shall, immediately upon such Work being demanded or such record or ruling being made, ask for written instructions or decisions, whereupon he shall proceed without delay to perform the Work or to conform to the record or ruling; and within ten (10) days after the date of receipt of written instructions or decision, he shall file a written protest with the Engineer, stating clearly and in detail the basis of his objections. Except for such protests and objections made of record in the manner herein specified and within the time stated, the records, rulings, or decisions of the Engineer shall be final and conclusive.

GC-12. INSURANCE AND BONDS:

The CONTRACTOR (and any subcontractors) shall carry and keep in force during this Contract, policies of insurance issued by an insurer authorized to transact business in Oklahoma in minimum amounts as set forth below or as required by the laws of the State of Oklahoma. The Contractor shall also furnish an Owner's Protective Policy in the same amounts naming the City of Tulsa as the assured, issued by the same insurance company as the Contractor's liability coverage and indemnifying the City of Tulsa against any and all actions, claims, judgments or demands arising from injuries of any kind and character sustained by any person or persons because of work performed by the Contractor.

General Liability Insurance with a bodily injury and property damage combined single limit of not less than \$1,000,000.00 for each occurrence.

Employer's Liability and Workmen's Compensation in the amounts as required by law.

The Contractor shall provide proof of such coverage:

- (a) By providing Certificate(s) of Insurance prior to the execution of this contract; and
- (b) By submitting updated Certificate(s) of Insurance with each and every subsequent request for payment. The Certificate(s) should show that the policies are current and should be dated within 30 days of the payment request.

The Contractor shall not cause any required insurance policy to be cancelled or permit it to lapse. If the Contractor cancels, allows to lapse, fails to renew or in any way fails to keep any required insurance policy in effect, the City will suspend all progress and/or final payments for the project until the required insurance is obtained. Further, a Contractor who fails to keep required insurance policies in effect may be deemed by the City to be in breach of contract, ineligible to bid on future projects, and/or ineligible to engage in any new contracts.

The Contractor shall execute and furnish a Statutory Bond for the protection of laborers, mechanics, and material men in a sum equal to one hundred percent (100%) of the contract price.

The Contractor shall execute and furnish a Performance Bond in a sum equal to one hundred percent (100%) of the contract price.

The Contractor shall execute and furnish a Maintenance Bond in a sum equal to one hundred percent (100%) of the contract price.

Prior to doing blasting, the Contractor shall furnish a Certificate of Insurance, which shall certify that any damage caused by blasting is within the coverage of the Contractor's liability insurance to the full limits thereof.

All bonds and insurance must be executed by a company licensed to do business in the State of Oklahoma and must be acceptable to the City.

GC-13. TIME FOR COMPLETION:

For all projects that will impact the public, a public meeting is required before any work is started. The City of Tulsa requires a minimum of 25 days' notice to get the public meeting scheduled and invitations mailed out.

The Work shall commence within ten (10) days from and after the date of a written work order from the City. The Contractor agrees that the Work shall be performed regularly, diligently, and uninterruptedly at a uniform rate of progress so as to ensure completion within the number of days after the day on which the work order is issued. If the Contractor fails to complete all Work within the time specified, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for breach of contract, the Sum of **Two Thousand Five Hundred Dollars (\$2,500.00)** for each and every calendar day beyond the date on which the work was to be completed. The said amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would sustain in such event. It is expressly understood and agreed that the said time for completion of the work described herein is a reasonable time for the completion of same.

The Contractor shall commence work within twenty-four (24) hours of traffic control devices being established at the project location. If the Contractor fails to commence work within twenty-four (24) hours of traffic control devices being established at the project location, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages the sum of **One Thousand Dollars (\$1,000.00)** per lane for each day of failure to commence work after the specified time set forth. The amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damage the City would sustain in such event.

The Contractor will be required to provide a full-time, onsite English-speaking superintendent for this Work for direct contact with City and coordination of Subcontractors. A working foreman is not acceptable as a project superintendent. The superintendent shall be required to be present at the Work site whenever the Contractor or Subcontractors are performing Work. The superintendent shall be a representative of the Contractor with the authority to make decisions. If the Contractor fails to provide a non-working superintendent on a day when Work is being performed, the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for such breach of contract, the sum of **One Thousand Dollars (\$1,000.00)** for each and every calendar day it fails to provide a non-working superintendent at the Work site. This amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would sustain in such an event.

It is further agreed that time is of the essence as to each and every portion of this Contract and the specifications wherein a definite and certain time is fixed for the performance of any act whatsoever; and where under the Contract an allowance of additional time for completion of any Work is made, the new time fixed by such extension shall be of the essence of this Contract.

Failure to complete the Work within the specified time, as set forth in the Contract, may be grounds for disqualification for future consideration for contracts with the City of Tulsa.

Final acceptance of the Work is defined as the completion of the Work and the Contractor moving off the project site. No defined or additional Work is needed.

Contract Evaluation forms will be compiled by City staff upon completion of Work to provide a record of the Contractor's performance for use in subsequent projects.

GC-14. EXTENSIONS OF TIME:

Should the Contractor be delayed in the final completion of the Work by any act or neglect of the City or Engineer, or any employee of either, or strikes, injunctions, fire, or other causes outside of and beyond the control of the Contractor and which, in the opinion of the Engineer, could have been neither anticipated nor avoided, then an extension of time sufficient to compensate for the delay, as determined by the Engineer, shall be granted by the City, provided, however, that the Contractor shall give the City and the Engineer notice in writing of the cause of each delay on the "Extension of Time Request" form enclosed in these documents, and agrees that any such claim shall be fully compensated for by an extension of time to complete performance of the Work.

The Contractor shall submit the "Extension of Time Request" form with each partial payment application. Failure to submit the Extension of Time Request with a partial payment application shall constitute a complete waiver of any claim for time extension for the period covered by the partial payment.

Extensions of time will not be granted for delays caused by unsuitable ground conditions, inadequate construction force, or the failure of the Contractor to place orders for the equipment or materials a sufficient time in advance to ensure delivery when needed. Any extension of time granted by the City shall not release the Contractor and Surety herein from the payment of liquidated damages as provided in the General Conditions of this Contract, for a period of time not included in the original Contract or the time extension, as herein provided.

In no event shall the City be liable or responsible to the Contractor, Surety, or any person for or on account of any stoppage or delay of Work herein provided for by injunction or any other kind of legal, equitable proceedings, or from or by or on account of any delay from any other cause whatsoever.

GC-15. ENGINEER'S POWERS AND DUTIES:

The Engineer will provide general administration of the Contract, including performance of the functions hereinafter described.

The Engineer will be the City's representative during construction and until final payment. The Engineer will have authority to act on behalf of the City to the extent provided herein unless otherwise modified by written instrument, which will be shown to the Contractor. The Engineer will advise and consult with the City, and all of the City's instructions to the Contractor shall be issued through the Engineer. Nothing contained in the Contract documents shall create any contractual relationship between the Engineer and the Contractor.

The Engineer shall at all times have access to the Work as provided elsewhere herein. The Engineer will make periodic visits to the Work site to familiarize himself generally with the progress and quality of the Work and to determine in general whether the Work is proceeding in accordance with the Contract. On the basis of his on-site observations as Engineer, he will keep the City informed of the progress of the Work and will endeavor to guard the City against defects and deficiencies in the Work caused by the Contractor. The Engineer will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work and will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract. Based on such observations and the Contractor's applications for payment, the Engineer will determine the amounts owing to the Contractor and will issue certificates for payment in amounts as provided elsewhere herein.

The Engineer may provide one or more full-time project representatives to assist the Engineer in carrying out his responsibilities at the Work site. The duties, responsibilities and limitations of authority of the Engineer as the City's representative during construction as set forth herein will not be modified or extended without written consent of the City, the Contractor and the Engineer.

The Engineer will not be responsible for the acts or omissions of the Contractor, any Subcontractors, or any of their agents or employees, or any other persons performing any of the Work.

The Engineer shall decide the meaning and intent of any portion of the specifications, and of any plans or Drawings, where the same are found to be obscure or be in dispute; he shall have the right to correct any errors or omissions therein when such corrections are necessary to further the intent of said specifications, plans or Drawings; the action of such correction shall be effective from the date that the Engineer gives due notice thereof.

Any differences or conflicts, which may arise between the Contractor and other contractors with the City in regard to their work, shall be adjusted as determined by the Engineer.

Neither the Engineer's authority to act under this article or elsewhere in the Contract nor any decision made by the Engineer in good faith either to exercise or not to exercise such authority shall give rise to any duty or responsibility of the Engineer to the Contractor, any Subcontractor, any manufacturer, fabricator, supplier or distributor, or any of their agents or employees or any other person performing any of the Work.

Whenever in the Contract the terms "as ordered", "as directed", "as required", "as allowed", or terms of like effect or import are used, or the adjectives "reasonable", "suitable", "acceptable", "proper", or "satisfactory" or adjectives of like effect or import are used, to describe requirements, direction, review or judgement of the Engineer as to the Work, it is intended that such requirement, direction, review, or judgement will be solely to evaluate the Work for compliance with the Contract (unless there is a specific statement indicating otherwise). The use of any such term or adjective never indicates that the Engineer shall have authority to supervise or direct performance of the Work or authority to undertake responsibility contrary to the provisions of this General Condition.

GC-16. CITY'S RIGHT OF INSPECTION:

The City shall appoint or employ such engineers or inspectors as the City may deem proper to inspect the materials furnished and the work performed, and to determine whether said materials are furnished and work is performed in accordance with the Drawings and specifications therefor. The Contractor shall furnish all reasonable aid and assistance required by the Engineer, or by the Inspectors, for the proper inspection and examination of the Work and all parts thereof, even to the extent of uncovering or taking out portions of finished Work. Should the Work thus exposed or examined prove satisfactory, the uncovering or removing and the replacing of the covering or the making good of the parts removed shall be paid for by the City; however, should the Work exposed or examined prove unsatisfactory, the uncovering, taking out, replacing, and making good shall be at the expense of the Contractor.

Such inspection shall not relieve the Contractor of any obligation to perform said Work strictly in accordance with the Drawings and specifications or any modifications thereto as herein provided; and the Work not so constructed shall be removed and made good by the Contractor at his own expense; and free of all expense to the City, whenever so ordered by the Engineer, without reference to any previous oversight or error in inspection.

GC-17. SUSPENSION OF WORK ON NOTICE:

The Contractor shall delay or suspend the progress of the Work or any part thereof whenever he shall be so required by written order of the City or Engineer, and for such period of time as it or he shall require. Any such order of the City or Engineer shall not modify or invalidate in any way the provisions of this Contract.

GC-18. QUALITY OF WORKMANSHIP:

All workmanship shall be the best possible, both as to material and labor that could be demanded by these Contract Documents or if no specific description is given, it is understood that the best quality is required.

GC-19. SATURDAY, SUNDAY, HOLIDAY, AND NIGHT WORK:

No work shall be done between the hours of 7:00 p.m. and 7:00 a.m., nor on Saturday, Sunday, or legal holidays without the written approval or permission of the Engineer in each case, except such work as may be necessary for the proper care, maintenance, and protection of work already done, or of equipment, or in the case of an emergency.

GC-20. LAWS AND ORDINANCES:

The Contractor shall keep himself fully informed of all existing and current regulations of the City, county, state and national laws which in any way limit or control the actions or operations of those engaged upon the Work, or affecting the materials supplied to or by them. The Contractor shall at all times observe and comply with all applicable ordinances, laws, and regulations; and shall protect and indemnify the City and the City's employees and agents against any claims or liability arising from or based on any violations of the same.

The contractor certifies that it and all of its Subcontractors to be used in the performance of the Contract are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O. S. Sec. 1312 and includes but is not limited to the free Employee Verification Program (E-Verify) available at www.dhs.gov/E-Verify.

The Contractor shall take the necessary actions to ensure its facilities are in compliance with the requirements of the Americans with Disabilities Act (ADA). It is understood that the program of the Contractor is not a program or activity of the City. The Contractor agrees that its program or activity will comply with the requirements of the ADA. Any costs of such compliance will be the responsibility of the Contractor. Under no circumstances will Contractor conduct any activity which it deems to not be in compliance with the ADA.

GC-21. TAXES AND PERMITS:

Unless otherwise specified in these Contract Documents, the Contractor shall pay all sales, use, and other taxes that are lawfully assessed against the City or Contractor in connection with the Work included in this Contract and shall obtain all licenses, permits, and inspections required for the Work. Contractor shall comply with all zoning ordinances of the City, as provided in the Tulsa Zoning Code, Title 42 Tulsa Revised Ordinances and conform with all zoning requirements established by the Tulsa Metropolitan Area Planning Commission and the Board of Adjustment. Contractor can call the Indian Nations Council of Governments (INCOG) at (918) 584-7526, to determine if any zoning requirements must be met.

GC-22. PROTECTION OF PROPERTY:

The protection of City, state, and government monuments, street signs, and other City property is of prime importance, and if the same be damaged, destroyed, or removed, they shall be repaired, replaced, or paid for by the Contractor.

Work occurring within secured facilities will require the Contractor to obtain City of Tulsa issued ID badges for all employees and subcontractors requiring facility gate access. The Contractor will be responsible for all coordination with City Security as necessary to process background checks and issue badges. The City of Tulsa has the right to deny access to any individual based on evaluation of background check.

GC-23. PATENT RIGHTS:

All fees for any patented invention, article, or arrangement that is based upon, or in any manner connected with the construction, erection, or maintenance of the Work or any part thereof embraced in the Contract and these specifications, shall be included in the price stipulated in the Contract for said Work. The Contractor shall protect and hold harmless the City against any and all demands of such fees or claims.

GC-24. DEFENSE OF SUITS:

In case any action at law or suit in equity is brought against the City or any employer, officer, or agent thereof, for or on account of the failure, omission or neglect of the Contractor to do and perform any of the covenants, acts, matters, or things required by this Contract to be done or performed, or for injury or damage caused by negligence or willful act of the Contractor or his Subcontractors or his or their agents, or in connection with any claim or claims based on the lawful demands of Subcontractors, workmen, material men, or suppliers of machinery and parts thereof, equipment, power tools, and supplies incurred in the fulfillment of this Contract, the Contractor shall indemnify and save harmless the City and its employees, officers, and agents, and the Engineer and any employees, officers and agents thereof, of and from all losses, damages, costs, expenses, judgements, or decrees whatsoever arising out of such action or suit that may be brought without requiring said parties to give any notice thereof.

The City may suspend payments of any sum due or to become due for work done on this Contract until such claims, suits, actions, or proceedings are final and liability has been determined. The amount of such damages or liability shall be deducted from sums due or to become due on this Contract. The City will retain the sums mentioned above until the Contractor furnishes evidence that satisfactory settlement has been made. Any action taken by the City shall not excuse the Contractor for failure to perform this Contract or bar the City from legal action to recover from the Contractor the amount of damages or liability suffered in excess of the amount retained.

The Contractor shall furnish the City with satisfactory evidence upon demand that all persons who have done work on the Contract or furnished materials for the Contract have been paid in full. If such evidence is not furnished, the amount necessary to pay the lawful claims may be retained until such evidence is furnished, or if such evidence is not furnished, the City may apply any sums retained to valid claims and charge the amounts disbursed, including the costs of any action that may be necessary to prove or disprove the claims against the Contractor.

GC-25. REMOVAL OF CONDEMNED MATERIALS AND STRUCTURES:

The Contractor shall remove from the site of the Work, without delay, all rejected and condemned materials or structures of any kind brought to or incorporated in the Work, and upon his failure to do so, or to make satisfactory progress in so doing, within forty-eight (48) hours after the service of a written notice from the Engineer ordering such removal, the condemned material or structures may be removed by the City and the cost of such removal be taken out of the money that may be due or may become due the Contractor by virtue of this Contract. No such rejected or condemned material shall again be offered for use by the Contractor under this or any other Contract under this project.

GC-26. EXTRA WORK:

If a modification increases the amount of the Work, and the added Work or any part thereof is of a type and character which can properly and fairly be classified under one or more Unit Price items of the Bid Form, then the added Work or part thereof shall be paid for according to the amount actually done and at the applicable Unit Price. Otherwise, such work shall be paid for as hereafter provided.

Claims for extra work will not be paid unless the City authorized the work covered by such claims in writing. The Contractor shall not have the right to take action in court to recover for extra work unless the claim is based upon a written order from the City. Payments for extra Work will be based on agreed lump sums or on agreed Unit Prices whenever the City and the Contractor agree

upon such prices before the extra Work is started.

For the purpose of determining whether proposed extra work will be authorized, or for determining the payment method for extra work, the Contractor shall submit to the Engineer, upon request, a detailed cost estimate for proposed extra work. The estimate shall show itemized quantities and charges for all elements of direct cost. The cost shall include only those extra costs for labor and materials expended in direct performance of the extra work and may include:

- (a) **Labor.** For all labor and foremen in direct charge of the specific operations, the Contractor shall receive the rate of wage (or scale) agreed upon in writing before beginning work for each and every hour that said labor and foremen are actually engaged in such work. An amount equal to fifteen (15) percent of the sum of the above items will also be paid the Contractor.
- (b) **Bond, Insurance, and Tax.** For property damage, liability, and workmen's compensation insurance premiums, unemployment insurance contributions and social security taxes on the force account work, the Contractor shall receive the actual cost, to which cost no percentage will be added. The Contractor shall furnish satisfactory evidence of the rate or rates paid for such bond, insurance, and tax.
- (c) **Materials.** For materials accepted by the Engineer and used, the Contractor shall receive the actual cost of such materials delivered on the Work site, including transportation charges paid by him (exclusive of machinery rentals as hereinafter set forth), to which cost ten (10) percent will be added.
- (d) **Equipment.** For any machinery or special equipment (other than small tools), including fuel, lubricants and transportation costs, the use of which has been authorized by the Engineer, the Contractor shall receive the rental rates agreed upon in writing before such work is begun for the actual time that such equipment is in operations on the Work, as provided in the ODOT Subsection 109.04 (b3), to which rental sum no percentage will be added.
- (e) **Miscellaneous.** No additional allowance will be made for general superintendence, the use of small tools, or other costs for which no specific allowance is herein provided.

The form on which field cost records are kept, the construction methods and the type and quantity of equipment used shall be submitted to the Engineer for approval.

Construction equipment which the Contractor has on the Work site and which is of a type and size suitable for use in performing the extra Work shall be used. The hourly rental charges for equipment, including all insurance, taxes, fuel, and operating costs, shall not exceed twelve (12) percent of the latest applicable Associated Equipment Distributors published monthly rental rates and shall apply to only the actual time the equipment is used in performing the extra Work.

When extra Work requires the use of equipment which the Contractor does not have on the Work site, the Contractor shall obtain the approval of the Engineer before renting or otherwise acquiring additional equipment. The rental charges for the additional equipment shall not exceed the latest applicable Associated Equipment Distributors published rental rates.

The Contractor shall file with the Engineer, certified lists in duplicate, of any equipment and the schedule of pay rates for common and semi-skilled labor and operators of various classes which are intended to be used in performing the Work covered by this Contract. These rates shall be subject to the review of the Engineer. This information will be used by the Engineer for computation of extra work as mentioned above; however, if the Contractor fails to file these lists with the Engineer prior to starting any Work covered by this Contract, then the Engineer's computation shall be based on average wages and rates paid on City work.

GC-27. PAYMENT FOR CONTRACTOR'S PLANT AND MISCELLANEOUS TEMPORARY WORK:

For providing plant, tools, and equipment, and for furnishing, erecting, maintaining, and removing scaffolding and construction plant, construction roads, camps, sanitary conveniences, temporary water supply, trestles, dewatering and other temporary works, the Contractor shall receive no direct payment, but compensation for them shall be considered as having been included in the prices stipulated for the appropriate items.

GC-28. BASIS OF PAYMENT FOR ITEMS OF WORK:

The Contractor shall be paid for all Work performed under the Contract based on the Engineer's computations of as-built quantities and the Contractor's Unit Price or Lump Sum bid per item. This payment shall be full compensation for furnishing all supplies, materials, tools, equipment, transportation, and labor required to do the Work; for all loss or damage, because of the nature of the work, the action of the elements or any unforeseen obstruction or difficulty which may be encountered in the performance of the Work, and for which payment is not specifically provided; for all expense incurred by or because of any suspension or discontinuance of all or any part of the Work; and for faithfully completing the Contract according to the Drawings and specifications and requirements of the Engineer.

GC-29. PAYMENTS:

(1) Partial: If the work is progressing in good and workmanlike manner and if the Contractor is faithfully carrying out the terms of this Contract, approximate estimates of the work done shall be made by the Engineers between the first and fifteenth of each calendar month, including labor actually performed and supplies or materials actually used or incorporated in the Work, and an allowance will be made for acceptable materials satisfactorily delivered, stored and secured on the site of the Work in such amount as can be incorporated in the Work within a reasonable time. The City shall have a lien as owner on any materials stored on the site of the Work.

Each partial estimate for payment shall contain or have attached an affidavit in the form found in this book of specifications, as required by law.

The Contractor shall submit with each partial pay estimate a complete list of vendors and suppliers with itemized purchases and invoices from each vendor. Each list shall contain the name of the contractor or Subcontractor ordering the materials or supplies, and the specific use or placement of each of the materials purchased by the City of Tulsa for this project in accordance with Article IIB of the Contract. At the direction of the Contractor, the City of Tulsa will withhold retainage in the amount of 5% on materials and supplies to be purchased under the terms of this Contract.

Each month that work is performed for which payment is due, the Contractor shall submit to the Engineer an application for such payment, provided said payment is not less than \$1,000.00, and, if required, receipts or other vouchers from Subcontractors showing his payments to them shall be submitted.

Each estimate shall be of the approximate value of all work performed and materials in place or delivered to the Work site, determined as aforesaid from the beginning of this contract to the date fixed for the current estimate, from which shall be deducted five percent (5%) or a lesser amount approved by the City, and, in addition thereto, all previous payments and all other sums withheld under the foregoing provisions of this Contract, the remainder to become due and payable; after the estimate has been reviewed and signed by the Engineer the City shall pay the estimate in the regular manner in the amount determined as due unless it shall be known by the City that there is good reason under the terms of this Contract for withholding same.

When the Contractor has completed Work constituting more than fifty percent (50%) of the total Contract amount, the retainage will continue at two and one-half percent (2.5%) for the balance

of the remaining work; provided, however, that the City or its duly authorized representative has determined that satisfactory progress is being made and upon approval by the Surety.

The Contractor may withdraw any part or the whole of the amount which has been retained from partial payment to the Contractor pursuant to the terms of Contract, upon depositing with or delivery to the City:

- (1) United States Treasury Bonds, United States Treasury Notes, United States Treasury bills, or
- (2) General Obligation Bonds of the State of Oklahoma, or
- (3) Certificates of Deposit from a state or national bank having its principal office in the State of Oklahoma.

No retained amount shall be withdrawn which would represent an amount in excess of the market value of the securities at the time of deposit or of the par value of such securities, whichever is lower.

All partial estimates are subject to correction in the final estimate.

(2) Final Payment:

When this contract, in the opinion of the Engineer, shall be completely performed on the part of the Contractor, the Engineer shall proceed with all reasonable diligence to measure up the Work and shall make out the final estimate for the same, and shall, except for cause herein specified, give to the Contractor, within thirty (30) days after receiving said certificate, an order on the City for the balance found to be due, excepting therefrom such sum or sums as may be lawfully retained under any of the provisions of the Contract; PROVIDED, that nothing herein contained shall be construed to affect the rights of the City hereby reserved to reject the whole or any portion of the aforesaid Work should the said estimate and certificate be found or known to be inconsistent with the terms of this Contract or otherwise improperly given; PROVIDED, that if, in case after the work hereunder has been accepted and final payment made, it shall be discovered that any part of the Contract has not been fully performed or has been done in an improper or faulty manner, the Contractor shall immediately remedy such defect, or, in case of neglect to do so within a reasonable time after notice thereof, shall be liable for and shall pay to the City the cost of remedying such defect or a sum equal to the damages sustained thereby, as the City shall elect, and the acceptance of and final payment for the Work shall be no bar to suit on any bond against any principal or principals, or Surety or Sureties, or both, given for the due performance of the Contract, or for the recovery of such cost or the equivalent of such damage.

The City will pay to the Contractor interest at the rate of three-fourths percent (3/4%) per month on the final payment due the Contractor. For lump sum contracts, the interest shall commence thirty (30) days after the Work under the Contract has been completed and accepted and all required material certifications and other documentation required by the Contract have been furnished the City by the Contractor and shall run until the date when the final payment or estimate is tendered to the Contractor. For contracts bid by Unit Prices, the interest will commence sixty (60) days after the above conditions are satisfied. When contract quantities or the final payment amount is in dispute, the interest-bearing period will be suspended until the conclusion and settlement of the dispute.

GC-30. CONTRACTOR REIMBURSEMENT FOR SURETY BOND:

For contracts of \$1,000,000.00 or more, the Contractor may receive reimbursement for the cost of the surety bonds after issuance of a work order. To receive reimbursement, the Contractor shall submit a standard partial payment form and affidavit, and a copy of the surety bond invoice. The final partial pay estimate will be reduced by the amount paid for surety bond reimbursement.

GC-31. RELEASE OF LIABILITY AND ACCEPTANCE:

The acceptance by the Contractor of the final payment shall operate as, and shall be a release to the City and every employee, officer and agent thereof, from all claims and liability to the Contractor for anything done or furnished for or relating to the Work, or for any act or neglect of the City or of any person relating to or affecting the Work, and, following such acceptance, no person, firm, or corporation other than the signer of this Contract as Contractor, will have any interest hereunder, and no claim shall be made or be valid, and neither the City nor any employees, officers, or agents thereof shall be liable or be held to pay any money, except as herein provided.

It shall be the duty of the Engineer to determine when the Work is completed and the Contract fulfilled, and to recommend its acceptance by the City. The Work herein specified to be performed shall not be considered finally accepted until the City has accepted all the Work.

GC-32. RIGHT OF CITY TO TERMINATE CONTRACT:

If the Work to be done under this Contract shall be abandoned by the Contractor, or if this Contract shall be assigned by him otherwise than as herein provided, or if the Contractor should be adjudged bankrupt, or if a general assignment of his assets be made for the benefit of his creditors, or if a receiver should be appointed for the Contractor or any of his property; or if at any time the Engineer shall certify in writing to the City that the performance of the Work under this Contract is being unnecessarily delayed, or that the Contractor is executing the same in bad faith or otherwise not in accordance with the terms of the Contract; or if the work be not substantially completed within the time named for its completion, or within the time to which such completion date may be extended, then the City may serve written notice upon the Contractor and his Surety of said City's intention to terminate this Contract, and unless within five (5) days after service of such notice upon the Contractor, a satisfactory arrangement is made for the continuance of the Contract, this

Contract shall cease and terminate. In the event of such termination, the City shall immediately serve notice upon the Surety and Contractor, and the Surety shall have the right to take over and complete the Work, provided, however, that if the Surety does not commence performance thereof within fifteen (15) days from the date of said notice of termination, the City may take over the Work and perform same to completion, by Contract or otherwise, for the account and at the expense of the Contractor, and the Contractor and his Surety shall be liable to the City for any and all excess cost sustained by the City by reason of such performance and completion. In such event the City may take possession of and utilize in completing the Work, all such materials, equipment, tools, and plants as may be on the site of the Work and necessary therefor. The Contractor shall not receive any other payment under the Contract until said Work is wholly finished, at which time, if the unpaid balance of the amount to be paid under the Contract shall exceed the expense incurred by the City in finishing the Work as aforesaid, the amount of the excess shall be paid to the Contractor, but if such expense shall exceed the unpaid balance, the Contractor shall pay the difference to the City.

GC-33. ADMINISTRATIVE COSTS AND FEES:

Cash Improvements - In the event the improvements are to be paid for in cash, the costs and fees for publication, engineering, filing, recording, abstracting, acquisition of easements, flushings, and pipe testing, shall be paid by the City unless otherwise provided for in these Contract Documents.

Assessment Improvements: In the event the improvements are to be paid for by the issuance of special assessment bonds, the costs and fees for publication, engineering, filing, recording, abstracting, acquisition of easements, flushing, pipe testing, and other authorized costs shall be added to the contract price and paid for in the same manner as the other Work included in this Contract. The Contractor shall pay the City the amount of said charges before the execution and delivery of the special assessment bonds or other payments. If the Contractor fails, neglects, or refuses to pay said charges within thirty (30) days after the bonds are ready for delivery, he shall pay the City interest at the rate of seven percent (7%) per annum and shall be liable for same in a civil suit. The Contractor shall pay the pipe testing fees directly to the testing laboratory.

GC-34. PAYMENT OR ACCEPTANCE NOT A WAIVER BY CITY:

Neither acceptance by the City or the Engineer or any employee of either nor any order by City for the payment of money, or the payment thereof, nor any taking of possession by City, nor the granting of any extension of time, shall operate as a waiver of any rights or powers of the City hereunder, and in the event that after the Work hereunder has been accepted and final payment made, it should be discovered that any part of this Contract has not been fully performed, or has been done in a faulty or improper manner, the Contractor shall immediately remedy such defect, or in the event of neglect to do so within a reasonable time after notice thereof, shall be liable for and shall pay to City the cost of remedying such defect, or a sum equal to the damage caused thereby, as City may elect. The acceptance of the Work or final payment therefor shall be no bar to suit against the Contractor or Surety, or both.

GC-35. CONTRACTOR'S OBLIGATION AFTER ACCEPTANCE:

Contractor further agrees, without cost other than is specially provided for in this Contract, at any and all times during one (1) year next following the completion and final acceptance of the Work embraced in this Contract, without notice from City, to repair or rework any work that fails to function properly due to defective material or workmanship and to indemnify, save harmless and defend the City from any and all suits and actions of every description brought against City for, or on account of injuries or damages alleged to have been received or sustained by any party or parties by reasons of, or arising out of the failure of Contractor to repair or rework any work where such failures have occurred, which said injuries or damages are alleged to have been received or incurred within one (1) year from the final acceptance of the Work hereunder, and to pay any and all judgements that might be rendered against City in any suits and actions, together with such expenses or attorney fees expended or incurred by City in the defense thereof, and Contractor hereby expressly waives any notice that might by law be required to be given to them by City of any defect, break, settling, or failure or of any other condition that might be the cause of injury or damage to any person on account of which a claim or suit might be made or filed against City, or a judgement taken for damages against City. It is expressly agreed that the acceptance of the Work by City shall constitute no bar against any person injured or damaged by the failure of the Contractor to perform all of his covenants and agreements hereunder from maintaining an action against the Contractor, or against City from enforcing its rights against the Contractor hereunder.

GC-36. NOTICES:

Any notices or other communications hereunder may be given to Contractor at the address listed in the Proposal, to the Surety at the office of the Attorney-in-Fact signing the bond or at Surety's home office address on file with the Insurance Commissioner of the State of Oklahoma, and to City in care of the Deputy Director of Public Works, or at such other place as may be designated in writing. The delivery to such address, or depositing in any mailbox regularly maintained by the Post Office, of any notice, letter, or other communication to the Contractor, shall be deemed sufficient service thereof, and the date of said service shall be the date of such delivery or mailing.

GC-37. RELATION TO OTHER CONTRACTORS:

Nothing herein contained and nothing marked upon the Drawings shall be interpreted as giving the Contractor exclusive occupancy of the territory or right-of-way provided. The City and its employees, officers, and agents for any just purpose, and other contractors of the City for any purpose required by their respective contracts, may enter upon or cross this territory or occupy portions of it or take materials therefrom as directed or permitted. When two or more contracts are being executed at one time on the same or adjacent land in such manner that the work on one contract may interfere with the work on another, the Engineers shall decide which contractor shall cease work and which shall continue, or whether the work on both contracts shall progress at the same time and in what manner. When the territory of one contract is the necessary or convenient means of access for the transportation or movement of men, machines, or appliances for the execution of another contract, such privilege of access or any other reasonable privilege may be granted by the Engineers to the contractor desiring it, to the extent, amount, in the manner

and at the time permitted. Any decision regarding the method or time of conducting the work or the use of the territory shall not be made the basis of claims for delay or damage except as otherwise stipulated. The Contractor shall not cause any unnecessary hindrance or delay to any other contractors on the premises, and shall bear all damages done to the work of such other contractors by him or by his employees.

GC-38. PARTIAL OCCUPANCY AND USE:

The City, upon advance written notification to the Contractor, shall have the right to occupy and use any completed or partially completed portions of the Work site when such occupancy and use are in the City's best interest, notwithstanding completion of the entire project.

Such partial occupancy and use shall be upon the following terms:

- a. The Engineer shall make an inspection of the portion or portions of the Work concerned, and report to the City his findings as to the acceptability and completeness of the Work. The Engineer's report shall include a list of items to be completed or corrected before final payment.
- b. The City, upon acceptance of the Engineer's report, shall give written notice to the Contractor of the City's intention to occupy and use said portions of the Work site. The City's notice shall include a copy of the Engineer's report, shall clearly identify the portions of the Work site to be occupied and used, and shall establish the date of said occupancy and use.
- c. From the date thus established, the City shall assume all responsibilities for operation, maintenance, and the furnishing of water, gas, and electrical power for the portions of the Work site thus occupied and used. The City shall have the right to exclude the Contractor from those portions of the Work site but shall provide the Contractor reasonable access to complete or correct necessary items of Work.
- d. The one-year guarantee required by the General Conditions shall not begin until completion and final acceptance of the entire project, except as to any items of mechanical or electrical equipment such as pumps, blowers, process equipment, instrumentation, controls, metering equipment, heating, and ventilating equipment and similar items having movable or operable components, and any of which are thus used by the City. For said equipment, the one-year warranty shall start from the date established in the written notice from the City.
- e. Occupancy or use of any space in the Work site shall not constitute acceptance of Work not performed in accordance with the Contract, nor relieve the Contractor of liability to perform any Work required by the Contract but not completed at the time of said occupancy and use.
- f. The Contractor shall not be held responsible for normal wear and tear or damage resulting from said occupancy, except to the extent that such damage is covered by the one-year guarantee.
- g. The partial occupancy and use of any portions of the Work site by the City shall not constitute grounds for claims by the Contractor for release of any amounts retained from payments under the provisions of the Contract. The retained amounts will not be due until completion of the entire project for final acceptance and final payment, as set forth in the General Conditions.

**SPECIAL
PROVISIONS**

SPECIAL PROVISION
SUPPLEMENTAL CONTRACT REQUIREMENTS
PROJECT NO. SP 21-8 MOHAWK FILTER PRESS BUILDING ROOF
REPLACEMENT

1. Apparent lowest, responsible bidder shall return their signed contract documents (including bonds and insurance) to the City of Tulsa, Contract Administration Section 175 E. 2nd Street, 13th Floor, OK 74103 within fifteen (15) days after notification by the City.
2. If the apparent lowest, responsible bidder provides their signed contract documents (including bonds and insurance) and the contract is executed by the City, the Pre-Construction Conference for this project will be held within sixty (60) days after bid opening.
3. The Notice to Proceed or written work order (NTP) will be issued in the normal time period (approximately within ten (10) days of the Pre-Construction Conference).

The City will grant up to **Zero (0) days** for a delayed (flexed) NTP after the Pre-Construction Conference. No delayed (flexed) NTP above this amount will be granted unless approved by the City Engineer or designee.

4. There will be no additional compensation due to the use of a delayed (flexed) NTP.
5. This Special Provision does not alter the Public Meeting requirements (and public notice) defined in the General Conditions.

SPECIAL PROVISIONS
INSURANCE REQUIREMENTS

In reference to Ordinance No. 24616 Adoption of State Specification for Highway Construction, Section 107.12 shall be modified as follows:

The CONTRACTOR (and any subcontractors) shall carry and keep in force during this Contract, policies of insurance issued by an insurer authorized to transact business in Oklahoma in minimum amounts as set forth below or as required by the laws of the State of Oklahoma. The CONTRACTOR shall also furnish an Owner's Protective Policy in the same amounts naming the City of Tulsa as the assured, issued by the same insurance company as the CONTRACTOR'S liability coverage and indemnifying the City of Tulsa against any and all actions, claims, judgments or demands arising from injuries of any kind and character sustained by any person or persons because of work performed by the CONTRACTOR.

General Liability Insurance with a bodily injury and property damage combined single limit of not less than \$1,000,000.00 for each occurrence.

Employer's Liability and Workmen's Compensation in the amounts as required by law.

The CONTRACTOR shall provide proof of such coverage:

- (a) By providing Certificate(s) of Insurance prior to the execution of this contract; and
- (b) By submitting updated Certificate(s) of Insurance with each and every subsequent request for payment. The Certificate(s) should show that the policies are current and should be dated within 30 days of payment request.

The CONTRACTOR shall not cause any required insurance policy to be cancelled or permit it to lapse. If the CONTRACTOR cancels, allows to lapse, fails to renew or in any way fails to keep any required insurance policy in effect, the City will suspend all progress and/or final payments for the project until the required insurance is obtained. Further, a CONTRACTOR who fails to keep required insurance policies in effect may be deemed by the City to be in breach of contract, ineligible to bid on future projects, and/or ineligible to engage in any new contracts.

The Contractor shall execute and furnish a Statutory Bond for the protection of laborers, mechanics, and material men in a sum equal to one hundred percent (100%) of the contract price.

The Contractor shall execute and furnish a Performance Bond in a sum equal to one hundred percent (100%) of the contract price.

The Contractor shall execute and furnish a Maintenance Bond in a sum equal to one hundred percent (100%) of the contract price.

Prior to doing blasting, the Contractor shall furnish a Certificate of Insurance, which shall certify that any damage caused by blasting is within the coverage of the Contractor's liability insurance to the full limits thereof.

All bonds and insurance must be executed by a company licensed to do business in the State of Oklahoma and must be acceptable to the City.

SPECIAL PROVISIONS GENERAL

1. Work Days: All work to be completed within **90 calendar days** for the Base Bid.
2. No work shall be done between the hours of 7:00 p.m. and 7:00 a.m., nor on Saturday, Sunday, or legal holidays without the prior written approval or permission of the Engineer in each case, except such work as may be necessary for the proper care, maintenance, and protection of work already done, or of equipment, or in the case of an emergency.
3. Traffic Control: All work shall be done in cooperation with the City to establish, install, maintain and operate complete, adequate and safe traffic control during the entire construction period. Barricades, signs, lights, flags and all other traffic control devices shall meet the requirements and specifications of the Standard Drawings entitled "Typical Applications of Traffic Control Devices" and shall be approved by the Traffic Engineer of the City of Tulsa. Two-way traffic shall be maintained at all times, unless otherwise approved by the Engineer. All contractors shall contact the City of Tulsa Traffic Engineering Section before removing or replacing traffic devices, detector loops and street signs. A traffic plan must be submitted for any temporary street closure at least 2 working days prior to planned closing.
4. Contractor shall provide an acceptable 10' straightedge for this Project. All transverse joints shall be straight edged and approved by the Engineer. Surface elevations will meet ODOT 401.04 and all other contract requirements.
5. The Engineer may do quality assurance testing in addition to that performed by the Contractor. The Engineer or a testing laboratory designated by the Engineer will do any testing for quality assurance. The City will pay all costs of quality assurance.
6. Full depth sawing of patches is required. This area to be removed shall be marked by the Contractor under the direction of the Engineer. The Contractor will provide personnel and equipment for marking of the patches as directed by the Engineer. Cost of full depth sawing shall be included in bid item for patching areas.
7. Areas to be patched shall be delineated in a straight-line geometric pattern. When completed, the patch shall be level and provide a smooth riding surface. Portland Cement Concrete patches will be protected from all traffic for a minimum period of 24 hours before removal of protective devices. No open excavations will be left overnight.
8. All asphalt patch work will require that asphalt rollers and an asphalt laydown machine be available for use on the job as directed by the Engineer.

9. Contractor will be required to employ the use of an Automatic Grade Referencing System. The equipment shall be capable of accurately and automatically establishing grades along each edge of the machine by referencing the existing pavement by means of a ski or joint matching shoe, or from an independent grade control. Minimum length of ski shall be 40'.
10. Prior to application of tack coat, the street shall be blown clean with compressed air to the satisfaction of the Engineer.
11. The tack coat must be uniformly distributed and adequately cured prior to beginning the overlay.
12. Contractor shall be responsible for cleanup and/or removal of any excessive overspray of any tack coat material to the satisfaction of the Engineer.
13. Debris from routing of cracks and cold milling shall be swept and vacuumed from the street to the satisfaction of the Engineer.
14. Contractor will be responsible for preparation and distribution of a written notice to residents within 48 hours of beginning milling and overlay operations. Costs associated with this requirement will be included in other items of work.
15. Contractor shall provide a continuous work effort towards total completion of the work in an area prior to moving to a different location.
16. No masonry structures shall be used in street right of way. Either precast or cast-in-place structures shall be used.
17. No lifting holes will be allowed in any reinforced concrete pipes or reinforced concrete boxes.
18. No fly ash is allowed to be used on this project.
19. The Contractor certifies that it and all of its Subcontractors to be used in the performance of the Contract are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O. S. Sec. 1312 and includes but is not limited to the free Employee Verification Program (E-Verify) available at www.dhs.gov/E-Verify.
20. **Driveways.** Access to properties and businesses adjacent to the right of way must be provided and maintained at all times unless otherwise directed/approved by the Engineer. The Contractor will contact the business or property owner at least 5 days in advance of any driveway closure. Driveways and patches in front of driveways, which are removed, shall not be left unusable overnight. If concrete cannot be placed the same day as removal, the Contractor shall furnish screening or other suitable aggregate material to maintain temporary access until concrete

can be placed. The cost of placing and removing the material for temporary access shall be included in the pay item for Concrete Driveway (High Early Strength). **Failure to leave any driveway usable will subject the Contractor to a \$1000.00 per day fine for each and every calendar day that the driveway remains non-useable.** The only exception for a driveway to be non-useable is to allow for curing time for concrete. Cure time will not exceed 48 hours.

21. Driveways in excess of 18-feet in width shall be constructed in half-sections and access shall be maintained at all times.
22. Contractor shall prepare and present a schedule and plan for lane and driveway closures throughout the project. The Contractor shall include in the plan, driveway signage for local business access. Payment for signs will be included under the pay item “**Signage for Local Business Access**” and will be paid for by the square foot. Coordination with the City of Tulsa and local business operators shall be required before a driveway schedule and plan is approved.
23. Contractor shall coordinate with the City of Tulsa and local business operators to identify opportunities to perform weekend or “after business hours” construction on driveways to minimize impacts to the area.
24. Local and through traffic shall be maintained at all times through the project unless otherwise permitted by the Engineer. All public and private streets shall be accessible at all times. All detours, horizontal traffic movements, etc. are directly related to the sequence of work; therefore, the Contractor shall proceed with his construction operation in conformity with the details shown on the plans and as required by this special provision.
25. Traffic must be handled appropriately through the entire project during construction and it shall be the responsibility of the Contractor to provide for the safety and comfort of the traveling public at all times. The Contractor shall be required to give the traveling public at least **five (5) days** advance notice of any lane and/or street closures.
26. The Contractor may propose/recommend modifications to the sequence of work for consideration by the Engineer. Any major recommended modification by the contractor shall include any changes to the various pay items, impact to traffic, and effect of overall project in time and cost, etc. The Contractor shall not proceed with any construction operations based on a revised phase/sequence until the Contractor obtains written approval from the Engineer.

27. Two lanes shall remain open to traffic, one in each direction, throughout all phases of construction, unless otherwise approved/directed by the Engineer. Left turn lanes shall remain open to traffic throughout all phases of construction, unless otherwise approved/directed by the Engineer. Transitions from pavement elevations through construction areas to access driveways or intersections shall be the Contractor's responsibility. Contractor shall maintain signs and markings on a continuous basis.

SPECIAL PROVISIONS
TIME FOR COMPLETION

1. The work shall commence within ten days from and after the date of a written work order from the City. The Contractor agrees that the work shall be prosecuted regularly, diligently and uninterruptedly at a uniform rate of progress so as to ensure completion within the number of days after the day on which the work order is issued. If the Contractor shall fail to complete all work within the time specified, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for Breach of Contract, the Sum of **Two Thousand Five Hundred Dollars (\$2,500.00)** for each and every calendar day for failure to complete all work within the time specified. The said amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain. It is expressly understood and agreed that the said time for completion of the work described herein is a reasonable time for the completion of same.
2. If the Contractor shall fail to complete reconstruction of a segment of roadway within **thirty (30)** days of beginning the reconstruction operation, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for such breach of contract, the sum of **Two Thousand Five Hundred Dollars (\$2,500.00)** for each and every calendar day of failure to complete the work after the specified time. The said amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain. This time constraint applies only to roadways to be reconstructed and includes all subsidiary work items required to complete the reconstruction. Subsidiary items not required to complete the reconstruction are not subject to this time constraint.
3. If the Contractor shall fail to complete overlaying of any separately milled segment of roadway within **twenty (20)** days of beginning the milling operation, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for such breach of contract, the sum of **Two Thousand Five Hundred Dollars (\$2,500.00)** for each and every calendar day of failure to complete the work after the specified time. The said amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain. The City will authorize when milling is to be done based on weather conditions. This time constraint applies only to segments to be milled and includes all subsidiary work items required to complete the overlay. Subsidiary items not required to complete the overlay are not subject to this time constraint.
4. The Contractor shall commence work within 24 hours of traffic control devices being established at the project location. If the Contractor shall fail to commence work within 24 hours of traffic control devices being established at the project

location, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for such breach of contract, the sum of **One Thousand Dollars (\$1,000.00)** per lane for each day of failure to commence work after the specified time set forth. The amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damage the City would in such event sustain.

5. **The successful contractor shall furnish a CPM schedule per ODOT 108.03B.** If at any time, in the opinion of the Engineer, proper progress is not being maintained, such changes shall be made in the schedule of operations, which will satisfy the Engineer that the work will be completed within the period stated in the Proposal. Monthly progress meetings will be conducted to maintain coordination between all project entities.
6. The Contractor will be required to provide a full-time, onsite English speaking superintendent for this Project for direct contact with City and coordination of subcontractors. A working foreman is not acceptable as a project superintendent. The superintendent shall be required to be present at the work site whenever the Contractor or subcontractors are performing work. The superintendent shall be a representative of the Contractor with the authority to make decision. If the Contractor shall fail to provide a non-working superintendent on a day when work is being performed, then the Contractor agrees to pay the City, not as a penalty, but as liquidated damages for such breach of contract, the sum of **One Thousand Dollars (\$1,000.00)** for each and every calendar day of failure to provide a non-working superintendent at the work site. The said amount is fixed and agreed upon because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the City would in such event sustain.
7. It is further agreed that time is of the essence of each and every portion of this Contract and the specifications wherein a definite and certain time is fixed for the performance of any act whatsoever; and where under the contract an allowance of additional time for completion of any work is made, the new time fixed by such extension shall be of the essence of this Contract.
8. Should the Contractor be delayed in the final completion of the work by any act or neglect of the City of Tulsa, or of any employees of either, or by strikes, injunctions, fire or other cause or causes outside of and beyond the control of the Contractor and which, in the opinion of the Engineer, could have been neither anticipated or avoided, then an extension of time sufficient to compensate for the delay as determined by the Engineer, shall be granted by the City, provided however, that the Contractor shall give the City and the Engineer notice in writing of the cause of the delay in each case on the Extension of Time Request Form enclosed in these documents, and agrees that any such claim shall be fully compensated for by an extension of time to complete performance of the work included herein.
9. The Contractor shall submit the Extension of Time Request Form with each partial

payment application. Failure to submit the Extension of Time Request with a partial payment application shall constitute a complete waiver of any claim for time extension for the period covered by the partial payment.

10. Extension of time may be granted for delays caused by unsuitable weather. Extension of time will not be granted for delays caused by ground condition, inadequate construction force, or the failure of the Contractor to place orders for equipment or materials a sufficient time in advance to ensure delivery when needed. Any extension of time by the City shall not release the Contractor and surety herein from the payment of liquidated damages for a period of time not included in the original contract or the time extension as herein provided.
11. Failure to complete project within specified time, as set forth in the Contract, may be grounds for disqualification for future consideration for contracts with the City of Tulsa.
12. Final Acceptance of the Project will be in strict accordance with ODOT Specification 105.17– Project Completion and Acceptance and ODOT Specification 104.10– Final Cleaning Up and defined as “The date on which the Request for Action (RFA) for final payment has been signed by the Mayor of the City of Tulsa.”
13. Contract Evaluation forms will be compiled by City staff upon completion of this Project to provide a record of the Contractor’s performance for use in subsequent projects.

SPECIAL PROVISIONS
OWNER ALLOWANCE

The "Owner Allowance" may be used for various work and miscellaneous items not specifically identified in the Contract Documents with the following provisions:

- A. The allowance shall be used for cost of design and construction, including all materials, labor, equipment, profit and overhead, of work items not specifically identified in the Construction Documents, or included in original pay items bid for the contract.
- B. The allowance shall be utilized only at the discretion of the City of Tulsa. Any balance remaining at the completion of the Project will be retained by the City of Tulsa.
- C. The Contractor shall provide, to the City of Tulsa, a written request for the use of any allowance, including a schedule of values and associated backup information, including validity of need, materials, labor, equipment, and time required to perform the associated work.

Contractor shall proceed with the allowance work only after receiving written permission from the City of Tulsa. Proceeding with associated allowance work without written permission from the City of Tulsa will be at the Contractor's sole expense.

SPECIAL PROVISIONS**ENVIRONMENTAL ISSUES****1.1 ENVIRONMENTAL ISSUES**

- A. Contractor shall immediately report to Owner (City of Tulsa):
 - 1. Any environmental issue, whether observed, uncovered, exposed, caused or created;
 - 2. Any activity, action or failure to act, which may be causative of increased environmental liability, degradation of the environment, or that could adversely affect or impact human health and/or safety.
- B. No action by Owner shall be deemed to relieve Contractor of these requirements.
- C. All Work performed and all Work subcontracted shall comply with all Local, State and Federal laws and regulations.
- D. Disposal of any material, including but not limited to waste, excess, spoil, or overburden, shall be done in a manner to comply with any and all Local, State and Federal laws and regulations.

END OF SECTION

SPECIAL PROVISIONS**REMOVAL OF CASTINGS AND EQUIPMENT****1.1 REMOVAL OF CASTINGS**

- A. All water, sanitary sewer, and storm sewer manhole castings, lids, frames, curb hoods, grates, hydrants, valves, and other fittings removed as part of any construction project are property of the City of Tulsa. Contractor will not take ownership.
- B. All storm sewer and sanitary sewer castings shall be salvaged and delivered by the Contractor to the Underground Collections North Sewer Base Stockyard at 9319 East 42nd Street North. Contractor will coordinate the return of such items with the Stockyard personnel at (918)669-6130.
- C. All hydrants, valves, and other fittings from abandoned water mains shall be salvaged and delivered by the Contractor to the South Yard at 2317 South Jackson Avenue. Contractor will coordinate the return of such items with the South Yard personnel at (918)596-9401.

1.2 REMOVAL OF EQUIPMENT

- A. All door hardware, card readers, cameras, mag locks, fire alarm sensors, power sources, batteries, etc. must be salvaged and returned to the City for reuse.
- B. Clearly label wires and cables with tape before disconnecting from cameras, motion sensors, keypads, card readers, etc.

END OF SECTION

SPECIAL PROVISIONS**UTILITY RELOCATIONS AND DESIGN ISSUES****1.1 UTILITY RELOCATIONS AND DESIGN ISSUES**

- A. It is the intent of this specification to provide no more than seventy five (75) calendar days due to delays caused by required utility relocations and required design clarifications. Should the Contractor be delayed in the final completion of work by any utility relocation or design issue, additional days as determined by the Engineer shall be granted by the City. However, the Contractor shall give the Engineer notice in writing of the cause of the delay in each case on the Extension of Time Request Form enclosed in these documents, and agrees that any claim shall be fully compensated for by the provisions of this specification to complete performance of the work. An adjustment will not be made to the Contract time bid for incentive purposes.
- B. Any time granted for utility relocations or design issues up to (75) calendar days will be in addition to the number of days shown in the Proposal for computation of disincentive and liquidated damages.

END OF SECTION

SPECIAL PROVISIONS**CITY OF TULSA PROJECT SECURITY****1.1 CITY OF TULSA PROJECT SECURITY**

- A. All employees of the Contractor that will be on site shall register with the City of Tulsa Construction Manager and will be issued an identification badge specific to this project that must be worn at all times for access to the project and to work on site. Visitor badges will be issued for persons temporarily on site such as material delivery persons. Contact Amber Avey (918)596-9643 or Carl McClure (918)591-4071 for obtaining ID and visitor badges.
- B. The requirements for Project Security at all times are as follows: Per Oklahoma State law [O.S. Title 57, §583-584](#), anyone required to register as a sex offender do so with the City of Tulsa Construction Manager, all employees must be legal citizens of the U.S./or have current work visa. All employees and must have valid identification for background investigation, which includes U.S. Driver's license, Social Security card, birth certificate, passport, and/or INS card. The Contractor must certify to the City of Tulsa Construction Manager that they have not employed any person on this site that does not meet these requirements.
- C. The requirements for project security once the building shell is in place, the building closed in, and indoor work commences are as follows: No employees that have felonies within ten years; note, any misdemeanors or felonies within twenty years are subject to scrutiny; No employees that have current criminal proceedings regarding sex offenses, acts of violence, fraud, embezzlement, and/or burglaries; and No employees with outstanding warrants. All employees of Contractor on site will be required to have an Oklahoma State Bureau of Investigation Criminal History Record Information check processed and on file with this Contractor. This Contractor shall be responsible for the expense of said background checks as part of this package. The Contractor must certify to the City of Tulsa Construction Manager that they have not employed any person on this site that does not meet the requirements.
- D. There is no cost for badges or background checks as long as badges are returned after the project is completed. However if a badge is issued and subsequently lost, there is then a \$15 replacement fee charged before a new badge is issued.

END OF SECTION

SPECIAL PROVISIONS**SUBSTANTIAL COMPLETION****1.1 SUBSTANTIAL COMPLETION**

- A. Re: General Conditions
- B. Substantial Completion shall mean; the time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of the Engineer of Record, City Special Projects, City Field Engineering, and the User Group/Tenant are in agreement that the Work (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially complete" as applied to all or part of the Work refer to Substantial Completion thereof.
- C. When Contractor considers the entire Work ready for its intended use Contractor shall notify the Engineer of Record, Owner (City Special Projects, City Field Engineering), and User Group/Tenant in writing that the entire Work is substantially complete (except for items specifically listed by Contractor as incomplete) and request the Engineer of Record issue a certificate of Substantial Completion.
- D. Promptly after Contractor's notification, Engineer of Record, Owner (City Special Projects, City Field Engineering), and User Group/Tenant shall make an inspection of the Work to determine the status of completion. If the Engineer of Record does not consider the Work substantially complete, Engineer of Record will notify Contractor in writing giving the reasons therefor.
- E. If Engineer of Record considers the Work substantially complete, Engineer of Record will deliver to Owner a tentative certificate of Substantial Completion which shall fix the date of Substantial Completion. There shall be attached to the certificate a tentative list of items to be completed or corrected before final payment.
- F. Final Inspection: Upon written notice from Contractor that the entire Work or an agreed portion thereof is complete, Engineer of Record will promptly make a final inspection with Owner (City Special Projects, City Field Engineering) and User Group/Tenant and Contractor and will notify Contractor in writing of all particulars in which this inspection reveals that the Work is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

END OF SECTION

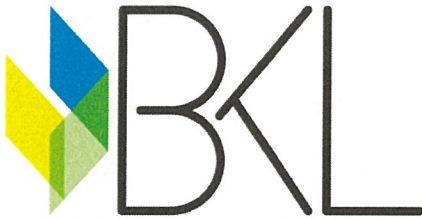
MOHAWK FILTER PRESS BUILDING ROOF REPLACEMENT

City of Tulsa, Oklahoma

Project No.: SP 21-08

PROJECT MANUAL

PREPARED BY:



1623 East 6th Street
Tulsa, Oklahoma 74120
918-835-9588

C.A. 262 (PE) RENEWAL DATE: 06-30-2027
C.A. 0049 (ARCH) RENEWAL DATE: 06-31-2028

BKL Project Number: 788-22-02



CITY OF
Tulsa
A New Kind of Energy™

175 E 2nd Street
TULSA, OK 74103

SP21-08

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SECTION 012100

GENERAL CONSTRUCTION ALLOWANCE

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
 - 1. Lump-sum allowances.
 - 2. Unit-cost allowances.
 - 3. Quantity allowances.
 - 4. Contingency allowances.
- C. Related Requirements:
 - 1. Section 012200 "Unit Prices" for procedures for using unit prices, including adjustment of quantity allowances when applicable.

1.2 WORK COVERED BY ALLOWANCE

- A. An allowance has been provided in the contract for additional work not identified in the Construction Documents.
- B. The allowance shall be used for cost of materials, labor, installation and overhead and profit for additional work that is not identified in the Construction Documents/Plans and not included in the base bid pay items.
- C. The allowance shall be used only at the discretion of the City of Tulsa.
- D. The Contractor shall provide to the Owner's Representative a written request for the use of the allowance with a schedule of values and associated backup information.
- E. Contractor shall proceed with work included in the allowance only after receiving a written order from the City of Tulsa Representative authorizing such work. Proceeding with work in the allowance without a written order from the City of Tulsa Representative will be at the Contractor's cost.
- F. At the end of the project any portion of the allowance not used will be credited to the City of Tulsa.

1.3 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise City of Tulsa Representative of the date when final selection, or purchase and delivery, of each product or system described by an allowance must be completed by the City of Tulsa to avoid delaying the Work.
- B. At City of Tulsa Representative's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by City of Tulsa Representative from the designated supplier.

1.4 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- B. Submit documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.5 ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by the City of Tulsa or selected by City of Tulsa Representative under allowance and shall include freight and delivery to Project site.
- B. Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials ordered by the City of Tulsa or selected by City of Tulsa Representative under allowance shall be included as part of the Contract Sum and not part of the allowance.

1.6 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
 - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
 - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other markups.
 - 3. Submit substantiation of a change in scope of Work, if any, claimed in Change Orders related to unit-cost allowances.
 - 4. The City of Tulsa reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.

- B. Submit claims for increased costs because of a change in scope or nature of the allowance, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 PREPARATION

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

END OF SECTION

SECTION 012200

UNIT PRICES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for unit prices.
- B. Related Requirements:
 - 1. Section 012100 "General Construction Allowance" for procedures for using unit prices to adjust quantity allowances.

1.2 DEFINITIONS

- A. Unit price is an amount proposed by bidders, stated on the Bid Form, 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.

1.3 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit.
- B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. The City of Tulsa will confirm in field the Contractor's measurement of work-in-place that involves use of established unit prices. If disputes arise, the City of Tulsa reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at City of Tulsa's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: Refer to Pay quantity items on the Bid Proposal.

1.4 DESCRIPTION

- A. Work includes:
 - 1. Overhead and profit in Unit Prices.
 - 2. Indicate Unit Prices on Bid Form.
 - 3. Unit Prices indicated on Bid Form will be made part of Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 012500
SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Work includes:
 - 1. Product options and substitutions.
 - 2. Administrative and procedural requirements for Substitutions for Cause.
 - 3. Administrative and procedural requirements for Substitutions for Convenience, also consider Substitutions Prior to Bidding.
- B. Related Requirements:
 - 1. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.2 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
 - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
 - 2. Substitutions for Convenience or Substitution prior to bidding: 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.

1.3 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. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation method cannot be provided, if applicable.
 - b. Coordination of information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.

- c. Detailed comparison of significant qualities of proposed substitutions 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. List of similar installations for completed projects, with project names and addresses as well as names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency, indicating and interpreting test results for compliance with requirements indicated.
 - i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
 - j. Detailed comparison of Contractor's construction schedule using proposed substitutions 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.
 - k. Cost information, including a proposal of change, if any, in the Contract Sum.
 - l. 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.
 - m. 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.
2. Owner's Representative's Action: If necessary, Owner's Representative will request additional information or documentation for evaluation within reasonable number of days of receipt of a request for substitution. Owner's Representative will notify Contractor of acceptance or rejection of proposed substitution within reasonable number of days of receipt of request, or of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Owner's Representative's Supplemental Instructions for minor changes in the Work.

1.4 QUALITY ASSURANCE

- A. 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.
- B. To the greatest extent possible, provide products, materials and equipment of a singular generic kind and from a single source.
- C. Where more than one choice is available as options for Contractor's selection of a product or material, select an option which is compatible with other products and materials already selected.

1.5 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.
- B. Requirements Included:
 - 1. The Contract is based on the standards of quality established in the Contract Documents.
 - 2. All products proposed for use, including those specified by required attributes and performance shall require approval by the Owner's Representative before being incorporated into the work.
 - 3. Do not substitute materials, equipment or methods unless substitution has been specifically approved for this work by the Owner's Representative and Owner.
- C. Substitutions:
 - 1. Only written requests with complete data for evaluation will be considered.
 - a. Request must be received at least 10 calendar days prior to the bid date.
 - 2. For bidding purposes; base all bids on materials, equipment and procedures specified or approved by Addenda.
 - 3. Addenda listing approved substitutions will be published.
 - 4. No verbal or written approvals other than by Addenda will be valid.
 - 5. After end of that period, requests will only be considered only in case of product unavailability or other conditions beyond the control of Contractor.
 - 6. Submit separate request for each substitution on with the attached form to the Owner's Representative.
 - 7. The Contractor shall support each request with;
 - a. Product identification, including manufacturer's name.
 - b. Manufacturer's literature, marked to indicate specific model, type, size, and options to be considered:
 - 1) Product description.
 - 2) Performance and test data.
 - 3) Reference standards.
 - 4) Difference in power demand, air quantities, etc.
 - 5) Dimensional differences from specified unit.
 - c. Full size samples if requested.
 - 1) Field Engineer reserves right to retain sample until physical units are installed on project for comparison purposes.
 - 2) Requester pay all costs of furnishing and return of samples.
 - 3) Field Engineer is not responsible for loss of, or damage to, samples.
 - d. Name, address and phone numbers of at least 5 similar projects and name and phone number of Owner's representative that Field Engineer can contact; to discuss product, installation, and field performance data.
 - e. Itemized comparison of the propose substitution with product specified; list significant variations.
 - f. Data relating to changes in construction schedule.
 - g. Any effect of substitution on separate contracts.
 - h. List of changes required in other work or products.
 - i. Accurate cost data comparing proposed substitution with product specified.
 - j. Amount of net change to Contract Sum.
 - k. Designation of availability of maintenance services, sources of replacement materials.
 - 8. In making request for substitution, Contractor and suppliers represent:

- a. Has personally investigated proposed product or method, and have determined that it is equal or superior in all respects to that specified, and that it will perform intended function.
 - b. Will provide same or better warranty for substitute item as for product or method specified.
 - c. Will coordinate installation of accepted substitution into Work, to include building modifications if necessary, making such changes as may be required for Work to be complete in all respects.
 - d. Certify cost data presented is complete and includes all related cost except any redesign cost of Owner's Representative.
 - e. Waive all claims for additional costs or time related to substitution which subsequently become apparent or caused by substitution.
 - f. Will pay all Owner's Representative redesign cost and other costs caused by substitution.
 - g. Proposed substitution is in full compliance with applicable code requirements.
 - h. Acknowledge acceptance of these provisions in request.
- 9. Substitute products shall not be ordered or installed without written acceptance of Owner's Representative and Owner.
 - 10. Owner's Representative will recommend acceptability of proposed substitutions.

D. Owner's Representative Duties:

- 1. Review Contractor's request for substitutions with reasonable promptness.
- 2. Recommend to Owner acceptance or rejection of request.
- 3. Notify Contractor, in writing, of decision to accept or reject requested substitution.

1.6 REJECTION OF SUBSTITUTIONS

- A. Substitutions will not be considered for acceptance when:**
- 1. They are indicated or implied on shop drawings or product data submittals without a formal request from Contractor.
 - 2. They are requested directly by a subcontractor or supplier.
 - 3. Acceptance will require substantial revision of Contract Documents.
 - 4. They are not submitted in accord with this document.
 - 5. Acceptance will require substantial revision of Contract Documents, or building spaces.
 - 6. Request for substitution does not indicate specific item for which request is submitted.
 - 7. Request form is not properly executed.
 - 8. Acceptance of manufacturer only will not be made.
 - 9. Insufficient information submitted.

1.7 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 30 calendar days prior to time required for preparation and review of related submittals.**
- 1. Substitutions for Cause will only be considered in the case of product unavailability or other conditions beyond the control of Contractor.
 - 2. Conditions: Owner's Representative will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Owner's

Representative 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.
- B. Substitutions for Convenience: Owner's Representative will consider requests for substitution for convenience if received 10 calendar days prior to bidding. Substitutions for Convenience will only be received prior to bidding. Requests received after that time will not be considered.
1. Conditions: Owner's Representative will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Owner's Representative 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 Owner's Representative 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.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

SUBSTITUTION REQUEST

PROJECT: _____
PROJECT NUMBER: _____

TO: BKL, Inc.
1623 E. 6th, Street
Tulsa, Oklahoma 74120
Attn: Jenni Hammock

FROM: _____

ABOVE FIRM HEREBY REQUESTS CONSIDERATION OF FOLLOWING PRODUCT OR
SYSTEMS AS A SUBSTITUTION IN ACCORD WITH PROVISIONS OF CONTRACT
DOCUMENTS.

SPECIFIED PRODUCT OR SYSTEM:

Substitution request for: _____
Specification Section Number: _____
Article(s)/Paragraph(s): _____

SUPPORTING DATA:

Attach product description, specifications, drawings, photographs, performance data, test data, and any additional data
or information for evaluation of the proposed substitution in accord with requirements of Document 00440.

Sample is attached: Yes: _____ No: _____
Sample will be sent if requested: Yes: _____ No: _____

COMPARISON:

	SPECIFIED PRODUCT	PROPOSED SUBSTITUTION
Name, brand:	_____	_____
Catalog No.:	_____	_____
Manufacturer:	_____	_____
Variations:	_____	_____

Maintenance Service Available: Yes: _____ No: _____

If yes, location: _____
Spare Parts Source: _____

List minimum of 5 previous installations giving data regarding projects on which proposed substitution was used:

Project: _____
Address: _____
Owner's Representative: _____
Owner, address, tel: _____
General Contractor: _____
Date Installed: _____
Dollar Value this Work: \$ _____

Project: _____
Address: _____
Owner's Representative: _____
Owner, address, tel: _____
General Contractor: _____
Date Installed: _____
Dollar Value this Work: \$ _____

Project: _____
Address: _____
Owner's Representative: _____
Owner, address, tel: _____
General Contractor: _____
Date Installed: _____
Dollar Value this Work: \$ _____

Project: _____
Address: _____
Owner's Representative: _____
Owner, address, tel: _____
General Contractor: _____
Date Installed: _____
Dollar Value this Work: \$ _____

Project: _____
Address: _____
Owner's Representative: _____
Owner, address, tel: _____
General Contractor: _____
Date Installed: _____
Dollar Value this Work: \$ _____

REASON FOR NOT GIVING PRIORITY TO SPECIFIED ITEMS:

EFFECT OF SUBSTITUTION:

Proposed substitution affects other parts of Work: Yes: _____ No: _____

(If yes, explain) _____

Substitution requires dimensional revision or redesign of structure or Mechanical and Electrical Work:

Yes _____ No _____ (If yes, explain) _____

STATEMENT OF CONFORMANCE OF PROPOSED SUBSTITUTION TO CONTRACT REQUIREMENTS:

I/we have personally investigated the proposed substitution and determined that it is equal or superior in all respects to specified product or system and will perform intended function, except as stated above;
Will provide same warranty as specified;
is in full compliance with applicable code requirements;
have included complete cost data and implications of substitution;
will pay redesign, special inspection and other costs caused by use of this substitution;
will pay additional costs to other contractors caused by substitution;
will coordinate incorporation of proposed substitution in Work;
will modify other parts of Work as may be needed, to make all parts of Work complete and functioning;
waive future claims for added cost or time to Contract caused by substitution.

Comments: _____

Acknowledgment: _____

Firm: _____

Address: _____

Date: _____

By: _____

Position: _____

END OF SUBSTITUTION REQUEST

END OF SECTION

SECTION 012900
PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.

1.2 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 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. Arrange schedule of values consistent with format of AIA Document G703.
 2. 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.
 3. 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.
 4. 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.
 5. Overhead Costs: Include total cost and proportionate share of general overhead and profit for each line item.
 6. Overhead Costs: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
 7. 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.

1.3 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
- C. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Incomplete applications will be returned 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.
- E. Transmittal: Submit three signed and notarized original copies of each Application for Payment by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
 - 1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- F. 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] [subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application].
 - 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.
- G. 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. Products list (preliminary if not final).
 5. Sustainable design action plans, including preliminary project materials cost data.
 6. Schedule of unit prices.
 7. Submittal schedule (preliminary if not final).
 8. List of Contractor's staff assignments.
 9. List of Contractor's principal consultants.
 10. Copies of building permits.
 11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 12. Initial progress report.
 13. Report of preconstruction conference.
 14. Certificates of insurance and insurance policies.
 15. Performance and payment bonds.
 16. Data needed to acquire Owner's insurance.
- H. 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.
- I. 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

SECTION 013300

SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Submittal schedule requirements.
 - 2. Administrative and procedural requirements for submittals.

1.2 DESCRIPTION

- A. See General Conditions and Supplementary Conditions for additional requirements.
- B. General Contractor or Subcontractors may require submittals for coordination purposes even if not required by Contract Documents for review.
- C. Submittals which are not required by Contract Documents may be returned to Contractor without review or action by Owner's Representative.

1.3 DEFINITIONS

- A. Shop Drawing submittals are drawings to scale, diagrams, schedules and other data specially prepared for Work by Contractor or a Subcontractor, sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of Work.
- B. Product Data submittals are illustrations, standard schedules, performance charts, instructions, brochures, color charts, performance curves, diagrams, test data and other information furnished by Contractor to illustrate material, product, equipment or system for some portion of Work.
- C. Project Information submittals are items pertaining to quality control and Owner information which do not require review or response by Owner's Representative and are to be retained for project file only.
 - 1. Examples include but are not limited to:
 - a. Product performance and construction test reports.
 - b. Certifications.
 - c. Design calculations.
 - d. Coordination drawings.
- D. Contract Closeout Information submittals are items pertaining to quality control and Owner information, which are required at Substantial or Final Completion, and do not require review or response by Owner's Representative.

1. Examples:
 - a. Pre-occupancy test reports.
 - b. Warranties.
 - c. Operation and maintenance data.
 - d. Owner instruction reports.
- E. Shop Drawings, Product Data, Samples, Project Information and similar submittals are not Contract Documents.
 1. Purpose of submittal is to demonstrate for those portions of Work, for which submittals are required, the way Contractor proposed to conform to information given and design concept expressed in Contract Documents.
- F. "Base" manufacturer:
 1. Manufacturer listed as "Base" in Part 2 of specification section.
 2. Manufacturer listed as "Base" is the particular manufacturer of a specific product used as the basis of design.
- G. "Optional" manufacturer:
 1. Manufacturer listed as "Optional" in Part 2 of specification section.
 2. More than one manufacturer may be listed as "Optional".
 3. Manufacturers listed as "Optional" are particular manufacturers of products similar to the specific product used as the basis of design.
 4. Listing of manufacturer as "Optional" indicates acceptance of that manufacturer as supplier of the product, but only if that product complies with the specified requirements, including the salient qualities provided by "Base" manufacturer's product.
 5. Salient qualities include but are not necessarily limited to following:
 - a. Purpose and function.
 - b. Material and finish.
 - c. Strength, durability and other applicable physical properties.
 - d. Compatibility and performance attributes for indicated application.
 - e. Capacity and operating characteristics, where applicable.
 - f. Size and configuration to extent required for fit with adjoining and adjacent conditions and within spatial limitations.
 - g. Appearance, including exposed dimensions, profile, texture, pattern and color, where visible to personnel in a finished space or from exterior.
 6. Contractor is responsible for costs to provide any, dimensional, operational, structural, or utility or other related adjustments to fit an "Optional" manufacturer's product into the Work.
- H. Action Submittals: Written and graphic information and physical samples that require Owner's Representative's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- I. Informational Submittals: Written and graphic information and physical samples that do not require Owner's Representative'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."

1.4 SUBMITTAL SCHEDULE

- A. Submittal Schedule: Submit, as an action submittal, a list of submittals, arranged in chronological order by dates 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 Owner's Representative and additional time for handling and reviewing submittals required by those corrections.

1.5 TRANSMITTAL - GENERAL

- A. Contractor is responsible for making submissions.
 - 1. Submit to address indicated.
 - 2. Submittal shall include items from one specification section only.
 - 3. Transmit items with Submittal Transmittal form included in this Section or supplied by Owner's Representative.
 - 4. Contact Owner's Representative for copy made for Project.
 - 5. Submittal Number.
 - 6. Indicate Project name, description of submitted items or systems and manufacturer.
 - 7. Indicate approval and sign in appropriate space.

1.6 SUBMITTAL FORMATS

- A. Submittal Information: Include the following information in each submittal:
 - 1. Project name.
 - 2. Date.
 - 3. Name of Owner's Representative.
 - 4. Name of Contractor.
 - 5. Name of firm or entity that prepared submittal.
 - 6. Names of subcontractor, manufacturer, and supplier.
 - 7. Unique submittal number, including revision identifier.
 - a. Identify each submittal using applicable 6 digit specification Section number.
 - b. After Section number indicate sequence number, e.g., first submittal of Section 033450 series would be numbered "033450-1", next would be "033450-2", etc.
 - c. If returned for re-submission, add a designation character, e.g., second submission would be "03450-1A", third would be "03450-1B".
 - 8. Category and type of submittal.
 - 9. Submittal purpose and description.
 - 10. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
 - 11. Drawing number and detail references, as appropriate.
 - 12. Indication of full or partial submittal.
 - 13. Location(s) where product is to be installed, as appropriate.
 - 14. Other necessary identification.
 - 15. Remarks.
 - 16. Signature of transmitter.
- B. Options: Identify options requiring selection by Owner's Representative.

- C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Owner's Representative on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.
- D. Paper Submittals:
 - 1. Place a permanent label or title block on each submittal item for identification; include name of firm or entity that prepared submittal.
 - 2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Owner's Representative.
 - 3. Action Submittals: Submit one paper copy of each submittal unless otherwise indicated. Owner's Representative will return one copy.
 - 4. Informational Submittals: Submit one paper copies of each submittal unless otherwise indicated. Owner's Representative will not return copies.
- E. PDF Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

1.7 SUBMITTAL PROCEDURES

- A. Provide information required for complete review of each item in one submittal.
- B. Do not highlight pertinent information with markings that turn opaque or will not scan or reproduce on electrostatic copies.
- C. Do not submit information on a portion of a submittal.
- D. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
- E. Email: Prepare submittals as PDF package, and transmit to Owner's Representative by sending via email. Include PDF transmittal form. Include the following information in email subject line.
 - a. Project Name and Number
 - b. Number and title of Specification Section
- 2. Paper: Prepare submittals in paper form, and deliver to Owner's Representative.
- F. 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 all 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.
- G. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Owner's Representative'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 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Owner's Representative will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Resubmittal Review: Allow 15 days for review of each resubmittal.
- H. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
- I. 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.
- J. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Owner's Representative's action stamp.

1.8 SUBMITTAL REQUIREMENTS

- A. 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 unsuitable 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 that show 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 Shop Drawings, and before or concurrent with Samples.
- B. 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 unless submittal based on Owner's Representative's digital data drawing files is otherwise permitted.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Title block indicating; Project name, Project number, drawing number, and name of entity preparing submittal.

- b. Allow clear space, approximately 40 SQ IN, for Contractor's approval stamp and Owner's Representative action stamp on right hand side.
 - c. Comply with Owner's requirements and office policy.
 - d. Identification of products.
 - e. Schedules.
 - f. Compliance with specified standards.
 - g. Notation of coordination requirements.
 - h. Notation of dimensions established by field measurement.
 - i. Relationship and attachment to adjoining construction clearly indicated.
 - j. Seal and signature of professional engineer if specified.
 - k. Sheet Size: Except for templates, patterns, and similar full-size Drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 22 by 34 inches.
- C. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other materials.
- 1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 - 2. Identification: Permanently attach label on unexposed side of Samples that includes the following:
 - a. Project name and submittal number.
 - b. Generic description of Sample.
 - c. Product name and name of manufacturer.
 - d. Sample source.
 - e. Number and title of applicable Specification Section.
 - f. Specification paragraph number and generic name of each item.
 - 3. Email Transmittal: Provide PDF transmittal. Include digital image file illustrating Sample characteristics, and identification information for record.
 - 4. Paper Transmittal: Include paper transmittal with the sample including complete submittal information indicated.
 - 5. 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 Contractor.
 - 6. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Printed colors and color copies are only acceptable to selecting a range of actual samples to be submit for selection.
 - b. Printed colors and color copies are not acceptable for final selection.
 - c. Number of Samples: Submit one full set or selected range of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line.
 - d. Owner's Representative will return the PDF submittal with options selected. The samples will only be return when requested by Contractor. If samples are requested to be return by

- the Contractor the samples will only be returned after the project record sample has been received.
- e. Once the sample has been selected submit 3 sets of the selected Sample(s) as a project record Samples. The Owner's Representative will retain one Sample sets; remainder will be returned.
7. Samples for Verification: 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. Number of Samples: Submit three sets of Samples. Owner's Representative will retain one Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record Sample.
 - 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.
- D. 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:
 - E. 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.
 - F. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.
 - G. Certificates:
 1. Provide Certificates Provide Test Reports if indicated in individual Specification.
 2. Certificates and Certifications Submittals: Submit a 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. Provide a notarized signature where indicated.
 3. 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.
 4. 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.

5. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
 6. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
 7. 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.
- H. Test and Research Reports:
1. Provide Test Reports if indicated in individual Specification.
 2. 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.
 3. 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.
 4. 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.
 5. 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.
 6. 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.
 7. 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:
 - a. Name of evaluation organization.
 - b. Date of evaluation.
 - c. Time period when report is in effect.
 - d. Product and manufacturers' names.
 - e. Description of product.
 - f. Test procedures and results.
 - g. Limitations of use.

1.9 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
1. If criteria indicated are insufficient to perform services or certification required, submit a written request for additional information to Owner's Representative.

- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF file paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to 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.

1.10 PROJECT INFORMATION AND CONTRACT CLOSEOUT INFORMATION

- A. Project Information submittals are required as called for by specification section submittal paragraph.
- B. Submit three (3) original or high quality, high contrast copy of each submittal, unless quantity is indicated elsewhere.
 - 1. Include pertinent data.
 - 2. Submit in envelope.
 - 3. Do not fold.
 - 4. Submit 8-1/2 x 11 IN or 8-1/2 x 14 IN maximum copy.
- C. Project Information:
 - 1. Owner's Representative may review submittal at its sole discretion, for general compliance with Contract Documents only.
 - 2. Review will not constitute a detailed check of submitted design calculations.
 - 3. Appropriateness and accuracy of calculations is responsibility of Contractor (and Contractor's professional engineer when such calculations are required to be professionally sealed).
 - 4. When professional or other certification of performance criteria of materials, systems or equipment is required by Contract Documents, Owner's Representative shall be entitled to rely upon accuracy and completeness of such calculations and certifications.
- D. Contract Closeout Information:
 - 1. Owner's Representative may review submittal at its sole discretion, for general compliance with Contract Documents only.

1.11 CONTRACTOR AND SUBCONTRACTOR REVIEW / ACTION

- A. Action Submittals 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 Owner's Representative.
- B. Contractor's Approval: Indicate Contractor's approval for each submittal with a uniform approval stamp. Include 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.
 - 1. Owner's Representative will not review submittals received from Contractor that do not have Contractor's review and approval.

- C. Direct specific attention, in writing or on Shop Drawings, Product Data, Samples or similar submittals, to deviations from requirements of Contract Documents.
 - 1. Contractor shall not be relieved of responsibility for any deviation from requirements of Contract Documents by Owner Representative's approval of Shop Drawings, Product Data, Samples or similar submittal unless Contractor has specifically informed Owner's Representative in writing of such deviation at time of submission and (1) Owner's Representative has given written approval to specific deviation as a minor change in Work, or (2) a Change Order or Construction Change Directive has authorized the deviation.
 - 2. Completed work shall match appearance of approved samples and mock-ups.
- D. Contractor represents and warrants that submittals shall be prepared by persons and entities possessing expertise and experience in the trade for which the submittal is prepared and, if required by Owner's Representative or applicable law, by a licensed professional engineer.
- E. Contractor is responsible for confirmation and correlation of dimensions at job site; for information that pertains solely to fabrication processes or to techniques of construction; and for coordination of work of trades.
- F. Contractor and Subcontractor review for compliance with Contract Documents, approve and submit submittal required by Contract Documents with reasonable promptness and in such sequence as to cause no delay in the Work or in activities of Owner or of separate contractors.
- G. Each submittal shall bear Contractor's approval stamp, indicating "(contractor's name) REVIEWED FOR COMPLIANCE WITH THE CONTRACT DOCUMENTS AND APPROVED", and validated with signature of a Contractor's authorized representative
- H. Submittal transmittal to Owner's Representative indicates Contractor, Subcontractor and sub-subcontractor represents that they have:
 - 1. Reviewed for compliance with the Contract Documents.
 - 2. Determined and verified materials, field measurements and quantities related thereto.
 - 3. Determined and verified field construction criteria, materials, performance criteria, installation requirements, catalog numbers and similar data related thereto.
 - 4. Checked, determined, verified and coordinated information contained within such submittals with requirements of Work, Contract Documents and other submittals.
 - 5. Certified that submittal is in compliance with Contract Documents.
 - 6. Approved submittal.
- I. Resubmit items stamped "Revise and Resubmit" or "Not Approved" until approval is received.
 - 1. Direct specific attention, in writing, on resubmitted Shop Drawings, Product Data or Samples, to revisions other than those requested by Owner's Representative on previous submittals.
- J. Contractor reproduce and distribute submittals after Owner's Representative's review:
 - 1. Subcontractor/vendor.
 - 2. Other Contractors, Subcontractors or vendors as may be required for coordination purposes.
- K. Contractor shall not be relieved from responsibility for coordination with other submittals or for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by Owner's Representative's approval thereof.

- L. Where a submittal is required by the Specifications, any related Work performed prior to Owner's Representative's review and approval of the pertinent submission will be the sole expense and responsibility of Contractor.

1.12 OWNER'S REPRESENTATIVE'S REVIEW: SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

- A. Action Submittals: Owner's Representative will review each submittal, indicate corrections or revisions required, and return it.
 - 1. PDF Submittals: Owner's Representative will indicate, via markup on each submittal, the appropriate action.
 - 2. Paper Submittals: Owner's Representative will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
- B. Informational Submittals: Owner's Representative will review each submittal and will not return it, or will return it if it does not comply with requirements. Owner's Representative will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Owner's Representative.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Owner's Representative will return without review submittals received from sources other than Contractor.
- F. Review is only for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
- G. Such review and action is limited to only those submittals identified in Contract Documents.
- H. Owner's Representative's review of such submittals is not conducted for purpose of determining accuracy and completeness of other details such as dimensions, quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor.
- I. Owner's Representative will stamp required submittals indicating action taken.
- J. Owner's Representative's review or approval shall not constitute a review of safety or health precautions or, of any construction means, methods, techniques, sequences or procedures.
- K. Owner's Representative's review or approval of a specific item shall not indicate approval of an assembly of which item is a component.
- L. Owner's Representative's obligation to review or approve submittals and to return them with reasonable promptness are conditional upon prior review and approval of submittals by Contractor and Contractor's transmittal of submittals in accordance with Contract Documents and approved Schedule of Submittals.

- M. Items not submitted in accordance with provisions of this section may be returned, without action.
- N. Submittals which are not required by Contract Documents, or submittals which have not been approved and signed by Contractor may be returned by Owner's Representative without review or action.
- O. If a submittal must be delayed for coordination with other submittals not yet submitted, the Owner's Representative may at his option either return the submittal with no action or notify the Contractor of the other submittals which must be received before the submittal can be reviewed.
- P. Owner's Representative will return original copy of submittal indicating comments and action for Contractor's use and distribution. Additional submitted copies may not be returned.
- Q. The Submittals may returned by email or regular mail.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

**SECTION 014000
QUALITY REQUIREMENTS
(TEST AND INSPECTIONS)**

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspection 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. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and quality-control procedures that facilitate compliance with the Contract Document requirements.
 - 2. Requirements for Contractor to provide quality-assurance and quality-control services required by Owner's Representative, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

1.2 DEFINITIONS

- A. Experienced: When used with an entity or individual, "experienced" unless otherwise further described means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
- B. Field Quality-Control Tests: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- C. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, assembly, and similar operations.
 - 1. 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).
- D. 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.
- E. Product Tests: Tests and inspections that are performed by a nationally recognized testing laboratory (NRTL) according to 29 CFR 1910.7, by a testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program (NVLAP), or by a testing agency

qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

- F. Source Quality-Control Tests: Tests and inspections that are performed at the source; for example, plant, mill, factory, or shop.
- G. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- H. 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.
- I. 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. Contractor's quality-control services do not include contract administration activities performed by Owner's Representative.

1.3 CONFLICTING REQUIREMENTS

- A. Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements are specified and the standards or requirements 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 Owner's Representative for direction 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 Owner's Representative for a decision before proceeding.

1.4 INFORMATIONAL SUBMITTALS

- A. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility submitted to authorities having jurisdiction before starting work on the following systems:
 - 1. Seismic-force-resisting system, designated seismic system, or component listed in the Statement of Special Inspections.
 - 2. Main wind-force-resisting system or a wind-resisting component listed in the Statement of Special Inspections.
- B. 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.

- C. Permits, Licenses, and Certificates: For Owner's record, 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.

1.5 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
1. Date of issue.
 2. Project title and number.
 3. Name, address, telephone number, and email address 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 inspection.
 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. Statement on condition of substrates and their acceptability for installation of product.
 2. Statement that products at Project site comply with requirements.
 3. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 4. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 5. 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. Statement that equipment complies with requirements.
 2. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 3. Other required items indicated in individual Specification Sections.

1.6 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Qualifications of independent testing agencies:
 - 1. Meet American Council of Independent Laboratories, "Recommended Requirements of Independent Laboratory Qualification" latest edition.
 - 2. Meet requirements of ASTM-E329, "Standards of Recommended Practice for Inspection and Testing Agencies for Concrete, Steel and Bituminous Materials as used in Construction", latest edition.
 - 3. Satisfy inspection criteria of Materials Reference Laboratory of National Bureau of Standards.
 - 4. Owner approval of Testing agency is required.
- C. Testing equipment calibration: By accredited calibration agency, at maximum 12 month intervals, by devices of accuracy traceable to either:
 - 1. National Institute of Standards and Technology.
 - 2. Accepted values of natural physical constants.
- D. Manufacturer Qualifications:
 - 1. A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units. As applicable, procure products from manufacturers able to meet qualification requirements, warranty requirements, and technical or factory-authorized service representative requirements.
- E. Fabricator Qualifications:
 - 1. A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- F. Installer Qualifications:
 - 1. A firm or individual experienced in installing, erecting, applying, 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.
 - 2. Installer trained and approved by manufacturer, acceptable to manufacturer, or an authorized representative of manufacturer for both installation and maintenance. If other design professionals are indicated in Specification Sections, insert qualifications here.
- G. Professional Engineer Qualifications:
 - 1. 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 installations of the system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.
- H. Specialists:
 - 1. 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.

2. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- I. Testing Agency Qualifications:
 1. An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspection indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
 - J. Manufacturer's Technical Representative Qualifications:
 1. An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
 - K. Factory-Authorized Service Representative Qualifications:
 1. An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
 - L. Preconstruction Testing:
 1. Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
 2. Contractor responsibilities include the following:
 - a. Provide test specimens representative of proposed products and construction.
 - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
 - c. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
 - d. When testing is complete, remove test specimens and test assemblies, and mockups, and laboratory mockups; do not reuse products on Project.
 3. Testing Agency Responsibilities:
 - a. Submit a certified written report of each test, inspection, and similar quality-assurance service to Owner's Representative, 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.

1.7 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
 1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspection they are engaged to perform.
 2. Testing will be paid for by owner except as noted under Contractor Responsibilities.

B. Contractor Responsibilities:

1. Provide for any additional inspection and testing required by public authorities having jurisdiction.
2. Employment of independent testing agency approved by Owner does not relieve the Contractor's obligation to comply with Contract Documents.
3. Cooperate with testing agency personnel; provide access to the work and to manufacturer's operations.
4. Provide preliminary representative samples of materials to be tested, in required quantities.
5. Furnish labor and facilities:
 - a. To provide access to work to be tested.
 - b. To obtain and handle samples at site.
 - c. To facilitate inspections and tests.
6. Storage and curing facilities for testing agency's exclusive use.
7. Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities, whether specified or not, to verify and document that the Work complies with requirements.
8. Contractor will arrange and pay for following testing and inspections:
 - a. Re-testing of any required tests.
 - b. Testing of non-conforming work.
 - c. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents.
9. Engage a qualified testing agency to perform quality-control services.
 - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
10. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspection will be performed.
11. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
12. Testing and inspection requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
13. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

C. Retesting/Reinspecting:

1. 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.

D. Testing Agency Responsibilities:

1. Provide qualified personnel promptly on notice.
2. Cooperate with Owner's Representative and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
3. Notify Owner's Representative and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
4. Determine the locations from which test samples will be taken and in which in-situ tests are conducted.
5. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.

6. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 7. Testing agency is not authorized to:
 - a. Release, revoke, alter, or increase the Contract Document requirements.
 - b. Approve or accept any portion of the Work.
 - c. Perform duties of Contractor.
- E. Manufacturer's Field Services:
1. 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 013300 "Submittal Procedures."
- F. Manufacturer's Technical Services:
1. 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.
- G. Associated Contractor Services:
1. Cooperate with agencies and representatives 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:
 2. Access to the Work.
 3. Incidental labor and facilities necessary to facilitate tests and inspections.
 4. Adequate quantities of representative samples of materials that require testing and inspection. Assist agency in obtaining samples.
 5. Facilities for storage and field curing of test samples.
 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 inspection equipment at Project site.
- H. Coordination:
1. Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspection.
 2. Schedule times for tests, inspections, obtaining samples, and similar activities.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

3.2 PERFORMANCE

- A. Perform indicated inspections, sampling and testing of materials and methods of construction.
- B. Use test/inspection/sampling methods conforming with methods indicated.
- C. Report each test/inspection/sampling as indicated.
- D. Report results called for by test method, in form specified.
- E. Retest failed products and systems.

3.3 REPORTS

- A. Submit reports and logs promptly to Owner's Representative.
 - 1. Reports shall be in both paper and electronic format.
- B. Include for test/inspection reports:
 - 1. Project name and number.
 - 2. Project location.
 - 3. Product and specification section applicable.
 - 4. Type of test/inspection.
 - 5. Name of testing agency (if used).
 - 6. Name of testing/inspecting personnel.
 - 7. Date of test/inspection.
 - 8. Record of field conditions encountered (temperature, weather).
 - 9. Test location.
 - 10. Observations regarding compliance.
 - 11. Test method used.
 - 12. Results of test.
 - 13. Date of report.
 - 14. Signature of testing/inspecting personnel.
 - 15. Date test or inspection results were transmitted to Owner's Representative.
- C. Maintain log of tests which have failed:
 - 1. Type of test/inspection.
 - 2. Date of test/inspection.
 - 3. Test/inspection number.
 - 4. Reason failed.
 - 5. Date of retest/inspection.
 - 6. Results of retest.
 - 7. Method of retest.

D. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Owner's Representative's reference during normal working hours.

1. Submit log at Project closeout as part of Project Record Documents.

END OF SECTION

**SECTION 015000
TEMPORARY FACILITIES AND CONTROLS
(CONSTRUCTION FACILITIES, TEMPORARY CONTROLS AND UTILITIES)**

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.

1.2 USE CHARGES

- A. General: Installation and removal of 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, Owner's construction forces, Owner's Representative, testing agencies, and authorities having jurisdiction. Contractor shall be responsible for providing connection and extensions.
- B. Water and Sewer Service from Existing System: 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.
- C. Electric Power Service from Existing System: 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.

1.3 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. Contractor shall be responsible for providing connection and extensions.
- B. Project Identification and Temporary Signs: Show fabrication and installation details, including plans, elevations, details, layouts, typestyles, graphic elements, and message content.
- C. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- D. Moisture-and Mold-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage and mold.

1.4 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.
- D. Comply with industry standards and applicable laws and regulations of authorities having jurisdiction including, but not limited to following:
 - 1. Building code requirements.
 - 2. Health and safety regulations.
 - 3. Utility company regulations.
 - 4. Police, fire department, and rescue squad rules.
 - 5. Environmental protection regulations.
 - 6. Local agencies requirements and regulations.
- E. Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Contractor shall obtain required certifications and permits for temporary utilities, and shall include in his base bid all fees, labor and materials for necessary services.
- F. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of Work. Relocate and modify facilities as required.

1.5 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 TEMPORARY FACILITIES

- A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.

2.2 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

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.
- B. 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.
- 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.

3.3 TEMPORARY UTILITY

- A. General
 - 1. All fees, labor, and materials, including temporary equipment and connection thereof, required to provide temporary utility services necessary for maintaining existing services and for execution of work, and tests required in various sections of specifications shall be furnished by contractor at contractor's expense, except where otherwise specified.
 - 2. Maintain and keep temporary services and facilities clean and neat in appearance, including those provided by owner for contractor's use. Operate in a safe and efficient manner. Coordinate with City of Tulsa representative to relocate temporary services and facilities as work progresses. Do not overload facilities or permit them to interfere with progress. Take necessary fire-prevention measures. Do not allow hazardous, dangerous, or unsanitary conditions, or public nuisances to develop or persist on-site.
 - 3. Prepare a schedule indicating dates for implementation, shut downs, tie-ins and termination of each temporary utility and coordinate with City of Tulsa representative. At earliest feasible time, when acceptable to City of Tulsa representative, change over from use of temporary service to use of permanent service.
 - 4. Remove all temporary equipment and connections, and leave premises and existing permanent apparatus in an equivalent condition as existed prior to making temporary connections.
- B. Temporary Electrical And Lighting
 - 1. General: install temporary service or connect to existing service.
 - 2. Arrange with utility company, owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

3. Electric power service:

- a. Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
- b. Install electric power service overhead unless otherwise indicated.
- c. Make arrangements for and install all equipment, poles, meter, wiring, switches, outlets, etc., to provide 480v, 3 phase power and necessary step down transformers for 208v and 120v power for all lighting and power requirements for construction purposes.
- d. Temporary electrical power used will be paid for by contractor.
- e. Remove all temporary electrical equipment, when no longer needed.

4. Lighting:

- a. Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
- b. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
- c. Provide adequate lighting with local switching for safe access and egress, security, and for providing adequate illumination for construction operations.

5. At completion of work, remove and replace all damaged parts of permanent systems.

6. Extend warranty or guarantee period on permanent systems used during construction period so they commence on date of substantial completion.

7. Each contractor provide his own extension cords.

8. Each contractor provide any additional electrical power required for his operation, exceeding available power.

C. Sewers And Drainage:

1. Provide temporary utilities to remove effluent lawfully.

2. Connect temporary sewers to municipal system as directed by authorities having jurisdiction.

D. Sanitary Facilities:

- 1. Provide temporary toilets, wash facilities, and drinking water for use of construction personnel.
- 2. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
- 3. Maintain and service in clean, sanitary condition.
- 4. Provide adequate supplies of toilet paper, cleaning and other required items.

E. Isolation of work areas in occupied facilities:

- 1. Prevent dust, fumes, and odors from entering occupied areas.

3.4 TEMPORARY STORAGE AND STAGING AREAS

- A. Prior to start of work, Contractor shall meet with all Subcontractors to arrange and prepare plot plan defining staging, storage, field office and traffic areas.
- B. Obtain City of Tulsa representative approval of plan.
- C. Except as specifically provided, working and storing outside these areas will not be permitted.

- D. Arrange and locate temporary structures and storage to avoid interfering with construction.
- E. Within area designated for his use, Contractor and Subcontractors provide suitable and sufficient enclosed and covered spaces, with raised flooring, to protect materials and equipment from damage by weather or construction work.
- F. Maintain storage and working areas in clean and orderly condition.

3.5 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
 - 1. Maintain support facilities until Owner's Representative 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. Traffic Controls:
 - 1. Comply with requirements of authorities having jurisdiction.
 - 2. Protect existing site improvements to remain including curbs, pavement, and utilities.
 - 3. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking:
 - 1. Contractor shall provide parking areas for construction personnel within the area designated "Staging" on drawings.
- D. Dewatering Facilities and Drains:
 - 1. Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
 - 2. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
 - 3. Remove snow and ice as required to minimize accumulations.
- E. Waste Disposal Facilities:
 - Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction.
- F. Lifts and Hoists:
 - 1. Provide facilities necessary for hoisting materials and personnel.
 - 2. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

3.6 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Temporary access
 - 1. Contractor's access to construction area will be permitted only through designated approaches in such a manner that traffic will not interfere with owner's activities.
- B. Temporary protection

1. Protect work in progress and adjoining materials in place, during handling and installation.
 2. Supervise construction operation to assure that work, completed or in progress, is not subject to harmful, dangerous, damaging or otherwise deleterious exposure throughout construction period.
 3. Apply protective covering to assure protection of work from damage or deterioration. Remove coverings at substantial completion.
 4. Adjust, lubricate and maintain operable components to assure operability without damaging effects throughout construction period.
- C. Temporary access roads
1. Clean up all debris, materials, etc., that fall from vehicles en route to and from site.
 2. Do not block access to adjacent facilities.
- D. Traffic control
1. Provide any traffic control deemed necessary to effect smooth owner operations.
 2. Provide and maintain adequate traffic control and flagmen's services at all points where transporting of equipment and materials engaged on work enters and exits from project site and on site.
- E. Protection of existing facilities:
1. 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.
 2. 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.
- F. Environmental protection:
1. 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.
- G. Temporary erosion and sedimentation control:
1. 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.
 2. Verify that flows of water redirected from construction areas or generated by construction activity do not enter or cross tree- or plant-protection zones.
 3. Inspect, repair, and maintain erosion- and sedimentation-control measures during construction until permanent vegetation has been established.
 4. Clean, repair, and restore adjoining properties and roads affected by erosion and sedimentation from project site during the course of project.
 5. Remove erosion and sedimentation controls and restore and stabilize areas disturbed during removal.
- H. Stormwater control:
1. 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.

- I. Tree and plant protection:
 - 1. Protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- J. Temporary fences and barricades:
 - 1. Prior to commencing earthwork, furnish and install site enclosure fence in a manner that will prevent people from easily entering site except by entrance gates.
 - 2. Contractor furnish, install and maintain all necessary sound temporary fences, barricades, trench and hole covers, warning lights and all other safety devices necessary to prevent injury to persons and damage to property and trees.
 - 3. Contractor is responsible to design all construction barricades and fences with proper sizes of members and with adequate supports to protect public from injuries or accidents, arising from construction work.
 - 4. Extent of fence: as required to enclose portion of work determined sufficient to accommodate construction operations.
 - 5. Maintain security by limiting number of keys and restricting distribution to authorized personnel. Furnish one set of keys to owner.
 - 6. Warning signs, and lights:
 - a. Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- K. Temporary enclosures:
 - 1. 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.
 - 2. Where heating or cooling is needed and permanent enclosure is incomplete, insulate temporary enclosures.
- L. Temporary fire protection:
 - 1. 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.
 - 2. Prohibit smoking in construction areas. Comply with additional limits on smoking specified in other sections.
 - 3. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
 - 4. 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.

3.7 MOISTURE AND MOLD CONTROL

- A. Contractor's Moisture-Protection Plan: 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 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.
- 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 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.

3.8 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. Termination and Removal: Remove each temporary facility when 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. Comply with final cleaning requirements specified in Section 017700 "Closeout Procedures."

END OF SECTION

SECTION 016000

PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Requirements:
 - 1. Section 012500 "Substitution Procedures" for requests for substitutions.

1.2 DEFINITIONS

- A. Products: Items 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," and terms of similar intent.
 - 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. New Products: Items that have not previously been incorporated into another project or facility. Salvaged items or items reused from other projects are not considered new products. Items that are manufactured or fabricated to include recycled content materials are considered new products, unless indicated otherwise.
 - 3. Comparable Product: Product by named manufacturer that is demonstrated and approved through the comparable product submittal process described in Part 2 "Comparable Products" Article, 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. Basis-of-Design Product Specification: A specification in which a single manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation. Published attributes and characteristics of basis-of-design product establish salient characteristics of products.
 - 1. Evaluation of Comparable Products: In addition to the basis-of-design product description, product attributes and characteristics may be listed to establish the significant qualities related to type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other special features and requirements for purposes of evaluating comparable products of additional manufacturers named in the specification.

- C. Subject to Compliance with Requirements: Where the phrase "Subject to compliance with requirements" introduces a product selection procedure in an individual Specification Section, provide products qualified under the specified product procedure. In the event that a named product or product by a named manufacturer does not meet the other requirements of the specifications, select another named product or product from another named manufacturer that does meet the requirements of the specifications; submit a comparable product request or substitution request, if applicable.
- D. Comparable Product Request Submittal: An action submittal requesting consideration of a comparable product, including the following information:
 - 1. Identification of basis-of-design product or fabrication or installation method to be replaced, including Specification Section number and title and Drawing numbers and titles.
 - 2. Data indicating compliance with the requirements specified in Part 2 "Comparable Products" Article.
- E. Basis-of-Design Product Specification Submittal: An action submittal complying with requirements in Section 013300 "Submittal Procedures."
- F. Substitution: Refer to Section 012500 "Substitution Procedures" for definition and limitations on substitutions.

1.3 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.

1.4 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.

1.5 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 standard warranty form furnished by individual manufacturer for a particular product and issued in the name of the Owner or endorsed by manufacturer to Owner.
 - 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner and issued in the name of the Owner or endorsed by manufacturer to 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. Specified Form: When specified forms are included in the Project Manual, prepare a written document, using indicated form properly executed.
 3. 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 meeting 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.
- B. Product Selection Procedures:
1. Limited List of Products: 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.
 - a. Limited list of products may be indicated by the phrase "Subject to compliance with requirements, provide one of the following."
 2. Non-Limited List of Products: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed.
 3. Limited List of Manufacturers: 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.
 - a. Limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, provide products by one of the following."

- C. Visual Matching Specification: Where Specifications require the phrase "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 Section 012500 "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 a 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 COMPARABLE PRODUCTS

- A. Conditions for Consideration of Comparable Products: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with the following requirements:
 - 1. Evidence that proposed product does not require revisions to the Contract Documents, is consistent with the Contract Documents, will produce the indicated results, and is compatible with other portions of the Work.
 - 2. Detailed comparison of significant qualities of proposed product with those of the named basis-of-design product. Significant product qualities include attributes, such as type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other specific features and requirements.
 - 3. Evidence that proposed product provides specified warranty.
 - 4. List of similar installations for completed projects, with project names and addresses and names and addresses of architects and owners, if requested.
 - 5. Samples, if requested.
- B. Architect's Action on Comparable Products Submittal: If necessary, Architect will request additional information or documentation for evaluation, as specified in Section 013300 "Submittal Procedures."
 - 1. Form of Approval of Submittal: As specified in Section 013300 "Submittal Procedures."
- C. Submittal Requirements, Two-Step Process: Approval by the Architect of Contractor's request for use of comparable product is not intended to satisfy other submittal requirements. Comply with specified submittal requirements.

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 017300

EXECUTION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes general 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. Cutting and patching.
 - 5. Coordination of Owner's portion of the Work.
 - 6. Coordination of Owner-installed products.
 - 7. Progress cleaning.
 - 8. Starting and adjusting.
 - 9. Protection of installed construction.
 - 10. Correction of the Work.

1.2 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of subsequent work.
- B. Patching: Fitting and repair work required to restore construction to original conditions after installation of subsequent work.

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. Use materials that are not considered hazardous.
- C. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

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 guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.
- B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, 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. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to local utility and Owner that is 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 authorities 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, submit a request for information.

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 and existing conditions.

- B. Engage a land surveyor experienced in laying out the Work, using the following accepted surveying practices:
 - 1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
 - 2. Establish limits on use of Project 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. Close site surveys with an error of closure equal to or less than the standard established by authorities 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. 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. Report lost or destroyed permanent benchmarks or control points promptly.
 - 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- B. 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.

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.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

- C. Install products at the time and under conditions that will ensure satisfactory results as judged by Architect. 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 of type expected for Project.
- 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: Select tools or equipment that minimize production of excessive 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 portions of the 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 with manufacturer.
 - 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, as judged by Architect. Fit exposed connections together to form hairline joints.

3.6 CUTTING AND PATCHING

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of Work to be cut.

- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching with Owner.
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
 - 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 - 6. Proceed with patching after construction operations requiring cutting are complete.
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as practicable, as judged by Architect. Provide materials and comply with installation requirements specified in other Sections, where applicable.
 - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
 - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint

coat over entire unbroken surface containing the patch, corner to corner of wall and edge to edge of ceiling. Provide additional coats until patch blends with adjacent surfaces.

4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.7 PROGRESS CLEANING

- A. 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.
 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: 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 015000 "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 ensure 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. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

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.
- B. Protection of Existing Items: Provide protection and ensure that existing items to remain undisturbed by construction are maintained in condition that existed at commencement of the Work.
- C. Comply with manufacturer's written instructions for temperature and relative humidity.

3.10 CORRECTION OF THE WORK

- A. Repair or remove and replace damaged, defective, or nonconforming Work. Restore damaged substrates and finishes.
 - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Repair Work previously completed and subsequently damaged during construction period. Repair to like-new condition.
- C. Restore permanent facilities used during construction to their specified condition.
- D. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

- E. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- F. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION

SECTION 017419

CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
 - 1. Salvaging nonhazardous demolition and construction waste.
 - 2. Disposing of nonhazardous demolition and construction waste.

1.2 DEFINITIONS

- A. Construction Waste: Building, structure, and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
- B. Demolition Waste: Building, structure, and site improvement materials resulting from demolition operations.
- C. Disposal: Removal of demolition or construction waste and subsequent salvage, sale, recycling, or deposit in landfill, incinerator acceptable to authorities having jurisdiction, or designated spoil areas on Owner's property.
- D. Salvage: Recovery of demolition or construction waste and subsequent sale or reuse in another facility.
- E. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.

1.3 INFORMATIONAL SUBMITTALS

- A. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.

1.4 WASTE MANAGEMENT PLAN

- 1. Disposed Materials: Indicate how and where materials will be disposed of. Include name, address, and telephone number of each landfill and incinerator facility.

PART 2 - PRODUCTS

PART 3 - EXECUTION

3.1 PLAN IMPLEMENTATION

- A. General: 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.
- B. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1. Comply with Section 015000 "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.

3.2 SALVAGING DEMOLITION WASTE

- A. Salvaged Items for Reuse in the Work:
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
 - 3. Store items in a secure area until installation.
 - 4. Protect items from damage during transport and storage.
 - 5. Install salvaged items to comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make items functional for use indicated.
- B. Salvaged Items for Owner's Use:
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
 - 3. Store items in a secure area until delivery to Owner.
 - 4. Transport items to Owner's storage area designated by Owner.
 - 5. Protect items from damage during transport and storage.

3.3 DISPOSAL OF WASTE

- A. General: Except for items or materials to be salvaged or recycled, 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. General: Except for items or materials to be salvaged, remove waste materials and legally dispose of them.
- C. Burning: Do not burn waste materials.

END OF SECTION

**SECTION 017700
CLOSEOUT PROCEDURES
(CONTRACT CLOSEOUT AND CLEANING)**

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Substantial Completion procedures.
 - 2. Final completion procedures.
 - 3. Warranties.
 - 4. Final cleaning.
 - 5. Repair of the Work.
 - 6. Final walkthrough and punch list.
- B. Related Requirements:
 - 1. Section 017823 "Operation and Maintenance Data" for additional operation and maintenance manual requirements.
 - 2. Section 017839 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of cleaning agent.
- B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- C. Certified List of Incomplete Items: Final submittal at final completion.
- D. Final walkthrough and punch list.

1.3 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.

1.4 SUBMITTALS

- A. Contract closeout information for substantial completion:
 - 1. Comprehensive list of all items to be completed or corrected.
 - 2. Contractor's Notice of Substantial Completion.
 - 3. Certificates of governing authorities.

4. Submittals required by other Sections.
- B. Contract closeout information for final completion:
1. Contractor's Certificate of Completion.
 2. Evidence of payments and release or waiver of liens in triplicate.
 - a. Contractor's Affidavit of Payments of Debts and Claims: AIA Document G706.
 - b. Contractor's Affidavit of Release of Liens: AIA Document G706A.
 - c. Contractor's release or waiver of liens.
 - d. Separate releases or waivers of liens for subcontractors, suppliers, and others with lien rights against Owner, together with list of all such parties.
 - e. If required by Owner, other data establishing payment or satisfaction of obligations arising out of Contract.
 3. Consent of Surety to Final Payment: AIA Document G707.
 4. Certificates evidencing that insurance to remain enforce.
 5. Final application for payment.
 6. Initialed list(s) of items to be completed or corrected verifying completion of each items.
 7. List of Subcontractors and equipment suppliers. Include:
 - a. Name.
 - b. Address.
 - c. Telephone number.
 - d. Representative.
 - e. Closeout submittals required by other Sections.

1.5 SUBSTANTIAL COMPLETION PROCEDURES

- A. Substantial Completion is the stage in the progress of Work when the Work or designated portion thereof is sufficiently complete in general accordance with Contract Documents so Owner can occupy or utilize Work for its intended use.
1. Work will not be considered for Substantial Completion until all systems and equipment are operational; all designated or required governing agency inspections and certifications have been made and posted, instruction of designated Owner's personnel in operation of systems and equipment has been completed, operation and maintenance data has been satisfactorily turned over to Owner, and finishes are in place. In general, the only remaining Work shall be minor in nature, such that Owner may occupy or utilize Work or designated portion thereof, and completion or correction of Work by Contractor would not materially interfere or hamper Owner's intended business use or operation.
 2. Contractor shall certify that all remaining Work will be completed within 30 consecutive calendar days following date of Substantial Completion, or as agreed to in writing, and failure to do so shall automatically reinstate provisions for damages due Owner as contained elsewhere in Contract Document or as provided by law for such period of time as may be required by Contractor to fully complete Work whether Owner has occupied Work or not.
- B. Obtain evidence of compliance with requirements of governing authorities:
1. Certificates of inspection of:
 - a. Mechanical.
 - b. Electrical.
 - c. Plumbing.
 - d. Etc.
 2. Certificate of Occupancy.

- C. When Contractor considers that Work, or a portion thereof which Owner agrees to accept separately, is substantially complete, Contractor shall thoroughly inspect Work, and prepare and submit to Field Engineer a comprehensive list of items to be corrected or completed, and Contractor's Notice of Substantial Completion (utilize form at end of this Section).
- D. Contractor certify that:
 - 1. Work performed under this Contract has been thoroughly inspected and considered to be sufficiently complete, in accordance with Contract Documents, so Owner can occupy or utilize Work for its intended use.
- E. Failure of Contractor to include an item on such list(s) does not alter responsibility of Contractor to complete all Work in accordance with Contract Documents.
- F. Contractor shall proceed promptly to complete and correct the items on list.
- G. After receipt of Contractor's comprehensive list of items to be corrected or completed, and Contractor's Notice of Substantial Completion, Field Engineer will, within reasonable period after notification, review list of items to be completed or corrected, or inspect Work, or designated portion thereof, to determine whether Work is Substantially Complete.
- H. If Owner's review or inspection discloses any item, whether or not included on Contractor's list, which is not sufficiently complete in general accordance with Contract Documents so Owner can occupy or utilize Work or designated portion thereof for its intended use:
 - 1. Contractor will be notified stating reasons.
 - 2. Contractor shall substantially complete or correct Work.
 - 3. Contractor shall thoroughly re-inspect Work.
 - 4. Contractor shall submit another Contractor's Notice of Substantial Completion, a revised list of items to be completed or corrected, and a request for another review and inspection.
 - 5. Field Engineer will again review list of items to be completed or corrected and Work.
- I. When Work or designated portion thereof is considered Substantially Complete, Field Engineer will prepare a Certificate of Substantial Completion.
 - 1. The Certificate of Substantial Completion shall establish date of Substantial Completion, shall establish responsibilities of Owner and Contractor for security, maintenance, heat, utilities, damage to Work and insurance, and shall fix time within which Contractor shall complete and correct Work.
 - 2. Warranties required by Contract Documents shall commence on date of Substantial Completion of Work or designated portion thereof unless otherwise provided in Certificate of Substantial Completion.
 - 3. The Certificate of Substantial Completion shall be submitted to Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate.
- J. Owner may occupy Project, or designated portion thereof, under provisions agreed to in Certificate of Substantial Completion, and if required, a certificate of occupancy has been issued by governing authorities.
 - 1. If Owner is going to occupy Project, or designated portion thereof, Contractor shall perform final cleaning immediately.
 - 2. If Field Engineer discovers any Work which is not complete and/or is not in conformance with Contract Documents, during or after occupying or utilizes Work, whether included on a list or not, Owner shall notify Contractor to complete or correct item(s) identified.

- K. Contractor shall proceed expeditiously with adequate forces to complete or correct Work, and to complete all Project closeout requirements within designated time.
- L. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.
- M. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
 3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by City of Tulsa Representative. Label with manufacturer's name and model number.
 5. Submit testing, adjusting, and balancing records.
 6. Submit sustainable design submittals not previously submitted.
 7. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- N. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Advise Owner of pending insurance changeover requirements.
 2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 3. Complete startup and testing of systems and equipment.
 4. Perform preventive maintenance on equipment used prior to Substantial Completion.
 5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 017900 "Demonstration and Training."
 6. Advise Owner of changeover in utility services.
 7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
 8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 9. Complete final cleaning requirements.
 10. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- O. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On

receipt of request, City of Tulsa Representative will either proceed with inspection or notify Contractor of unfulfilled requirements. Owner's Representative will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by City of Tulsa Representative, that must be completed or corrected before certificate will be issued.

1.6 FINAL COMPLETION PROCEDURES

- A. After Contractor has completed all Work, and has thoroughly inspect Work to determine that it is complete, is in accordance with Contract Documents and Contract is fully performed, Contractor shall submit Contractor's Certificate of Completion to Field Engineer, and the list(s) of items to be completed or corrected initialed to indicate Contractor has verified completion of each item. Utilize form at end of this section. Certify that:
 - 1. Work has been thoroughly inspected by Contractor for compliance with Contract Documents.
 - 2. Work has been completed in accordance with Contract Documents.
 - 3. Equipment and systems have been tested and are operating satisfactorily.
 - 4. Contract closeout requirements have been completed satisfactorily and submitted.
 - 5. Contractor knows of no reason that insurance will not be renewable to cover period required by Contract Documents.
 - 6. Work is ready for final inspection and acceptance.
- B. Submit final closeout submittals required by this and other Sections.
- C. Field Engineer will make final walk through within a reasonable time after receipt of Contractor's Certificate of Completion and final Application for Payment.
- D. Contractor shall remedy any remaining deficiencies or incomplete Work, at Contractor's expense.
- E. When Field Engineer finds Work acceptable under Contract Documents and Contract satisfactorily performed, Field Engineer will promptly issue a final Certificate for Payment.
- F. Neither final payment nor any remaining retained percentage shall become due until Contractor submits to Field Engineer;
 - 1. An affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with Work for which Owner or Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied (AIA Documents G706 and G706A),
 - 2. A certificate evidencing that insurance required by Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to Owner,
 - 3. A written statement that Contractor knows of no substantial reason that insurance will not be renewable to cover period required by Contract Documents,
 - 4. Consent of surety, if any, to final payment (AIA Document G707),
 - 5. Contractor's release or waiver of liens,
 - 6. If required by Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of Contract, to extent and in such form as may be designated by Owner, for Owner's review.
 - 7. If a Subcontractor refuses to furnish a release or waiver required by Owner, Contractor may furnish a bond satisfactory to Owner to indemnify Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to Owner all money

that Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

- G. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."
 2. Certified List of Incomplete Items: Submit certified copy of City of Tulsa Representative's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by City of Tulsa Representative. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
 3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
 4. Submit pest-control final inspection report.
- H. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, City of Tulsa Representative will either proceed with inspection or notify Contractor of unfulfilled requirements. City of Tulsa Representative will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1.7 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
1. Organize list of spaces in sequential order, starting with exterior areas first.
 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
 3. Submit list of incomplete items in the following format:
 - a. MS Excel electronic file and one (1) paper copy. City of Tulsa Representative will return annotated file.

1.8 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of City of Tulsa Representative for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
- C. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

1. Submit on digital media acceptable to City of Tulsa Representative.

D. Warranties in Paper Form:

1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.

E. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Cleaning Agents:

1. Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned.
2. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.
3. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

B. Fire Protection

1. Store volatile waste in covered metal containers.
2. Remove from premises daily.

C. Pollution Control

1. Conduct cleanup and disposal operations to comply with codes, rules, regulations, ordinances, and anti-pollution laws.
2. Do not burn or bury rubbish and waste on site.
3. Do not discharge volatile, harmful, or dangerous materials into drainage systems.

PART 3 - EXECUTION

3.1 FINAL CLEANING

A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

B. 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:
 - a. Clean all items installed under this Contract.
 - b. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.

- c. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - d. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - e. Sweep concrete floors broom clean in unoccupied spaces.
 - f. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
 - g. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 - h. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - i. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
 - j. Leave Project clean and ready for occupancy.
 - k. Leave free of stains, dirt, dust, damage, or defects.
 - l. Include washing, sweeping, polishing of wall surfaces, floors, windows, hardware, mirrors, lighting fixtures, equipment, etc.
- C. Pest Control: Comply with pest control requirements in Section 015000 "Temporary Facilities and Controls." Prepare written report.

3.2 DURING CONSTRUCTION

- A. Provide on-site containers for the collection of waste materials, debris, and rubbish.
- B. Clean up all waste materials, rubbish, and debris from site and access daily.
- C. Dispose of off site once a week.
- D. Wet down dusty materials and rubbish to prevent blowing dust during entire construction period.
- E. If use of water is prohibited by law, Contractor shall seek an alternate method to prevent blowing dust.
- F. Perform cleaning operations as required during construction to prevent accumulations of dust, soil, and debris.
- G. Clean and protect Work in progress and adjoining materials in place, during handling and installation.
- H. Clean and provide maintenance on completed Work as frequently as necessary through out construction period.
- I. Clean lunch/break area after each use.
- J. Maintain site and building so no condition provides a fire hazard.

3.3 FINAL CLEANING

- A. At Substantial Completion, perform final cleaning of Work and existing areas wherever any area are left less than clean by construction operations.
- B. Complete cleaning operations before requesting review for Substantial Completion.
- C. Use experienced workmen or professional cleaners for final cleaning.
- D. Repair and touch-up marred areas.
- E. Broom clean and remove stains from paved surfaces; rake clean other surfaces of grounds.
- F. Remove grease, dust, dirt, stains, labels, fingerprints, mastic, adhesive, and other foreign materials from interior and exterior surfaces, and fixtures, hardware, and equipment.
- G. Remove temporary protection and facilities installed for protection of the Work during construction.
- H. Prior to Owner occupancy, Contractor and Owner shall conduct an inspection of all Work areas to verify that the Project is clean to the Owner's satisfaction.

3.4 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.

END OF SECTION

CONTRACTOR'S NOTICE OF SUBSTANTIAL COMPLETION

PROJECT: _____

ARCH PROJ. NO.: _____ CONTRACT DATE: _____

CONTRACT FOR: _____

WORK OR DESIGNATED PORTION SHALL INCLUDE: _____

PART 4 - Work performed under this Contract has been thoroughly inspected and is considered to be sufficiently complete, in accordance with Contract Documents, so Owner can occupy or utilize Work or designated portion thereof for its intended use.

- ☐ Certificates of inspections indicating compliance with requirements of governing authorities, are attached hereto.
- ☐ Certificate of Occupancy have been obtained from governing authorities, are attached hereto.
- ☐ A comprehensive list of items to be completed or corrected, prepared by Contractor is attached, hereto. Failure to include any items on such list does not alter responsibility of Contractor to complete all Work in accordance with Contract Documents.

Contractor will complete or correct Work by: _____

CONTRACTOR: _____

BY: _____ DATE: _____

OWNER (agrees) (does not agree) to accept portion designated above separately from rest of Project.

Owner intends to utilize, occupy or take use on: _____

OWNER: _____

BY: _____ DATE: _____

The Work designated above, has been determined to be:

- ☐ Substantially Complete and a Certificate of Substantial Completion will be issued.
- ☐ Not substantially complete for following reasons: _____

OWNER'S BKL, Inc.

REPRESENTA

TIVE:

BY: _____ DATE: _____

DISTRIBUTION: ☐ OWNER ☐ OWNER'S REPRESENTATIVE ☐ CONTRACTOR

CONTRACTOR'S NOTICE OF SUBSTANTIAL COMPLETION

CONTRACTOR'S CERTIFICATE OF COMPLETION

PROJECT: _____
ARCH. PROJECT NUMBER: _____
CONTRACT FOR: _____
CONTRACT DATE: _____

This is to certify that I am an authorized official of, and have been properly authorized by said firm or corporation to certify following:

I know of my own personal knowledge, and do hereby certify on behalf of Contractor,
that Work has been reviewed and thoroughly inspected for compliance with Contract Documents,
that Work has been completed, in accordance with Contract Documents and Contract is fully performed,
that all equipment and systems have been tested and are operating satisfactorily,
that all Contract closeout requirements have been completed satisfactorily and submitted,
know of no substantial reason that insurance will not be renewable to cover period required by Contract Documents, and
Work is ready for final inspection and acceptance.

Attached are three (3) copies of following documents, which are required prior to final payment:

- ☐ Final Application for Payment.
- ☐ Contractor's Affidavit of Payments of Debts and Claims: AIA Document G706.
- ☐ Contractor's Affidavit of Release of Liens: AIA Document G706A.
- ☐ Consent of Surety (if any) to Final Payment: AIA Document G707.
- ☐ Certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least thirty (30) days' prior written notice has been given to Owner.
- ☐ The list(s) of if items which were to be completed and corrected, with each item initialed to indicate Contractor has verified completion or correction of each.
- ☐ List of subcontractors and equipment suppliers.
- ☐ If required by Owner, other data establishing payment or satisfaction of obligations arising out of Contract.
- ☐ Transmittal indicating Owner has received Project Record Documents.
- ☐ Transmittal indicating Owner has received Operations and Maintenance Manuals
- ☐ Transmittals indicating that owner has received Spare Parts, Warranties and Guaranties.

I understand that acceptance of final payment by Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at time of final Application for Payment.

CONTRACTOR: _____ BY: _____
TITLE: _____ DATE: _____

Subscribed and sworn to me this _____ day of _____

NOTARY PUBLIC: _____

My commission expires: _____

DISTRIBUTION: ☐ OWNER ☐ OWNER'S
REPRESENTATIVE

CONTRACTOR'S CERTIFICATE OF COMPLETION

SECTION 017823

OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

OPERATION AND MAINTENANCE DATA AND MANUALS

- A. Adequate operation and maintenance information shall be supplied for all equipment requiring maintenance or other attention. The equipment Supplier shall prepare a project specific operation and maintenance manual for each type of equipment indicated in the individual equipment sections or the equipment schedule.
- B. Parts lists and operating and maintenance instructions shall be furnished for other equipment not listed in the individual equipment sections or the equipment schedule.
- C. Operation and maintenance manuals shall include the following:
 - 1. Equipment function, normal operating characteristics, and limiting conditions.
 - 2. Assembly, installation, alignment, adjustment, and checking instructions.
 - 3. Operating instructions for startup, routine and normal operation, regulation and control, shutdown, and emergency conditions.
 - 4. Lubrication and maintenance instructions.
 - 5. Guide to troubleshooting.
 - 6. Parts lists and predicted life of parts subject to wear.
 - 7. Outline, cross section, and assembly drawings; engineering data; and wiring diagrams.
 - 8. Test data and performance curves, where applicable.
- D. The operation and maintenance manuals shall be in addition to any instructions or parts lists packed with or attached to the equipment when delivered, or which may be required by Contractor.
- E. Three hard copies of each manual shall be submitted to Engineer prior to the date of shipment of the equipment. When the O&M manuals are returned with the review status "RETURNED FOR CORRECTION", the corrections shall be made as instructed by the Engineer, and two copies of the corrected portion(s) and one complete corrected copy of the O&M manual returned to the Engineer. After review by Engineer, is complete one hard copy and one electronic copy of each operation and maintenance manual shall be prepared and delivered to Engineer not later than 30 days prior to placing the equipment in operation. The electronic copy will be reviewed for content and organization and assigned a review status by the Engineer. When corrections are required, a corrected version of the electronic copy shall be resubmitted. Procedures for submission of the electronic copy will be provided after award of the Contract. When review of the electronic copy by the Engineer is complete, three copies of each electronic O&M manual shall be delivered on a Thumb Drive/Flash Drive to the Engineer. Each Drive shall contain only one copy of one manual.
- F. The "O&M and Nameplate Information for Equipment ID" Form must be included with each O&M Manual for each piece of equipment valued at more than \$1,000. The Equipment ID Form shall be submitted by the Contractor for all equipment provided with a value more than \$1,000

irrespective of whether an O&M manual is provided; that requires preventative maintenance to be performed; any valve 8 inches or larger; and all motorized valves that are smaller than 8 inches that require preventative maintenance.

- G. Contractor shall complete the Project Close-Out Checklist spreadsheet as required for each item with an Antero form. An electronic version of the spreadsheet will be provided by Owner after contract is awarded.
- H. All material shall be marked with project identification, and inapplicable information shall be marked out or deleted.
- I. Shipment of equipment will not be considered complete until all required manuals and data have been received.

HARD COPY OPERATION AND MAINTENANCE MANUALS

- J. Hard copies submitted for review shall be temporarily bound in heavy paper covers bearing suitable identification. All manuals and other data shall be printed on heavy, first quality 8-1/2 x 11 inch paper, with standard three-hole punching. Drawings and diagrams shall be reduced to 8-1/2 x 11 inches or 11 x 17 inches. Where reduction is not practicable, larger drawings shall be folded separately and placed in envelopes, which are bound into the manuals. Each envelope shall be suitably identified on the outside. Each volume containing data for three or more items of equipment shall include a table of contents and index tabs. The final hard copy of each manual shall be prepared and delivered in substantial, permanent, three-ring or three-post binders with a table of contents and suitable index tabs.

ELECTRONIC OPERATION AND MAINTENANCE MANUALS.

- K. Electronic manuals shall be in Adobe Acrobat's Portable Document Format (PDF), and shall be prepared at a resolution between 300 and 600 dots per inch (dpi), depending on document type. Optical Character Recognition (OCR) capture shall be performed on these documents. OCR settings shall be performed with the "original image with hidden text" option in Adobe Acrobat Exchange.
- L. File size shall be limited to 10 MB. When multiple files are required the least number of files possible shall be created. File names shall be in the format OMXXXXX-YYYZ-V.pdf, where XXXXX is the five digit number corresponding to the specification section, YYY is a three digit O&M manual number, e.g. 001, Z is the letter signifying a resubmittal, A, B, C, etc, and V is a number used only when more than one 10 MB file is required for an O&M manual.
- M. Documents prepared in PDF format shall be processed as follows:
 - 1. Pages shall be searchable (processed for optical character recognition) and indexed when multiple files are required.
 - 2. Pages shall be rotated for viewing in proper orientation.
 - 3. A bookmark shall be provided in the navigation frame for each entry in the Table of Contents.
 - 4. Embedded thumbnails shall be generated for each completed PDF file.
 - 5. The opening view for PDF files shall be as follows:

6. Initial View: Bookmarks and Page
7. Page Number: Title Page (usually Page 1) Magnification: Set to Fit in Window
8. Page: Single Page
9. Where the bookmark structure is longer than one page the bookmarks shall be collapsed to show the chapter headings only.
10. When multiple files are required the first file of the series (the parent file) shall list every major topic in the Table of Contents. The parent file shall also include minor headings bookmarked based on the Table of Contents. Major headings, whose content is contained in subsequent files (children) shall be linked to be called from the parent to the specific location in the child file. The child file shall contain bookmark entries for both major and minor headings contained in the child file. The first bookmark of any child file shall link back to the parent file and shall read as follows "Return to the *Equipment Name* Table of Contents", e.g. Return to the Polymer Feed System Table of Contents.
11. Drawings shall be bookmarked individually.
12. Files shall be delivered without security settings to permit editing, insertion and deletion of material to update the manual provided by the manufacturer.

LABELING

N. As a minimum, the following information shall be included on all final O&M manual materials, including CD-ROM disks, jewel cases, and hard copy manuals:

1. Equipment name and/or O&M title spelled out in complete words. Project Name.
2. City Project/Contract Number.
3. Specification Section Number. Example: "Section 23002" Manufacturer's name.
4. File Name and Date.

O. For example:

1. Pump Mixing System Systems Operation and Maintenance Manual Somewhere Plant Expansion
2. Project/Contract No. ____ Specification Section 230002 Manufacturer
3. OM11331-001.pdf, 5/05/18

PART 2 - PRODUCTS

NOT USED

PART 3 - EXECUTION

DATA REQUIRED FOR FINISH MATERIALS

A. Maintenance data:

1. Precautions necessary.
2. Manufacturer's instructions and recommendations.
3. Maintenance materials and tools required.
4. Repair and/or replacement instructions.

5. Name and address of manufacturer.
6. Name and address of local supplier of materials.

END OF SECTION

SECTION 017839
PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for project record documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
 - 4. Record Samples.
- B. Related Requirements:
 - 1. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.2 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Submit one paper-copy set of marked-up record prints.
 - 2. Submit PDF electronic files of scanned record.
 - 1) Print each drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one paper copy and annotated PDF electronic files of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one paper copy and annotated PDF electronic files and directories 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.

1.3 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
 - 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.

- a. Give particular attention to information on concealed elements that would be 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 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.
 - 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 Change Directive.
 - k. Changes made following Owner's Representative's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.
 - n. Record information on the Work that is shown only schematically.
 3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
 4. Mark record sets with erasable, red-colored pencil. Use other 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. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
 2. Identification: As follows:
 - a. Project name.
 - b. Date.
 - c. Designation "PROJECT RECORD DRAWINGS."
 - d. Name of Owner's Representative
 - e. Name of Contractor.

1.4 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.

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 paper copy and scanned PDF electronic file(s) of marked-up paper copy of Specifications.

1.5 RECORD PRODUCT DATA

- 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. 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.
- C. Format: Submit record Product Data as paper copy and scanned PDF electronic file(s) of marked-up paper copy of Product Data.
1. Include record Product Data directory organized by Specification Section number and title.

1.6 RECORD SAMPLES

- A. Recording: Maintain one copy of each submittal sample during the construction period for project for record document purposes.
- B. Preparation:
1. Submit manageable samples in a 3 ring binder.
 2. When possible, cut samples to 8 x 10 size to fit binder.
 3. Include color copies of samples that are too heavy or too large for binder.
- C. Format:
1. Insert manageable samples in a plastic sleeve.
 2. Included on a 8 ½ x 11 card stock. with the following:
 - a. Indicate the product and installation location.
 - b. Note Specification Section and Title and submittal number.
 - c. Note related Change Orders where applicable.

- d. Note related Change Orders, record Specifications, and record Drawings where applicable.
 - e. Note Specification Section and Title and submittal number with each sample.
- 3. Organize binder by Specification Section number and title.

1.7 MAINTENANCE OF RECORD DOCUMENTS

- A. Maintenance of Record Documents: Store record documents in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. 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 Owner's Representative's reference during normal working hours.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 024119
SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Demolition and removal of selected portions of building.
 - 2. Salvage of existing items to be reused or recycled.

1.2 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

1.3 PREINSTALLATION MEETINGS

- A. Pre-demolition Conference: Conduct conference at Project site.

1.4 INFORMATIONAL SUBMITTALS

- A. Engineering Survey: Submit engineering survey of condition of building.
- B. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection, for dust control and, for noise control. Indicate proposed locations and construction of barriers.
- C. Schedule of selective demolition activities with starting and ending dates for each activity.
- D. Predemolition photographs or video.
- E. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician.

1.5 CLOSEOUT SUBMITTALS

- A. Inventory of items that have been removed and salvaged.

1.6 QUALITY ASSURANCE

- A. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.

1.7 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Owner's Representative of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
 - 1. If suspected hazardous materials are encountered, do not disturb; immediately notify Owner's Representative and Owner. Hazardous materials will be removed by Owner under a separate contract.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
 - 1. Maintain fire-protection facilities in service during selective demolition operations.
- G. Arrange selective demolition schedule so as not to interfere with Owner's operations.

1.8 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials and using approved contractors so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.

- B. Perform an engineering survey of condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective building demolition operations.
- C. Inventory and record the condition of items to be removed and salvaged.

3.2 PREPARATION

- A. Refrigerant: Before starting demolition, remove refrigerant from mechanical equipment according to 40 CFR 82 and regulations of authorities having jurisdiction.

3.3 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
- B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off utility services and mechanical/electrical systems serving areas to be selectively demolished.
 - 1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
 - 2. Arrange to shut off utilities with utility companies.
 - 3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
 - 4. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated on Drawings to be removed.
 - a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
 - b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material and leave in place.
 - c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
 - d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
 - e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
 - f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
 - g. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material and leave in place.

3.4 PROTECTION

- A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.

- B. Temporary Shoring: Design, provide, and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
- C. Remove temporary barricades and protections where hazards no longer exist.

3.5 SELECTIVE DEMOLITION

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
 - 1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
 - 2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 - 3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
 - 4. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
 - 5. Dispose of demolished items and materials promptly.
- B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
- C. Removed and Salvaged Items:
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers.
 - 3. Store items in a secure area until delivery to Owner.
 - 4. Transport items to Owner's storage area designated by Owner within 10 miles of the site..
 - 5. Protect items from damage during transport and storage.
- D. Removed and Reinstalled Items:
 - 1. Clean and repair items to functional condition adequate for intended reuse.
 - 2. Pack or crate items after cleaning and repairing. Identify contents of containers.
 - 3. Protect items from damage during transport and storage.
 - 4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

- E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Owner's Representative, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

3.6 CLEANING

- A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction. and recycle or dispose of them.
 - 1. Do not allow demolished materials to accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
 - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
 - 4. Comply with requirements.
- B. Burning: Do not burn demolished materials.
- C. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.
- D. No contaminated water or cleaning solutions shall come in contact with process water.

END OF SECTION

SECTION 040110
MASONRY CLEANING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes cleaning the following:
 - 1. Unit masonry surfaces.
 - 2. Stone surfaces.

1.2 DEFINITIONS

- A. Low-Pressure Spray: 100 to 400 psi; 4 to 6 gpm
- B. Medium-Pressure Spray: 400 to 800 psi; 4 to 6 gpm
- C. High-Pressure Spray: 800 to 1200 psi; 4 to 6 gpm

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at the project site

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.

PART 2 - PRODUCTS

2.1 CLEANING MATERIALS

- A. Water: Potable.
- B. Detergent Solution, Job Mixed: Solution prepared by mixing 2 cups of tetrasodium pyrophosphate (TSPP), 1/2 cup of laundry detergent, and 20 quarts of hot water for every 5 gal. of solution required.
- C. Mold, Mildew, and Algae Remover, Job Mixed: Solution prepared by mixing 2 cups of tetrasodium pyrophosphate (TSPP), 5 quarts of 5 percent sodium hypochlorite (bleach), and 15 quarts of hot water for every 5 gal. of solution required.

PART 3 - EXECUTION

3.1 PROTECTION

- A. Comply with each manufacturer's written instructions for protecting building and other surfaces against damage from exposure to its products. Prevent paint removers and chemical cleaning solutions from coming into contact with people, motor vehicles, landscaping, buildings, and other surfaces that could be harmed by such contact.
 - 1. Cover adjacent surfaces with materials that are proven to resist chemical cleaners used unless products being used will not damage adjacent surfaces. Use protective materials that are waterproof and UV resistant. Apply masking agents according to manufacturer's written instructions. Do not apply liquid strippable masking agent to painted or porous surfaces. When no longer needed, promptly remove masking to prevent adhesive staining.

3.2 CLEANING MASONRY, GENERAL

- A. Cleaning Appearance Standard: Cleaned surfaces are to have a uniform appearance as viewed from 50 feet away by Architect.
- B. Proceed with cleaning in an orderly manner; work from top to bottom and from one end of each elevation to the other. Ensure that dirty residues and rinse water do not wash over dry, cleaned surfaces.
- C. Use only those cleaning methods indicated for each masonry material and location.
 - 1. Brushes: Do not use wire brushes or brushes that are not resistant to chemical cleaner being used.
 - 2. Spray Equipment: Use spray equipment that provides controlled application at volume and pressure indicated, measured at nozzle. Adjust pressure and volume to ensure that cleaning methods do not damage surfaces, including joints.
 - a. Equip units with pressure gages.
 - b. For chemical-cleaner spray application, use low-pressure tank or chemical pump suitable for chemical cleaner indicated, equipped with nozzle having a cone-shaped spray.
 - c. For water-spray application, use fan-shaped spray that disperses water at an angle of 25 to 50 degrees.
- D. Perform each cleaning method indicated in a manner that results in uniform coverage of all surfaces, including corners, moldings, and interstices, and that produces an even effect without streaking or damaging masonry surfaces. Keep wall wet below area being cleaned to prevent streaking from runoff.
- E. Perform additional general cleaning, paint and stain removal, and spot cleaning of small areas that are noticeably different when viewed according to the "Cleaning Appearance Standard" Paragraph, so that cleaned surfaces blend smoothly into surrounding areas.

- F. Water-Spray Application Method: Unless otherwise indicated, hold spray nozzle at least 6 inches from masonry surface and apply water in horizontal back-and-forth sweeping motion, overlapping previous strokes to produce uniform coverage.

3.3 PRELIMINARY CLEANING

- A. Preliminary Cleaning: Before beginning general cleaning, remove extraneous substances that are resistant to planned cleaning methods. Extraneous substances include paint, calking, asphalt, and tar.
1. Carefully remove heavy accumulations of rigid materials from masonry surface with sharp chisel. Do not scratch or chip masonry surface.

3.4 CLEANING MASONRY

- A. Detergent Cleaning:
1. Wet surface with cold water applied by low-pressure spray.
 2. Scrub surface with detergent solution using medium-soft brushes until soil is thoroughly dislodged and can be removed by rinsing. Use small brushes to remove soil from mortar joints and crevices. Dip brush in solution often to ensure that adequate fresh detergent is used and that surface remains wet.
 3. Rinse with cold water applied by medium-high pressure spray to remove detergent solution and soil.

END OF SECTION

SECTION 053100 - STEEL DECKING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Roof deck repair.
2. Roof deck overlay.
3. Roof deck replacement.

B. Related Documents and Requirements:

1. Drawings and general provisions of the Contract, including City of Tulsa Bidding Documents, General, Supplementary Conditions, Special Provisions and Division 01 Specification Sections apply to this Section.
2. Bidding Documents: Unit Price for roof deck repair and replacement.

1.2 SUBMITTALS

A. Product Data: For each type of deck, accessory, and product indicated.

B. Shop Drawings: Include layout and types of deck panels, anchorage details, reinforcing channels, pans, cut deck openings, special jointing, accessories, and attachments to other construction.

C. Informational Submittals:

1. Welding certificates.
2. Product certificates.
3. Field quality-control reports.

1.3 QUALITY ASSURANCE

A. Welding Qualifications: Qualify procedures and personnel according to AWS D1.3, "Structural Welding Code-Sheet Steel."

1.4 DELIVERY, STORAGE, AND HANDLING

A. Protect steel deck from corrosion, deformation, and other damage during delivery, storage, and handling.

B. Stack steel deck on platforms or pallets and slope to provide drainage. Protect with a waterproof covering and ventilate to avoid condensation.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. AISI Specifications: Comply with calculated structural characteristics of steel deck according to AISI's "North American Specification for the Design of Cold-Formed Steel Structural Members."

2.2 ROOF DECK – REPLACEMENT

A. Roof Deck: Match existing deck profiles and type. Fabricate panels, without top-flange stiffening grooves, to comply with "SDI Specifications and Commentary for Steel Roof Deck," in SDI Publication No. 31, and with the following:

1. Prime-Painted Steel Sheet: ASTM A1008, Structural Steel (SS), Grade 80 minimum, shop primed with manufacturer's standard baked-on, rust-inhibitive primer.
2. Galvanized-Steel Sheet: ASTM A653, Structural Steel (SS), Grade 80, G60 zinc coating.
3. Galvanized and Shop-Primed Steel Sheet: ASTM A653, Structural Steel (SS), Grade 80, G60 zinc coating; cleaned, pretreated, and primed with manufacturer's standard baked-on, rust-inhibitive primer.
4. Deck Profile and Depth: Match existing. If not possible, consult Architect.
5. Design Uncoated-Steel Thickness: 20 gage minimum thickness.

2.3 ACCESSORIES

- A. General: Provide manufacturer's standard accessory materials for deck that comply with requirements indicated.
- B. Mechanical Fasteners: #12 TEK Corrosion-resistant, self-drilling, self-threading screws.
- C. Side-Lap Fasteners: Corrosion-resistant, hexagonal washer head; self-drilling, carbon-steel screws, No. 10 minimum diameter.
- D. Flexible Closure Strips: Vulcanized, closed-cell, synthetic rubber.
- E. Miscellaneous Sheet Metal Deck Accessories: Steel sheet, minimum yield strength of 33,000 psi, not less than 0.0359-inch design uncoated thickness, of same material and finish as deck; of profile indicated or required for application.
- F. Flat Sump Plates: Single-piece steel sheet, 0.0747 inch thick, of same material and finish as deck. For drains, cut holes in the field.

- G. Galvanizing Repair Paint: ASTM A780. SSPC-Paint 20 or MIL-P-21036B, with dry film containing a minimum of 94 percent zinc dust by weight.
- H. Repair Paint: Manufacturer's standard rust-inhibitive primer of same color as primer.
- I. Rust Sealer:
 - 1. Devoe Pre-Prime 167 rust epoxy penetrating sealer.
 - 2. Sherwin Williams Corothane II or Micropoxy 920 pre-prime.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Before placement of roof insulation and roof covering, inspect deck for tears, dents or other damage that may prevent the deck from acting as a structural roof base.
- B. The need for repair of damaged deck shall be determined by the Architect or Engineer of Record based on structural performance.

3.2 DECK REPAIR

- A. General: Wire brush and clean rust spots, welds, and abraded areas on top surfaces of deck.
- B. Galvanizing Repairs: Prepare and repair damaged galvanized coatings on both surfaces of deck with galvanized repair paint according to ASTM A780 and manufacturer's written instructions.
- C. Repair Painting: Apply repair paint immediately after cleaning.

3.3 DECK OVERLAY

- A. Repair damaged metal deck with overlay of 22 ga galvanized flat metal as instructed by Architect of Record.

3.4 DECK REPLACEMENT

- A. Thoroughly clean exposed metal deck to locate all pinholes and larger holes from corrosion.
- C. Confirm that main structural steel joists and beams are in satisfactory condition with less than 5% section loss. If section loss is greater than 5%, notify Architect immediately upon discovery for further instructions.
- D. Ensure fasteners to main structure will not prevent nesting of new metal deck.
- E. New metal deck to match profile and gage of existing.

1. If matching profile cannot be procured, then remove and replace the areas of bad deck under direction of Architect of Record.
- F. Nest a new 3-span piece of metal over any existing metal deck where holes from corrosion or pinholes are visible.
- F. If joists are spaced @ 4'-0" OC, remove and replace existing metal deck as follows.
 1. Remove 2-span sections of metal deck with pinholes or larger holes.
- G. Original penetrations or holes less than 10"x10" may be covered with 16 gage flat plate, screwed down with #10 TEK screws at 6" around the perimeter.
- H. New deck shall be 1.5" metal B-deck or approved substitute, 20 gage x 50 ksi or 80 ksi.
 1. Attach new metal deck to main structure with #12 TEK screws at 6" oc.
 2. Nest ends of new metal deck to existing metal deck where possible and attach to existing structure with #12 TEK screws at 6" oc.
 3. Where nesting of metal deck is not possible, butt new deck up to existing deck and splice with a continuous 16 gage galvanized flat plate with (2) #12 TEK screws at 6" oc centered on splice through top hat.
 4. Attach metal side-laps with #10 TEK screws on a 1 @ 2 equal spaces, pattern.
- I. Obtain Architect's approval before covering repaired deck with roofing system.

3.5 INSTALLATION, GENERAL

- A. Install deck panels and accessories according to applicable specifications and commentary in SDI Publication No. 31, manufacturer's written instructions, and requirements in this Section.
- B. Place deck panels on supporting frame and adjust to final position with ends accurately aligned and bearing on supporting frame before being permanently fastened. Do not stretch or contract side-lap interlocks.
- C. Place deck panels flat and square and fasten to supporting frame without warp or deflection.
- D. Cut and neatly fit deck panels and accessories around openings and other work projecting through or adjacent to deck.
- E. Provide additional reinforcement and closure pieces at openings as required for strength, continuity of deck, and support of other work.
- F. Obtain Owner's approval prior to any welding procedures. Comply with AWS requirements and procedures for manual shielded metal arc welding, appearance and quality of welds, and methods used for correcting welding work.

- G. Use mechanical fasteners in lieu of welding to fasten deck. Locate mechanical fasteners and install as specified and according to deck manufacturer's written instructions.
- H. Roof Sump Pans and Sump Plates: Install over openings provided in roof deck and mechanically fasten flanges to top of deck. Space mechanical fasteners not more than 12 inches apart with at least one fastener at each corner.
 - 1. Install reinforcing channels or zees in ribs to span between supports and mechanically fasten.
- H. Miscellaneous Roof-Deck Accessories: Install ridge and valley plates, finish strips, end closures, and reinforcing channels according to deck manufacturer's written instructions. Mechanically fasten to substrate to provide a complete deck installation.
- J. Fasten cover plates at changes in direction of roof-deck panels unless otherwise indicated.

3.6 FIELD QUALITY CONTROL

- A. Testing Agency: Owner may engage a qualified testing agency to perform tests and inspections.
- B. Testing agency will report inspection results promptly and in writing to Contractor and Architect.
- C. Remove and replace work that does not comply with specified requirements.
- D. Additional inspecting, at Contractor's expense, will be performed to determine compliance of corrected work with specified requirements.

END OF SECTION 053100

SECTION 061000
ROUGH CARPENTRY

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
1. Framing with dimension lumber.
 2. Wood blocking, cants, and nailers.
 3. Wood furring and grounds.
 4. Wood sleepers.
 5. Plywood backing panels.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of process and factory-fabricated product.
- B. Evaluation Reports: For the following, from ICC-ES:
1. Wood-preservative-treated wood.
 2. Fire-retardant-treated wood.
 3. Engineered wood products.
 4. Power-driven fasteners.
 5. Post-installed anchors.
 6. Metal framing anchors.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

- A. Lumber: DOC PS 20 and applicable rules of grading agencies indicated. If no grading agency is indicated, comply with the applicable rules of any rules-writing agency certified by the ALSC Board of Review. Grade lumber by an agency certified by the ALSC Board of Review to inspect and grade lumber under the rules indicated.
1. Factory mark each piece of lumber with grade stamp of grading agency.
 2. Dress lumber, S4S, unless otherwise indicated.
- B. Maximum Moisture Content of Lumber: t 19 percent for 2-inch nominal thickness or less; no limit for more than 2-inch nominal thickness unless otherwise indicated.

2.2 WOOD-PRESERVATIVE-TREATED LUMBER

- A. Preservative Treatment by Pressure Process: AWP A U1; Use Category UC2 for interior construction not in contact with ground, Use Category UC3b for exterior construction not in contact with ground, and Use Category UC4a for items in contact with ground.
 - 1. Preservative Chemicals: Acceptable to authorities having jurisdiction and containing no arsenic or chromium. Do not use inorganic boron (SBX) for sill plates.
- B. Kiln-dry lumber after treatment to a maximum moisture content of 19 percent. Do not use material that is warped or that does not comply with requirements for untreated material.
- C. Mark lumber with treatment quality mark of an inspection agency approved by the ALSC Board of Review.
- D. Application: Treat items indicated on Drawings, and the following:
 - 1. Wood cants, nailers, curbs, equipment support bases, blocking, stripping, and similar members in connection with roofing, flashing, vapor barriers, and waterproofing.
 - 2. Wood sills, sleepers, blocking, furring, stripping, and similar concealed members in contact with masonry or concrete.
 - 3. Wood framing and furring attached directly to the interior of below-grade exterior masonry or concrete walls.
 - 4. Wood framing members that are less than 18 inches above the ground in crawlspaces or unexcavated areas.
 - 5. Wood floor plates that are installed over concrete slabs-on-grade.

2.3 DIMENSION LUMBER FRAMING

- A. Framing Other Than Non-Load-Bearing Partitions: Construction or No. 2 grade.
 - 1. Species:
 - a. Hem-fir (north); NLGA.
 - b. Southern pine; SPIB.
 - c. Douglas fir-larch; WCLIB or WWP A.
 - d. Southern pine or mixed southern pine; SPIB.
 - e. Spruce-pine-fir; NLGA.
 - f. Douglas fir-south; WWP A.
 - g. Hem-fir; WCLIB or WWP A.
 - h. Douglas fir-larch (north); NLGA.
 - i. Spruce-pine-fir (south); NeLMA, WCLIB, or WWP A.
- B. Exposed Framing: Hand-select material for uniformity of appearance and freedom from characteristics, on exposed surfaces and edges, that would impair finish appearance, including decay, honeycomb, knot-holes, shake, splits, torn grain, and wane.
 - 1. Species and Grade: As indicated above for load-bearing construction of same type.

2.4 MISCELLANEOUS LUMBER

- A. General: Provide miscellaneous lumber indicated and lumber for support or attachment of other construction, including the following:
 - 1. Blocking.
 - 2. Nailers.
 - 3. Rooftop equipment bases and support curbs.
 - 4. Cants.
 - 5. Furring.
 - 6. Grounds.
- B. Dimension Lumber Items: Construction or No. 2 grade lumber of any species.
- C. Utility Shelving: Lumber with 19 percent maximum moisture content of eastern white pine, Idaho white, lodgepole, ponderosa, or sugar pine; Premium or No. 2 Common (Sterling) grade; NeLMA, NLGA, WCLIB, or WWP.A.
- D. Concealed Boards: 19 percent maximum moisture content and any of the following species and grades:
 - 1. Mixed southern pine or southern pine; No. 2 grade; SPIB.
 - 2. Eastern softwoods; No. 2 Common grade; NeLMA.
 - 3. Northern species; No. 2 Common grade; NLGA.
 - 4. Western woods; Construction or No. 2 Common grade; WCLIB or WWP.A.

2.5 PLYWOOD BACKING PANELS

- A. Equipment Backing Panels: Plywood, DOC PS 1, Exterior, A-C, in thickness indicated or, if not indicated, not less than 3/4-inch nominal thickness.

2.6 FASTENERS

- A. General: Fasteners shall be of size and type indicated and shall comply with requirements specified in this article for material and manufacture.
 - 1. Where rough carpentry is exposed to weather, in ground contact, pressure-preservative treated, or in area of high relative humidity, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.
- B. Power-Driven Fasteners: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.
- C. Post-Installed Anchors: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, as appropriate for the substrate.

2.7 METAL FRAMING ANCHORS

- A. Allowable design loads, as published by manufacturer, shall meet or exceed those of basis-of-design products. Manufacturer's published values shall be determined from empirical data or by rational engineering analysis and demonstrated by comprehensive testing performed by a qualified independent testing agency. Framing anchors shall be punched for fasteners adequate to withstand same loads as framing anchors.
- B. Galvanized-Steel Sheet: Hot-dip, zinc-coated steel sheet complying with ASTM A 653/A 653M, G60 coating designation.
 - 1. Use for interior locations unless otherwise indicated.
- C. Hot-Dip, Heavy-Galvanized Steel Sheet: ASTM A 653/A 653M; structural steel (SS), high-strength low-alloy steel Type A (HSLAS Type A), or high-strength low-alloy steel Type B (HSLAS Type B); G185 coating designation; and not less than 0.036 inch thick.
 - 1. Use for wood-preservative-treated lumber and where indicated.

2.8 MISCELLANEOUS MATERIALS

- A. Sill-Sealer Gaskets: Closed-cell neoprene foam, 1/4 inch thick, selected from manufacturer's standard widths to suit width of sill members indicated.
- B. Adhesives for Gluing Furring and Sleepers to Concrete or Masonry: Formulation complying with ASTM D 3498 that is approved for use indicated by adhesive manufacturer.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Framing Standard: Comply with AF&PA's WCD 1, "Details for Conventional Wood Frame Construction," unless otherwise indicated.
- B. Framing with Engineered Wood Products: Install engineered wood products to comply with manufacturer's written instructions.
- C. Set rough carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit rough carpentry accurately to other construction. Locate furring, nailers, blocking, grounds, and similar supports to comply with requirements for attaching other construction.
- D. Do not splice structural members between supports unless otherwise indicated.
- E. Comply with AWP A M4 for applying field treatment to cut surfaces of preservative-treated lumber.
- F. Where wood-preservative-treated lumber is installed adjacent to metal decking, install continuous flexible flashing separator between wood and metal decking.

G. Securely attach rough carpentry work to substrate by anchoring and fastening as indicated, complying with the following:

1. Table 2304.9.1, "Fastening Schedule," in ICC's International Building Code (IBC).
2. Table R602.3(1), "Fastener Schedule for Structural Members," and Table R602.3(2), "Alternate Attachments," in ICC's International Residential Code for One- and Two-Family Dwellings.
3. ICC-ES evaluation report for fastener.

3.2 PROTECTION

- A. Protect wood that has been treated with inorganic boron (SBX) from weather. If, despite protection, inorganic boron-treated wood becomes wet, apply EPA-registered borate treatment. Apply borate solution by spraying to comply with EPA-registered label.

END OF SECTION

SECTION 061600

SHEATHING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Wall sheathing.
2. Parapet sheathing.
3. Sheathing joint and penetration treatment.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of process and factory-fabricated product.

1.3 INFORMATIONAL SUBMITTALS

A. Evaluation Reports: For the following, from ICC-ES:

1. Wood-preservative-treated plywood.
2. Fire-retardant-treated plywood.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Fire-Resistance Ratings: As tested in accordance with ASTM E119; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
1. Fire-Resistance Ratings: Indicated by design designations from UL's "Fire Resistance Directory" or from the listings of another qualified testing agency.

2.2 PRESERVATIVE-TREATED PLYWOOD

- A. Preservative Treatment by Pressure Process: AWPAC U1; Use Category UC2[for interior construction not in contact with ground, Use Category UC3b for exterior construction not in contact with ground, and Use Category UC4a for items in contact with ground].
- B. Mark plywood with appropriate classification marking of an inspection agency acceptable to authorities having jurisdiction.

- C. Application: Treat items indicated on Drawings.

2.3 WALL SHEATHING

- A. Plywood Sheathing: Either DOC PS 1 or DOC PS 2, Exterior Exposure 1 sheathing.
- B. Glass-Mat Gypsum Sheathing, Walls: ASTM C1177/C1177M.
 - 1. Type and Thickness: Regular, 1/2 inch thick.

2.4 PARAPET SHEATHING

- A. Plywood Sheathing: Either DOC PS 1 or DOC PS 2, Exterior Exposure 1 sheathing.
- B. General: Provide fasteners of size and type indicated that comply with requirements specified in this article for material and manufacture.
 - 1. For parapet and wall sheathing, provide fasteners with hot-dip zinc coating complying with ASTM A153/A153M.

2.5 SHEATHING JOINT-AND-PENETRATION TREATMENT MATERIALS

- A. Sealant for Glass-Mat Gypsum Sheathing: Silicone emulsion sealant complying with ASTM C834, compatible with sheathing tape and sheathing and recommended by tape and sheathing manufacturers for use with glass-fiber sheathing tape and for covering exposed fasteners.
 - 1. Sheathing Tape: Self-adhering glass-fiber tape, minimum 2 inches wide, 10 by 10 or 10 by 20 threads/inch, of type recommended by sheathing and tape manufacturers for use with silicone emulsion sealant in sealing joints in glass-mat gypsum sheathing and with a history of successful in-service use.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Do not use materials with defects that impair quality of sheathing or pieces that are too small to use with minimum number of joints or optimum joint arrangement. Arrange joints so that pieces do not span between fewer than three support members.
- B. Cut panels at penetrations, edges, and other obstructions of work; fit tightly against abutting construction unless otherwise indicated.
- C. Securely attach to substrate by fastening as indicated, complying with the following:
 - 1. Table 2304.10.1, "Fastening Schedule," in the ICC's International Building Code.

- D. Coordinate wall and parapet sheathing installation with flashing and joint-sealant installation so these materials are installed in sequence and manner that prevent exterior moisture from passing through completed assembly.
- E. Do not bridge building expansion joints; cut and space edges of panels to match spacing of structural support elements.

3.2 WOOD STRUCTURAL PANEL INSTALLATION

- A. General: Comply with applicable recommendations in APA Form No. E30, "Engineered Wood Construction Guide," for types of structural-use panels and applications indicated.
- B. Fastening Methods: Fasten panels as indicated below:
 - 1. Wall and Sheathing:
 - a. Screw to cold-formed metal framing.
 - b. Space panels 1/8 inch apart at edges and ends.

3.3 GYPSUM SHEATHING INSTALLATION

- A. Comply with GA-253 and with manufacturer's written instructions.
 - 1. Fasten gypsum sheathing to cold-formed metal framing with screws.
- B. Seal sheathing joints according to sheathing manufacturer's written instructions.
 - 1. Apply glass-fiber sheathing tape to glass-mat gypsum sheathing joints and apply and trowel sealant to embed entire face of tape in sealant. Apply sealant to exposed fasteners with a trowel so fasteners are completely covered. Seal other penetrations and openings.

END OF SECTION

SECTION 070150.19
PREPARATION FOR REROOFING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Full tear-off of entire roof system.

1.2 UNIT PRICES

- A. Work of this Section is affected by metal deck removal and replacement unit price.

1.3 PREINSTALLATION MEETINGS

- A. Preliminary Roofing Conference: Before starting removal Work, conduct conference at Project site.

1.4 INFORMATIONAL SUBMITTALS

- A. Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including exterior and interior finish surfaces, that might be misconstrued as having been damaged by reroofing operations.
 - 1. Submit before Work begins.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Approved by warrantor of existing roofing system to work on existing roofing.

1.6 FIELD CONDITIONS

- A. Existing Roofing System: SBS-modified bituminous roofing and thermoplastic polyolefin.
- B. Owner will occupy portions of building immediately below reroofing area.
 - 1. Conduct reroofing so Owner's operations are not disrupted.
 - 2. Provide Owner with not less than 72 hours' written notice of activities that may affect Owner's operations.

3. Coordinate work activities daily with Owner so Owner has adequate advance notice to place protective dust and water-leakage covers over sensitive equipment and furnishings, shut down HVAC and fire-alarm or -detection equipment if needed, and evacuate occupants from below work area.
 4. Before working over structurally impaired areas of deck, notify Owner to evacuate occupants from below affected area.
 - a. Verify that occupants below work area have been evacuated before proceeding with work over impaired deck area.
- C. Protect building to be reroofed, adjacent buildings, walkways, site improvements, exterior plantings, and landscaping from damage or soiling from reroofing operations.
- D. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
- E. Conditions existing at time of inspection for bidding will be maintained by Owner as far as practical.
1. A roof moisture survey of existing roofing system is available for Contractor's reference.
 2. The results of an analysis of test cores from existing roofing system are available for Contractor's reference.
 3. Construction Drawings and Project Manual for existing roofing system are provided for Contractor's convenience and information, but they are not a warranty of existing conditions. They are intended to supplement rather than serve in lieu of Contractor's own investigations. Contractor is responsible for conclusions derived from existing documents.
- F. Weather Limitations: Proceed with reroofing preparation only when existing and forecasted weather conditions permit Work to proceed without water entering existing roofing system or building.
1. Remove only as much roofing in one day as can be made watertight in the same day.

1.7 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during reroofing, by methods and with materials so as not to void existing roofing system warranty.

PART 2 - PRODUCTS

2.1 AUXILIARY REROOFING MATERIALS

- A. General: Use auxiliary reroofing preparation materials recommended by roofing system manufacturer for intended use and compatible with components of new roofing system.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Seal or isolate windows that may be exposed to airborne substances created in removal of existing materials.
- B. Shut off rooftop utilities and service piping before beginning the Work.
- C. Test existing roof drains to verify that they are not blocked or restricted.
 - 1. Immediately notify Architect of any blockages or restrictions.
- D. Coordinate with Owner to shut down air-intake equipment in the vicinity of the Work.
 - 1. Cover air-intake louvers before proceeding with reroofing work that could affect indoor air quality or activate smoke detectors in the ductwork.
- E. During removal operations, have sufficient and suitable materials on-site to facilitate rapid installation of temporary protection in the event of unexpected rain.
- F. Maintain roof drains in functioning condition to ensure roof drainage at end of each workday.
 - 1. Prevent debris from entering or blocking roof drains and conductors.
 - a. Use roof-drain plugs specifically designed for this purpose.
 - b. Remove roof-drain plugs at end of each workday, when no work is taking place, or when rain is forecast.
 - 2. If roof drains are temporarily blocked or unserviceable due to roofing system removal or partial installation of new roofing system, provide alternative drainage method to remove water and eliminate ponding.
 - a. Do not permit water to enter into or under existing roofing system components that are to remain.

3.2 ROOF TEAR-OFF

- A. Notify Owner each day of extent of roof tear-off proposed for that day.
- B. Lower removed roofing materials to ground and onto lower roof levels, using dust-tight chutes or other acceptable means of removing materials from roof areas.
- C. Full Roof Tear-off: Where indicated on Drawings, remove Remove existing roofing and other roofing system components down to the existing roof deck.
 - 1. Remove substrate board vapor retarder roof insulation and cover board.
 - 2. Remove base flashings and counter flashings.
 - 3. Remove perimeter edge flashing.

4. Remove copings.
5. Remove expansion-joint covers.
6. Remove flashings at pipes, curbs, mechanical equipment, and other penetrations.
7. Remove roof drains indicated on Drawings to be removed.
8. Remove wood blocking, curbs, and nailers.
9. Remove fasteners from deck or cut fasteners off slightly above deck surface.

3.3 DECK PREPARATION

- A. Inspect deck after tear-off of roofing system.
- B. If broken or loose fasteners that secure deck panels to one another or to structure are observed, or if deck appears or feels inadequately attached, immediately notify Architect.
 1. Do not proceed with installation until directed by Architect.
- C. If deck surface is unsuitable for receiving new roofing or if structural integrity of deck is suspect, immediately notify Architect.
 1. Do not proceed with installation until directed by Architect.
- D. Provide additional deck securement as indicated on Drawings.
- E. Replace steel deck as indicated on Drawings.
- F. Replace steel deck as directed by Architect.
 1. Deck replacement will be paid for by adjusting the Contract Sum according to unit prices included in the Contract Documents.
- G. Prepare and paint steel deck surface.
 1. Painting and preparation for painting is specified in Section 099113 "Exterior Painting."
- H. Replace plywood roof sheathing as indicated on Drawings.
- I. Replace plywood roof sheathing as directed by Architect.
 1. Roof sheathing replacement will be paid for by adjusting the Contract Sum according to unit prices included in the Contract Documents.

END OF SECTION

SECTION 071900
WATER REPELLENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes penetrating water-repellent treatments for the following vertical and horizontal surfaces:
 - 1. Cast stone.
 - 2. Concrete unit masonry.
 - 3. Clay brick masonry.

1.2 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Samples: For each type of water repellent and substrate indicated.

1.4 INFORMATIONAL SUBMITTALS

- A. Product certificates.

1.5 QUALITY ASSURANCE

- A. Applicator Qualifications: An employer of workers trained and approved by manufacturer.

PART 2 - PRODUCTS

2.1 PENETRATING WATER REPELLENTS

- A. Silane/Siloxane-Blend, Penetrating Water Repellent: Clear, silane and siloxane blend with 400 g/L or less of VOCs.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Applicator present, for compliance with requirements and conditions affecting performance of the Work.
 - 1. Verify that surfaces are clean and dry according to water-repellent manufacturer's requirements. Check moisture content in representative locations by method recommended by manufacturer.
 - 2. Verify that there is no efflorescence or other removable residues that would be trapped beneath the application of water repellent.
 - 3. Verify that required repairs are complete, cured, and dry before applying water repellent.
- B. Test pH level according to water-repellent manufacturer's written instructions to ensure chemical bond to silica-containing or siliceous minerals.

3.2 PREPARATION

- A. Cleaning: Before application of water repellent, clean substrate of substances that could impair penetration or performance of product according to water-repellent manufacturer's written instructions.
- B. Coordination with Mortar Joints: Do not apply water repellent until pointing mortar for joints adjacent to surfaces receiving water-repellent treatment has been installed and cured.
- C. Coordination with Sealant Joints: Do not apply water repellent until sealants for joints adjacent to surfaces receiving water-repellent treatment have been installed and cured.
 - 1. Water-repellent work may precede sealant application only if sealant adhesion and compatibility have been tested and verified using substrate, water repellent, and sealant materials identical to those required.

3.3 APPLICATION

- A. Apply coating of water repellent on surfaces to be treated using low-pressure spray to the point of saturation. Apply coating in dual passes of uniform, overlapping strokes. Remove excess material; do not allow material to puddle beyond saturation. Comply with manufacturer's written instructions for application procedure unless otherwise indicated.
- B. Apply a second saturation coating, repeating first application. Comply with manufacturer's written instructions for limitations on drying time between coats and after rainstorm wetting of surfaces between coats. Consult manufacturer's technical representative if written instructions are not applicable to Project conditions.
- C. No contaminated water or repellant shall come in contact with process water.

3.4 CLEANING

- A. Immediately clean water repellent from adjoining surfaces and surfaces soiled or damaged by water-repellent application as work progresses. Correct damage to work of other trades caused by water-repellent application.
- B. Comply with manufacturer's written cleaning instructions.

END OF SECTION

SECTION 075423
THERMOPLASTIC POLYOLEFIN (TPO) ROOFING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Adhered thermoplastic polyolefin (TPO) roofing system.
 - 2. Vapor retarder.
 - 3. Roof insulation.
 - 4. TPO coated metal
- B. Related Documents and Requirements:
 - 1. Drawings and general provisions of the Contract, including City of Tulsa Bidding Documents, General, Supplementary Conditions, Special Provisions and Division 01 Specification Sections, apply to this Section.
 - 2. Section 012300 – Alternates, for descriptions of Base Bid vs. Alternate selections.
 - 3. Section 061000 - Rough Carpentry for wood nailers, curbs, and blocking; and for wood-based, structural-use roof deck panels.
 - 4. Section 076200 - Sheet Metal Flashing and Trim, for metal roof flashings and counterflashings.
 - 5. Section 077200 – Roof Accessories: Manufactured curbs, roof hatches, smoke vents, roof pipe & conduit supports.
 - 6. Section 079200 - Joint Sealants, for joint sealants, joint fillers, and joint preparation.

1.2 DEFINITIONS

- A. Roofing Terminology: Definitions in ASTM D 1079 and glossary in NRCA's "The NRCA Roofing and Waterproofing Manual" apply to work of this Section.

1.3 PREINSTALLATION MEETINGS

- A. Preliminary Roofing Conference: Before starting roof preparation, conduct conference at Project site.
 - 1. Meet with Owner, Architect, roofing Installer, roofing system manufacturer's representative, and installers whose work interfaces with or affects roofing, including installers of roof accessories and roof-mounted equipment.
 - 2. Review methods and procedures related to roofing installation, including manufacturer's written instructions.
 - 3. Review and finalize construction schedule, and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - 4. Review deck substrate requirements for conditions and finishes, including flatness and fastening.
 - 5. Review structural loading limitations of roof deck during and after roofing.
 - 6. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that affects roofing system.
 - 7. Review temporary protection requirements for roofing system during and after installation.
 - 8. Review roof observation and repair procedures after roofing installation.

1.4 SUBMITTALS

A. Action Submittals:

1. Product Data: For each type of product.
2. Shop Drawings: For roofing system. Include plans, elevations, sections, details, and attachments to other work, including:
 - a. Base flashings and membrane terminations.
 - b. Tapered insulation, including slopes.
 - c. Roof plan showing orientation of steel roof deck and orientation of roofing, fastening spacings, and patterns for mechanically fastened roofing.
 - d. Insulation fastening patterns for corner, perimeter, and field-of-roof locations.
3. Samples for Verification: For the following products:
 - a. Sheet roofing, of color required.
 - b. Walkway pads or rolls, of color required.

B. Informational Submittals:

1. Qualification Data: For Installer and manufacturer.
2. Roofing installer's current Oklahoma Roofer Registration number with Commercial Endorsement from the Oklahoma Construction Industries Board.
3. Manufacturer Certificates: Signed by roofing manufacturer certifying that roofing system complies with requirements specified in "Performance Requirements" Article. Provide evidence that system manufacturer has reviewed and approved roofing system for compliance with minimum warranty requirements.
4. Manufacturer's Thermal Resistance Calculations: Submit manufacturer's calculations for average R-value for each roof area.
5. Sample Warranties: For manufacturer's special warranties.

C. Closeout Submittals:

1. Maintenance Data: For roofing system to include in maintenance manuals.
2. Manufacturer's weatherproof sign indicating that this roof is under warranty with phone number to call in case of damage to roof.
3. Warranties: Submit manufacturer's and installer's warranties and lists of circumstances and conditions that would affect validity of warranties. Include Owner's responsibilities for notification of installer, supplier, and manufacturer to maintain warranties.

1.5 QUALITY ASSURANCE

- A. Manufacturer Qualifications: A qualified manufacturer that is UL listed as applicable for roofing system identical to that used for this Project.
- B. Installer Qualifications: Company that is approved, authorized, or licensed by roofing system manufacturer to install manufacturer's product and is eligible to receive manufacturer's special warranty.
 1. Roofing installer shall be registered with the Oklahoma Construction Industry Board and have active Commercial Endorsement.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, approval or listing agency markings, and directions for storing and mixing with other components.
- B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.
 - 1. Discard and legally dispose of liquid material that cannot be applied within its stated shelf life.
- C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.
- D. Handle and store roofing materials, and place equipment in a manner to avoid permanent deflection of deck.

1.7 FIELD CONDITIONS

- A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit roofing system to be installed according to manufacturer's written instructions and warranty requirements.

1.8 WARRANTY

- A. Roofing Manufacturer's Warranty: Manufacturer agrees to repair or replace components of roofing system that fail in materials or workmanship within specified warranty period.
 - 1. Manufacturer's Warranty includes roofing, base flashings, roof insulation, fasteners, cover boards, substrate board, roofing accessories, and other components of roofing system.
 - 2. Manufacturer's Warranty shall also include Roofing Specialties specified in Section 077100.
 - 3. Warranty Period: 20 years from date of Final Completion.
- B. 115-mil FleeceBack adhered TPO, with manufacturer's full system NDL 20-year warranty and 2-inch hail impact resistance warranty with 20 hours per year accidental puncture repair at no additional cost to the Owner, plus covering both labor and material, for 72 mph sustained wind resistance and 90 mph wind gust for 3 seconds per IBC 2018.
- C. If Carlisle "Flexible FAST" adhesive is used, full coverage or 4" oc beads, add 1-inch additional hail coverage and 4 extra hours of Accidental Puncture coverage.
- D. Installer's Warranty: Submit roofing Installer's warranty, signed by Installer, covering the Work of this Section, including all components of roofing system such as roofing membrane, base flashing, roof insulation, fasteners, cover boards, substrate boards, vapor retarders and walkway products for the following warranty period:
 - 1. Warranty Period: Two years (min) from date of Final Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Sure-Weld White TPO membrane roofing system by Carlisle SynTec Incorporated or comparable product by one of the following:
 - 1. Firestone Building Products.
 - 2. GAF
 - 3. Johns Manville.
 - 4. Versico Incorporated.
- B. Source Limitations: Obtain components including roof insulation, fasteners, adhesives, cleaners, sealants, vapor barriers and other accessories specified in other sections for roofing system from same manufacturer as membrane roofing or manufacturer approved in writing by membrane roofing manufacturer and covered under full warranty as specified.

2.2 PERFORMANCE REQUIREMENTS

- A. General Performance: Installed roofing and base flashings shall withstand required uplift pressures, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Roofing and base flashings shall remain watertight.
 - 1. Accelerated Weathering: Roofing system shall withstand 2000 hours of exposure when tested according to ASTM G152, ASTM G154, or ASTM G155.
 - 2. Impact Resistance: Roofing system shall resist impact damage when tested according to ASTM D3746 or ASTM D4272.
- B. Material Compatibility: Roofing materials shall be compatible with one another and adjacent materials under conditions of service and application required, as demonstrated by roofing manufacturer based on testing and field experience.
- C. Exterior Fire-Test Exposure: ASTM E108 or UL 790, Class A; for application and roof slopes indicated; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
- D. Fire-Resistance Ratings: Comply with fire-resistance-rated assembly designs indicated. Identify products with appropriate markings of applicable testing agency.

2.3 TPO ROOFING MEMBRANE

- A. Fabric-Reinforced TPO Sheet: ASTM D 6878, internally fabric- or scrim-reinforced, uniform, flexible fleece-backed TPO sheet.
 - 1. Thickness: 115mils , nominal.
 - 2. Exposed Face Color: White.

2.4 AUXILIARY ROOFING MATERIALS

- A. General: Auxiliary materials recommended by roofing system manufacturer for intended use and compatible with roofing.
- B. Base Flashing: Manufacturer's standard unreinforced TPO sheet flashing, 80 mils thick, minimum, of same color as TPO sheet.
- C. TPO Coated metal: 24 gauge, galvanized steel sheet coated with a layer of 40-mil non-reinforced flashing.
- D. Bonding Adhesive: Flexible FAST Adhesive at Full Spray or 4" o.c. beads.
- E. Metal Termination Bars: Manufacturer's standard, predrilled stainless-steel or aluminum bars, approximately 1 by 1/8-inch thick; with anchors.
- F. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Global 4470, designed for fastening roofing to substrate, and acceptable to roofing system manufacturer.
- G. Miscellaneous Accessories: Provide pourable sealers, preformed cone and vent sheet flashings, preformed inside and outside corner sheet flashings, T-joint covers, lap sealants, termination reglets, and other accessories.

2.5 SUBSTRATE BOARDS

- A. Substrate Board: ASTM C 1177, glass-mat, water-resistant gypsum substrate, 1/2 inch thick.
 - 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. CertainTeed Corporation; GlasRoc Sheathing.
 - b. Georgia-Pacific Corporation; Dens Deck.
 - c. National Gypsum Company; Gold Bond eXP Extended Exposure Sheathing.
 - d. Temple-Inland, Inc; GreenGlass Exterior Sheathing.
 - e. USG Corporation; Securock Glass Mat Roof Board.
- B. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Global 4470, designed for fastening substrate board to roof deck.

2.6 VAPOR RETARDER

- A. Laminated Sheet: Polyethylene laminate, two layers, reinforced with cord grid, with maximum permeance rating of 0.06 perm.
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 - 2. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

- a. Reef Industries, Inc.
3. Tape: Pressure-sensitive tape of type recommended by vapor-retarder manufacturer for sealing joints and penetrations in vapor retarder.

2.7 ROOF INSULATION

- A. General: Preformed roof insulation boards manufactured or approved by TPO roofing manufacturer, selected from manufacturer's standard sizes suitable for application, of thicknesses indicated.
- B. Minimum Thermal Resistance: The minimum thermal resistance (R-value) of the insulation installed continuously on the roof assembly shall be R=25 (min).
- C. Polyisocyanurate Board Insulation: ASTM C 1289, Type II, Class 1, Grade 2 (20psi) or 3 (25psi), with medium weight glass-fiber mat facer on both major surfaces.
 1. Minimum Thickness: 1-1/2 inches.
 2. Basis-of-Design Product: Subject to compliance with requirements, provide HP-H Polyisocyanurate Board Insulation by Carlisle SynTec Incorporated or comparable product by one of the following, subject to TPO manufacturer's approval:
 - a. Atlas Roofing Corporation.
 - b. Dyplast Products.
 - c. Firestone Building Products: ISO 95+ GL
 - d. Hunter Panels.
 - e. Insulfoam LLC; a Carlisle company.
 - f. Johns Manville: Energy 3 Polyisocyanurate.
 - g. Rmax, Inc.
 - h. Versico: VersiCore Polyisocyanurate.
- D. Tapered Polyisocyanurate Insulation: Provide factory-tapered polyisocyanurate insulation boards, provided by or acceptable to roof membrane manufacturer, fabricated to slope of 1/4 inch per 12 inches unless otherwise indicated. Minimum thickness: 1/2 inch.
- E. Tapered Crickets at Roof Curbs: 1/2 inch per 12 inches, unless otherwise indicated.
- F. Tapered Insulation at Roof Drain Sumps: 1/2 inch per 12 inches.
- G. Provide preformed saddles, tapered edge strips, and other insulation shapes where indicated and required for sloping to drain. Fabricate to slopes indicated.

2.8 INSULATION ACCESSORIES

- A. General: Roof insulation accessories recommended by insulation manufacturer for intended use and compatibility with roofing system.

- B. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Global 4470, designed for fastening roof insulation to substrate, and acceptable to roofing system manufacturer.
- C. Insulation Adhesive: Insulation manufacturer's recommended adhesive formulated to attach roof insulation to substrate or to another insulation layer as follows:
 - 1. Bead-applied, low-rise, one-component or multicomponent urethane adhesive.
 - 2. Full-spread spray-applied, low-rise, two-component urethane adhesive.
 - 3. Modified asphaltic, asbestos-free, cold-applied adhesive: NOT ALLOWED.
- D. Cover Board: ASTM C 1177, glass-mat, water-resistant gypsum substrate, 1/2 inch thick (min), factory primed, compressive strength 80 psi (min), approved for .
 - 1. Products: Subject to compliance with requirements, provide one of the following, subject to acceptance of roofing membrane manufacturer:
 - a. Georgia-Pacific Corporation; Dens Deck Prime.
 - b. USG Corporation; Securock Glass Mat Roof Board.
 - c. USG Corporation; Durock Glass Mat Roof Board.
 - d. Carlisle: SecurShield HD, HD Plus or SecurShield HD Composite.
 - e. Carlisle: StormBase Composite or EcoStorm VSH

2.9 WALKWAYS AND PADS

- A. Flexible Walkways: Factory-formed, nonporous, heavy-duty, slip-resisting, surface-textured walkway pads and rolls, approximately 3/16 inch thick and acceptable to roofing system manufacturer.
 - 1. Walkway to remain flat, without wrinkles and fishmouths after installation.
- B. Pipe Support Pads: Same as walkways, size as shown on drawings, adhered underneath pipe supports.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements and other conditions affecting performance of the Work:
 - 1. Verify that roof openings and penetrations are in place, curbs are set and braced, and roof-drain bodies are securely clamped in place.
 - 2. Verify that wood blocking, curbs, and nailers are securely anchored to roof deck at penetrations and terminations and that nailers match thicknesses of insulation.
 - 3. Verify that surface plane flatness and fastening of steel roof deck complies with requirements in Section 053100 - Steel Decking.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Clean substrate of dust, debris, moisture, and other substances detrimental to roofing installation according to roofing system manufacturer's written instructions. Substrate must be relatively smooth, free of protrusions, sharp edges and projections, foreign materials, free of accumulated water, ice and snow. Cracks or voids greater than 1/4" shall be filled with material suitable to roofing manufacturer.
- B. Prevent materials from entering and clogging roof drains and conductors and from spilling or migrating onto surfaces of other construction. Remove roof-drain plugs when no work is taking place or when rain is forecast.

3.3 ROOFING INSTALLATION, GENERAL

- A. Install roofing system according to roofing system manufacturer's written instructions.
- B. Complete terminations and base flashings and provide temporary seals to prevent water from entering completed sections of roofing system at the end of the workday or when rain is forecast. Remove and discard temporary seals before beginning work on adjoining roofing.
- C. Install roofing and auxiliary materials to tie in to existing roofing to maintain weathertightness of transition and to not void warranty for existing roofing system.

3.4 SUBSTRATE BOARD INSTALLATION

- A. Install substrate board with long joints in continuous straight lines, perpendicular to roof slopes with end joints staggered between rows. Tightly butt substrate boards together.

3.5 VAPOR-RETARDER INSTALLATION

- A. Laminate Sheet: Loosely lay laminate-sheet vapor retarder in a single layer over area to receive vapor retarder, side and end lapping each sheet a minimum of 2 inches and 6 inches, respectively. Continuously seal side and end laps with tape.
- B. Completely seal vapor retarder at terminations, obstructions, and penetrations to prevent air movement into roofing system.

3.6 INSULATION INSTALLATION

- A. Coordinate installing roofing system components, so insulation is not exposed to precipitation or left exposed at the end of the workday.
- B. Comply with roofing system and insulation manufacturer's written instructions for installing roof insulation.
- C. Install tapered insulation under area of roofing to conform to slopes indicated.

- D. Install insulation under area of roofing to achieve required thickness. Where overall insulation thickness is 2.7 inches or greater, install two or more layers with joints of each succeeding layer staggered from joints of previous layer a minimum of 6 inches in each direction.
- E. Trim surface of insulation where necessary at roof drains so completed surface is flush and does not restrict flow of water.
- F. Install insulation with long joints of insulation in a continuous straight line with end joints staggered between rows, abutting edges and ends between boards. Fill gaps exceeding 1/4 inch with insulation.
 - 1. Cut and fit insulation within 1/4 inch of nailers, projections, and penetrations.
- G. Mechanically Fastened and Adhered Insulation: Install each layer of insulation to deck using mechanical fasteners specifically designed and sized for fastening specified board-type roof insulation to deck type.
 - 1. Fasten first layer of insulation to resist uplift pressure at corners, perimeter, and field of roof.
 - 2. Set each subsequent layer of insulation in ribbons of bead-applied insulation adhesive, firmly pressing and maintaining insulation in place.
 - 3. Set each subsequent layer of insulation in a uniform coverage of full-spread insulation adhesive, firmly pressing and maintaining insulation in place.
- H. Install cover boards over insulation with long joints in continuous straight lines with end joints staggered between rows. Offset joints of insulation below a minimum of 6 inches in each direction. Loosely butt cover boards together and fasten to roof deck.
 - 1. Fasten cover boards to resist uplift pressure at corners, perimeter, and field of roof.

3.7 ADHERED ROOFING INSTALLATION

- A. Adhere roofing over area to receive roofing according to roofing system manufacturer's written instructions. Unroll roofing and allow to relax before retaining.
- B. Start installation of roofing in presence of roofing system manufacturer's technical personnel per warranty requirements.
- C. Accurately align roofing and maintain uniform side and end laps of minimum dimensions required by manufacturer. Stagger end laps.
- D. Bonding Adhesive: Apply to substrate and underside of roofing at rate required by manufacturer and allow to partially dry before installing roofing. Do not apply to splice area of roofing.
- E. In addition to adhering, mechanically fasten roofing securely at terminations, penetrations, and perimeter of roofing.
- F. Apply roofing with side laps shingled with slope of roof deck where possible.
- G. Seams: Clean seam areas, overlap roofing, and hot-air weld side and end laps of roofing and sheet flashings according to manufacturer's written instructions, to ensure a watertight seam installation.

1. Test lap edges with probe to verify seam weld continuity. Apply lap sealant to seal cut edges of sheet.
 2. Verify field strength of seams a minimum of twice daily, and repair seam sample areas.
 3. Repair tears, voids, and lapped seams in roofing that do not comply with requirements.
- H. Spread sealant bed over deck-drain flange at roof drains, and securely seal roofing in place with clamping ring.

3.8 BASE FLASHING INSTALLATION

- A. Install sheet flashings and preformed flashing accessories and adhere to substrates according to roofing system manufacturer's written instructions.
- B. Apply bonding adhesive to substrate and underside of sheet flashing at required rate and allow to partially dry. Do not apply to seam area of flashing.
- C. Flash penetrations and field-formed inside and outside corners with cured or uncured sheet flashing.
- D. Clean seam areas, overlap, and firmly roll sheet flashings into the adhesive. Hot-air weld side and end laps to ensure a watertight seam installation.
- E. Terminate and seal top of sheet flashings and mechanically anchor to substrate through termination bars and sealant.

3.9 WALKWAY INSTALLATION

- A. Flexible Walkways: Install walkway products in locations indicated. Heat weld to substrate or adhere walkway products to substrate with compatible adhesive according to roofing system manufacturer's written instructions.

3.10 FIELD QUALITY CONTROL

- A. Final Roof Inspection: Arrange for roofing system manufacturer's technical personnel to inspect roofing installation on completion.
- B. Repair or remove and replace components of roofing system where inspections indicate that they do not comply with specified requirements.
- C. Additional testing and inspecting, at Contractor's expense, will be performed to determine if replaced or additional work complies with specified requirements.

3.11 PROTECTING AND CLEANING

- A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from roof area.

- B. Protect roofing system from damage and wear during remainder of construction period. When remaining construction does not affect or endanger roofing, inspect roofing for deterioration and damage, describing its nature and extent in a written report, with copies to Architect and Owner.
- C. Correct deficiencies in or remove roofing system that does not comply with requirements, repair substrates, and repair or reinstall roofing system to a condition free of damage and deterioration at time of Project Completion and according to warranty requirements.
- D. Clean overspray and spillage from adjacent construction using cleaning agents and procedures recommended by manufacturer of affected construction.
- E. Comply with manufacturer's written instructions for cleaning and protecting roofing membrane.
- F. Perform the following operations immediately after completing roofing installation:
 - 1. Remove adhesive and other blemishes from entire roof surface, surfaces at seams, perimeter edges, and adjacent surfaces.
 - 2. Sweep surfaces thoroughly.
 - 3. Wash surfaces to remove marks and soil.
- G. Protect roofing from mars, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during remainder of construction period. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by roofing manufacturer, and leave in a clean and undamaged condition.
- H. Leave roof membrane in a clean and pristine condition at Final Completion inspection.

END OF SECTION

SECTION 076200

SHEET METAL FLASHING AND TRIM

1.1 SUMMARY

A. Section Includes:

1. Manufactured reglets with counterflashing.
2. Formed roof-drainage sheet metal fabrications.
3. Formed low-slope roof sheet metal fabrications.

1.2 ACTION SUBMITTALS

A. Product Data: For each of the following

1. Underlayment materials.
2. Elastomeric sealant.
3. Butyl sealant.
4. Epoxy seam sealer.

B. Shop Drawings: For sheet metal flashing and trim.

1. Include plans, elevations, sections, and attachment details.
2. Detail fabrication and installation layouts, expansion-joint locations, and keyed details. Distinguish between shop- and field-assembled Work.
3. Include identification of material, thickness, weight, and finish for each item and location in Project.
4. Include details for forming, including profiles, shapes, seams, and dimensions.
5. Include details for joining, supporting, and securing, including layout and spacing of fasteners, cleats, clips, and other attachments. Include pattern of seams.
6. Include details of termination points and assemblies.
7. Include details of expansion joints and expansion-joint covers, including showing direction of expansion and contraction from fixed points.
8. Include details of special conditions.
9. Include details of connections to adjoining work.

C. Samples: For each exposed product and for each color and texture specified, 12 inches long by actual width.

1.3 INFORMATIONAL SUBMITTALS

- A. Product Certificates: For each type of coping and roof edge flashing that is ANSI/SPRI/FM 4435/ES-1 tested and FM Approvals approved.
- B. Evaluation Reports: For copings and roof edge flashing, from ICC-ES showing compliance with ANSI/SPRI/FM 4435/ES-1.

- C. Sample warranty.

1.4 CLOSEOUT SUBMITTALS

- A. Maintenance data.
- B. Special warranty.

1.5 QUALITY ASSURANCE

- A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.
 - 1. For copings and roof edge flashings that are ANSI/SPRI/FM 4435/ES-1 tested and FM Approvals approved, shop is to be listed as able to fabricate required details as tested and approved.

1.6 WARRANTY

- A. Special Warranty on Finishes: Manufacturer agrees to repair finish or replace sheet metal flashing and trim that shows evidence of deterioration of factory-applied finishes within specified warranty period.
 - 1. Exposed Panel Finish: Deterioration includes, but is not limited to, the following:
 - a. Color fading more than 5 Delta E units when tested in accordance with ASTM D2244.
 - b. Chalking in excess of a No. 8 rating when tested in accordance with ASTM D4214.
 - c. Cracking, checking, peeling, or failure of paint to adhere to bare metal.
 - 2. Finish Warranty Period: 20 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Sheet metal flashing and trim assemblies, including cleats, anchors, and fasteners, are to withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim are not to rattle, leak, or loosen, and are to remain watertight.
- B. Sheet Metal Standard for Flashing and Trim: Comply with NRCA's "The NRCA Roofing Manual: Architectural Metal Flashing, Condensation and Air Leakage Control, and Reroofing" and SMACNA's "Architectural Sheet Metal Manual" requirements for dimensions and profiles shown unless more stringent requirements are indicated.

- C. SPRI Wind Design Standard: Manufacture and install copings and roof edge flashings tested in accordance with ANSI/SPRI/FM 4435/ES-1 and capable of resisting the following design pressure:
 - 1. Design Pressure: 20 psf.
- D. FM Approvals Listing: Manufacture and install copings roof edge flashings that are listed in FM Approvals' "RoofNav" and approved for windstorm classification, Class 1-90. Identify materials with name of fabricator and design approved by FM Approvals.
- E. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes to prevent buckling, opening of joints, overstressing of components, failure of joint sealants, failure of connections, and other detrimental effects. Base calculations on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
 - 1. Temperature Change: 120 deg F, ambient; 180 deg F, material surfaces.

2.2 SHEET METALS

- A. Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.
 - 1. Exposed Coil-Coated Finish:
 - a. Two-Coat Fluoropolymer: AAMA 2605. Fluoropolymer finish containing not less than 70 percent polyvinylidene fluoride (PVDF) resin by weight in color coat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
 - 2. Color: As selected by Architect from manufacturer's full range.
 - 3. Concealed Finish: Pretreat with manufacturer's standard white or light-colored acrylic or polyester backer finish, consisting of prime coat and wash coat with minimum total dry film thickness of 0.5 mil.

2.3 UNDERLAYMENT MATERIALS

- A. Felt: ASTM D226/D226M, Type II (No. 30), asphalt-saturated organic felt; nonperforated.
- B. Self-Adhering, High-Temperature Sheet Underlayment: Minimum 30 mils thick, consisting of a slip-resistant polyethylene- or polypropylene-film top surface laminated to a layer of butyl- or SBS-modified asphalt adhesive, with release-paper backing; specifically designed to withstand high metal temperatures beneath metal roofing. Provide primer in accordance with underlayment manufacturer's written instructions.
- C. Slip Sheet: Rosin-sized building paper, 3 lb/100 sq. ft. minimum.

2.4 MISCELLANEOUS MATERIALS

- A. Provide materials and types of fasteners, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal unless otherwise indicated.
- B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal.
 - 1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.
 - a. Exposed Fasteners: Heads matching color of sheet metal using plastic caps or factory-applied coating. Provide metal-backed EPDM or PVC sealing washers under heads of exposed fasteners bearing on weather side of metal.
 - b. Blind Fasteners: High-strength aluminum or stainless steel rivets suitable for metal being fastened.
 - c. Spikes and Ferrules: Same material as gutter; with spike with ferrule matching internal gutter width.
 - 2. Fasteners for Copper Sheet: Copper, hardware bronze or passivated Series 300 stainless steel.
 - 3. Fasteners for Aluminum Sheet: Aluminum or Series 300 stainless steel.
 - 4. Fasteners for Stainless Steel Sheet: Series 300 stainless steel.
 - 5. Fasteners for Zinc-Coated (Galvanized) Steel Sheet: Series 300 stainless steel or hot-dip galvanized steel in accordance with ASTM A153/A153M or ASTM F2329.
- C. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape 1/2 inch wide and 1/8 inch thick.
- D. Elastomeric Sealant: ASTM C920, elastomeric polyurethane polymer sealant; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.
- E. Butyl Sealant: ASTM C1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for hooked-type expansion joints with limited movement.
- F. Epoxy Seam Sealer: Two-part, noncorrosive, aluminum seam-cementing compound, recommended by aluminum manufacturer for exterior nonmoving joints, including riveted joints.
- G. Bituminous Coating: Cold-applied asphalt emulsion in accordance with ASTM D1187/D1187M.
- H. Asphalt Roofing Cement: ASTM D4586, asbestos free, of consistency required for application.
- I. Reglets: Units of type, material, and profile required, formed to provide secure interlocking of separate reglet and counterflashing pieces, and compatible with flashing indicated with factory-mitered and -welded corners and junctions and with interlocking counterflashing on exterior face, of same metal as reglet.
 - 1. Material: Stainless steel, 0.0188 inch thick.
 - 2. Accessories:

- a. Flexible-Flashing Retainer: Provide resilient plastic or rubber accessory to secure flexible flashing in reglet where clearance does not permit use of standard metal counterflashing or where Drawings show reglet without metal counterflashing.
- b. Counterflashing Wind-Restraint Clips: Provide clips to be installed before counterflashing to prevent wind uplift of counterflashing's lower edge.

2.5 FABRICATION, GENERAL

- A. Custom fabricate sheet metal flashing and trim to comply with details indicated and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required.
 - 1. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
 - 2. Fabricate sheet metal flashing and trim in thickness or weight needed to comply with performance requirements, but not less than that specified for each application and metal.
 - 3. Verify shapes and dimensions of surfaces to be covered and obtain field measurements for accurate fit before shop fabrication.
 - 4. Form sheet metal flashing and trim to fit substrates without excessive oil-canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
 - 5. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.
- B. Fabrication Tolerances:
 - 1. Fabricate sheet metal flashing and trim that is capable of installation to a tolerance of 1/4 inch in 20 feet on slope and location lines indicated on Drawings and within 1/8-inch offset of adjoining faces and of alignment of matching profiles.
 - 2. Fabricate sheet metal flashing and trim that is capable of installation to tolerances specified.
- C. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
 - 1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with butyl sealant concealed within joints.
 - 2. Use lapped expansion joints only where indicated on Drawings.
- D. Sealant Joints: Where movable, nonexpansion-type joints are required, form metal in accordance with cited sheet metal standard to provide for proper installation of elastomeric sealant.
- E. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.
- F. Seams:
 - 1. Fabricate nonmoving seams with flat-lock seams. Form seams and seal with elastomeric sealant unless otherwise recommended by sealant manufacturer for intended use. Rivet joints where necessary for strength.

2.6 ROOF-DRAINAGE SHEET METAL FABRICATIONS

- A. Parapet Scuppers: Fabricate scuppers to dimensions required, with closure flange trim to exterior, 4-inch-wide wall flanges to interior, and base extending 4 inches beyond cant or tapered strip into field of roof. Fabricate from the following materials:
 - 1. Aluminum-Zinc Alloy-Coated Steel: 0.028 inch thick.

2.7 LOW-SLOPE ROOF SHEET METAL FABRICATIONS

- A. Copings: Fabricate in minimum 96-inch-long, but not exceeding 12-foot-long, sections. Fabricate joint plates of same thickness as copings. Furnish with continuous cleats to support edge of external leg and drill elongated holes for fasteners on interior leg. Miter corners, fasten and seal watertight. Shop fabricate interior and exterior corners.
 - 1. Fabricate from the following materials:
 - a. Aluminum-Zinc Alloy-Coated Steel: 0.040 inch thick.

PART 3 - EXECUTION

3.1 INSTALLATION OF UNDERLAYMENT

- A. Felt Underlayment: Install felt underlayment, wrinkle free, using adhesive to minimize use of mechanical fasteners under sheet metal flashing and trim.
 - 1. Install in shingle fashion to shed water.
 - 2. Lap joints not less than 2 inches.
- B. Synthetic Underlayment: Install synthetic underlayment, wrinkle free, in accordance with manufacturers' written instructions, and using adhesive where possible to minimize use of mechanical fasteners under sheet metal.
 - 1. Lap horizontal joints not less than 4 inches.
 - 2. Lap end joints not less than 12 inches.
- C. Self-Adhering, High-Temperature Sheet Underlayment:
 - 1. Install self-adhering, high-temperature sheet underlayment; wrinkle free.
 - 2. Prime substrate if recommended by underlayment manufacturer.
 - 3. Comply with temperature restrictions of underlayment manufacturer for installation; use primer for installing underlayment at low temperatures.
 - 4. Apply in shingle fashion to shed water, with end laps of not less than 6 inches staggered 24 inches between courses.
 - 5. Overlap side edges not less than 3-1/2 inches. Roll laps and edges with roller.
 - 6. Roll laps and edges with roller.
 - 7. Cover underlayment within 14 days.
- D. Install slip sheet, wrinkle free, over underlayment before installing sheet metal flashing and trim.
 - 1. Install in shingle fashion to shed water.

2. Lap joints not less than 4 inches.

3.2 INSTALLATION, GENERAL

- A. Install sheet metal flashing and trim to comply with details indicated and recommendations of cited sheet metal standard that apply to installation characteristics required unless otherwise indicated on Drawings.
 1. Install fasteners, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
 2. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of sealant.
 3. Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement.
 4. Install sheet metal flashing and trim to fit substrates and to result in watertight performance.
 5. Install continuous cleats with fasteners spaced not more than 12 inches o.c.
 6. Space individual cleats not more than 12 inches apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
 7. Install exposed sheet metal flashing and trim with limited oil-canning, and free of buckling and tool marks.
 8. Do not field cut sheet metal flashing and trim by torch.
- B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
 1. Underlayment: Where installing sheet metal flashing and trim directly on cementitious or wood substrates, install underlayment and cover with slip sheet.
- C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim.
 1. Space movement joints at maximum of 10 feet with no joints within 24 inches of corner or intersection.
 2. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with sealant concealed within joints.
 3. Use lapped expansion joints only where indicated on Drawings.
- D. Fasteners: Use fastener sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.
- E. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.
- F. Seal joints as required for watertight construction.
 1. Use sealant-filled joints unless otherwise indicated.
 - a. Embed hooked flanges of joint members not less than 1 inch into sealant.
 - b. Form joints to completely conceal sealant.

- c. When ambient temperature at time of installation is between 40 and 70 deg F, set joint members for 50 percent movement each way.
 - d. Adjust setting proportionately for installation at higher ambient temperatures.
 - 1) Do not install sealant-type joints at temperatures below 40 deg F.
 - 2. Prepare joints and apply sealants to comply with requirements in Section 079200 "Joint Sealants."
- G. Rivets: Rivet joints in where necessary for strength.

3.3 INSTALLATION OF ROOF FLASHINGS

- A. Install sheet metal flashing and trim to comply with performance requirements and cited sheet metal standard.
 - 1. Provide concealed fasteners where possible, and set units true to line, levels, and slopes.
 - 2. Install work with laps, joints, and seams that are permanently watertight and weather resistant.
- B. Roof Edge Flashing:
 - 1. Install roof edge flashings in accordance with ANSI/SPRI/FM 4435/ES-1.
 - 2. Anchor to resist uplift and outward forces in accordance with recommendations in cited sheet metal standard unless otherwise indicated. Interlock bottom edge of roof edge flashing with continuous cleat anchored to substrate at staggered 3-inch centers.
 - 3. Anchor to resist uplift and outward forces in accordance with recommendations in FM Global Property Loss Prevention Data Sheet 1-49 for FM Approvals' listing for required windstorm classification.
- C. Copings:
 - 1. Install roof edge flashings in accordance with ANSI/SPRI/FM 4435/ES-1.
 - 2. Anchor to resist uplift and outward forces in accordance with recommendations in cited sheet metal standard unless otherwise indicated.
 - a. Interlock exterior bottom edge of coping with continuous cleat anchored to substrate at 16-inch centers.
 - b. Anchor interior leg of coping with washers and screw fasteners through slotted holes at 16-inch centers.
 - 3. Anchor to resist uplift and outward forces in accordance with recommendations in FM Global Property Loss Prevention Data Sheet 1-49 for specified FM Approvals' listing for required windstorm classification.
- D. Pipe or Post Counterflashing: Install counterflashing umbrella with close-fitting collar with top edge flared for elastomeric sealant, extending minimum of 4 inches over base flashing. Install stainless steel draw band and tighten.
- E. Counterflashing: Coordinate installation of counterflashing with installation of base flashing.

1. Insert counterflashing in reglets or receivers and fit tightly to base flashing.
 2. Extend counterflashing 4 inches over base flashing.
 3. Lap counterflashing joints minimum of 4 inches.
- F. Roof-Penetration Flashing: Coordinate installation of roof-penetration flashing with installation of roofing and other items penetrating roof. Seal with butyl sealant and clamp flashing to pipes that penetrate roof.

3.4 INSTALLATION TOLERANCES

- A. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerance of 1/4 inch in 20 feet on slope and location lines indicated on Drawings and within 1/8-inch offset of adjoining faces and of alignment of matching profiles.

3.5 CLEANING

- A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
- B. Clean off excess sealants.

3.6 PROTECTION

- A. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions.
- B. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures, as determined by Architect.

END OF SECTION

SECTION 077200
ROOF ACCESSORIES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Roof curbs.
 - 2. Equipment supports.
 - 3. Roof hatches.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of roof accessory.
- B. Shop Drawings: For roof accessories.
- C. Samples: For each exposed product and for each color and texture specified.

1.3 INFORMATIONAL SUBMITTALS

- A. Sample warranties.

1.4 CLOSEOUT SUBMITTALS

- A. Operation and maintenance data.

PART 2 - PRODUCTS

2.1 ROOF CURBS

- A. Roof Curbs: Internally reinforced roof-curb units capable of supporting superimposed live and dead loads, including equipment loads and other construction indicated on Drawings, bearing continuously on roof structure, and capable of meeting performance requirements; with welded or mechanically fastened and sealed corner joints, straight sides, and integrally formed deck-mounting flange at perimeter bottom.
- B. Size: Coordinate dimensions with roughing-in information or Shop Drawings of equipment to be supported.

C. Material: Zinc-coated (galvanized) steel sheet, 0.064 inch thick.

1. Finish: Factory prime coating.

D. Construction:

1. Curb Profile: Manufacturer's standard compatible with roofing system.
2. On ribbed or fluted metal roofs, form deck-mounting flange at perimeter bottom to conform to roof profile.
3. Fabricate curbs to minimum height of 12 inches above roofing surface unless otherwise indicated.
4. Top Surface: Level top of curb, with roof slope accommodated by sloping deck-mounting flange.
5. Sloping Roofs: Where roof slope exceeds 1:48, fabricate curb with perimeter curb height tapered to accommodate roof slope so that top surface of perimeter curb is level. Equip unit with water diverter or cricket on side that obstructs water flow.
6. Insulation: Factory insulated with 1-1/2-inch- thick glass-fiber board insulation.
7. Liner: Same material as curb, of manufacturer's standard thickness and finish.
8. Nailer: Factory-installed wood nailer under top flange on side of curb, continuous around curb perimeter.
9. Wind Restraint Straps and Base Flange Attachment: Provide wind restraint straps, welded strap connectors, and base flange attachment to roof structure at perimeter of curb, of size and spacing required to meet wind uplift requirements.
10. Platform Cap: Where portion of roof curb is not covered by equipment, provide weathertight platform cap formed from 3/4-inch-thick plywood covered with metal sheet of same type, thickness, and finish as required for curb.
11. Metal Counterflashing: Manufacturer's standard, removable, fabricated of same metal and finish as curb.

2.2 ROOF HATCHES

A. Roof Hatches: Metal roof-hatch units with lids and insulated single-walled curbs, welded or mechanically fastened and sealed corner joints, continuous lid-to-curb counterflashing and weathertight perimeter gasketing, straight sides, and integrally formed deck-mounting flange at perimeter bottom.

B. Type and Size: Single-leaf lid, match size of existing roof hatch to be replaced.

C. Loads: Minimum 40-lbf/sq. ft. external live load and 20-lbf/sq. ft. internal uplift load.

D. Hatch Material: Zinc-coated (galvanized) steel sheet.

1. Thickness: Manufacturer's standard thickness for hatch size indicated.
2. Finish: Factory prime coating.

E. Construction:

1. Insulation: 1-inch-thick, glass-fiber board.

- a. R-Value: 4.3 according to ASTM C1363.
 - 2. Nailer: Factory-installed wood nailer continuous around hatch perimeter.
 - 3. Hatch Lid: Opaque, insulated, and double walled, with manufacturer's standard metal liner of same material and finish as outer metal lid.
 - 4. Curb Liner: Manufacturer's standard, of same material and finish as metal curb.
 - 5. On ribbed or fluted metal roofs, form flange at perimeter bottom to conform to roof profile.
 - 6. Fabricate curbs to minimum height of 12 inches above roofing surface unless otherwise indicated.
 - 7. Sloping Roofs: Where slope or roof deck exceeds 1:48, fabricate curb with perimeter curb height that is tapered to accommodate roof slope so that top surfaces of perimeter curb are level. Equip hatch with water diverter or cricket on side that obstructs water flow.
- F. Hardware: Spring operators, hold-open arm, stainless steel spring latch with turn handles, stainless steel butt- or pintle-type hinge system, and padlock hasps inside and outside.
- 1. Provide two-point latch on lids larger than 84 inches.
- G. Ladder-Assist Post: Use existing.

2.3 METAL MATERIALS

- A. Zinc-Coated (Galvanized) Steel Sheet: ASTM A653/A653M, G90 coating designation.
 - 1. Mill-Phosphatized Finish: Manufacturer's standard for field painting.
 - 2. Factory Prime Coating: Where field painting is indicated, apply pretreatment and white or light-colored, factory-applied, baked-on epoxy primer coat, with a minimum dry film thickness of 0.2 mil.
 - 3. Concealed Finish: Pretreat with manufacturer's standard white or light-colored acrylic or polyester-backer finish consisting of prime coat and wash coat, with a minimum total dry film thickness of 0.5 mil.
- B. Steel Shapes: ASTM A36/A36M, hot-dip galvanized according to ASTM A123/A123M unless otherwise indicated.
- C. Steel Tube: ASTM A500/A500M, round tube.
- D. Galvanized-Steel Tube: ASTM A500/A500M, round tube, hot-dip galvanized according to ASTM A123/A123M.
- E. Steel Pipe: ASTM A53/A53M, galvanized.

2.4 MISCELLANEOUS MATERIALS

- A. Provide materials and types of fasteners, protective coatings, sealants, and other miscellaneous items required by manufacturer for a complete installation.

- B. Glass-Fiber Board Insulation: ASTM C726, nominal density of 3 lb/cu. ft., thermal resistivity of 4.3 deg F x h x sq. ft./Btu x in. at 75 deg F, thickness as indicated.
- C. Wood Nailers: Softwood lumber, pressure treated with waterborne preservatives for aboveground use, acceptable to authorities having jurisdiction, **containing no arsenic or chromium**, and complying with AWPAC2; not less than 1-1/2 inches thick.
- D. Underlayment:
 - 1. Felt: ASTM D226/D226M, Type II (No. 30), asphalt-saturated organic felt, nonperforated.
 - 2. Polyethylene Sheet: 6-mil-thick polyethylene sheet complying with ASTM D4397.
 - 3. Slip Sheet: Building paper, 3 lb/100 sq. ft. minimum, rosin sized.
 - 4. Self-Adhering, High-Temperature Sheet: Minimum 30 to 40 mils thick, consisting of slip-resisting polyethylene-film top surface laminated to layer of butyl or SBS-modified asphalt adhesive, with release-paper backing; cold applied. Provide primer when recommended by underlayment manufacturer.
- E. Fasteners: Roof accessory manufacturer's recommended fasteners suitable for application and metals being fastened. Match finish of exposed fasteners with finish of material being fastened. Provide nonremovable fastener heads to exterior exposed fasteners. Furnish the following unless otherwise indicated:
- F. Gaskets: Manufacturer's standard tubular or fingered design of neoprene, EPDM, PVC, or silicone or a flat design of foam rubber, sponge neoprene, or cork.
- G. Elastomeric Sealant: ASTM C920, elastomeric polymer sealant as recommended by roof accessory manufacturer for installation indicated; low modulus; of type, grade, class, and use classifications required to seal joints and remain watertight.
- H. Butyl Sealant: ASTM C1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for expansion joints with limited movement.
- I. Asphalt Roofing Cement: ASTM D4586/D4586M, asbestos free, of consistency required for application.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Verify dimensions of roof openings for roof accessories. Install roof accessories according to manufacturer's written instructions.
 - 1. Install roof accessories level; plumb; true to line and elevation; and without warping, jogs in alignment, buckling, or tool marks.
 - 2. Anchor roof accessories securely in place so they are capable of resisting indicated loads.
 - 3. Use fasteners, separators, sealants, and other miscellaneous items as required to complete installation of roof accessories and fit them to substrates.

4. Install roof accessories to resist exposure to weather without failing, rattling, leaking, or loosening of fasteners and seals.
- B. Metal Protection: Protect metals against galvanic action by separating dissimilar metals from contact with each other or with corrosive substrates by painting contact surfaces with bituminous coating or by other permanent separation as recommended by manufacturer.
 1. Underlayment: Where installing roof accessories directly on cementitious or wood substrates, install a course of underlayment and cover with manufacturer's recommended slip sheet.
- C. Seal joints with elastomeric or butyl sealant as required by roof accessory manufacturer.

3.2 REPAIR AND CLEANING

- A. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas and repair galvanizing according to ASTM A780/A780M.
- B. Clean exposed surfaces according to manufacturer's written instructions.
- C. Replace roof accessories that have been damaged or that cannot be successfully repaired by finish touchup or similar minor repair procedures.

END OF SECTION

SECTION 079200

JOINT SEALANTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Urethane joint sealants.

1.2 ACTION SUBMITTALS

- A. Product Data: For each joint-sealant product.
- B. Samples: For each kind and color of joint sealant required.
- C. Joint-Sealant Schedule: Include the following information:
 - 1. Joint-sealant application, joint location, and designation.
 - 2. Joint-sealant manufacturer and product name.
 - 3. Joint-sealant formulation.
 - 4. Joint-sealant color.

1.3 INFORMATIONAL SUBMITTALS

- A. Product test reports.
- B. Preconstruction laboratory test reports.
- C. Preconstruction field-adhesion-test reports.
- D. Sample warranties.

1.4 PRECONSTRUCTION TESTING

- A. Preconstruction Laboratory Testing: Submit to joint-sealant manufacturers, for testing indicated below, samples of materials that will contact or affect joint sealants.
 - 1. Adhesion Testing: Use ASTM C 794 to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.
 - 2. Compatibility Testing: Use ASTM C 1087 to determine sealant compatibility when in contact with glazing and gasket materials.

1.5 WARRANTY

- A. Special Installer's Warranty: Installer agrees to repair or replace joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
 - 1. Warranty Period: One year from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 JOINT SEALANTS, GENERAL

- A. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

2.2 URETHANE JOINT SEALANTS

- A. Urethane, S, NS, 100/50, T, NT: Single-component, nonsag, plus 100 percent and minus 50 percent movement capability, traffic- and nontraffic-use, urethane joint sealant; ASTM C 920, Type S, Grade NS, Class 100/50, Uses T and NT.
- B. Urethane, S, P, 35, T, NT: Single-component, pourable, plus 35 percent and minus 35 percent movement capability, traffic- and nontraffic-use, urethane joint sealant; ASTM C 920, Type S, Grade P, Class 35, Uses T and NT.

2.3 JOINT-SEALANT BACKING

- A. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin), Type O (open-cell material), Type B (bicellular material with a surface skin) or any of the preceding types, 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.
- B. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer.

2.4 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.
- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials.
- C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions and the following requirements:
 - 1. Remove laitance and form-release agents from concrete.
 - 2. 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.
- B. Joint Priming: Prime joint substrates where recommended by joint-sealant manufacturer or as indicated by preconstruction joint-sealant-substrate tests or prior experience.
- C. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces.

3.2 INSTALLATION OF JOINT SEALANTS

- A. General: Comply with ASTM C 1193 and joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.
- B. Install sealant backings of kind indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
- C. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.
- D. Install sealants using proven techniques that comply with the following and at the same time backings are installed:
 - 1. Place sealants so they directly contact and fully wet joint substrates.
 - 2. Completely fill recesses in each joint configuration.
 - 3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.
- E. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants to form smooth, uniform beads of configuration indicated. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
 - 1. Provide concave joint profile per Figure 8A in ASTM C 1193 unless otherwise indicated.

3.3 JOINT-SEALANT SCHEDULE

- A. Joint-Sealant Application: Exterior joints in horizontal traffic surfaces.
 - 1. Joint Locations:

- a. Concrete joints
 - b. Sealant pockets on roof.
 - c. Other joints as indicated on Drawings.
 - 2. Joint Sealant: Pourable urethane as specified.
 - 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.
- B. Joint-Sealant Application: Exterior and Interior joints in vertical surfaces.
- 1. Joint Locations:
 - a. Between dissimilar materials.
 - b. Gaps and openings between materials.
 - c. Other joints as indicated on Drawings.
 - 2. Joint Sealant: Urethane, non-sag as specified.
 - 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.

END OF SECTION

SECTION 086200

UNIT SKYLIGHTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Unit skylights.

1.2 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings:
 - 1. Include plans, elevations, sections, mounting, and attachment details and methods of structural support.
- C. Samples: For each exposed product and for each color and finish specified.

1.4 INFORMATIONAL SUBMITTALS

- A. Product test reports.
- B. Evaluation reports.
- C. Field quality-control reports.
- D. Sample warranties.

1.5 CLOSEOUT SUBMITTALS

- A. Maintenance data.

1.6 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace components of products that fail in materials or workmanship within specified warranty period.
 - 1. Warranty Period:
 - a. Products and Accessories: 10 years from date of Substantial Completion.
 - b. Insulating-Glass Units: 10 years from date of Substantial Completion.
- B. Special Aluminum Finish Warranty: Standard form in which manufacturer agrees to repair finishes or replace aluminum that shows evidence of finish deterioration within specified warranty period.
 - 1. Warranty Period: 5 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Performance Standard: Comply with AAMA/WDMA/CSA 101/1.S.2/A440 for definitions and minimum standards of performance, materials, components, accessories, and fabrication unless more stringent requirements are indicated.
 - 1. Certification Requirements: Provide AAMA 501.2 rated products, with label attached to each.
 - 2. Large-Missile Test: For glazing located within 30 feet
 - 3. Small-Missile Test: For glazing located between 30 feet and 60 feet above grade.
- B. Plastic Glazing:
 - 1. Self-Ignition Temperature: 650 deg F or more for plastic sheets in thickness indicated when tested in accordance with ASTM D1929.
 - 2. Smoke-Production Characteristics: Smoke-developed index of 450 or less when tested in accordance with ASTM E84, and smoke density of 75 or less when tested in accordance with ASTM D2843.
 - 3. Combustibility Characteristics: Tested in accordance with ASTM D635 and classified for burning rate of nominal thickness of 0.060 inch or thickness of plastic glazing indicated for use as follows:
 - a. Class CC1: Burning rate of 1 inch per minute or less.
 - b. Class CC2: Burning rate of 2-1/2 inches per minute or less.
- C. Fall-Protection Performance: Installed assemblies are capable of safely supporting the greater of **400 lbs** or twice the weight of employees, equipment, and materials that may be imposed on any **1 sq. foot** of the assembly at any time

2.2 UNIT SKYLIGHTS <Insert drawing designation>

- A. Factory-Assembled Skylight: Unit that includes glazing, extruded-aluminum glazing retainers, gaskets, and inner frame.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. American Skylights, Inc.
 - b. Kingspan Light + Air LLC.Approved equal
- B. Product Type: AAMA/WDMA/CSA 101/1.S.2/ SK, unit skylight - plastic glazed.
 - 1. Provide fixed (nonoperable) units.
- C. Unit Shape and Size: As indicated on drawings.
- D. Polycarbonate Glazing: Thermoformable, extruded monolithic sheets, UV resistant, burglar-resistance rated in accordance with UL 972; with average impact strength of 12 to 16 ft-lb/in. of width when tested in accordance with ASTM D256, Test Method A (Izod); and Class CC1 based on testing in accordance with ASTM D635.
 - 1. Double-Glazing Profile: Dome, 25 percent rise
 - a. Thicknesses of Each Glazing Layer: 1/8"
 - b. Inner Glazing Color: White Polycarbonate
 - c. Outer Glazing Color: Clear Polycarbonate
- E. Glazing Gaskets: Manufacturer's standard
- F. Prefabricated Curb: As specified in Section 077200 "Roof Accessories."
- G. Condensation Control: Fabricate unit skylights with integral internal gutters and nonclogging weeps to collect and drain condensation to the exterior.
- H. Thermal Break: Fabricate unit skylights with thermal break separating exterior and interior metal framing.
- I. Accessories:
- J. Aluminum Finishes:
 - 1. Mill Finish: Manufacturer's standard.

2.3 ACCESSORY MATERIALS

- A. Fasteners: Same metal as metal being fastened, nonmagnetic stainless steel, or other noncorrosive metal that is compatible with the materials being fastened and as recommended in writing by manufacturer. Finish exposed fasteners to match material being fastened.

- B. Bituminous Coating: Cold-applied asphalt mastic, compounded for 15-mil dry film thickness per coat.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Coordinate installation of products and accessories with installation of substrates, vapor retarders, roof insulation, roofing membrane, and flashing as required to ensure that each element of the Work performs properly and that combined elements are waterproof and weathertight.
- B. Install products and accessories to comply with recommendations in AAMA 1607 and with manufacturer's written installation instructions.
- C. Install products true to line and without distortion.
- D. Anchor products securely to supporting substrates.
- E. Where metal surfaces of products will contact other metal or corrosive substrates, such as preservative-treated wood, apply bituminous coating on concealed metal surfaces or provide other approved permanent separation recommended in writing by manufacturer.

3.2 FIELD QUALITY CONTROL

- A. Testing Agency: Engage a qualified testing agency to perform tests and inspections.
- B. After completion of installation and nominal curing of sealant and glazing compounds, test for water leaks in accordance with AAMA 501.2.
- C. Perform test for total area of each installed product.
- D. Work will be considered defective if it does not pass tests and inspections.
- E. Additional testing and inspections, at Contractor's expense, will be performed to determine compliance of replaced or additional work with specified requirements.
- F. Prepare test and inspection reports.

END OF SECTION

SECTION 09 51 23
ACOUSTICAL PANEL CEILINGS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Acoustical panels.

1.2 ACTION SUBMITTALS

- A. Product Data:
 - 1. For each type of product.
- B. Samples for Verification: For each component indicated and for each exposed finish required, prepared on Samples of sizes indicated below:
 - 1. Acoustical Panels: Set of 6-inch- square Samples of each type, color, pattern, and texture.

1.3 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For finishes to include in maintenance manuals.

1.4 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials, from the same production run, that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
 - 1. Acoustical Ceiling Units: Full-size panels equal to any open box of tiles of quantity installed.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver acoustical panels to Project site and store them in a fully enclosed, conditioned space where they will be protected against damage from moisture, humidity, temperature extremes, direct sunlight, surface contamination, and other causes.
- B. Before installing acoustical panels, permit them to reach room temperature and a stabilized moisture content.

1.6 FIELD CONDITIONS

- A. Environmental Limitations: Do not install acoustical panel ceilings until spaces are enclosed and weathertight, wet-work in spaces is complete and dry, work above ceilings is complete, and ambient temperature and humidity conditions are maintained at the levels indicated for Project when occupied for its intended use.

1. Pressurized Plenums: Operate ventilation system for not less than 48 hours before beginning acoustical panel ceiling installation.

PART 2 - PRODUCTS

2.1 SOURCE LIMITATIONS

- A. Source Limitations for Ceiling System: Obtain each type of acoustical ceiling panel from single source from single manufacturer.

2.2 PERFORMANCE REQUIREMENTS

- A. Surface-Burning Characteristics: Comply with ASTM E84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 1. Flame-Spread Index: Class A in accordance with ASTM E1264.
 2. Smoke-Developed Index: 50 or less.
- B. Fire-Resistance Ratings: Comply with ASTM E119; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 1. Indicate design designations from UL or from the listings of another qualified testing agency.

2.3 ACOUSTICAL PANELS

- A. Acoustical Panels:
 1. Basis-of-Design Product: Subject to compliance with requirements, provide product listed in the Finish Legend or an approved comparable product by one of the following:
 - a. Armstrong World Industries
 - b. CertainTeed; SAINT-GOBAIN
 - c. USG Corporation
 2. Acoustical Panel Standard: Provide manufacturer's standard panels in accordance with ASTM E1264 and designated by type, form, pattern, acoustical rating, and light reflectance unless otherwise indicated.
 3. Color: White.
 4. Antimicrobial Treatment: Manufacturer's standard broad spectrum, antimicrobial formulation that inhibits fungus, mold, mildew, and gram-positive and gram-negative bacteria and showing no mold, mildew, or bacterial growth when tested in accordance with ASTM D3273, ASTM D3274, or ASTM G21 and evaluated in accordance with ASTM D3274 or ASTM G21.

2.4 METAL SUSPENSION SYSTEM

- A. Existing

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, including structural framing to which acoustical panel ceilings attach or abut, with Installer present, for compliance with requirements specified in this and other sections that affect ceiling installation and anchorage and with requirements for installation tolerances and other conditions affecting performance of acoustical panel ceilings.
- B. Examine acoustical panels before installation. Reject acoustical panels that are wet, moisture damaged, or mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION OF ACOUSTICAL PANEL CEILINGS

- A. Install acoustical panels with undamaged edges and fit accurately into suspension-system runners and edge moldings. Scribe and cut panels at borders and penetrations to provide precise fit.
 - 1. Arrange directionally patterned acoustical panels as follows:
 - a. As indicated on reflected ceiling plans.
 - b. Install panels with pattern running in one direction parallel to long axis of space.
 - 2. For square-edged panels, install panels with edges fully hidden from view by flanges of suspension-system runners and moldings.
 - 3. For reveal-edged panels on suspension-system members with box-shaped flanges, install panels with reveal surfaces in firm contact with suspension-system surfaces and panel faces flush with bottom face of runners.
 - 4. Paint cut edges of panel remaining exposed after installation; match color of exposed panel surfaces using coating recommended in writing for this purpose by acoustical panel manufacturer.
 - 5. Install hold-down clips in vestibules and other areas indicated; space in accordance with panel manufacturer's written instructions unless otherwise indicated.
 - a. Hold-Down Clips: Space **24 inches** o.c. on all cross runners.
 - 6. Protect lighting fixtures and air ducts in accordance with requirements indicated for fire-resistance-rated assembly.

3.3 CLEANING

- A. Clean exposed surfaces of acoustical panel ceilings, including trim, edge moldings, and suspension-system members. Comply with manufacturer's written instructions for cleaning and touchup of minor finish damage.
- B. Remove and replace ceiling components that cannot be successfully cleaned and repaired to permanently eliminate evidence of damage.

END OF SECTION 09 51 13

SP 21-8 Mohawk Filter Press Building
Roof Replacement
ACOUSTICAL PANEL CEILINGS 095123

SECTION 099113
EXTERIOR PAINTING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes surface preparation and the application of paint systems on exterior substrates.
 - 1. Steel and iron.
 - 2. Galvanized metal.

1.2 DEFINITIONS

- A. MPI Gloss Level 1: Not more than five units at 60 degrees and 10 units at 85 degrees, according to ASTM D 523.
- B. MPI Gloss Level 3: 10 to 25 units at 60 degrees and 10 to 35 units at 85 degrees, according to ASTM D 523.
- C. MPI Gloss Level 4: 20 to 35 units at 60 degrees and not less than 35 units at 85 degrees, according to ASTM D 523.
- D. MPI Gloss Level 5: 35 to 70 units at 60 degrees, according to ASTM D 523.
- E. MPI Gloss Level 6: 70 to 85 units at 60 degrees, according to ASTM D 523.
- F. MPI Gloss Level 7: More than 85 units at 60 degrees, according to ASTM D 523.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product. Include preparation requirements and application instructions.
- B. Samples: For each type of paint system and each color and gloss of topcoat.

1.4 QUALITY ASSURANCE

- A. Mockups: Apply mockups of each paint system indicated and each color and finish selected to verify preliminary selections made under Sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.
 - 1. Final approval of color selections will be based on mockups.
 - a. If preliminary color selections are not approved, apply additional mockups of additional colors selected by Architect at no added cost to Owner.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Products: Subject to compliance with requirements, provide product listed in the Exterior Painting Schedule for the paint category indicated.

2.2 PAINT, GENERAL

- A. MPI Standards: Products shall comply with MPI standards indicated and shall be listed in its "MPI Approved Products Lists."
- B. Material Compatibility:
 - 1. Materials for use within each paint system shall be compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
 - 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. Colors: As selected by Architect from manufacturer's full range.
 - 1. Ten percent of surface area will be painted with deep tones.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the Work.
- B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:
 - 1. Concrete: 12 percent.
 - 2. Masonry (Clay and CMUs): 12 percent.
 - 3. Wood: 15 percent.
- C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.
- D. Proceed with coating application only after unsatisfactory conditions have been corrected.
 - 1. Application of coating indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates and paint systems indicated.
- B. Remove hardware, covers, plates, and similar items already in place that are removable and are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.
 - 1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection.

3.3 APPLICATION

- A. Apply paints according to manufacturer's written instructions and recommendations in "MPI Manual."
- B. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

3.4 CLEANING AND PROTECTION

- A. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- B. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

3.5 EXTERIOR PAINTING SCHEDULE

- A. Ferrous Metals and Non-Ferrous Metals, HM Frames & Doors (except stainless steel):

- 1. Polyurethane Industrial Coating System:

- a. Prime Coat: Primer.

- 1) Sherwin Williams Kem Kromik Universal Metal Primer, B50Z series.

- b. Intermediate Coat: Industrial coating, exterior, and matching topcoat.
 - c. Topcoat: Industrial coating, exterior, satin (MPI Gloss Level 5).

- 1) Sherwin Williams Corothane II Satin Polyurethane, B65-200 Series.

- B. Galvanized Metal:

- 1. Acrylic Light Industrial Coating System MPI EXT 5.3J:

- a. Prime Coat: Primer, galvanized, water based, MPI #134.
 - 1) Sherwin Williams Pro-Cryl Industrial Universal Primer B66-310 Series.
- b. Intermediate Coat: Industrial coating, exterior, water based, matching topcoat.
- c. Topcoat: Industrial coating, exterior, water based, satin (MPI Gloss Level 5)
 - 1) Sherwin Williams Corothane II Satin Polyurethane.
- d. Color to be selected

END OF SECTION

SECTION 220000

PLUMBING PIPING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Common work results for Plumbing.
 - 2. Natural Gas Piping.
 - 3. Condensate Piping.
 - 4. Water Piping.
 - 5. Storm and Piping.
 - 6. Flue Vents.
 - 7. Roof hydrant.
- B. Related Documents and Requirements:
 - 1. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
 - 2. Section 061000 - Rough Carpentry for wood nailers, curbs, and blocking.
 - 3. Section 075423 - Thermoplastic Polyolefin (TPO) Roofing for roof penetration detailing.
 - 4. Section 076200 - Sheet Metal Flashing and Trim for custom- and site-fabricated sheet metal flashing and trim.
 - 5. Section 077200 - Roof Accessories for set-on-type curbs, equipment supports, roof hatches, vents, and other manufactured roof accessory units.
 - 6. Section 079200 - Joint Sealants for field-applied sealants between roof specialties and adjacent materials.
 - 7. Section 099000 – Painting and Coatings.

PART 2 - PRODUCTS

2.1 MISCELLANEOUS MATERIALS

- A. General: Provide materials and types of fasteners, protective coatings, sealants, and other miscellaneous items required by manufacturer for a complete installation.

2.2 FLUE VENTS

- A. Flue Vents: Type 'B' double-wall gas vent flue, air insulated venting system for gas fired equipment, UL 441, with UL label clearly marked on flue. Provide flues complete with Type

'B' flue caps, necessary fittings, connectors, high temperature sealants, flashing cone, storm collar, supports and other accessories, in accordance with manufacturer's installation requirements.

- B. Flue Height: Consult Architect for flues over 48 inches above roof membrane for lateral support instructions.
- C. Provide Type 'B' gas vent flue by one of the following:
 - 1. American Metal: AmeriVent Type B Vent, round.
 - 2. Hart & Cooley: Type B Gas Vent System, round.
 - 3. Metal-Fab: Type B Gas Vent or Big Vent, round.
 - 4. Selkirk Metalbestos: Type B or RV, round.
- D. Flue Caps: Type 'B' caps. Provide new caps for both new and existing flues.
- E. High Temperature Flue Sealant: RTV 4500, 1-part Silicone Sealant, by Silco, Inc. or approved substitute.

2.3 CONDENSATE PIPING

- A. Condensate Piping (above roof): $\frac{3}{4}$ " (min) PVC Schedule 80, white.
- B. Condensate Trap: Replace existing traps with new, per Rooftop Unit manufacturer's requirements.

2.4 ROOF HYDRANT

- A. Sanitary Roof Hydrant: Model SRH-MS, Woodford Manufacturing; Colorado Springs, CO. (800)621-6032 No substitutions.
- B. Water Pipe to Roof Hydrant: PEX.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. General: Install roof plumbing according to City of Tulsa ordinances. Anchor plumbing securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete plumbing systems.
 - 1. Install plumbing sloped to drain, true to line and elevation; without warping, bending or jogs in alignment.
 - 2. Install piping in neat, straight lines.
 - 3. Install piping to fit substrates as encountered.
 - 4. Torch cutting of roof piping is not permitted.
- B. Coordinate installation of plumbing piping with low-slope roofing Section.
- C. Before commencing work turn on and test equipment and verify that it is operational.
- D. Lift, disconnect and reconnect plumbing piping and equipment as necessary for the proper installation of roofing system and flashings.
- E. Extend existing curbs to a minimum height of 8 inches above new roof membrane adjacent to plumbing penetrations to roof.
- F. Materials and workmanship shall comply with applicable codes, local ordinances, industry standards and utility company regulations.

- G. Employ licensed plumbers and pipe fitters for the disconnection and reconnection of piping.
- H. Relocate existing gas piping as indicated on Drawings and as necessary to accommodate new roofing system increased insulation thickness.
- I. All roof-top equipment is considered operational and is scheduled to remain, unless noted otherwise. Reconnect mechanical equipment with minimum down-time for Owner's convenience and continued operations.
- J. Extend existing vent piping as required to provide a minimum of 8" height above new roof membrane adjacent to each pipe penetration.
- K. Replace equipment that is damaged by the Work of this Contract.
- L. Condensate Lines: Install RTU condensate lines sloped to gutters or roof drains with appropriate vents and traps as required by the 2018 Mechanical Code or current building codes as adopted by City of Tulsa. Secure condensate lines in place with Pipe Supports as specified in Division 7.
- M. Piping: Connect and seal piping lengths. Allow for thermal expansion. Attach piping to firmly anchored pipe supports spaced not more than as shown on Drawings. Slope to downspouts, roof drains or gutters, as shown on Drawings.
- N. Install Roof Hydrant in accordance with manufacturer's instructions. Secure hydrant to structure, plumb and rigid, using appropriate fasteners installed through flange holes. Flush supply line to remove any debris. Connect to closest cold water source as directed by Architect.

3.2 CLEANING AND PROTECTION

- A. On completion of installation, clean finished surfaces and prepare for painting as specified in Section 099000. Maintain piping in a clean condition during construction.
- B. Install flue caps carefully to ensure no dents.
- C. Install Rooftop Hydrant in accordance with manufacturer's instructions.

END OF SECTION 221000

SECTION 260000

ELECTRICAL

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Common work results for Electrical.

B. Related Documents and Requirements:

1. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
2. Section 061000 "Rough Carpentry" for wood nailers, curbs, and blocking.
3. Section 076200 "Sheet Metal Flashing and Trim" for custom- and site-fabricated sheet metal flashing and trim.
4. Section 077200 "Roof Accessories" for set-on-type curbs, equipment supports, roof hatches, vents, and other manufactured roof accessory units.
5. Section 079200 "Joint Sealants" for field-applied sealants between roof specialties and adjacent materials.
6. Section 220000 Plumbing
7. Section 230000 Heating, Ventilating, and Air Conditioning
- 8.

PART 2 - PRODUCTS

2.1 MISCELLANEOUS MATERIALS

A. General: Provide materials and types of fasteners, protective coatings, sealants, and other miscellaneous items required by manufacturer for a complete installation.

B. Fasteners: Manufacturer's recommended fasteners, suitable for application and designed to meet performance requirements. Furnish the following unless otherwise indicated:

1. Exposed Penetrating Fasteners: Gasketed screws with hex washer heads matching color of sheet metal.
2. Fasteners for Aluminum: Aluminum or Series 300 stainless steel.
3. Fasteners for Stainless-Steel Sheet: Series 300 stainless steel.
4. Fasteners for Zinc-Coated (Galvanized) Steel Sheet: Series 300 stainless steel or hot-dip zinc-coated steel according to ASTM A 153 or ASTM F 2329.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. General: Install roof specialties according to manufacturer's written instructions. Anchor roof specialties securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete roof-specialty systems.
 - 1. Install roof specialties level, plumb, true to line and elevation; with limited oil-canning and without warping, jogs in alignment, buckling, or tool marks.
 - 2. Provide uniform, neat seams with minimum exposure of solder and sealant.
 - 3. Install roof specialties to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before manufacture.
- B. Coordination of disconnection and reconnection of electrical service to roof top mechanical equipment as necessary for the proper installation of roofing system and flashings.
- C. Materials and workmanship shall comply with applicable section of the NEC and 2015 IBC Electrical Code and Electrical Code adopted by the City of Tulsa, ordinances, industry standards, and utility company regulations.
- D. Employ licensed experienced electricians for disconnecting and reconnecting of roof top equipment.
- E. Coordinate work with roofing operations and plumbing and mechanical work.
- F. Employ skilled workers and journeymen electricians familiar with disconnection and reconnection of the type of equipment encountered.
- G. Seal conduit penetrations in roof membrane as specified and shown on Drawings.
- H. Repair broken electrical conduit connections.
- I. Elevate conduit crossing roof area with supports specified in Section 07710.
- J. Install new GFI receptacles at approx. 25 ft apart onto side of RTU, as shown on drawings.
- K. Expansion Provisions: Allow for thermal expansion of exposed conduit.
 - 1. Space movement joints at a maximum of 12 feet with no joints within 18 inches of corners or intersections unless otherwise shown on Drawings.

3.2 CLEANING AND PROTECTION

- A. Maintain electrical conduit and equipment in a clean condition during construction.
- B. Replace electrical conduit that has been damaged or that cannot be successfully repaired by finish touchup or similar minor repair procedures.

END OF SECTION 260000

