

## GENERAL CONDITIONS

- e. The Contractor or Subcontractor(s) fail to comply with any applicable state laws governing workers on public works projects.

### 13.9 APPRENTICES

#### 13.9.1 Apprentice Wages and Definitions

All apprentices employed by the Contractor to perform services under the Contract shall be paid the standard wage paid to apprentices under the regulations of the craft or trade for which he or she is employed, and as determined by the Director of the Department of Industrial Relations, and shall be employed only at the craft or trade to which he or she is registered. Only apprentices, as defined in §3077 of the Labor Code, who are in training under apprenticeship standards that have been approved by the Chief of the Division of Apprenticeship Standards and who are parties to written apprenticeship agreements under Chapter 4 (commencing with §3070) of Division 3, are eligible to be employed under this Contract. The employment and training of each apprentice shall be in accordance with the apprenticeship standards and apprentice agreements under which he or she is training, or in accordance with the rules and regulations of the California Apprenticeship Council.

#### 13.9.2 Employment of Apprentices

Contractor agrees to comply with the requirements of Labor Code §1777.5. The Contractor awarded the Project, or any Subcontractor under him or her, when performing any of the Work under the Contract or subcontract, employs workers in any apprenticeable craft or trade, the Contractor and Subcontractor shall employ apprentices in the ratio set forth in Labor Code §1777.5. The Contractor or any Subcontractor must apply to any apprenticeship program in the craft or trade that can provide apprentices to the Project site for a certificate approving the contractor or subcontractor under the apprenticeship standards for the employment and training of apprentices in the area or industry affected. However, the decision of the apprenticeship program to approve or deny a certificate shall be subject to review by the Administrator of Apprenticeship. The apprenticeship program or programs, upon approving the Contractor or Subcontractor, shall arrange for the dispatch of apprentices to the Contractor or Subcontractor upon the Contractor's or Subcontractor's request. "Apprenticeable craft or trade" as used in this Article means a craft or trade determined as an apprenticeable occupation in accordance with the rules and regulations prescribed by the California Apprenticeship Council. The ratio of work performed by apprentices to journeyman employed in a particular craft or trade on the Project shall be in accordance with Labor Code §1777.5.

#### 13.9.3 Submission of Contract Information

Prior to commencing Work on the Project, the Contractor and Subcontractors shall submit contract award information to the applicable apprenticeship program(s) that can supply apprentices to the Project and make the request for the dispatch of apprentices in accordance with the Labor Code. The information submitted shall include an estimate of journeyman hours to be performed under the Contract, the number of apprentices proposed to be employed, and the approximate dates the apprentices would be employed. A copy of this information shall also be submitted to the Owner if requested. Within 60 days after concluding Work on the Project, the Contractor and Subcontractors shall submit to the Owner, if requested, and to the apprenticeship program a verified statement of the journeyman and apprentice hours performed on the Project.

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### 13.9.4 Apprentice Fund

The Contractor or any Subcontractor under him or her, who, in performing any of the Work under the Contract, employs journeymen or apprentices in any apprenticeable craft or trade shall contribute to the California Apprenticeship Council the same amount that the Director determines is the prevailing amount of apprenticeship training contributions in the area of the Project. The Contractor and Subcontractors may take as a credit for payments to the California Apprenticeship Council any amounts paid by the Contractor or Subcontractor to an approved apprenticeship program that can supply apprentices to the Project. The Contractor and Subcontractors may add the amount of the contributions in computing his or her bid for the Contract.

### 13.9.5 Prime Contractor Compliance

The responsibility of compliance with Article 13 and §1777.5 of the Labor Code for all apprenticeable occupations is with the Prime Contractor. Any Contractor or Subcontractor that knowingly violates the provisions of this Article or Labor Code §1777.5 shall be subject to the penalties set forth in Labor Code §1777.7.

## 13.10 ASSIGNMENT OF ANTITRUST CLAIMS

### 13.10.1 Application

Pursuant to Government Code § 4551, in entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or Subcontractor offers and agrees to assign to the Owner all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act, (15 U.S.C. § 15) or under the Cartwright Act (Chapter 2 [commencing with § 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from the purchase of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders Retention Payment to the Contractor, without further acknowledgment by the parties. If the Owner receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under Chapter 11 (commencing with § 4550) of Division 5 of Title 1 of the Government Code, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the Owner any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the Owner as part of the bid price, less the expenses incurred in obtaining that portion of the recovery.

### 13.10.2 Assignment of Claim

Upon demand in writing by the assignor, the Owner shall, within one (1) year from such demand, reassign the cause of action assigned pursuant to this Article if the assignor has been or may have been injured by the violation of law for which the cause of action arose and the Owner has not been injured thereby or the Owner declines to file a court action for the cause of action.

## 13.11 STATE AND OWNER CONDUCTED AUDITS

Pursuant to and in accordance with the provisions of Government Code § 10532, or any amendments thereto, all books, records, and files of the Owner, the Contractor, or any Subcontractor connected with the performance of this Contract involving the expenditure of state funds in excess of Ten Thousand Dollars (\$10,000.00), including, but not limited to, the administration thereof, shall be subject to the examination and audit of the Office of the Auditor General of the State of California for a period of five

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(5) years after Retention Payment is made or a Notice of Completion is Recorded, whichever occurs first. Contractor shall preserve and cause to be preserved such books, records, hard drives, electronic media, and files for the audit period.

Pursuant to the remedies under Public Contract Code Section 9201 and Government Code Section 930.2, Contractor, through execution of this Agreement, also agrees the Owner shall have the right to review and audit, upon reasonable notice, the books and records of the Contractor concerning any monies associated with the Project. The purpose of this Audit is to quickly and efficiently resolve disputes based on the actual costs incurred and to reduce the uncertainty in resolving disputes with limited information. The Owner shall perform any audits at its own cost and any such audit shall be performed by an independent auditor, having no direct or indirect relationship with the functions or activities being audited or with the business conducted by the Contractor or Owner. In the event the independent auditor determines that Change Orders, Response to Request for Proposals, Claims, Appeal of Claims, or other requests for payment the Auditor shall report the results of the Audit findings to the Owner and provide a copy to the Contractor after giving the Owner Board the opportunity for at least 10 days review. If the Contractor disputes the findings of the independent auditor, such dispute shall be handled in the manner set forth under entitled Disputes.

If Contractor having agreed to the terms of this Contract fails to produce books or records requested by Auditor, such failure to produce books or records that were required to be preserved for audit, it shall be presumed that the information contained in the withheld books or records were unfavorable to the Contractor and the Auditor shall note this refusal in the results of the Audit findings for further evaluation by the Owner and the Owner's Board. The refusal to release records that are concerning monies associated with the Project may be used as a grounds to debar the Contractor for failure to preserve records under Article 13.11 and the failure to produce required audit records may also be used as a grounds for a negative finding against the Contractor depending on the significance of the records that are withheld by Contractor. Failure to produce Job Cost Data tied to Job cost categories and budgets shall be presumed an intentional failure to produce key audit records. Similarly, failure to produce daily time records (prepared at or near the time of the Work actually took place (See Article 3.16) shall be presumed an intentional failure to produce key audited records.

If Contractor is seeking costs for inefficiency, home office overhead, or unanticipated increased costs due to delays or acceleration, Contractor shall also produce copies of the original bid tabulation utilized in submitting Contractor's bid for the Project. This document shall be considered confidential and shall not be subject to disclosure through a Public Records Act and shall not be distributed to anyone other than the Owner and the Owner's counsel. This bid tabulation shall only be used in litigation, arbitration, evaluation of Claims or Disputes, Audit, and trial. If the records for the bid tabulation are kept on a computer, the Contractor shall also produce all metadata (in native format) that accompanies the bid tabulation for inspection to prove the authenticity of the underlying bid tabulation. Failure to produce the bid tabulation for review of inefficiency, home office overhead, or unanticipated increased costs due to delays or accelerations shall be considered material evidence that the bid tabulation was not favorable to the Contractor. This evidence shall be entered as a jury instruction for trial that the bid tabulation was not produced and the bid tabulation information was unfavorable to the Contractor. The evidence may also be used in Debarment Proceedings, and noted as an exception to an Audit Findings.

Upon notification of Contractor concerning the results of the audit and a reasonable time has passed for Contractor to respond to Audit Findings and if either there is no Dispute of the Audit findings or if the result after utilizing the Disputes Clause confirms the Audit findings, the Owner may seek reimbursement for overstated Claims, Change Orders, or Appeal of Claims and may also undertake debarment proceedings.

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### 13.12 STORM WATER POLLUTION PREVENTION

#### 13.12.1 Application

This Section addresses the preparation, implementation and monitoring of a Storm Water Pollution Prevention Plan (SWPPP) for the purpose of preventing the discharge of pollutants from the construction site. This includes the elimination of pollution discharges such as improper dumping, spills or leakage from storage tanks or transfer areas. The Owner will not issue a Notice to Proceed until Contractor has prepared by a qualified individual and obtained approval of the Permit Registration Documents ("PRDs") that include a Notice of Intent, Construction Risk Calculation, Site Map, SWPPP, Annual Fee and any additional required documents from all applicable Local Governing Agencies including the Regional Water Quality Control Board. The Contractor shall also secure a certification that the Project has met all of the conditions of the General Construction Activity Storm Water Permit (GCASP) and comply with all applicable local, state and federal regulations governing storm water pollution prevention.

#### 13.12.2 References and Materials

- California Stormwater Quality Association New Development and Redevelopment Best Management Practice Handbook
- 2009 California Stormwater Quality Association Construction BMP Handbook .
- State Water Resources Control Board (2009). Order 2009-0009-DWQ, NPDES General Permit No. CAS000002: Waste Discharge Requirements for Discharges of Storm Water Runoff Associated with Construction and Land Disturbing Activities. Available on-line at:
- [http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/construction.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml).- Use materials of a class, grade and type needed to meet the performance described in the BMP Handbook.

#### 13.12.3 Preparation and Approval

The Contractor shall prepare by a qualified individual the PRDs that include a Notice of Intent, Construction Risk Calculation, Site Map, SWPPP, Annual Fee and any additional required documents. The Contractor's Qualified SWPPP Developer ("QSD") shall prepare the Storm Water Pollution Prevention Plan (SWPPP) as required to comply with storm water pollution regulations for project sites with storm water discharges associated with construction activity such as clearing or demolition, grading, excavation and other land disturbances. The SWPPP shall apply to all areas that are directly related to construction activity, including but not limited to staging areas, storage yards, material borrow areas, and access roads.

13.12.3.1 The Contractor shall prepare and submit to the Local Governing Agencies and the Owner the SWPPP for review and approval if the project sites, new or existing, with land disturbance of 1 or more acres (or less than 1 acres if part of a common plan of development); the construction activity that results in land surface disturbances of less than one acre is part of a larger common plan of development or sale of one or more acres of disturbed land surface; or the construction activity associated with Linear Underground/Overhead Projects ("LUPs") including, but not limited to, those activities necessary for the installation of underground and overhead linear facilities (e.g., conduits, substructures, pipelines, towers, poles, cables, wires, connectors, switching, regulating and transforming equipment and associated ancillary facilities) and include, but are not limited to, underground utility mark-out, potholing, concrete and asphalt cutting and removal, trenching, excavation, boring and drilling, access road and pole/tower pad and

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cable/wire pull station, substation construction, substructure installation, construction of tower footings and/or foundations, pole and tower installations, pipeline installations, welding, concrete and/or pavement repair or replacement, and stockpile/borrow locations.

13.12.3.2 The Contractor shall also pay annual renewal fee(s) until the contract is completed and make all such checks payable to the State Water Resources Control Board. The Notice of Intent must be submitted at least two weeks prior to the commencement of construction activities.

13.12.3.3 The Contractor shall prepare the SWPPP by following the format in Sections 2, 3, 4 and Appendices A through F of the California Stormwater BMP Handbook - Construction, January 2009 edition, published by the California Stormwater Quality Association. The publication is available from:

California Stormwater  
Quality Association  
P.O. Box 2105  
Menlo Park, CA 94026-2105  
Phone: (650) 366-1042  
E-mail: info@casqa.org

or

<https://www.casqa.org/store/products/tabid/154/p-167-construction-handbookportal-initial-subscription.aspx>

13.12.3.4 Where land disturbance is less than 1 acre, any BMPs indicated in the BMP Handbook needed to prevent or minimize storm water pollution shall be implemented at no extra cost to the Owner.

13.12.3.5 Within two weeks after Award of Contract by the District, the Contractor shall submit to the District's Civil Engineer one copy of the PRDs including the SWPPP for review. After the District's approval, the Contractor shall provide approved copies of the SWPPP as follows: one copy each to the Project Inspector, Construction Manager, Architect, Commissioned Architect and District's Civil Engineer.

### 13.12.4 Implementation

The Contractor shall implement the Storm Water Pollution Prevention Plan by doing the following:

- a. Obtain a Waste Discharger Identification (WDID) number from the SWRCB before beginning construction. This number will be issued once your PRDs are administratively accepted and fee is received.
- b. Keep the SWPPP, REAPs, monitoring data on the construction site.
- c. Employ a Qualified SWPPP Practitioner (QSP) to implement the SWPPP during construction and develop Rain Event Action Plans ("REAPs").
- d. Install, inspect, maintain and monitor BMPs required by the General Permit.

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- e. Install perimeter controls prior to starting other construction work at the site.
- f. Contain on-site storm water at the jobsite. Do not drain on-site water directly into the storm drain.
- g. Implement the SWPPP.
- h. Provide SWPPP and BMP implementation training for those responsible for implementing the SWPPP.
- i. Designate trained personnel for the proper implementation of the SWPPP.
- j. Conduct monitoring, as required, and assess compliance with the Numeric Action Levels (NALs) or Numeric Effluent Limitations (NELs) appropriate to your project.
- k. Report monitoring data.
  - 1. Maintain a paper or electronic copy of all required records for three years from the date generated or date submitted, whichever is last. These records must be available at the construction site until construction is completed.
  - 2. Have a QSD revise the SWPPP as needed to reflect the phases of construction and to suit changing site conditions and instances when properly installed systems are ineffective.
  - 3. Assist the Owner with entering any necessary data or information into the Stormwater Multi-Application and Reporting System ("SMARTS") system.
- l. At the end of Construction Contract:
  - 1. Submit Notice of Termination (NOT) into the SMARTS when construction is complete and conditions of termination listed in the NOT have been satisfied. A copy of the NOT can be found at: [http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/construction.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml).
  - 2. Leave in place storm water pollution prevention controls needed for post-construction storm water management and remove those that are not needed as determined by the Owner. Thereafter, left-in-place controls will be maintained by the Owner.
  - 3. Provide Site Monitoring Reports, SWPPP revisions, Compliance Certifications and related documents to the Owner. Post-construction storm water operation and management plan as mentioned in the compliance certifications are considered to be in place at the end of the Construction Contract.

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### 13.12.5 Monitoring

The Contractor shall conduct examination of storm water pollution prevention controls as required by the State Water Resources Control Board (2009). Order 2009-0009-DWQ, NPDES General Permit No. CAS000002: Waste Discharge Requirements for Discharges of Storm Water Runoff Associated with Construction and Land Disturbing Activities. This includes properly qualified personnel performing all required monitoring, testing, inspections and monitoring. The Contractor shall also conduct examination of storm water pollution prevention controls, as well as before and after each storm event in compliance with the State Water Resources Control Board Order No. 2009-0009-DWQ, National Pollutant Discharge Elimination System General Permit No. CAS000002, Waste Discharge Requirements for Discharges of Storm Water Runoff Associated with Construction and Land Disturbance Activities (General Permit) (SWRCB, 2009).and at least once each 24-hour period during extended storm events to identify BMP effectiveness and implement repairs or BMP changes as soon as feasible. All maintenance related to a storm event should be completed within 48 hours of the storm event. The Contactor shall also prepare and maintain, at the jobsite, a log of each inspection using Site Monitoring Report forms.

### 13.12.6 Liabilities and Penalties

- a. Review of the SWPPP and inspection logs by the Owner shall not relieve the Contractor from liabilities arising from non-compliance with storm water pollution regulations.
- b. Payment of penalties for non-compliance by the Contractor shall be the sole responsibility of the Contractor and will not be reimbursed by the Owner.
- c. Compliance with the Clean Water Act pertaining to construction activity is the sole responsibility of the Contractor. For any fine(s) levied against the Owner due to non-compliance by the Contractor, the Owner will deduct from the final payment due the Contractor the total amount of the fine(s) levied on the Owner, plus legal and associated costs.
- d. The Contractor shall submit to the Owner a completed NOI for change of information (Construction Site Information and Material Handling/Management Practices).

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### ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

#### 14.1 TERMINATION BY THE CONTRACTOR FOR CAUSE

##### 14.1.1 Grounds for Termination

The Contractor may terminate the Contract if the Work is stopped for a period of thirty (30) consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons performing portions of the Work for whom the Contractor is contractually responsible, for only the following reasons:

- a. Issuance of an order of a court or other public authority having jurisdiction; or
- b. An act of the United State or California government, such as a declaration of national emergency.

##### 14.1.2 Notice of Termination

If one of the above reasons exists, the Contractor may, upon written notice of seven (7) additional days to the Owner, terminate the Contract and recover from the Owner payment for Work executed and for reasonable costs verified by the Architect with respect to materials, equipment, tools, construction equipment, and machinery, including reasonable overhead, profit, and damages.

#### 14.2 TERMINATION BY THE OWNER FOR CAUSE

##### 14.2.1 Grounds for Termination

The Owner may terminate the Contractor and/or this Contract for the following reasons:

- a. Persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- b. Persistently or repeatedly is absent, without excuse, from the job site;
- c. Fails to make payment to Subcontractors, suppliers, materialmen, etc.;
- d. Persistently disregards laws, ordinances, rules, regulations, or orders of a public authority having jurisdiction;
- e. Fails to provide a schedule or fails or refuses to update schedules required under the Contract;
- f. Falls behind on the Project and refuses or fails to undertake a recovery schedule;
- g. If the Contractor has been debarred from performing Work;
- h. Becomes bankrupt or insolvent, including the filing of a general assignment for the benefit of creditors; or
- i. Otherwise is in substantial breach of a provision of the Contract Documents.



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### 14.2.2 Notification of Termination

When any of the above reasons exist, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety written notice of seven (7) days, terminate the Contractor and/or this Contract and may, subject to any prior rights of the surety:

- a. Take possession of the Project and of all material, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- b. Accept assignment of Subcontracts. Contractor acknowledges and agrees that if the Owner (in its sole and absolute discretion) decides to takeover completion of the Project, the Contractor agrees to immediately assign all subcontracts to the Owner which the Owner has chosen to accept;
- c. Complete the Work by any reasonable method the Owner may deem expedient, including contracting with a replacement contractor or contractors; and,
- d. Agree to accept a takeover and completion arrangement with Surety that is acceptable to the Owner Board.

### 14.2.3 Takeover and Completion of Work after Termination for Cause

A Termination for Cause is an urgent matter which requires immediate radiation since Project Work is open and incomplete, the site is subject to vandalism and theft, the Project site is considered a public nuisance, and there is a possibility of injury and deterioration of the Project Work and materials. Thus, the Owner shall be entitled to enter a takeover contract to either remediate the unfinished condition or complete the Work for this Project.

### 14.2.4 Payments Withheld

If the Owner terminates the Contract for one of the reasons stated in Paragraph 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is complete. All costs associated with the termination and completion of the Project shall be the responsibility of the Contractor and/or its surety.

### 14.2.5 Payments upon Completion

If the unpaid balance of the Contract Sum exceeds costs of completing the Work, including compensation for professional services and expenses made necessary thereby, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor and its Surety shall pay the difference to the Owner. The amount to be paid to the Contractor, or Owner, as the case may be, shall be certified by the Architect upon application. This payment obligation shall survive completion of the Contract.

## **14.3 TERMINATION OF CONTRACT BY OWNER (CONTRACTOR NOT AT FAULT)**

### 14.3.1 Termination for Convenience

Owner may terminate the Contract upon fifteen (15) calendar days of written notice to the Contractor and use any reasonable method the Owner deems expedient to complete the project, including contracting with replacement contractor or contractors, if it is found that reasons beyond the control of

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either the Owner or Contractor make it impossible or against the Owner's interest to complete the Work. In such a case, the Contractor shall have no claims against the Owner except: (1) the actual cost for labor, materials, and services performed which may be documented through timesheets, invoices, receipts, or otherwise, and (2) ten percent (10%) profit and overhead, and (3) five percent (5%) termination cost of the total of items (1) and (2). Contractor acknowledges and agrees that if the Owner (in its sole and absolute discretion) decides to takeover completion of the Project, the Contractor agrees to immediately assign all subcontracts to the Owner which the Owner has chosen to accept.

14.3.2 [Reserved]

### **14.4 REMEDIES OTHER THAN TERMINATION**

If a default occurs, the Owner may, without prejudice to any other right or remedy, including, without limitation, its right to terminate the Contract pursuant to Article 14.2, do any of the following:

- a. Permit the Contractor to continue under this Contract, but make good such deficiencies or complete the Contract by whatever method the Owner may deem expedient, and the cost and expense thereof shall be deducted from the Contract Price or paid by the Contractor to the Owner on demand;
- b. If the workmanship performed by the Contractor is faulty or defective materials are provided, erected or installed, then the Owner may order the Contractor to remove the faulty workmanship or defective materials and to replace the same with work or materials that conform to the Contract Documents, in which event the Contractor, at its sole costs and expense, shall proceed in accordance with the Owner's order and complete the same within the time period given by the Owner in its notice to the Contractor; or
- c. Initiate procedures to declare the Contractor a non-responsible bidder for a period of two (2) to five (5) years thereafter.

All amounts expended by the Owner in connection with the exercise of its rights hereunder shall accrue interest from the date expended until paid to the Owner at the maximum legal rate. The Owner may retain or withhold any such amounts from the Contract Price. If the Contractor is ordered to replace any faulty workmanship or defective materials pursuant to Paragraph (b) above, the Contractor shall replace the same with new work or materials approved by the Architect and the Owner, and, at its own cost, shall repair or replace, in a manner and to the extent the Architect and the Owner shall direct, all Work or material that is damaged, injured or destroyed by the removal of said faulty workmanship or defective material, or by the replacement of the same with acceptable work or materials. In no event shall anything in this Paragraph be deemed to constitute a waiver by the Owner of any other rights or remedies that it may have at law or in equity, it being acknowledged and agreed by the Contractor that the remedies set forth in this Paragraph are in addition to, and not in lieu of, any other rights or remedies that the Owner may have at law or in equity.

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**PROJECT MANAGER: PLEASE DELETE THE RED TEXT AFTER YOU HAVE FINISHED EDITING AND BEFORE SUBMITTING TO PURCHASING PROJECT MANAGER NOTES: THIS SECTION IS INTENDED TO BE USED TO:**

- **VOID/REVISE ANY ITEMS IN THE GENERAL CONDITIONS – DO NOT DIRECTLY MODIFY THE GENERAL CONDITIONS!**
- **ADD ANY ADDITIONAL REQUIREMENTS TO THE GENERAL CONDITIONS**
- **PROVIDE SPECIFIC REQUIREMENTS TO THE CONTRACTOR**

The following supplements modify the General Conditions. Where a portion of the General Conditions is modified and or deleted by these Supplementary Conditions, the unaltered portions of the General Conditions shall remain in effect.

**Additive/ Deductive Bid Alternates (See Section 13 of Instruction to Bidders)**

**[To Be Used Only on Projects Which Contain Additive or Deductive Alternates]**

If the District has included additive/ deductive alternates which require all bidders to price as part of their bid, the District will utilize the following method to determine the lowest bidder in accordance with Public Contract Code section 20103.8:

- The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.
- The lowest bid shall be the lowest total of the bid prices on the base contract and the following additive or deductive items:

[Insert List of Additive or Deductive Alternates]

- The lowest bid shall be the lowest total of the bid prices on the base contract and the following additive or deductive items taken in order as listed below depending upon the available funds for this Project which is estimated at [Insert Available Fund Amount for Project]:

1. [Insert Order of Additive or Deductive Alternates]

- The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders from being revealed to the District before the ranking of all bidders from lowest to highest has been determined. The procedures the District will utilize to conceal the identity of any of the bidders will be as follows:

[Insert Procedure to Conceal Identity of all Bidders]

**\*\*Note:** Pursuant to Public Contract Code Section 20103.8, the selection process selected does not preclude the District from using any of the additive or deductive alternates from the Contract after the lowest responsible responsive bidder has been determined.

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**REQUEST FOR SUBSTITUTION AT TIME OF BID**

Pursuant to Public Contract Code Section 3400, bidder submits the following request to Substitute with the bid that is submitted. I understand that if the request to substitute is not “an/or equal” or is not accepted by District and I answer “no” I will not provide the specified item, then I will be held non-responsive and my bid will be rejected. With this understanding, I hereby request Substitution of the following articles, devices, equipment, products, materials, fixtures, patented processes, forms, methods, or types of construction:

	Specification Section	Specified Item	Requested Substituted Item	Contractor Agrees to Provide Specified Item if request to Substitute is Denied <sup>1</sup> (circle one)		District Decision (circle one)	
1.				Yes	No	Grant	Deny
2.				Yes	No	Grant	Deny
3.				Yes	No	Grant	Deny
4.				Yes	No	Grant	Deny
5.				Yes	No	Grant	Deny
6.				Yes	No	Grant	Deny
7.				Yes	No	Grant	Deny
8.				Yes	No	Grant	Deny
9.				Yes	No	Grant	Deny
10.				Yes	No	Grant	Deny
11.				Yes	No	Grant	Deny
12.				Yes	No	Grant	Deny

This Request Form must be accompanied by evidence as to whether the proposed Substitution (1) is equal in quality, service, and ability to the Specified Item; (2) will entail no change in detail, construction, and scheduling of related work; (3) will be acceptable in consideration of the required design and artistic effect; (4) will provide no cost disadvantage to the District; (5) will require no excessive or more expensive maintenance, including adequacy and availability of replacement parts; (6) will require no change of the construction schedule or milestones for the Project; and, (7) Contractor agrees to pay for any DSA Fees or other Governmental Plan check costs associated with this Substitution Request. (See General Conditions Section 3.6)

<sup>1</sup> Bidder must state whether bidder will provide the Specified Item in the event the Substitution request is evaluate and denied. If bidder states that bidder will not provide the Specified Item the denial of a request to Substitute shall result in the rejection of the bidder as non-responsive. However, if bidder states that bidder will provide the Specified Item in the event that bidder’s request for Substitution is denied, bidder shall execute the Agreement and provide the Specified Item(s). If bidder refuses to execute the Agreement due to the District’s decision to require the Specified Item(s) at no additional cost, bidder’s Bid Bond shall be forfeited.

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The undersigned states that the following paragraphs are correct:

11. The proposed Substitution does not affect the dimensions shown on the Drawings.
12. The undersigned will pay for changes to the building design, including Architect, engineering, or other consultant design, detailing, DSA plan check or other governmental plan check costs, and construction costs caused by the requested substitution.
13. The proposed substitution will have no adverse effect on other trades, the Contract Time, or specified warranty requirements.
14. Maintenance and service parts will be available locally for the proposed substitution.
15. In order for the Architect to properly review the substitution request, within five (5) days following the opening of bids, the Contractor shall provide samples, test criteria, manufacturer information, and any other documents requested by Architect or Architect's engineers or consultants, including the submissions that would ordinarily be required under Article 3.7 for Shop Drawings along with a document which provides a side by side comparison of key characteristics and performance criteria (often known as a CSI side by side comparison chart).
16. If Substitution Request is accepted by the District, Contractor is still required to provide a Submittal for the substituted item pursuant to Article 3.7 and shall provide required Schedule information (including schedule fragnets, if applicable) for the substituted item as required under Article 8.3.2.1. The approval of the Architect, Engineer, or District of the substitution request does not mean that the Contractor is relieved of Contractor's responsibilities for Submittals, Shop Drawings, and schedules under Article 3.7 and 8.3.2 if the Contractor is awarded the Project.

Name of Bidder: \_\_\_\_\_

By: \_\_\_\_\_

District: \_\_\_\_\_

By: \_\_\_\_\_

## SPECIAL CONDITIONS

**LABOR CODE SECTION 1771.4 [INCLUDE ONLY IF THE PROJECT IS SUBJECT TO A PLA, PSA OR SIMILAR AGREEMENT]**

If the District has entered into a collective bargaining agreement that binds all contractors and subcontractors performing work on this project that includes a mechanism for resolving disputes about the payment of wages, the requirements set forth in Labor Code section 1771.49(a) do not apply on this Project.

### **ARTICLE 3 – THE CONTRACTOR**

{OPTIONAL} Article 3.10 Add the following: The Contractor shall require all Subcontractors to prepare and submit to the Contractor, within *fifteen (15)* days of execution of the Subcontract, comprehensive lists, in quadruplicate, of the manufacturers and products proposed for the Project, including information on materials, equipment, and fixtures required by the Contract Documents, as may be required for the Contractor's or Architect's approval.

### **ARTICLE 8 – TIME**

Article 8 Schedule Inclusion Requirements –The Contractor's Baseline Schedule shall include the following Milestone Schedule:

**PROJECT MANAGER NOTES: WORKING HOURS SHALL BE AMENDED IF NECESSARY FOR SPECIAL PROJECTS AND/OR CIRCUMSTANCES (SUCH AS EXISTING FACILITIES WHERE WORK MAY BE REQUIRED TO BE PERFORMED AFTER SCHOOL TIME AND/OR ON WEEKEND). PROJECT MANAGER MUST VERIFY THAT WORKING HOURS COMPLY WITH LOCAL MUNICIPAL CODES AND SECURE PERMITS AS NECESSARY.**

Article 8.2.2 Performance During Working Hours – delete this Article and replace with the following:

8.2.2 Where a single shift is worked, eight (8) consecutive hours between {\*\*\*} and {\*\*\*} shall constitute a work day at the applicable prevailing wage rate(s).

Article 8.2.2 Performance During Working Hours – delete this Article and replace with the following:

8.2.2 Forty (40) hours between {\*\*\*day, \*\*\*time} and {\*\*\*day, \*\*\*time} shall constitute a work week at the applicable prevailing wage rate(s);

## SPECIAL CONDITIONS

Article 8.4.1 Liquidated Damages – Contractor will be liable to Owner for liquidated damages pursuant to Article 8.4 for each calendar day of delay in the amount set forth in the Agreement Form.

### ARTICLE 11 – INSURANCE AND BONDS

Article 11.10 Performance and Payment Bonds – The number of executed copies of the Performance Bond and the Payment Bond required is three (3).

### ARTICLE 15 - CORONAVIRUS/COVID-19

Due to the current Coronavirus/ COVID-19 pandemic, the District is requiring all contractors, subcontractors and any workers performing work on this Project fully comply with any existing and future order, regulations or other requirements issued by any federal, state or local authority applicable to the Project. At this time, all workers shall comply with current recommendations and requirements related to COVID-19 including, but not limited to, staggered start times and to avoid congested areas; a minimum of six feet of separation and social distancing; requirement that any worker that feels ill or has COVID-19 symptoms immediately leave the project site, report such symptoms to his or her designated COVID-19 Representative (discussed in further detail below), and not return until all symptoms are clear for a minimum of 14 days; cleaning work areas; washing hands and using hand sanitizers often; wearing proper personal protection equipment (PPE) at all times; and limiting contacts to the extent possible with others on the Project. All workers must fully comply with any current and future orders and recommendations issued by the County of San Diego including, as well as other applicable guidelines and recommendations issued by OSHA and CDC. If there are any inconsistencies or conflicts with any guidelines or recommendations, the stricter and more stringent provisions shall apply and prevail.

The Contractor and all subcontractors shall appoint and identify in writing a COVID-19 Representative along with contact information including email and cell phone. All notices sent to the designated COVID-19 Representative shall be deemed to have been sent to all of COVID-19 Representative's company and all employees.

The Contractor must prepare and submit its current Injury and Illness Prevention Plan (IIPP) to the District. The IIPP must include specific provisions to address what measures the Contractor will implement to prevent or reduce COVID-19 and other infection hazards and must include provisions for training employees on its COVID-19 infection prevention methods. Such provisions shall be consistent with all requirements and recommendations from Cal/OSHA and the CDC.

If the Contractor or any subcontractor experiences any delay due to complying with any current or future order issued by federal, state or local authority related to COVID-19, the Contractor shall notify the District in writing and follow all other requirements in the Contract Documents related to delays. If any delays are approved by the District, the Contractor agrees that such delays shall be deemed excusable non-compensable delays.

**SPECIAL CONDITIONS**

Division 1 Forms

**IMMEDIATE CONSTRUCTION CHANGE DIRECTIVE NO.**

PROJECT: \_\_\_\_\_

TO: \_\_\_\_\_

You are hereby directed to provide the extra work necessary to comply with this ICD.

DESCRIPTION OF CHANGE: \_\_\_\_\_

\_\_\_\_\_

COST (This cost shall not be exceeded): \_\_\_\_\_

TIME FOR COMPLETION: \_\_\_\_\_

NOTE:

Pursuant to Article 7.3.1.2 An Immediate Change Directive is a written order to the Contractor prepared by the Architect and signed by the District (and CM if there is a CM on the Project) and the Architect, directing a change in the Work and stating a proposed basis for adjustment, if any, in the Contract Sum or Contract Time, or both. The District may by ICD, without invalidating the Contract, direct immediate changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions within. If applicable, the Contract Sum and Contract Time will be adjusted accordingly. **CONTRACTOR SHALL PROCEED WITH WORK SET FORTH IN THIS ICD IMMEDIATELY UPON RECEIPT OR THE DISTRICT MAY EITHER HOLD THE CONTRACTOR IN EITHER PARTIAL DEFAULT PURSUANT TO ARTICLE 2.2 OR TOTAL DEFAULT PURSUANT TO ARTICLE 14.**

\_\_\_\_\_  
Architect

\_\_\_\_\_  
District



**SPECIAL CONDITIONS**

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

PROJECT: \_\_\_\_\_

TO: \_\_\_\_\_

As the Architect for the Project described above, the Project has reached Substantial Completion. Substantial Completion is not reached unless and until each of the following three (3) conditions have been met: (1) all contractually required items have been installed with the exception of only minor and Incomplete Punch Items (See Article 9.9 of the General Conditions); (2) All Fire/Life Safety Systems have been installed, and are working and signed off on the DSA Form 152 Inspection Card, all building systems including mechanical, electrical and plumbing are all functioning; and (3) the Project is fit for occupancy and its intended use

I certify that the Project has reached Substantial Completion as defined above on the following date: \_\_\_\_\_.

\_\_\_\_\_  
Architect



# RIO SECO ELEMENTARY SCHOOL

SANTEE SCHOOL DISTRICT  
4 CLASSROOM ADDITION  
9545 N CUYAMACA STREET, CA 92071

## INDEX OF DRAWINGS

TITLE SHEET	TITLE SHEET - INDEX OF DRAWINGS
T1.1	OVERALL SITE PLAN
T1.2	ENLARGED SITE PLAN - DEMO
Architectural	ENLARGED SITE PLAN - NEW
A0.1	FLOOR PLANS
A1.1	ENLARGED MEETROOM FLOOR PLANS
A1.2	REFLECTED CEILING PLAN
A2.1	EXTERIOR ELEVATIONS
A3.1	INTERIOR ELEVATIONS
A4.1	SITE PLAN DETAILS
A5.1	MEETROOM DETAILS
A6.1	TYPICAL PLAN DETAILS
Electrical	ELECTRICAL LEGEND AND NOTES
E1.0	OVERALL SITE PLAN
E1.1	ELECTRICAL SITE DETAILS
E1.2	MEETROOM DETAILS
E1.3	MEETROOM SYMBOLS AND LEGEND
E1.4	COMMUNICATIONS SYMBOLS AND LEGEND
E1.5	COMMUNICATIONS RISER AND FLOOR PLAN
E1.6	COMMUNICATIONS RISER AND DETAILS
E1.7	COMMUNICATIONS DETAILS
E1.8	COMMUNICATIONS DETAILS
E1.9	AUDIO-VISUAL SYSTEM DETAILS
E1.10	MEETROOM DETAILS
E1.11	FLOOR PLAN - FIRE ALARM
E1.12	FIRE ALARM SCHEDULE AND NOTES
E1.13	FIRE ALARM RISER AND CALCULATIONS
E1.14	PANEL SCHEDULE
E1.15	TOTAL SHEET COUNT: 29



**SITE PLAN LEGEND**

- PROPERTY LINE/UNIMPROVED PROPERTY LINE
- EXISTING ACCESSIBLE PATH OF TRAVEL PER ADA/IFPE
- EXISTING PATH OF TRAVEL PER ADA/IFPE
- NEW ACCESSIBLE PATH OF TRAVEL PER ADA/IFPE
- NEW PATH OF TRAVEL PER ADA/IFPE
- C.F. (CHAIN LINK FENCE)
- WALKWAY
- WHEELCHAIR ACCESSIBLE
- ALL OTHER ELEMENTS/STRUCTURES

**ACCESS COMPLIANCE NOTES**

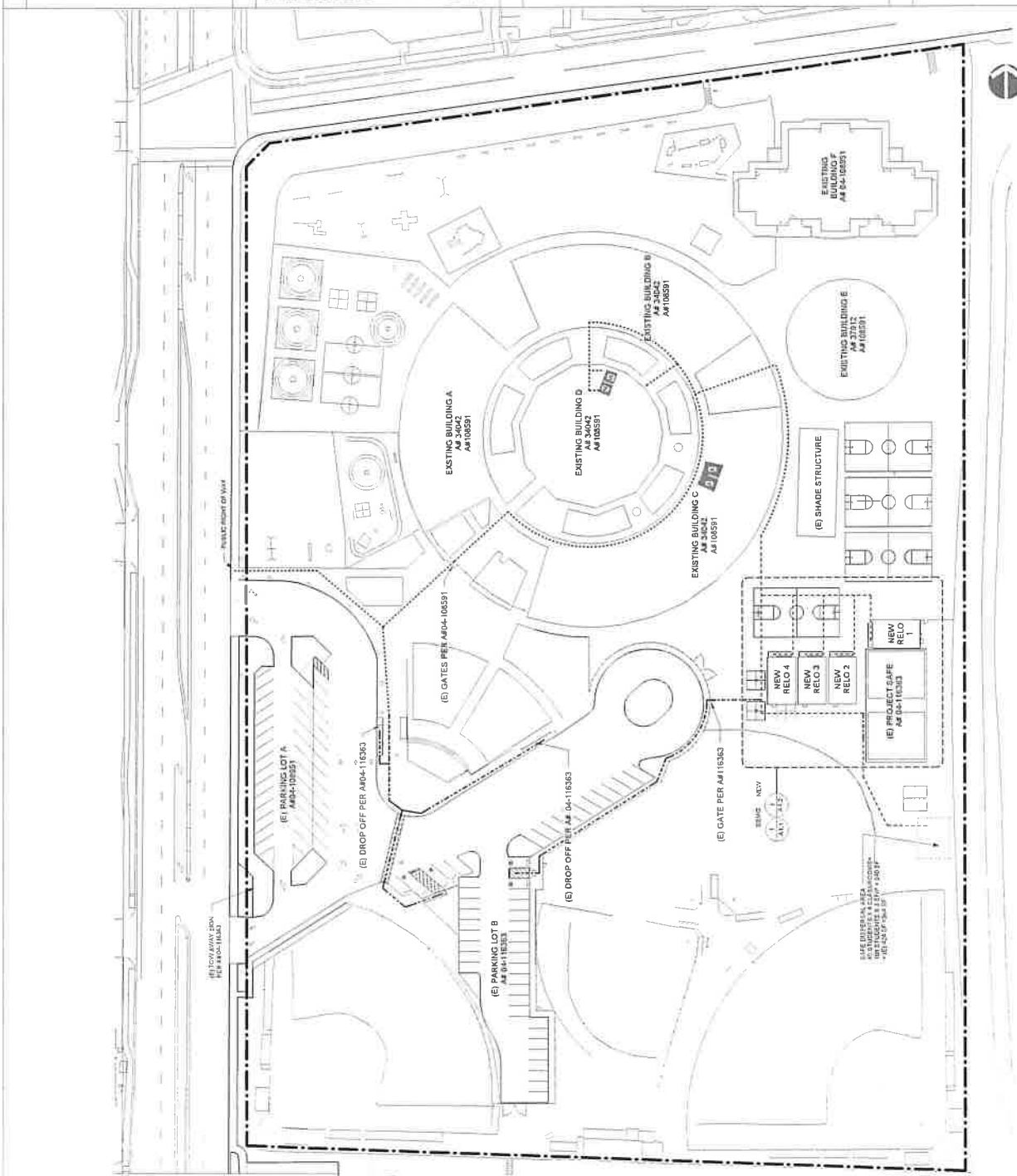
THE ARCHITECT ASSURES THAT THE DESIGN OF THE PROJECT IS IN ACCORDANCE WITH THE ACCESSIBILITY STANDARDS AND REQUIREMENTS OF THE AMERICAN WITH DISABILITIES ACT (ADA) AND THE ADA REGULATIONS (28 CFR PART 36) AND THE CALIFORNIA ACCESSIBILITY STANDARDS (CALIFORNIA ACCESSIBILITY STANDARDS (C.A.S.) AND THE CALIFORNIA ACCESSIBILITY REGULATIONS (C.A.R.) (16 C.F.R. PART 119100). THE ARCHITECT HAS CONDUCTED VISUAL INSPECTIONS OF THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE ACCESSIBILITY STANDARDS AND REQUIREMENTS OF THE ADA AND THE ADA REGULATIONS (28 CFR PART 36) AND THE CALIFORNIA ACCESSIBILITY STANDARDS (CALIFORNIA ACCESSIBILITY STANDARDS (C.A.S.) AND THE CALIFORNIA ACCESSIBILITY REGULATIONS (C.A.R.) (16 C.F.R. PART 119100). THE ARCHITECT HAS CONDUCTED VISUAL INSPECTIONS OF THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE ACCESSIBILITY STANDARDS AND REQUIREMENTS OF THE ADA AND THE ADA REGULATIONS (28 CFR PART 36) AND THE CALIFORNIA ACCESSIBILITY STANDARDS (CALIFORNIA ACCESSIBILITY STANDARDS (C.A.S.) AND THE CALIFORNIA ACCESSIBILITY REGULATIONS (C.A.R.) (16 C.F.R. PART 119100).

**CODE ANALYSIS**

THE PROJECT IS SUBJECT TO THE FOLLOWING CODES AND REGULATIONS: CALIFORNIA BUILDING CODE (CBC) SECTION 010500, CALIFORNIA FIRE CODE (CFC) SECTION 010500, CALIFORNIA ELECTRICAL CODE (CEC) SECTION 010500, CALIFORNIA MECHANICAL CODE (CMC) SECTION 010500, CALIFORNIA PLUMBING CODE (CPC) SECTION 010500, CALIFORNIA GAS CODE (CGC) SECTION 010500, CALIFORNIA SOILS AND FOUNDATIONS CODE (CSF) SECTION 010500, CALIFORNIA WATER SUPPLY CODE (CWC) SECTION 010500, CALIFORNIA WIND-BRIDGE DESIGN CODE (CWBDC) SECTION 010500, CALIFORNIA WIND-BRIDGE DESIGN REGULATIONS (CWBDR) SECTION 010500, CALIFORNIA WIND-BRIDGE DESIGN REGULATIONS (CWBDR) SECTION 010500, CALIFORNIA WIND-BRIDGE DESIGN REGULATIONS (CWBDR) SECTION 010500.

**PARKING COUNT**

PARKING LOT A, PER AMENDMENT	42
TOTAL STALLS	42
REQUIRED ACCESSIBLE STALLS	3
PROPOSED ACCESSIBLE STALLS	3





KEYNOTES

CONSTRUCTION OF SERVICE AND UTILITY TO EXISTING MAIN STREET. SEE EXHIBIT 104 FOR MORE DETAILS.

DATE:

Scale: 1/8" = 1'-0"

W/studiovc  
ARCHITECTURAL + INTERIOR DESIGN  
1100 Broadway Blvd, Ste. 201, Englewood, Colorado 80110  
Tel: (303) 755-8800 Fax: (303) 755-1541

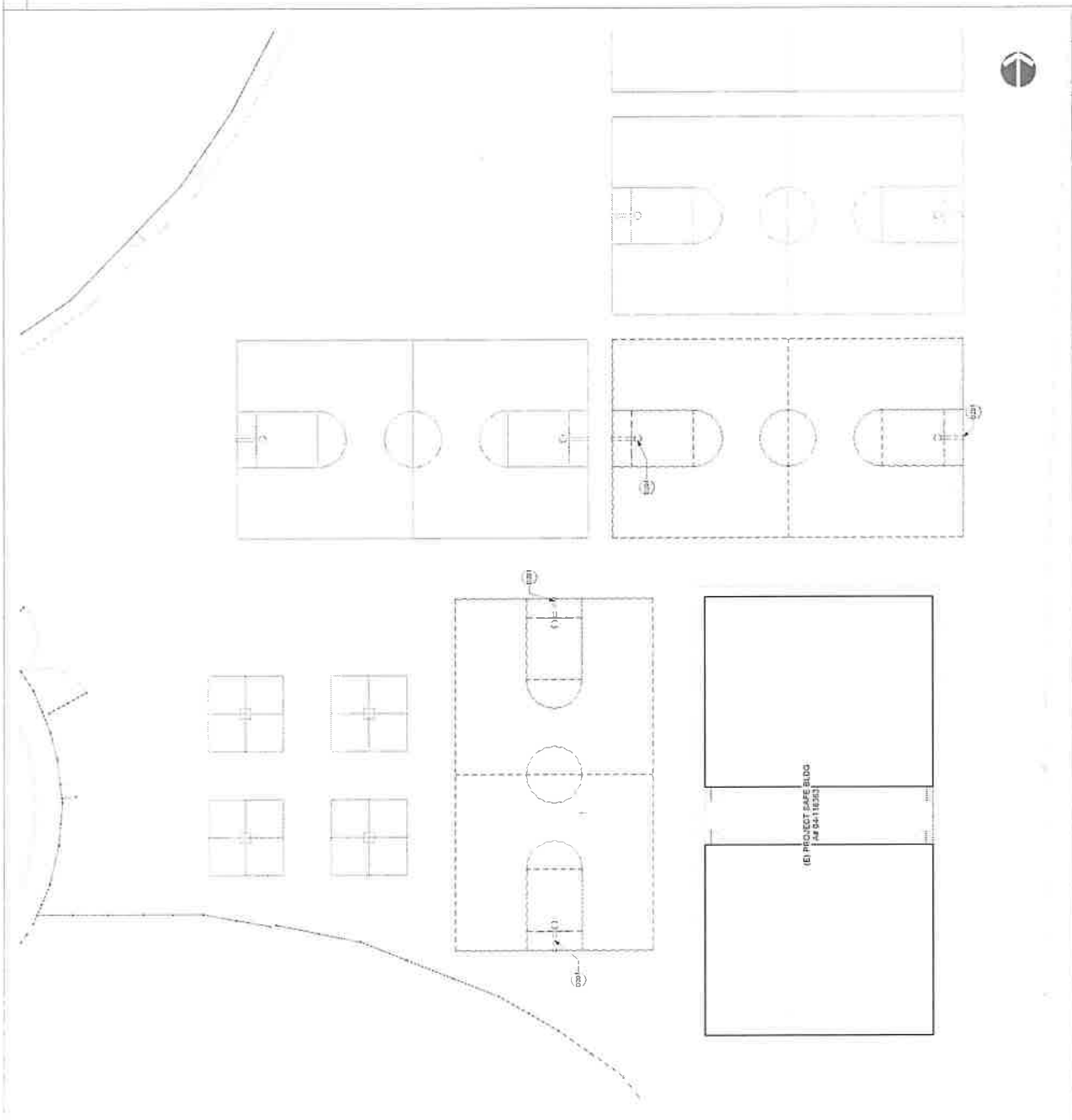


RIO SECO ELEMENTARY SCHOOL  
4 CLASSROOM ADDITION  
SANTEE SCHOOL DISTRICT

ENLARGED SITE  
PLAN- DEMO

Drawn: [Name]  
Checked: [Name]  
Date: May 2021  
Job: BSD-RE-04

A1.1



ENLARGED SITE PLAN DEMO 1/8" = 1'-0" 1

(B) PROJECT CASE STUDY  
DATE: 04/11/2021

**KEYNOTES**

- 101 NEW WOODS SHEDS TO BE REMOVED AND REPLACED WITH NEW WOODS SHEDS IN ACCORDANCE WITH PERMITS AND LOCAL ORDINANCES. PROVIDE NEW WOODS SHEDS WITH PROPER DRAINAGE AND MAINTENANCE LAKE PER LOCAL REGS ON PLAN.
- 102 PROVIDE NEW WOODS SHEDS WITH PROPER DRAINAGE AND MAINTENANCE LAKE PER LOCAL REGS ON PLAN.
- 103 MAINTENANCE LAKE PER LOCAL REGS ON PLAN.

**W/studiowc**  
 ARCHITECTS  
 515 GREENWAY BLVD, SUITE 201, GREENWAY, CALIFORNIA 92524  
 TELEPHONE: (951) 231-8800 FAX: (951) 231-7141

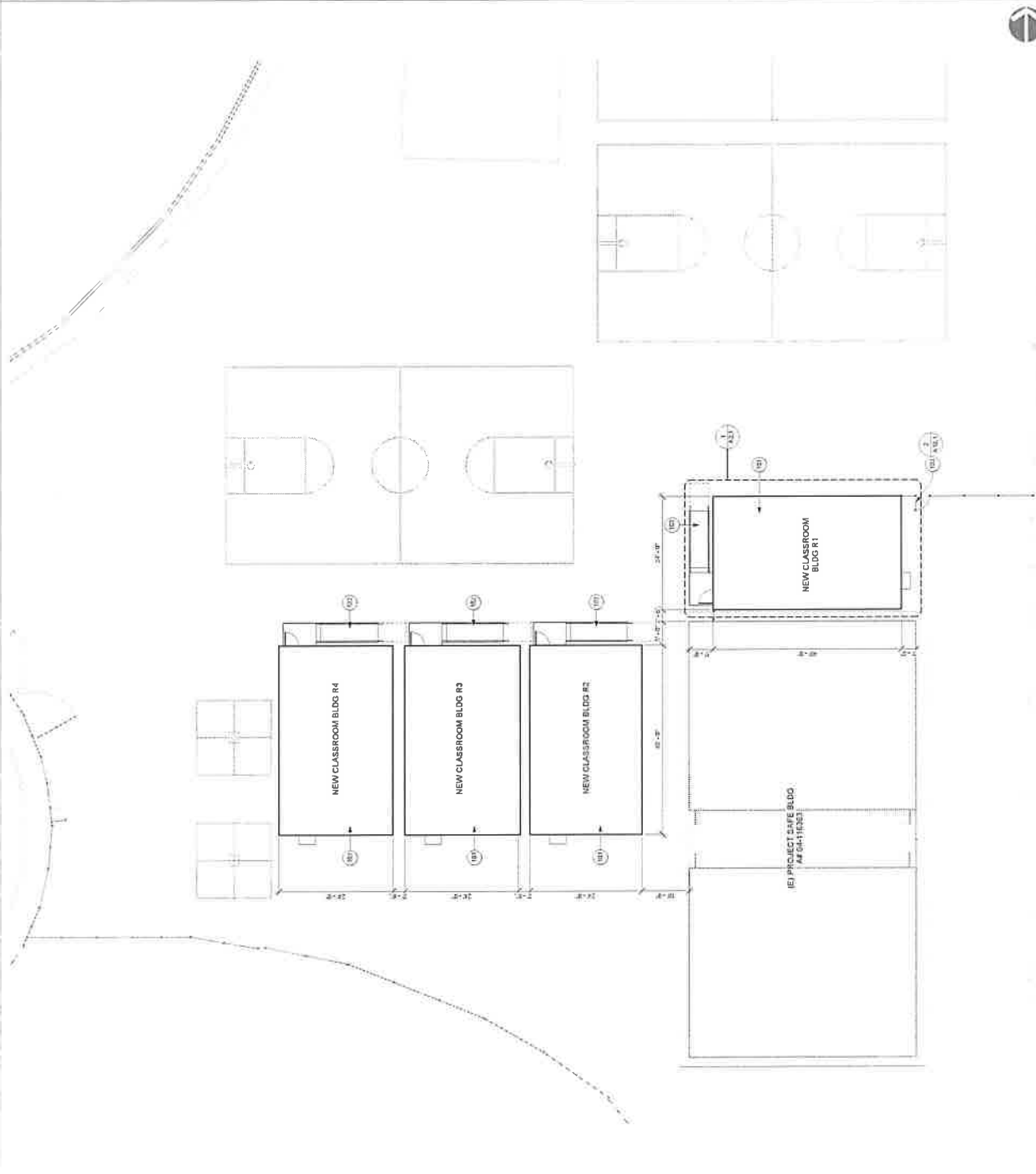


**RIO SECO ELEMENTARY SCHOOL  
 4 CLASSROOM ADDITION  
 SANTEE SCHOOL DISTRICT**

**ENLARGED SITE  
 PLAN-NEW**

Author: [Blank]  
 Checker: [Blank]  
 Date: May 2021  
 SDDAR-6504

A1.2



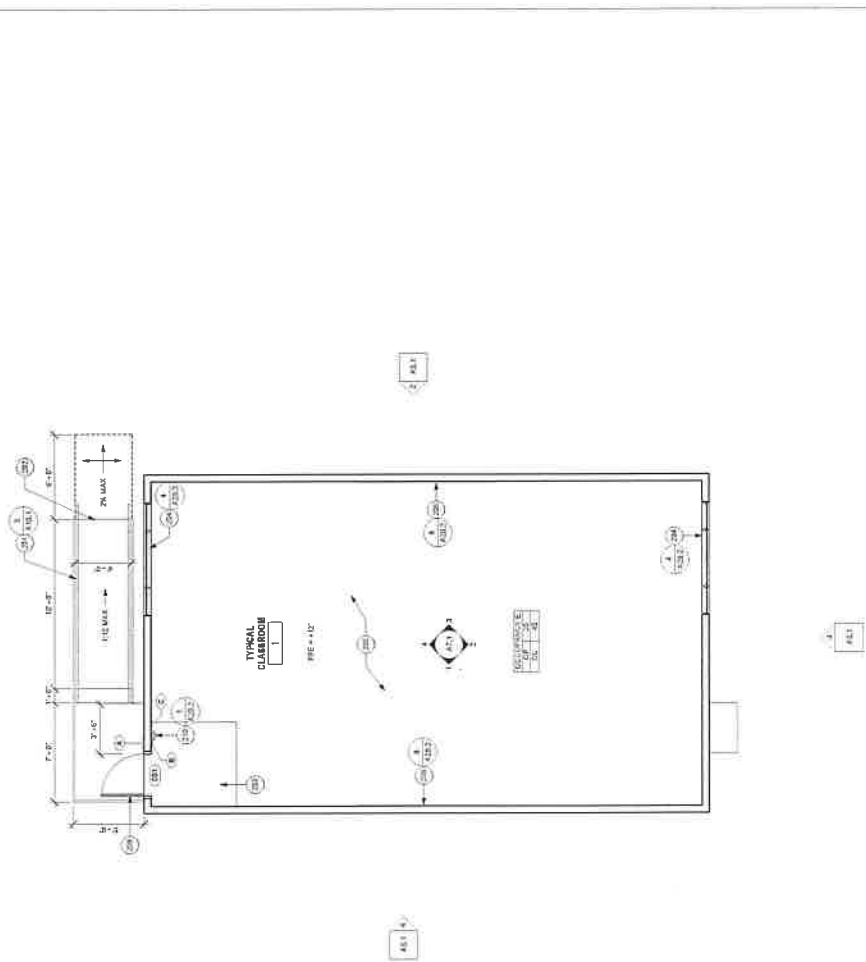
ENLARGED SITE PLAN 1" = 10'-0" 1

**FLOOR PLAN KEY NOTES**

- 701. CONTRACTOR TO PROVIDE NEW SPRINGS AROUND ALL SIDES OF RAMP PER RAMP DETAIL.
- 702. PROVIDE OPTIONAL ZERO THRESHOLD FOR RAMP FC DRAWINGS.
- 703. PROVIDE OPTIONAL 1/2" RAMP WITH 1/4" CURB ON RAMP WITH NEW ADA COMPLIANT CURB.
- 704. BLDG SUPPLIER TO REPLACE 12X24 CARPET WITH NEW ADA COMPLIANT CARPET WITH 1/4" CURB ON RAMP WITH NEW ADA COMPLIANT CURB.
- 705. BLDG SUPPLIER TO PROVIDE NEW 12X24 CARPET TILES AND NUMBER BASE.
- 706. BLDG SUPPLIER TO PROVIDE NEW 4X8 MAINENANCE FTS.
- 707. BLDG SUPPLIER TO PROVIDE NEW 4X8 MAINENANCE FTS.
- 708. BLDG SUPPLIER TO PROVIDE NEW 4X8 MAINENANCE FTS.
- 709. BLDG SUPPLIER TO PROVIDE NEW 4X8 MAINENANCE FTS.
- 710. BLDG SUPPLIER TO PROVIDE NEW 4X8 MAINENANCE FTS.

**SIGN LEGEND**

- A ROOM ID (A21)
- B EXIT RAMP DOWN (A21)
- C ASBESTOS LISTING SYSTEM (A21)



TYPICAL CLASSROOM FLOOR PLAN 1/4" = 1'-0" 1

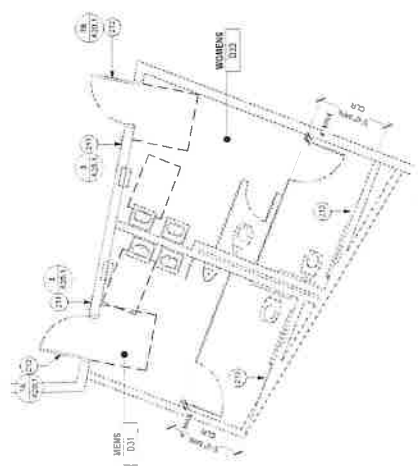




KEYNOTES

- 211 CONTRACTOR SHALL REMOVE AND REPLACE WALL BRANCHED WITH KEY PER DRAWING ON WALL.
- 212 CONTRACTOR SHALL REMOVE AND REPLACE DOOR BRANCHED WITH KEY PER DRAWING ON WALL.
- 213 CONTRACTOR TO PROVIDE TOILET BRANCHED PER SPECS.

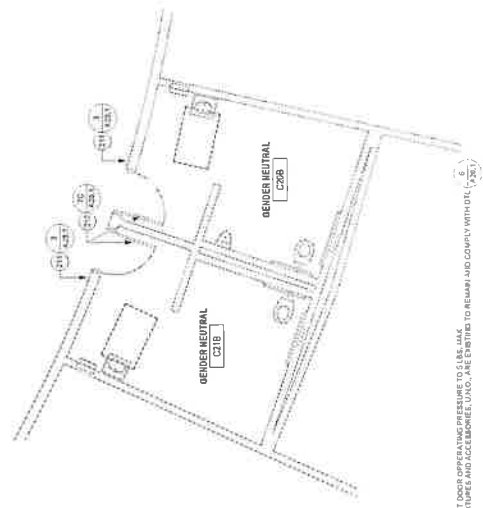
211  
212  
213



NOTE  
1. ADJUST DOOR OPERATING PRESSURE TO 5 LBS. MAX.  
2. ALL FIXTURES AND ACCESSORIES, UNLESS NOTED OTHERWISE, ARE LISTED TO RETURN AND COMPLY WITH D.T.C. (S.D. 11.1)

STAFF RESTROOMS PER 04-108951

1



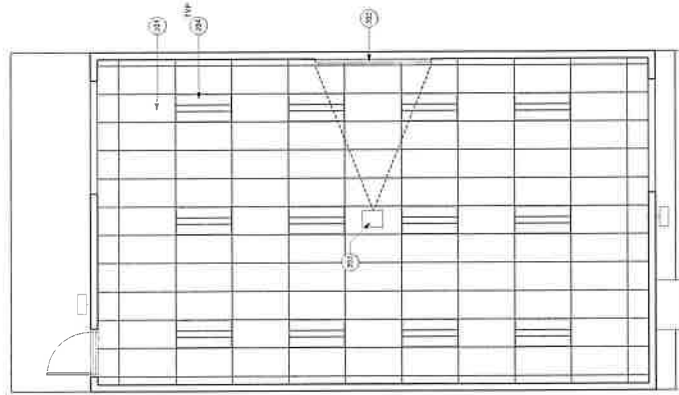
NOTE  
1. ADJUST DOOR OPERATING PRESSURE TO 5 LBS. MAX.  
2. ALL FIXTURES AND ACCESSORIES, UNLESS NOTED OTHERWISE, ARE LISTED TO RETURN AND COMPLY WITH D.T.C. (S.D. 11.1)

STUDENT RESTROOMS PER 04-108951

2

RCP KEYNOTES

- 1. EXISTING GRID SYSTEM TO REMAIN PER PER DRAWINGS. SLOO
- 2. CONTRACTOR TO PROVIDE REVISION WALL MOUNTED PROJECTOR
- 3. CONTRACTOR TO PROVIDE REVISION WALL MOUNTED PROJECTOR
- 4. CONTRACTOR TO PROVIDE REVISION WALL MOUNTED PROJECTOR



TYPICAL CLASSROOM REFLECTED CEILING PLAN 1/8" = 1'-0" 1

File: 21-000000-01.dwg Date: 5/1/2021



RIO SECO ELEMENTARY SCHOOL  
4 CLASSROOM ADDITION  
SANTEE SCHOOL DISTRICT

REFLECTED CEILING  
PLAN

Date: 5/1/2021  
Author: [Redacted]  
Checker: [Redacted]  
Date: May 2021  
SSD-RS-04

A3.1



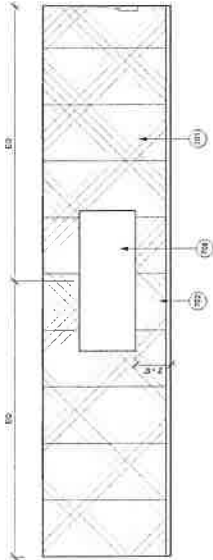
**KEYNOTES**

- 704 EXISTING DOOR FRAME SHALL BE REMOVED BY GC
- 705 NEW DOOR SHALL BE INSTALLED BY GC
- 706 NEW DOOR SHALL BE ALUMINUM
- 707 INTERIOR WALL LOCATED ADJACENT TO EXISTING DOOR SHALL BE REMOVED BY GC
- 708 INTERIOR WALL LOCATED ADJACENT TO EXISTING DOOR SHALL BE RECONSTRUCTED BY GC PER ARCHITECT'S REQUIREMENTS
- 709 INTERIOR WALL LOCATED ADJACENT TO EXISTING DOOR SHALL BE RECONSTRUCTED BY GC PER ARCHITECT'S REQUIREMENTS
- 710 ALL EXISTING WALLS SHALL BE RECONSTRUCTED BY GC PER ARCHITECT'S REQUIREMENTS

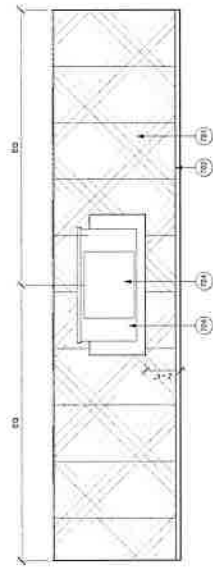
**INTERIOR PAINT COLORS**

- WALLS: SPATULA FINISH ONLY
- TRIM AND DOORS: POLYURETHANE STAINWAX

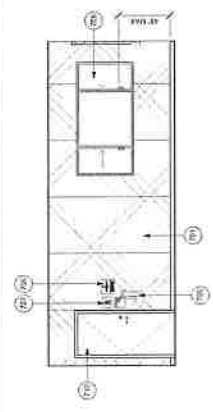
**TYP. INTERIOR ELEVATION 4** 1/4" = 1'-0" 1



**TYP. INTERIOR ELEVATION 3** 1/4" = 1'-0" 2

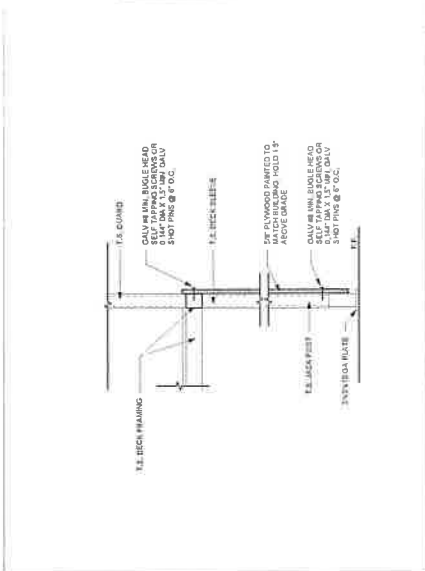


**TYP. INTERIOR ELEVATION 2** 1/4" = 1'-0" 3

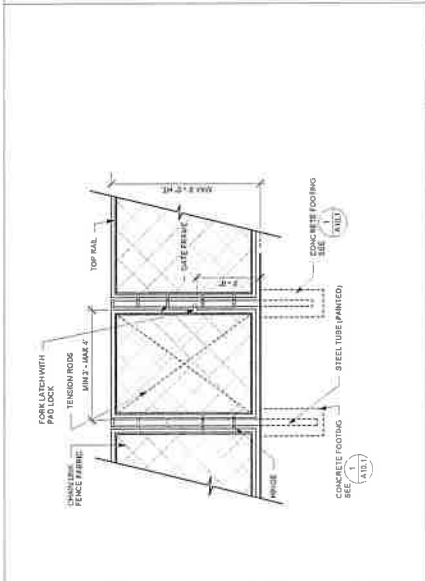


**TYP. INTERIOR ELEVATION 1** 1/4" = 1'-0" 4

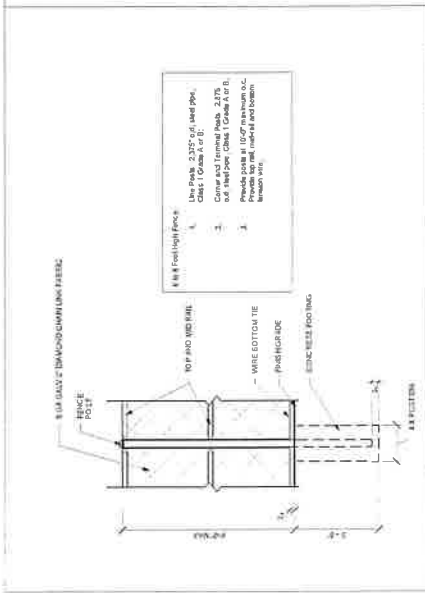




ELEVATION - CHAINLINK 1/2" = 1'-0" 1



C.L. SINGLE GATE 3/8" = 1'-0" 2



RAMP SKIRT DETAIL 1/12" = 1'-0" 3



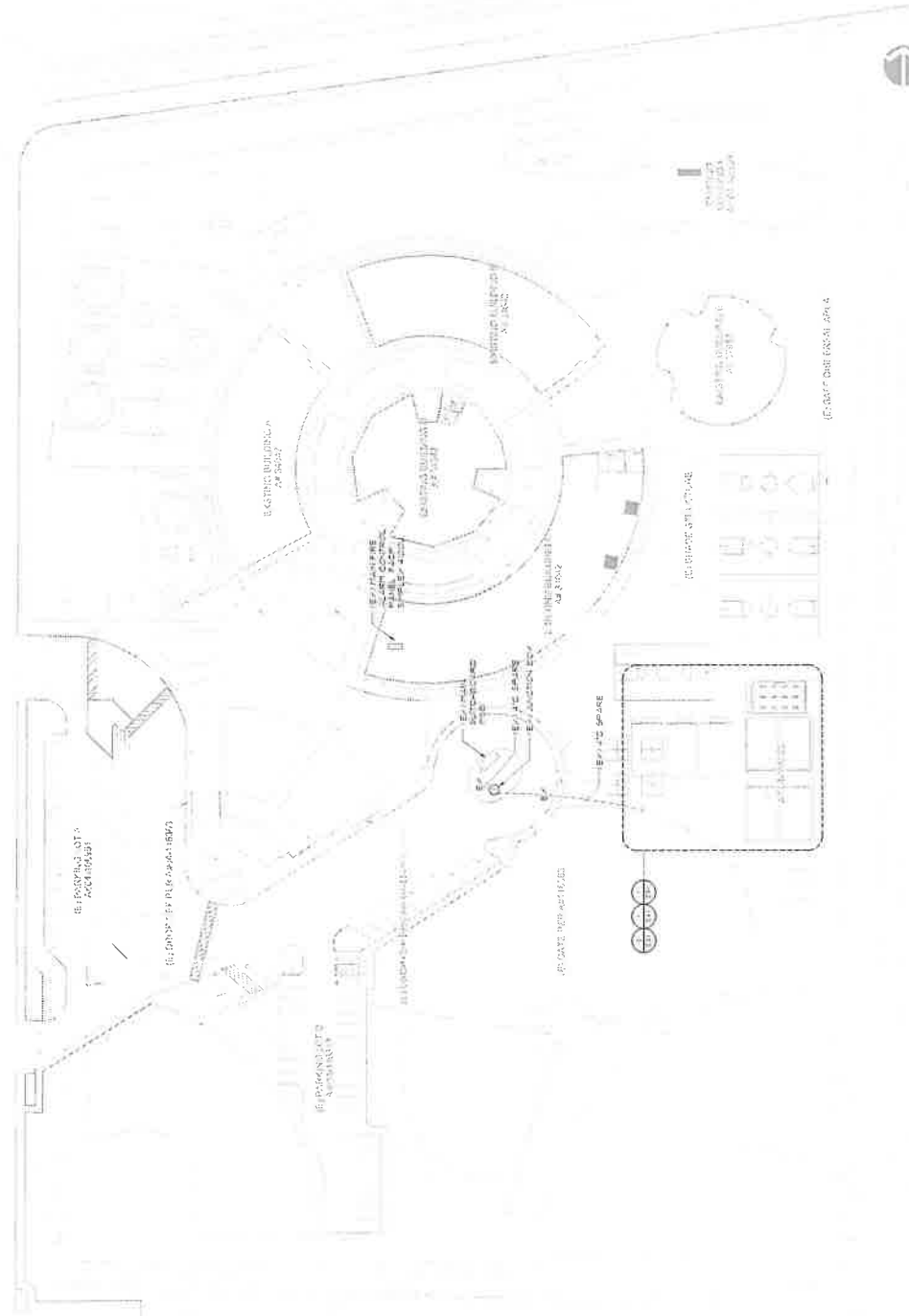






GENERAL NOTES:

1. ALL DIMENSIONS ARE UNLESS OTHERWISE NOTED.
2. SEE "CONCRETE FINISHES" SHEET.
3. SEE "MECHANICAL REQUIREMENTS" SHEET.
4. REFERENCE ALL FOR TYPICAL MECHANICAL AND CONCRETE DETAIL.



OVERALL SITE PLAN

SCALE: 1" = 40'-0"

**JOHNSON**  
**ARCHITECTURE**  
 1975 University Ave., Suite 300  
 Berkeley, CA 94704  
 Phone: (415) 841-1234  
 Fax: (415) 841-1234  
 www.johnsonarch.com

Author: [Name]  
 Checker: [Name]  
 Date: May 2021

Sheet: E1.1  
 Project: SSD-RS-04

OVERALL SITE PLAN

RIO SECO ELEMENTARY SCHOOL  
 CHILD CARE ADDITION  
 SANTEE SCHOOL DISTRICT



**W/studiowc**  
 ARCHITECTURE • ENGINEERING

515 Eastlake Ave. Ste. 201, Emeryville, California 94608  
 Telephone: (415) 533-6800 Fax: (415) 533-7241







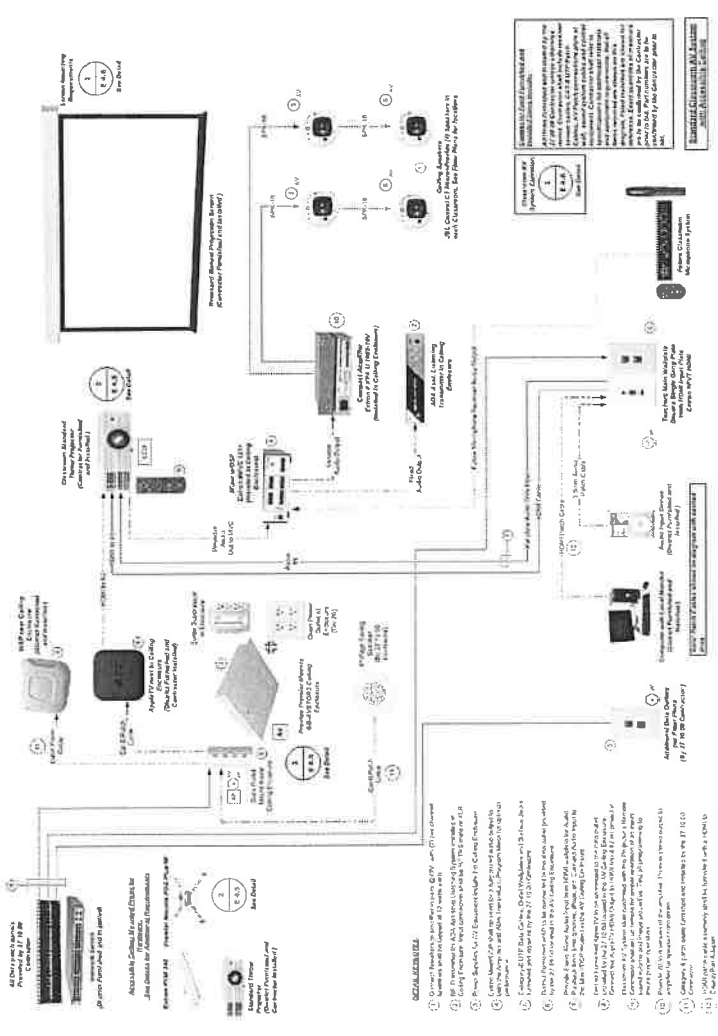






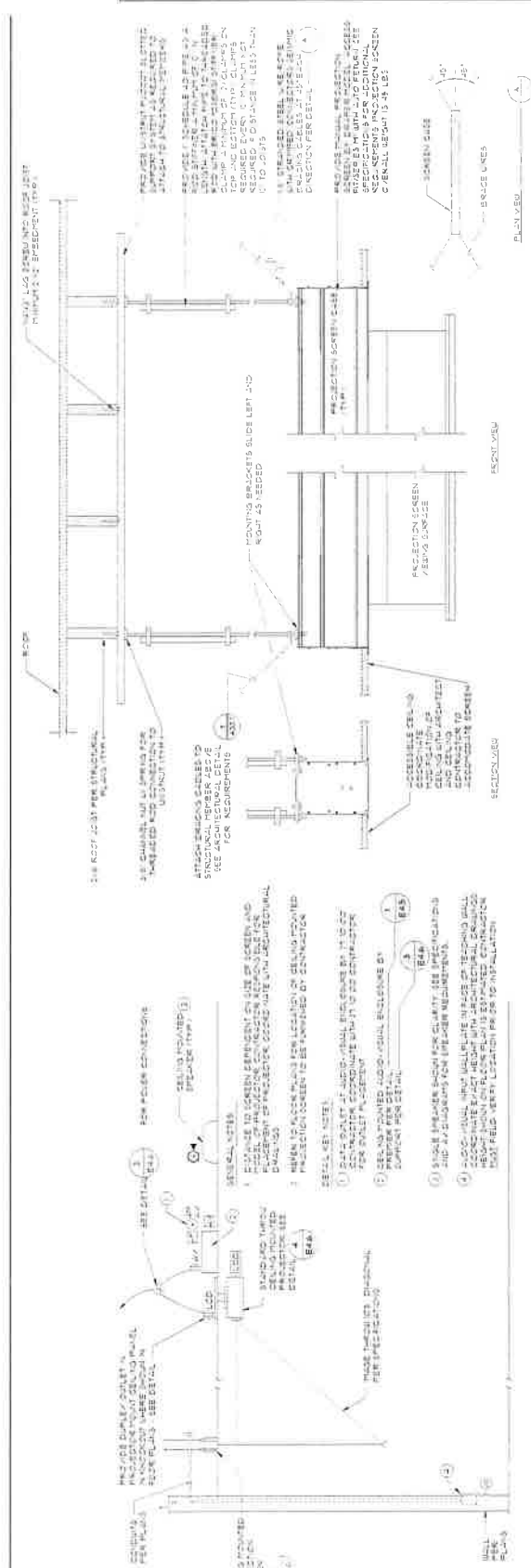




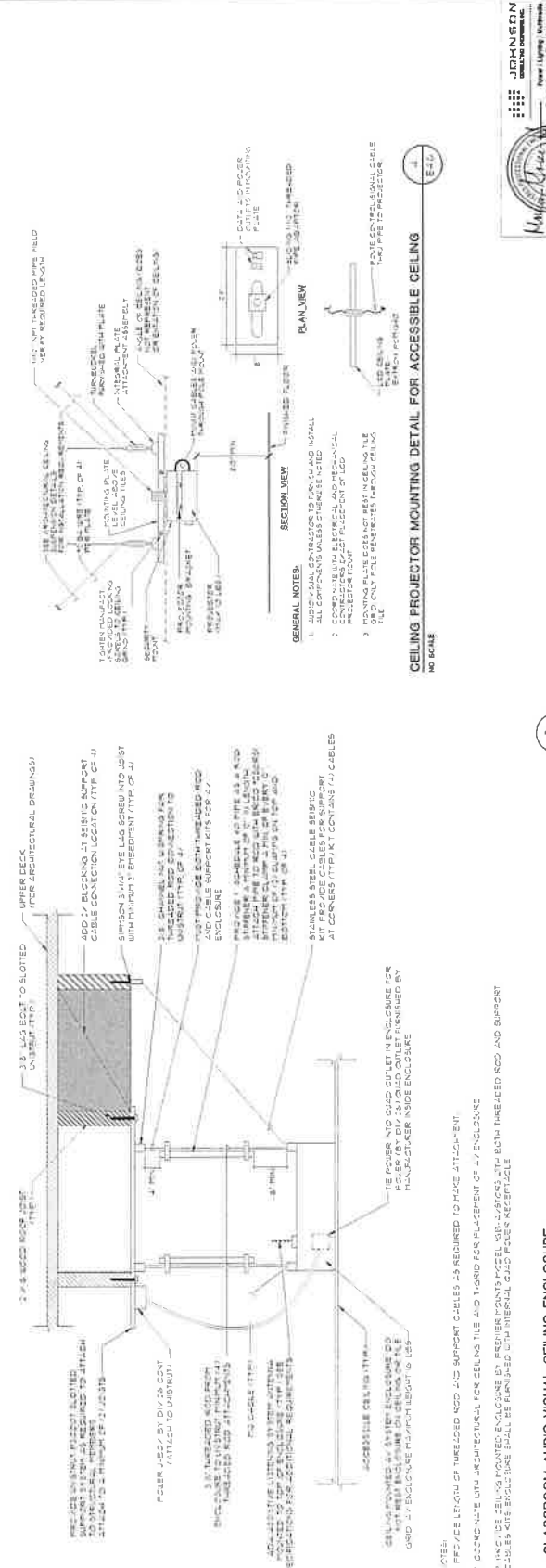


1 1 E-25

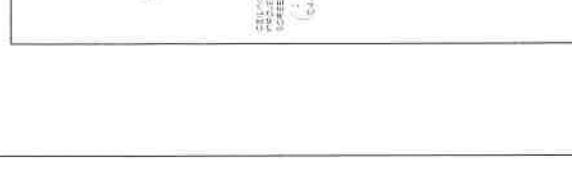
**CLASSROOM AUDIO-VISUAL SYSTEM DIAGRAM**  
 1/8" SCALE



**TYPICAL CEILING MOUNTED PROJECTOR INSTALLATION - ACCESSIBLE CEILINGS**  
NO SCALE



**RECESSED TENSIONED PROJECTION SCREEN MOUNTING DETAILS**  
NO SCALE



**CEILING PROJECTOR MOUNTING DETAIL FOR ACCESSIBLE CEILING**  
NO SCALE

**NOTES:**

1. PROVIDE LENGTH OF THREADED ROD AND SUPPORT CABLES AS REQUIRED TO MAKE ATTACHMENT.
2. COORDINATE WITH ARCHITECTURAL FOR CEILING TILE AND TYPING FOR PLACEMENT OF 4/2 ENCLOSURE.
3. IN CASE BEING POWERED ENCLOSURE BY REPAIR POINTS MODEL INSTALLATIONS WITH BOTH THREADED ROD AND SUPPORT CABLES ARE ENCLOSURES SHALL BE FINISHED WITH INTERNAL GASKET PACK NECESSARY.

**GENERAL NOTES:**

1. SUPPORT CABLES TO BE GALV AND INSULATED.
2. COORDINATE WITH ELECTRICAL AND MECHANICAL FOR LOCATION OF GPP.
3. MOUNTING PLATE IS NOT BEING INSTALLED IN CEILING TILE. ONLY TILE PERMITTED THROUGH CEILING TILE.

**GENERAL NOTES:**

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**GENERAL NOTES:**

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**GENERAL NOTES:**

1. SUPPORT CABLES TO BE GALV AND INSULATED.
2. COORDINATE WITH ELECTRICAL AND MECHANICAL FOR LOCATION OF GPP.
3. MOUNTING PLATE IS NOT BEING INSTALLED IN CEILING TILE. ONLY TILE PERMITTED THROUGH CEILING TILE.

**GENERAL NOTES:**

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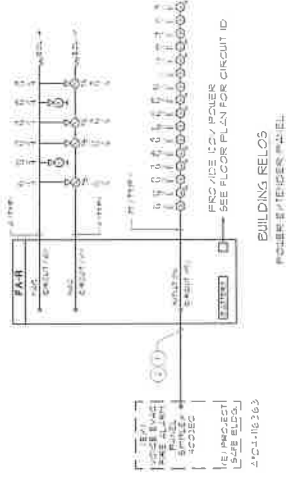


**GENERAL NOTES:**

- 1. ALL WORK INDICATED & REFERENCED REQUIREMENTS SHALL BE PROVIDED BY THE CONTRACTOR. PROVIDE ALL WORKING AND CONNECTIONS TO BE PROVIDED BY THE CONTRACTOR.
- 2. PROVIDE ALL WORKING AND CONNECTIONS TO BE PROVIDED BY THE CONTRACTOR.

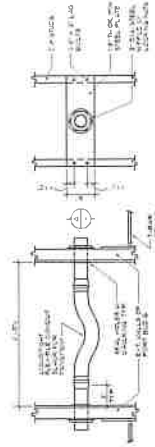
**KEY NOTES:**

- 1. PROVIDE ALL RELAYS, SIGNALS, PROGRAMMING PANEL IN BUILDING AND NEW VOICE BAZO PANEL, SPEAKER MODULE TO BE PROVIDED BY THE CONTRACTOR.
- 2. PROVIDE W/STUDIO ARCHITECTURE FOR EXISTING W/STUDIO ARCHITECTURE SPEAKER MODULE TO J. SPEAKER N.C. IS REQUIRED TO CONNECT EXISTING SPEAKER CIRCUIT.



**FIRE ALARM RISER DIAGRAM**

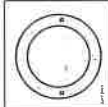
NO SCALE



ELEV. A

**CONDUIT CONNECTIONS AT BUILDING SEPARATIONS**

NO SCALE



**JOHNSON**  
Professional Engineer  
Electrical Engineering  
915 Piedmont Park, Suite 310  
Emeryville, CA 94608  
P. 415.763.8800 F. 415.763.7941  
www.johnson-engineering.com



**RIO SECO ELEMENTARY SCHOOL  
CLASSROOM ADDITION  
SANTEE SCHOOL DISTRICT**



**SPECIFICATIONS**

**MAY 18, 2021**

Project Tracking No. 68361-  
DSA File No. 37-66, DSA Application No.



515 Encinitas Blvd., Ste. 201, Encinitas, CA 92024  
Ph. 760.753.6800 Fax 760.552.7541

**00 00 00**

**PROCUREMENT AND CONTRACTING REQUIREMENTS**

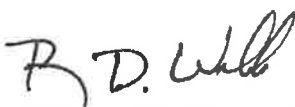



**SANTEE SCHOOL DISTRICT**



**RIO SECO ELEMENTARY SCHOOL  
CLASSROOM ADDITION  
SANTEE SCHOOL DISTRICT**

STATE OF CALIFORNIA Department of General Services  DIVISION OF THE STATE ARCHITECT San Diego Regional Office 10920 Via Frontera, Suite 300, San Diego, CA 92127 Phone: (858) 674-5400	PROJECT TRACKING NO.:  DSA APPLICATION NO.:  STAMP DATE:
--	--

**STUDIOWC**  
 515 Encinitas Boulevard, Suite 201, Encinitas, CA 92024  
 (760) 753-6800

<p><b>ARCHITECT:</b> STUDIOWC</p> <div style="text-align: center; margin-top: 20px;">  </div> <hr style="width: 80%; margin: 0 auto;"/> <p style="text-align: center;">Robert D. Webb, Architect, C-28036</p>	
<p><b>ELECTRICAL ENGINEER:</b> JOHNSON CONSULTING ENGINEERS</p> <div style="text-align: center; margin-top: 20px;">  </div> <hr style="width: 80%; margin: 0 auto;"/> <p style="text-align: center;">Monica goese Hansen, Engineer, E-14781</p>	

**END OF PROJECT TITLE PAGE**

**RIO SECO ELEMENTARY SCHOOL  
CLASSROOM ADDITIONS  
SANTEE SCHOOL DISTRICT**

<b>00 00 00</b>	<b>PROCUREMENT AND CONTRACTING REQUIREMENTS.....</b>	<b>1</b>
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01 22 00	Unit Prices .....	1
01 23 00	Alternates.....	1
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01 29 00	Payment Procedures .....	5
	Application and Certification for Payment (G702) FORM .....	1
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08 71 00	Door Hardware .....	20
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09 68 13	Tile Carpeting .....	10
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09 90 00	Painting and Coating .....	11
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10 14 00	Signage.....	5
10 28 13	Toilet Accessories .....	5
<b>26 00 00</b>	<b>ELECTRICAL .....</b>	<b>1</b>
26 01 00	General Provisions .....	1
26 05 19	Power Conductors .....	5
26 05 26	Grounding .....	4
26 05 33	Conduit and Fittings.....	10
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27 20 00	integrated Audio Visual System.....	8
<b>28 00 00</b>	<b>ELECTRONIC SAFETY AND SECURITY.....</b>	<b>1</b>
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**01 00 00**

**GENERAL REQUIREMENTS**

**SANTEE SCHOOL DISTRICT**

SECTION 01 11 00

SUMMARY OF WORK

PART 1 - GENERAL

1.01 SUMMARY

- A. Project: Classroom Additions at Rio Seco Elementary School for Santee School District.
- B. Description of Work: Install (4) 24x40 previously built modular buildings in good condition, on new wood foundations with modifications to the interiors, and provide upgrades to existing restroom facilities at Buildings C and D, as indicated in the Contract Documents prepared by StudioWC.

1.02 PERFORMANCE REQUIREMENTS

- A. All work shall conform to 2019, Title 24, California Building Code (CBC).
- B. Changes to the approved Drawings and Specifications shall be made by addenda or a construction change document (CCD) approved by the Division of the State Architect, Office of Regulation Services, as required by Section 4-338, Part 1, Title 24, California Building Code.

1.03 WORK UNDER OTHER CONTRACTS

- A. No work is planned or scheduled to be performed by the Owner's own forces.

1.04 WORK SEQUENCE

- A. Work is to be conducted in a single phase based on a single lump-sum contract. All work shall be completed within sixty ( 60 ) calendar days after the date of commencement of work stipulated in the Notice to Proceed. The contract closeout procedure as specified in Section 01 77 00 - Closeout Procedures shall be completed within this period. Normal inclement weather for the various seasons of the year shall not be grounds for extensions of contract time, and the Contractor shall take this into account when formulating his Construction Schedule. By submitting a Bid and entering into this Contract, Contractor certifies that he has adequate resources and is fully capable of completing the Work within the allotted time.

1.05 CONTRACTOR USE OF PREMISES

- A. During the construction period the Contractor shall have full use of the premises for construction operations, including use of the site. The Contractor's use of the premises is limited only by the Owner's right to perform construction operations with its own forces or to employ separate contractors on portions of the project.
- B. Limit use of the premises to construction activities in areas indicated; allow for Owner occupancy and use by the public.
  - 1. Confine operations to areas within Contract limits indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.
- C. Keep driveways and entrances serving the premises clear and available to the Owner and the Owner's employees at all times. Do not use these areas for parking or storage of

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materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.

- D. Use of the Existing Buildings: Maintain the existing buildings in a weather-tight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

**1.06 OCCUPANCY**

- A. At each phase of completion, the Owner will occupy the Project in the manner outlined in Section 01 77 00 - Closeout Procedures, and as set forth in the General Conditions. Refer to General Conditions of the contract, Article 1.02. B. (Occupancy) and Article 1.02.C.(Completion) for occupancy and completion conditions.

Partial Owner Occupancy: The Owner reserves the right to occupy and to place and install equipment in completed areas of the building, prior to Substantial Completion provided that such occupancy does not interfere with completion of the Work. Such placing of equipment and partial occupancy shall not constitute acceptance of the total Work.

1. A Certificate of Substantial Completion will be executed for each specific portion of the Work to be occupied prior to Owner occupancy.
2. Obtain a Certificate of Occupancy from local building officials prior to Owner occupancy.
3. Prior to partial Owner occupancy, mechanical and electrical systems shall be fully operational. Required inspections and tests shall have been successfully completed. Upon occupancy the Owner will provide operation and maintenance of mechanical and electrical systems in occupied portions of the building.

**PART 2 - PRODUCTS**

(Not Applicable)

**PART 3 - EXECUTION**

(Not Applicable)

**END OF SECTION**

**SECTION 01 21 00**

**ALLOWANCES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Include in the Contract Sum all allowances stated in the Contract Documents.
- B. Related Documents:
  - 1. Drawings, Specifications, and General Provisions of the Contract.

1.02 ALLOWANCES FOR PRODUCTS

- A. The amount of each allowance includes:
  - 1. The cost of the product to the Contractor, less any applicable trade discounts.
  - 2. Delivery to the site.
  - 3. Labor for installation.
  - 4. Applicable taxes.
- B. In addition to the amount of each allowance, include in the Contract Sum the Contractor's costs for:
  - 1. Handling at the site, including unloading, uncrating, and storage.
  - 2. Protection from the weather and from damage.
  - 3. Labor for installation and finishing.
  - 4. Other expenses required to complete the installation.
  - 5. Contractor's and Subcontractor's overhead and profit.

**PART 2 - PRODUCTS**

2.01 LUMP SUM ALLOWANCES

**PART 3 - EXECUTION**

3.01 3.01 SELECTION OF PRODUCTS

- A. The Architect will:
  - 1. Consult with the Contractor in consideration of products and suppliers or installers.
  - 2. Make selection in consultation with the Owner. Obtain Owner's written decision, designating:
    - a. Product, design and finish.
    - b. Accessories and attachments.
    - c. Supplier and installer as applicable.
    - d. Cost to Contractor, delivered to the site or installed, as applicable.
    - e. Manufacturer's warranties.

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- B. The Contractor shall:
1. Assist Architect and Owner in determining qualified suppliers or installers.
  2. Obtain proposals from suppliers and installers when requested by Architect.
  3. Make appropriate recommendations for consideration of the Architect.
  4. Notify Architect promptly of:
    - a. Any reasonable objections Contractor may have against any supplier or party under consideration for installation.
    - b. Any effect on the Construction Schedule anticipated by selections under consideration.

**3.02 CONTRACTOR RESPONSIBILITY**

- A. On notification of selection, execute purchase agreement with designated supplier.
- B. Arrange for and process Shop Drawings, product data and samples, as required.
- C. Make all arrangements for delivery.
- D. Upon delivery, promptly inspect products for damage or defects.
- E. Submit claims for transportation damage.
- F. Install and finish products in compliance with requirements of referenced specification sections.

**3.03 ADJUSTMENT OF COSTS**

- A. Should the net cost be more or less than the specified amount of the allowance, the Contract Sum will be adjusted accordingly by Change Order. The amount of the Change Order will recognize any changes in handling costs at the site, labor, installation costs, overhead, profit, and other expenses caused by the selection under the allowance.
- B. Submit documentation for actual additional costs at the site, or other expenses caused by the selection under the allowance, within 60 days after completion of execution of the work. Failure to submit claims within the designated time will constitute a waiver of claims for additional costs.
- C. At contract closeout, reflect all approved changes in contract amounts in the final statement of accounting.

**END OF SECTION**



**SECTION 01 22 00**

**UNIT PRICES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Contractor shall quote unit prices for additions or deductions of items of work as stated below.

1.02 UNIT PRICES

- A. All unit prices quoted shall be for installed, completely finished and operable units or systems unless otherwise indicated, and shall include overhead and profit, taxes, etc., so that they represent the complete price to the Owner.
- B. It is hereby established that those unit prices shall not apply to work which the Contractor may elect to do or not to do, for the sake of his own convenience, nor shall they apply to work required to be performed in order to correct errors committed by the Contractor.
- C. All unit prices shall be valid and in force during the life of the construction contract and shall be reconciled with the total construction cost, in accordance with the Contract Documents and before filing of the Notice of Substantial Completion.

**PART 2 - PRODUCTS**

2.01 MATERIALS

- A. All products listed for unit prices are subject to the inspection and replacement of water damaged materials and equipment.
- B. Provide unit prices for the products listed in the Bid Form.

**PART 3 - EXECUTION**

3.01 EXAMINATION

- A. Review with the Inspector on unit price quantities and procedures for counting.
- B. The Architect will review the Inspector's findings and review with the School District. A Change Order will be issued establishing the extra work to be performed using the unit prices provided at time of Bid.

3.02 CONTRACTOR RESPONSIBILITY

- A. When given Notice to Proceed with extra work; order materials and proceed with the installation in accordance with the approved Change Order.
- B. At contract close out, reflect all approved changes in contract amount in the final statement of accounting.

**END OF SECTION**

**SECTION 01 23 00**

**ALTERNATES**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: Administrative and procedural requirements for Alternates.
- B. Perform work required for complete execution of each accepted alternate designated in the Owner-Contractor Agreement. Amount of alternate prices shall include cost of modifications made necessary including overhead and profit.
- C. Work for alternates shall comply with applicable provisions of the contract documents, except as otherwise specified herein.
- D. Notification: Immediately following the award of the Contract, prepare and distribute to each party involved, notification of the status of each alternate. Indicate whether alternates have been accepted, rejected or deferred for consideration at a later date. Include a complete description of negotiated modifications to alternates.
- E. Schedule: Specification Sections referenced in the list of alternates contain requirements for materials and methods necessary to achieve the Work described under each alternate.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects and similar items incidental to or required for a complete installation whether or not mentioned as part of the alternate.
- F. COORDINATION
  - 1. Coordinate pertinent related work and modify surrounding work as required to complete the project under each accepted alternate designated in the Owner-Contractor Agreement.
- G. DEDUCTIVE ALTERNATES:
  - 1. Refer to BID FORM for alternates.
  - 2. All BID FORM ALTERNATES shall be bid, or the bidder may be deemed a "non-responsive" bidder.

**PART 2 - PRODUCTS**  
(Not Applicable)

**PART 3 - EXECUTION**  
(Not Applicable)

**END OF SECTION**

SECTION 01 25 00

**SUBSTITUTION PROCEDURES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Section Includes: General requirements for the proposal of substitutions.

1.02 MATERIAL

- A. Equipment, materials, and articles incorporated into the work shall be new and suitable for the purposes intended.
- B. Reference to equipment, material, article, or patented process by trade name or catalog number shall not be construed as limiting competition.
  - 1. In cases where the Specifications designate a material, product, thing, or service by specific proprietary brand or trade name, and there is only one brand or trade name listed, the item involved is:
    - a. Used as a standard of quality which must be satisfied without compromise, or
    - b. The only brand or trade name known to the Owner and Architect.
  - 2. Wherever in the Contract Documents a material, article, or process is indicated or specified by trade, patent, proprietary name, or name of manufacturer, such indication shall be deemed to be followed by the words, "**or equivalent, as accepted in writing by the Architect**".
    - a. Contractor shall submit a substitution request for Architect's written acceptance.
  - 3. If the phrase "NO SUBSTITUTIONS" is used, the product is required to be used since it is a unique product application.
- C. The naming of more than one manufacturer in a Section does not imply that all products of named manufacturers are acceptable for use on the Project. Where more than one proprietary name is specified, provide materials or equipment of any one of the manufacturers specified, only if full compliance with other portions of the Specifications can be provided.
- D. Construction shall be in compliance with the cited standards for the materials specified.

1.03 SUBSTITUTIONS

- A. Should the Contractor wish to substitute an item purported to be equal to the one specified, then the Contractor shall, no later than (10) ten days after Award of Contract, furnish to the Architect the name of the manufacturer, model number, color options and other pertinent data and information respecting the "or equivalent" item which has been proposed in the bid and which the Contractor contemplates incorporating in the work. If the "or equivalent" item is not found by the Architect to be, in fact, equivalent or better, then the item specified in the Contract Documents shall be furnished.

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When colors have been indicated prior to Bid, Contractor shall be required to provide a custom color to match. See Section 01 33 00, Submittal Procedures.

- B. When required by the Contract Documents, or when directed by the Owner, furnish full information concerning the material or article proposed for incorporation into the work. Testing of a proposed substitute material to assure compliance with the Specifications may be required by the Owner at the Contractor's expense. When so directed, submit samples for acceptance. Equipment, material, and articles installed or used without required acceptance shall be at the risk of subsequent rejection, and replacement at Contractor's cost.
- C. Substitutions shall comply with, or exceed, requirements of dimension, function, structure, durability, and appearance without exception. Use of accepted substitutions shall in no way relieve the Contractor from responsibility for compliance with the Contract Documents after installation. It shall be incumbent upon the Contractor using accepted substitutions to assume extra costs caused by the use of such substitutions where they affect other work.
- D. Do not substitute materials, equipment, or methods unless such substitution has been reviewed and approved by the Architect. **Substitutions shall be submitted to the Division of the State Architect for approval prior to acceptance by Architect. Contractor is responsible for all costs associated with this substitution submittal. If said substitution is not accepted by the Division of the State Architect, the contractor shall provide the originally specified item at no cost to the owner and no impact to the project schedule.**
- E. "Or Equivalent":
  - 1. Where the phrase "or equivalent", "or approved equivalent", or "or equivalent as approved by the Architect" occurs in the Contract Documents, do not assume that materials, equipment, or methods will be accepted as equal unless the item has been specifically accepted, in writing, for the Work by the Architect **and by the Division of the State Architect for items which "affect health, safety or welfare" prior to installation or fabrication. Contractor is responsible for all costs associated with this substitution submittal. If said substitution is not accepted by the Division of the State Architect, the contractor shall provide the originally specified item at no cost to the owner and no impact to the project schedule.**
- F. Failure to place orders for specified equipment or material sufficiently in advance of the scheduled installation date will not be considered a valid reason upon which the Contractor may base his request for substitutions or for deviations from the Drawings and Specifications.
- G. In the event the Contractor requests changes or revisions requiring drawings or services of the Architect or the Architect's consultants, to facilitate installation or erection of any portion of the work, the Contractor shall accept the responsibility to hire and pay for the Architect's or Consultant's services. A standard hourly rate of \$150.00, shall be paid by the Contractor whether the change is accepted or rejected. In the event the change is approved, this fee shall be deducted, and paid, from the Contract Sum.
- H. Redesigning by the Contractor: Redesigning shall be by an Engineer licensed, in the State of California, to perform such work and approved the architect of record. Review of any optional redesigning by contractor by the architect shall be paid by the contractor at a standard hourly rate of \$150.00, whether the change is accepted or rejected. In the event approval is required from authorities having jurisdiction, such approval shall be obtained by the Contractor at the Contractor's expense before submitting the revised

design or substitution to the Architect. **Contractor is responsible for all costs associated with this substitution submittal. If said substitution is not accepted by the Division of the State Architect, the contractor shall provide the originally specified item at no cost to the owner and no impact to the project schedule.**

- I. Revision after Approval: When a submittal has been reviewed by the Architect, resubmittal for substitution of materials or equipment will not be considered unless accompanied by an explanation acceptable to the Architect as to the reason substitution is considered necessary. Changes in Plans and Specifications, which effect safety, health or welfare, shall be made by Addenda or Construction Change Document approved by the Division of the State Architect. **Contractor is responsible for all costs associated with this substitution submittal. If said substitution is not accepted by the Division of the State Architect, the contractor shall provide the originally specified item at no cost to the owner and no impact to the project schedule.**

1.04 SUBSTITUTION REQUEST FORM:

- A. Submittal of the requested information shall be accompanied by the attached Substitution Request Form. Submit a digital (PDF) of each request to the Architect. Architect will distribute as appropriate. Substitutions will be rejected if they are not accompanied by a completed Substitution Request Form. Incomplete forms will constitute automatic rejection. **Contractor is responsible for all costs associated with this substitution submittal. If said substitution is not accepted by the Division of the State Architect, the contractor shall provide the originally specified item at no cost to the owner and no impact to the project schedule.**

**PART 2 - PRODUCTS**  
(Not Applicable)

**PART 3 - EXECUTION**  
(Not Applicable)

**END OF SECTION**

**ATTACHMENT:** Substitution Request Form

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**SUBSTITUTION REQUEST FORM**

Re: \_\_\_\_\_  
Project Name

\_\_\_\_\_  
Project Manual Section Number

\_\_\_\_\_  
Item

To: \_\_\_\_\_  
Architect

From: \_\_\_\_\_  
Contractor

Reviewed for timeliness and completeness by General Contractor:

We hereby submit for your consideration the following product comparisons of the specified item and the proposed substitution:

A.	Comparison	Specified Item	Substitution
	1. Product Name/Model	_____	_____
	2. Manufacturer	_____	_____
	Address	_____	
	Address	_____	
	Phone Number	_____	
	3. Product Cost	_____	
	Installation/Labor Cost	_____	
	4. Delivery Time	_____	
	Installation Time	_____	
	5. Product Characteristics	_____	
	6. Dimensions	_____	
	Effects	_____	
	7. Guarantee/Warranty	_____	
	8. ICC No.	_____	

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9. UL Rating \_\_\_\_\_  
B. Substantiating Data: \_\_\_\_\_

Attach manufacturer's literature for both specified item and substitution.

C. Samples: Provide samples for both specified item and substitution, if applicable.

D. Similar Projects for Reference:

1. \_\_\_\_\_  
Name Date  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Contact  
\_\_\_\_\_  
Telephone

2. \_\_\_\_\_  
Name Date  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Contact  
\_\_\_\_\_  
Telephone

E. Maintenance Service/Parts/Supplier:  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Telephone



F. What effect does this substitution have on applicable code requirements?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Change Data:

Attach complete information for changes to be made to Drawings and Project Manual.

\*\*\*\*\*

- \* Certification of equal performance and assumption of liability for equal performance.
- \* The Contractor shall agree to pay for costs involved in changing the building design; including engineering, drafting and detail cost caused by the proposed substitution.

Submitted by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Signature must be by persons having authority to legally bind his firm to the above terms. Failure*

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*to provide legally binding signature will result in retraction of approval.*

Product substitution of \_\_\_\_\_

for \_\_\_\_\_

Specifications Section \_\_\_\_\_  
(number) (name)

For Use by Owner's Representative:

- Accepted     Not Accepted

Owner's Consultant:

By: \_\_\_\_\_

Date: \_\_\_\_\_

- Accepted     Not Accepted

School District:

By: \_\_\_\_\_

Date: \_\_\_\_\_

**SECTION 01 29 00**

**PAYMENT PROCEDURES**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: Administrative and procedural requirements governing the Contractor's Applications for Payment.
- B. Related Work:
  - 1. The Construction Progress Schedule is included in Section 01 32 16 and shall be coordinated with the work of this Section.
  - 2. **PROJECT RECORD DOCUMENTS:** All requirements for record documents, Specification Section 01 78 39, shall be completed to the Owner's satisfaction prior to Owner's processing of each month's Application for Payment.

**1.02 SCHEDULE OF VALUES**

- A. Coordinate preparation of the Schedule of Values with preparation of the Network Analysis Schedule.
- B. Submit the Schedule of Values to the Architect at the earliest feasible date, but in no case later than (7) seven days before the date scheduled for submittal of the initial Application for Payment. Include with initial submission a projected monthly payment request schedule for total cost of project, for Owner's cash flow planning.
- C. Acceptance of the Schedule of Values by the Architect and the District is required prior to approval and payment of the first application for payment.
- D. Format and Content: The Project Manual Table of Contents may be used as a general guide to format the Schedule of Values; specific item numbers may be sequentially numerical.
  - 1. The Schedule of Values shall be a detailed breakdown of the price to provide and install each item of work and material on the project.
  - 2. Each line item on the Schedule of Values shall be presented to allow the Architect to easily find that item of work within the construction during his review of the construction operations and evaluate whether that line item is 100% complete or not.
  - 3. Each line item of the Schedule of Values shall be given a value by the Contractor that, in the opinion of the Contractor, best represents the value of that work, and if required to present evidence of his opinion, the Contractor will be able to substantiate the value by the use of supplier, subcontractor written quotations, labor wages/rates, hourly estimates and/or by industry recognized cost estimating references.
  - 4. Each line item of the Schedule of Values shall be in such detail and coordinated with other line items of work and with the contractor's Construction Schedule, that when making application for payment each month, each line item depicts a portion of work that can be completed within one month's pay period, reviewed

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by the Inspector and the Architect; if that line item is 100% complete, recommended to the Owner for payment. If, in the opinion of the Architect, the line item is not 100% complete, the line item will not be recommended for payment.

5. Arrange the Schedule of Values in a tabular form with separate columns to indicate the following for each item listed. Each sheet of the Schedule of Values shall be titled and numbered sequentially.
  - a. Line Item Number
  - b. Description of Item.
  - c. Quantity.
  - d. Unit of Measure.
  - e. Unit Price.
  - f. Value of Line Item.
  - g. Line Item Value Request this month.
  - h. Line Item Value previously completed.
  - i. At the bottom of each sheet, the Total Amount of Columns f, g, and shall be tabulated and carried forward on each page and the TOTAL AMOUNT presented at the end.

- E. Round amounts off to the nearest whole Dollar; the total shall equal the Contract Sum.
- F. Schedule Updating: Update and resubmit the Schedule of Values when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.03 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by the Architect and paid for by the Owner.
  1. The initial Application for Payment, the Application for Payment at the time of Substantial Completion, and the final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is the 15th day of each month. The period of construction Work covered by each Application for Payment is the period ending 15 days prior to the date for each progress payment and starting the day following the end of the preceding period.
- C. Payment Application Forms: Use AIA Document G702 and the form of Schedule of Values accepted by the Architect and approved by the District.
- D. Application Preparation: Complete each entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Owner. Incomplete applications will be returned without action.
  1. Entries shall match data on the Network Analysis Schedule. Use updated schedules if revisions have been made.

2. Include amounts of Owner-approved Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.
- E. Transmittal: Submit three (3) executed copies of each Application for Payment to the Architect by means of ensuring receipt within 24 hours; one copy shall be complete, including waivers of lien and similar attachments, when required.
1. Transmit each copy with a transmittal form listing attachments, and recording appropriate information related to the application in a manner acceptable to the Architect.
- F. Waivers of Mechanics Lien: With each Application for Payment, submit waivers of mechanics lien from entity who may lawfully be entitled to file a mechanics lien arising out of the Contract, and related to the Work covered by the payment.
1. Submit each Application for Payment with the Contractor's waiver of mechanics lien for the period covered by the Application.
  2. Submit final Application for Payment with or precede by final waivers from entity involved with performance of Work covered by the application who could lawfully be entitled to a lien.
- G. Initial Application for Payment: Administrative actions and submittals that must precede submittal of the first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of Values.
  3. Contractor's Construction Schedule.
  4. Schedule of unit prices, if applicable.
  5. Submittal Schedule.
  6. Copies of permits as may be required to start the Work (encroachment permits, etc., may be obtained as necessary for sequence of construction).
  7. Copies of authorizations and licenses from governing authorities for performance of the Work.
  8. Initial progress report.
  9. Report of pre-construction meeting
  10. Certificates of insurance and insurance policies.
  11. Performance and payment bonds.
- Note: Each preceding item shall be submitted to the Architect, accepted by the Architect and approved by the Owner prior to the certification and approval of the first payment to the Contractor.
- H. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment; this application shall reflect Certificates of Partial Substantial Completion issued previously for Owner

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occupancy of designated portions of the Work. Administrative actions and submittals that shall proceed or coincide with this application include:

1. Occupancy permits and similar approvals.
  2. Warranties (guarantees) and maintenance agreements.
  3. Test/adjust/balance records.
  4. Maintenance instructions.
  5. Meter readings.
  6. Start-up performance reports.
  7. Change-over information related to Owner's occupancy, use, operation and maintenance.
  8. Final cleaning.
  9. Application for reduction of retainage, and consent of surety.
  10. Advice on shifting insurance coverages.
  11. Final progress photographs.
  12. List of incomplete Work, recognized as exceptions to Architect's Certificate of Substantial Completion. Each work item value shall be listed and the total amount deducted from amounts owed over and above the retention.
- I. Final Payment Application: Administrative actions and submittals which must precede or coincide with submittal of the final payment Application for Payment include the following:
1. Completion of Project closeout requirements.
  2. Completion of items specified for completion after Substantial Completion.
  3. Written assurance that unsettled claims will be settled.
  4. Written assurance that Work not complete and accepted will be completed without undue delay.
  5. Transmittal of required Project construction records to Owner.
  6. Certified property survey.
  7. Proof that taxes fees and similar obligations have been paid.
  8. Removal of temporary facilities and services.
  9. Removal of surplus materials, rubbish and similar elements.
  10. Change of door locks to Owner's access.

**PART 2 - PRODUCTS  
(Not Applicable)**

**PART 3 - EXECUTION**  
**(Not Applicable)**

**END OF SECTION**

**Attachments:** Application and Certification for Payment – Form G702  
Continuation Sheet – Form G702

**APPLICATION AND CERTIFICATE FOR PAYMENT (G702)**

TO: <SCHOOL DISTRICT> SCHOOL DISTRICT PROJECT:

APPLICATION NO:  
PERIOD TO:  
PROJECT NO:  
CONTRACT DATE:  
CONTRACT FOR:

DISTRIBUTION TO:  
OWNER  
ARCHITECT  
CONTRACTOR  
FIELD  
OTHER

PHONE:  
FROM: VIA ARCHITECT:

PHONE:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM ..... \$
- 2. Net Change by Change Orders & Extras ..... \$
- 3. CONTRACT SUM TO DATE ..... \$  
(Line 1 + Line 2)
- 4. TOTAL COMPLETED & STORED TO DATE ..... \$  
(Column G on G703)

**5. RETAINAGE:**

- a. \_\_\_\_ % of Completed Work ... \$
  - b. \_\_\_\_ % of Stored Material ..... \$
- Total Retainage (Line 5a + 5b)

- 6. TOTAL EARNED LESS RETAINAGE ..... \$  
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ... \$  
(Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE ..... \$
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE ... \$  
(Line 3 less Line 6)

**CHANGE ORDER SUMMARY**

Total changes approved in  
Previous months by Owner ..... \$  
Total approved this month ..... \$  
NET CHANGES by Change Order ..... \$

State of \_\_\_\_\_ County of \_\_\_\_\_  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Notary Public: \_\_\_\_\_ My Commission Expires:

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**INSPECTOR:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**OWNER:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

AMOUNT CERTIFIED ..... \$

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**ARCHITECT:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



**CONTINUATION SHEET (G703)**

PROJECT:

APPLICATION NO:  
PERIOD TO:

CONTRACT DATE:  
CONTRACT FOR:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATIONS (D+E)	% (G+C)					
<b>TOTAL PAGE 1</b>									

**SECTION 01 31 13**

**PROJECT COORDINATION**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: Administrative and supervisory requirements required to ensure orderly progress and timely completion of the Work.
- B. Related Work Described Elsewhere:
  - 1. Additional requirements for coordination are included on Contract Drawings and other Sections of the Specifications. It is intended that all work provided under this Contract shall be complete except where otherwise specified or shown. Any drawing, document, or section, by itself, is not a complete description of the work. Cross references to related work, where given, are provided as a convenience and shall not limit the applicability of other requirements specified or shown unless specifically stated.

**1.02 QUALITY ASSURANCE**

- A. Familiarity With Contract Documents:
  - 1. Contractor and all Subcontractors shall conduct a study necessary to become completely familiar with all requirements. Applicable requirements indicated or described in the Contract Documents, and the publications referred to, are a part of the Work required as though repeated in each such Section.
  - 2. In the event discrepancies or conflicts are encountered, notify the Architect immediately. Where there is discrepancy between different parts of the contract documents, including referenced codes and standards, the documents requiring the higher quality, the greater quantity, or the more difficult work shall govern, unless determined otherwise by the Architect.
  - 3. Promptly distribute required information to entities concerned and ensure the needed actions are taken.
- B. Reporting: Unless otherwise noted by the Contractor in his transmittals, all of the Contractor's data transmittals to the Architect for the Architect's review will be construed as stipulating that the Contractor has thoroughly and completely reviewed and coordinated the data prior to transmittal.
- C. Interfacing: It shall be solely the responsibility of the Contractor to make sure that each Subcontractor completes in a timely manner the assigned work and that all interfaces are prepared, connected, and function as required.

**1.03 REQUEST FOR INFORMATION**

- A. The General Contractor shall plan, schedule, coordinate and sequence Work so Requests for Information (RFI), if necessary, may be submitted to the Architect in a timely manner so as not to delay progress of Work. Submission of and responses to RFI(s) with copies to Owner, shall be transmitted via email.
- B. Telephone conversations requesting information shall be confirmed in writing for prompt

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reply of all RFIs. Contractor shall coordinate the timing of email and telephone conversations to be made with the Architect's office between the hours of 8:00 a.m. and noon, Monday through Friday.

- C. RFIs will be unanswered until Contractor submits a "Construction Schedule". "Construction Schedule" shall be based on Specification Section arrangement and establish starting and ending dates for Work in each section. "Construction Schedule" shall be updated monthly and delivered to Architect and Owner at "Request for Payment".
- D. If "Construction Schedule" is not received by Architect and Owner by that date, Architect's response to pending RFI(s) will be delayed by the same number of days as the days the "Construction Schedule" is late.
- E. Architect shall have the same time period to respond to RFI(s) as "shop drawing review period". When the response to a Request for Information is already contained or included within contract documents, or is based on referenced standards, or is based on established and common construction practices, Contractor shall reimburse the Architect at the following hourly rates:

Principal .....	\$200.00/hour
Associate Architect/Project Manager .....	\$150.00/hour
Project Architect .....	\$ 95.00/hour
Revit/CADD .....	\$ 85.00/hour
Job Captain.....	\$ 75.00/hour
Draftsperson .....	\$ 65.00/hour
Support Staff.....	\$ 55.00/hour

If RFI requires Architect's Consultant(s) acknowledgment, Contractor shall reimburse consultant(s), at the same hourly rates for consultant's staff; Contractor shall also pay to the Architect, a percentage for overhead and profit to the consultant's fee, equal to the markup the General Contractor adds to "Change Orders" from his "Subcontractors".

- F. Contractor shall be billed at "Request for Payment" meeting, and payment is due on the 10th day of the following month. If payment is not received by Architect by that date, Architect's response to pending RFI's will be delayed by the same number of days as the days the payment check for RFI services is late.
- G. No damages for delay due to RFI response beyond allotted time will be allowed, unless Contractor can show that RFI was not foreseeable with proper planning, scheduling, coordination, and sequencing and the Architect's late response delayed timely purchase or delivery of equipment or material, or limited construction personnel from proceeding with their task(s), within previously listed "Construction Schedule" activity period(s).

**PART 2 - PRODUCTS  
(Not Applicable)**

**PART 3 - EXECUTION**

**3.01 PLANNING THE WORK**

- A. By thorough advance planning of activities, coordinate the following in addition to other coordination activities required:
  - 1. Materials, services, and equipment purchasing.

2. Shipping.
3. Receipt and storage at the site.
4. Installation, including interface with related items.
5. Inspection and testing, to the extent required under the Contract.
6. Assistance in initial start-up and operational tests.
7. Completion of the Work, including removal and disposal of Contractor's surplus material and equipment, and final cleaning of structures and sites.

### 3.02 COORDINATION

- A. Coordinate construction activities included under various Sections of these Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included under different Sections of the Specifications that are dependent upon each other for proper installation, connection, and operation.
- B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the Work.

### 3.03 GENERAL INSTALLATION PROVISIONS

- A. Coordination methods used by the Contractor are at the Contractor's option, except that the Architect may disapprove Work completed by the Contractor or data submitted by the Contractor when, in the Architect's judgment, coordination has been inadequate to ensure the specified quality.
- B. Mounting Heights: Where mounting heights are not indicated, install individual components at standard mounting heights recognized within the industry for the particular application indicated. Refer questionable mounting height decisions to the Architect for final decision.

### END OF SECTION

**Attachment:** Request for Information – Form RFI

# REQUEST FOR INFORMATION (RFI)

**SCHOOL NAME - PROJECT NAME**

**NOTE:** AN RFI IS A REQUEST FOR INFORMATION ONLY. IF A REPLY TO AN RFI REQUIRES ADDITIONAL SERVICES BY A DESIGN CONSULTANT, OR WILL CHANGE SCOPE OF WORK OR CONTRACT TIME, SUBMIT PROPOSAL REQUEST IN ACCORDANCE WITH SECTION 01 25 00.

RFI #: \_\_\_\_\_

---

To: \_\_\_\_\_ Date: \_\_\_\_\_  
Architect: \_\_\_\_\_ Project No.: \_\_\_\_\_  
Address: \_\_\_\_\_ Drawing Ref.: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Spec. Sect. Ref.: \_\_\_\_\_  
Email: \_\_\_\_\_

POSSIBLE COST IMPACT       TIME IMPACT       PRIORITY ATTENTION REQUIRED

Subject: \_\_\_\_\_

---

**INFORMATION REQUESTED: (Attach additional sheets as required)**

PLEASE RESPOND BY: \_\_\_\_\_ TRANSMITTED BY: \_\_\_\_\_

---

**RESPONSE: (Attach additional sheets as required)**

**RESPONDED BY:**

Name: \_\_\_\_\_ Company: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 01 31 19**

**PROJECT MEETINGS**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Prior to commencement of the Work, a Preconstruction Conference will be held to discuss procedures to be followed during the progress of the Work.
- B. Location: A convenient site for all parties designed by the District.
- C. Attending the Preconstruction Conference shall be:
  - 1. District Representative
  - 2. District's Project Representative
  - 3. Architect
  - 4. District's and Architect's Consultants
  - 5. Contractor
  - 6. Contractor's Superintendent
  - 7. Major listed Subcontractors
  - 8. Others as appropriate

1.02 PROPOSED PROGRESS MEETINGS

- A. Schedule and hold weekly meetings or as required by the District Representative.
  - 1. Agenda to be prepared and submitted 48 hours prior to meeting.
- B. Location: A convenient site for all parties designed by the District.
- C. Attending Progress Meetings shall be:
  - 1. Contractor and/or fully delegated Representative
  - 2. Contractor's Superintendent
  - 3. Subcontractors, as appropriate to the Agenda.
  - 4. Others, as appropriate to the Agenda.
  - 5. Inspector of Construction
  - 6. District Representative
  - 7. Architect
- D. The Architect will record and distribute Meeting Minutes to the attendees. Attendees taking exception to anything in the meeting notes shall state same in writing, directed to the Architect within (5) five working days following receipt of meeting notes.

**PART 2 - PRODUCTS**

(Not Applicable)

**PART 3 - EXECUTION**

(Not Applicable)

**END OF SECTION**

SECTION 01 32 16

CONSTRUCTION PROGRESS SCHEDULE

PART 1 - GENERAL

1.01 SUMMARY

- A. Section Includes: Manually prepared construction schedule based on Gantt (bar) Charts. Prepare and maintain schedules and issue reports to assure adequate planning and execution of the Work. Complete Work within the number of calendar days allowed in the Contract. Schedule shall be in sufficient detail to assist the Architect in appraising the reasonableness of the proposed schedule and to evaluate progress of the Work.

1.02 DEFINITIONS

- A. Day: As used throughout the Contract, the work "day" means "calendar day" unless otherwise indicated.
- B. Adverse weather that is normal for the area and the season shall be taken into account in the Construction Schedule.

1.03 QUALITY ASSURANCE

- A. Qualifications of Scheduling Personnel: Employ a project scheduler thoroughly trained and experienced in compiling construction schedule data and in preparation of periodic reports.
- B. Reliance Upon Accepted Schedule:
  - 1. The construction schedule, as accepted by the Architect, shall be an integral part of the contract and will establish interim Contract completion dates for various activities.
  - 2. Should any activity fail to be completed within (15) fifteen days after the stipulated schedule date, the Owner shall have the right to order the Contractor to expedite completion of the activity by whatever means the Owner deems appropriate and necessary, without additional compensation to the Contractor, and as set forth in the General Conditions of the Contract.
  - 3. Should any activity be 30 or more days behind schedule, the Owner shall have the right to perform the activity or have the activity performed by whatever method the Owner may deem appropriate, and as set forth in the General Conditions of the Contract.
  - 4. Costs incurred by the Owner in connection with expediting construction shall be deducted from the Contract amount.
  - 5. Failure by the Owner to exercise the option to either order the Contractor to expedite an activity or to expedite the activity by other means, will not be considered a precedent for any other activities nor a waiver of the Owner's rights to exercise his rights on subsequent occasions.

1.04 SUBMITTALS

- A. Submittal Procedure: Refer to Section 01 33 00 – Submittal Procedures and to Section



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01 25 00 – Substitution Procedures.

- B. Preliminary Analysis: Within (10) ten days after receipt of notice to proceed, submit one reproducible copy and four prints of a preliminary Construction Schedule.
- C. Construction Schedule: Within (30) thirty days after receipt of notice to proceed, submit one reproducible and four prints of the initial construction schedule.
- D. Periodic Reports: On the first working day of each month following submittal of the initial construction schedule, submit four prints of the updated Construction Schedule.

**PART 2 - PRODUCTS**

**2.01 CONSTRUCTION ANALYSIS**

- A. Graphically show the order and interdependence of activities necessary to complete the Work, and the sequence in which each activity is to be accomplished, as planned by the Contractor and his project field superintendent in coordination with all subcontractors whose work is shown on the diagram. Show all activities on the diagram. Each activity shall indicate work item breakdown noting duration and responsibility for each item, including, but not necessarily limited to:
  - 1. Project mobilization.
  - 2. Submittal and review of shop drawings and samples.
  - 3. Procurement of equipment and critical materials.
  - 4. Fabrication of special material and equipment. Installation and testing of each by item and by system.
  - 5. Final Cleanup.
  - 6. Final inspection and testing.
  - 7. Activities by the Architect that affect progress, required dates for completion, or both, for each part of the work.

**PART 3 - EXECUTION**

**3.01 PRELIMINARY ANALYSIS**

- A. Prepare a Preliminary Construction Schedule:
  - 1. Show all activities of the Contractor under this Contract for the period between receipt of notice to proceed and submittal of initial construction schedule.
  - 2. Show the Contractor's general approach to remainder of the Work.
  - 3. Show cost of all activities scheduled for performance before submittal and review of the Construction Schedule.

**3.02 INITIAL CONSTRUCTION SCHEDULE**

- A. Update the Preliminary Construction Analysis for use as the initial Construction Schedule:

1. Clearly indicate the critical path and slack where it occurs.
2. Meet with the Architect and review contents of proposed Construction Schedule.
3. Make all revisions required by the Architect.

3.03 PERIODIC REPORTS

- A. On a monthly basis as specified above, submit updated Construction Schedule:
  1. Indicate "actual" progress in percent completion for each activity.
  2. Provide written narrative summary of revisions causing delay in the program. Explain corrective actions taken or proposed.
- B. Revise accepted construction schedule only when revisions are reviewed and approved in advance by the Architect.

**END OF SECTION**

**SECTION 01 32 16.13**

**NETWORK ANALYSIS SCHEDULES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Section Includes: Computer generated construction scheduling based on CPM Network Analysis.

1.02 RESPONSIBILITY

- A. Be responsible for developing schedule logic with appropriate durations, manpower and cost data. Information shall be acceptable and compatible with the Owner's Master Schedule. Target completion and milestone dates generated shall be acceptable to the Owner.
- B. Adverse weather that is normal for the area must be taken into account in the Construction Schedule.
- C. Be responsible for providing a schedule meeting the contract agreement time of completion. The Owner requires the school facilities to be complete at the completion of Contract Agreement. A schedule that establishes completion prior to the end of Contract Agreement time will be considered for the Contractor's benefit only. Delays caused during construction that do not result in extensions of time beyond contract agreement time shall not be considered a cause for claim.

1.03 PROJECT INSPECTION

- A. The Owner will designate the time for a regular monthly update inspection at which time representatives of the Owner, Architect, and Contractor will inspect the Project and agree on progress of activities. The information so obtained shall be the basis for schedule update and monthly payments.

1.04 PROGRESS MEETINGS

- A. The Owner will designate time and location for a regular Monthly Progress Meeting at which principal parties shall attend. Current schedule, job progress, delays, projections, alternatives, cost report and payment applications to be among the priority items addressed in detail.

**PART 2 - PRODUCTS**

2.01 HARDWARE

- A. Provide microcomputer, along with required peripherals to be provided at the job site, for processing the Schedule and preparing reports.

2.02 SCHEDULING SOFTWARE

- A. Use a critical path-based scheduling software program which is commercially available and commonly used in the construction industry for the preparation of graphic reports.

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2.03 SCHEDULING PERSONNEL**

- A. Designate a Project Scheduler dedicated to scheduling responsibilities for this Work. Project Scheduler shall have had previous scheduling responsibilities on projects of equal size and complexity. Submit resume of the designated Scheduler for approval by Owner prior to the Notice To Proceed.

**2.04 REPORTS REQUIRED**

- A. Provide the following Reports:
  - 1. Activity ID Report: Ordered by number in ascending order showing the activity description, early and late, start and finish dates, activity duration, per cent complete, and total float.
  - 2. Early Start Report: Sorted by building/area/early start/total float.
  - 3. Predecessor and Successor Analysis Report: Show activities and their predecessors and successors, relationship types and lag/lead time between activities.
  - 4. Network Logic Diagram: Drawn on 24" x 36" sized sheets, in a legible format, showing activities and relationships for construction activities.
  - 5. Bar Chart: Drawn in a legible format sorted by building or area and early start and showing activities occurring within the first 120 days of construction following the Notice To Proceed.
  - 6. Narrative: Provide a written narrative under the following circumstances:
    - a. To describe or explain logic changes.
    - b. To explain out of sequence progress.
  - 7. Construction Cost Report: This shall be produced based on the approved schedule of values for each building or area and other appropriate breakdowns.

**2.05 REPORT SUBJECTS**

- A. Reports required shall include cost updated, written narratives, network logic diagrams, graphic bar charts, in both detailed and summary format, and tabular printouts sorted and filtered as described hereinafter.
- B. Network Diagrams shall legibly show the order and interdependence of activities, and the sequence in which the work is to be accomplished as planned. Networks shall be drawn on 24" x 36" sized sheets with title, match data and date of latest version on each sheet.
  - 1. A complete network diagram indicating current logic and activity durations shall be provided. A new updated network logic diagram will be required whenever material changes to the logic are made.
- C. Tabular printouts shall show one activity per line along with appropriate date for the purpose intended including various combinations of the following:
  - 1. Activity ID
  - 2. Activity description
  - 3. Proceeding and succeeding activity ID's and descriptions
  - 4. Original duration (in work days)
  - 5. Revised duration (in work days)

6. Days remaining (in work days)
7. Per Cent complete and contract dollars paid
8. Earliest start date (by calendar date)
9. Earliest finish date (by calendar date)
10. Latest start date (by calendar date)
11. Latest finish date (by calendar date)
12. Actual start date (by calendar date)
13. Actual finish date (by calendar date)
14. Total Float

D. Activities shall include in addition to the construction activities, the submittal, review and approval of samples, manufacturer's data, and shop drawings, the procurement of materials and equipment, installation and testing. Any impact resulting from the operations of other contractors, or from operating restraints imposed by the Owner shall be identified in the network schedule. The selection and number of activities shall be subject to the Owner's approval.

1. Once activity data is acceptable to the Owner, permission may be granted to reduce certain routine Update Reports to reflect only the next 90-day period of activity.

E. Bar charts shall be required for summary purposes to compare actual progress per building/area with baseline schedule, and to indicate the effect of proposed logic changes and compression alternative.

F. Cost Reports shall be based on agreed completions for each work activity and be formatted to be consistent with the approved Schedule of Values.

## 2.06 SCHEDULE FORMAT

A. The detailed Network Schedule shall be developed using precedence or arrow format.

1. Durations shall be in working days and activities shall be of no greater duration than (20) twenty days.
2. Activities shall be defined by profession/ trade/subcontractor.
3. Specific exceptions shall be approved by the architect/owner.

B. An appropriate monetary value is to be assigned to each work activity or group of activities by the Contractor and approved by the Owner. As the work progresses, each Schedule update shall provide the Owner with an updated cost report which will be the basis for approving application for payment. The Contractor may also resource load the Schedule based on manpower, materials and equipment by work activity, if he so chooses.

## 2.07 CONSTRUCTION COST REPORT

A. Within (30) thirty calendar days following the Notice-To-Proceed, prepare and submit for approval a detailed, cost loaded construction schedule. Indicate information from subcontractors and suppliers, coordinate, and incorporate it into the detailed Construction Schedule. Relevant data shall be acquired, processed, submitted by the designated Project Scheduler. Reports submitted shall be accompanied by a certificate from the project scheduler that the data is current, complete, and representing the current network knowledge and values.

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- B. The detailed construction schedule submitted by the Contractor shall:
1. Reflect complete sequence of construction by activity including:
    - a. Submittal and shop drawing activities for procurement packages and equipment.
    - b. Product procurement and delivery dates including long lead items.
    - c. Contractual milestone dates.
    - d. Dates for beginning and completion of each element of construction.
    - e. Disruptions and shutdowns due to other operations, facilities and functions.
    - f. Dates for installation and testing of equipment.
    - g. Cleanup
    - h. Contract start-up and closeout.
  2. Identify work of separate buildings, separate areas and other logically grouped activities.
  3. Show projected percentage of completion for each item of work as of the last day of each month.
  4. Provide special schedules to define critical portions of the entire Schedule as requested by Owner.
  5. Incorporate the procurement submittal Schedule.
    - a. Discrete activities shall be separated by trade or other category as requested by the Owner and separate activities shall be assigned activity numbers for use and monitoring.
    - b. Separate activities shall be reflected in a level of detail such that no activity shall be of greater duration than 20 days. Specific exceptions must be requested in writing.
  6. Provide complete and accurate cost reports.

**PART 3 - EXECUTION**

**3.01 INITIAL SUBMISSION**

- A. Within (10) ten days following the Notice to Proceed, submit a basic schedule indicating anticipated progress during the first (60) sixty days following Notice to Proceed.
- B. The 60-day plan shall be an initial logic network identifying overall activities, relationships and durations, and meeting owner defined milestones, and including a calendar of holidays.
- C. Within (30) thirty calendar days of receiving its Notice to Proceed, prepare and submit a detailed procurement and construction schedule integrating the 60-day schedule, for review and approval by the Owner. Emphasis shall be placed upon the procurement of equipment and materials. This schedule shall provide the following:

1. Appropriate tabular printouts and graphic reports provided to clearly show activity, logic relationships, activity durations, early and late start and finish dates, and total float.
2. Complete details are required for work occurring within the following (120) one hundred and twenty days and sufficient detail for the balance of project to ensure meeting completion criteria. When approved by the Owner, this Schedule is to be preserved and identified as the original Baseline Schedule.
3. Activity code definition describing sub-elements of the activity identification or any other code values used for the purpose of sorting or grouping date.
4. Cost reports consistent with the payment procedures and Schedule of Values approved by the Owner.

### 3.02 MONTHLY UPDATES

- A. Each month shall issue a revised detailed Construction Schedule consisting of tabular data and bar chart summaries, plus certified date which:
  1. Shows changes occurring since the previous submission of updated schedule,
  2. Indicates progress of each activity and shows completion dates,
  3. Includes:
    - a. Major changes in scope and logic changes.
    - b. Activities modified since previous updating.
    - c. Identification of any slippage.
    - d. Revised projections due to changes.
    - e. Out of sequence progress.
    - f. Other identifiable changes.
  4. In the event that a revised detailed Schedule is not acceptable to the Owner, Schedule shall be revised and resubmitted until acceptable by the Owner.
- B. The monthly schedule submittal shall include the following reports:
  1. Activity report sorted by activity.
  2. Critical activity report sorted by total float/early start.
  3. Cost report based on the agreed progress on each work activity or group of activities.
  4. Other reports as requested by the Owner.
- C. Network logic diagram produced on 24" by 36" paper shall show current data dates, activities whether complete or not, and the status of each. This diagram shall reflect reported construction progress and projected activity. The critical path is to be highlighted for ease of identification. The logic diagram shall be grouped by building and sub-grouped by logically related activities, such as Specification Division, responsibility, or area. Sheets of the network diagram that are unaffected by change since the previous issue need not be resubmitted.
- D. In the event that the Contractor fails to provide the required schedules, reports, or

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updates noted above in a timely manner, the Owner shall have the right to withhold progress payments until the scheduling documentation requirements of this Section are satisfied.

**3.03 PROJECT CLOSEOUT**

- A. As the project approaches completion, separate reports shall be submitted showing the sequence durations and dates for testing, adjusting, and commissioning items of equipment installed under this Contract. Both detailed and summary reports are required.

**END OF SECTION**



SECTION 01 33 00

**SUBMITTAL PROCEDURES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Section Includes:
1. Wherever possible throughout the Contract Documents, the minimum acceptable quality of workmanship and materials has been defined by manufacturer's name and catalog number, reference to recognized industry and government standards, or description of required attributes and performance.
  2. To help ensure that the specified products are furnished and installed in accordance with design intent, submit design product and data in advance for review by the Architect. Review by the Architect and the design consultants in no way relieves the contractor or subcontractor or supplier from providing the products or construction as described in the Contract Documents.
  3. Make submittals required by the Contract Documents. Revise and resubmit when requested to establish compliance with the specified requirements.
- B. Related Work Described Elsewhere: Additional requirements for submittals are described in other Sections of these Specifications and the General Conditions.
- C. Submittals shall be organized by specification section number.
- D. Submittals shall be complete. All items indicated in each submittal section shall be contained within the submittal and identified by the Part, Section and subsection.  
**INCOMPLETE SUBMITTALS WILL BE REJECTED AND ANY DELAY WILL BE THE RESPONSIBILITY OF THE CONTRACTOR.**

1.02 QUALITY ASSURANCE

- A. Coordination of Submittals: Prior to each submittal, review and coordinate each item being submitted and verify that each item and the submittal conform with the requirements of the Contract Documents. **By affixing the Contractor's signature to each submittal, certify that this coordination has been performed.**
- B. Certificates of Compliance:
1. Certify that materials used in the Work comply with specified provisions thereof. Certification shall not be construed as relieving the Contractor from furnishing satisfactory materials if, after tests are performed on selected samples, the material is found not to meet specified requirements.
  2. Show on each certification the name and location of the Work, name and address of Contractor, quantity and date or dates of shipment or delivery to which the certificate applies, and name of the manufacturing or fabricating company. Certification shall be in the form of letter or company-standard forms containing required data. Certificates shall be signed by an officer of the manufacturing or fabricating company.
  3. In addition to the above information, laboratory test reports submitted shall show

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the date or dates of testing, the specified requirements of which testing was performed, and results of the test or tests.

1.03 SUBMITTALS

- A. Contractor shall submit all shop drawings, samples, requests for substitutions, mix designs, and other items, in accordance with this Section. Submit schedule per Section 01 32 16, Construction Progress Schedule, indicating timing of all required submittals.
- B. Prior to submittal of the Contractor's first application for payment, submit a schedule of all submittals required by the Contract Documents.
- C. Submittals shall be submitted per the following time schedule for the following specific items. Failure to submit by these dates will be considered sufficient grounds to delay Architect's certification of Contractor's Application for Payment until these items are received in proper order.
1. Within **(10) ten calendar days** after Award of Contract:
    - a. **All Requests for Substitutions**: After this date, no further requests for substitution will be considered, and Contractor shall be obligated to provide the specified products - **NO EXCEPTIONS**.
  2. Within **(15) fifteen calendar days** after Notice to Proceed:
    - a. Concrete mix design, steel connectors to be embedded in concrete foundations and slabs, materials for underground site plumbing, sewer, storm drainage, and underground site electrical.
  3. Within **(20) twenty calendar days** after Notice to Proceed:
    - a. Hollow metal, door hardware, fire alarm system, fire sprinkler system, glu-lam beams and other structural lumber, structural steel, miscellaneous structural connectors, mechanical, plumbing and electrical materials, and equipment and fixtures.
    - b. All materials requiring a color selection by the Owner and Architect.
    - c. All casework.
  4. Within **(30) thirty calendar days** after Notice to Proceed:
    - a. All other items not specifically mentioned in 1, 2 and 3 above.
- D. Provide required submittals for the following products to interface with other portions of the Work. Submit data to verify compliance only.
1. For products specified only by reference standard, select product meeting that standard, by manufacturer.
  2. For products specified by naming several products or manufacturers, select one of the products or manufacturers named.
  3. For products specified by naming one or more products or manufacturers and stating "or other approved", or "or approved equivalent", or other such wording on drawings or within specifications sections, submit a request for substitutions for

product or manufacturer which is not specifically named, but only after submitting bid on specified products and systems.

## PART 2 - PRODUCTS

### 2.01 SHOP DRAWINGS AND COORDINATION DRAWINGS

- A. Scale and Measurements: Make shop drawings to a scale sufficiently large to shown pertinent aspects of the item and its method of connection to the Work.
- B. Type of Prints Required: Submit shop drawings in the black and white PDF (Bluebeam Revu compatible) format.
- C. Reproduction of Reviewed Shop Drawings: Printing and distribution of reviewed shop drawings for the Architect's use will be by the Architect.
- D. Review comments of the Architect will be shown in Blue Beam Review. The Contractor shall make and distribute copies required for his purposes.

### 2.02 MANUFACTURERS' LITERATURE

- A. General: Where submitted literature from manufacturers includes data not pertinent to the submittal, indicate which portion of the contents is being submitted for review. Submittals not clearly marked will be returned without review.
- B. Number of Copies Required: One digital PDF (Bluebeam Revu compatible) copy.
- C. The Contractor shall make and distribute copies required for his purposes.

### 2.03 SAMPLES

- A. Accuracy of Samples: Precise article proposed to be furnished shall be labeled with a submittal number, and project name.
- B. Number of Samples Required: Submit quantity required to be returned plus one each retained by the Architect, the Inspector, DSA, and the Owner, unless otherwise noted.
- C. Reuse of Samples: In situations accepted by the Architect, the Architect's retained sample may be used in the construction as one of the installed items.
- D. Size of Samples: Samples shall be 6" x 6", or manufactured width by 12 inches, unless otherwise required by the pertinent Specification section.

### 2.04 COLORS AND PATTERNS

- A. When the precise color and pattern is not specifically described in the Contract Documents, and whenever a choice of color or pattern is available in a specified product, submit accurate color and pattern charts to the Architect for review and selection. Submit data to verify compliance only. If the color is specifically described in the Contract, submit only that color for verification and approval. Digital color submissions are acceptable within the submittal document, however, physical samples must be delivered within one day of date of submittal.

## PART 3 - EXECUTION

3.01 IDENTIFICATION OF SUBMITTALS

- A. General: Consecutively number submittals within the respective specification section. Accompany each submittal with transmittal cover letters attached to the end of this Section. Fill out each transmittal cover letter completely, number sequentially, include specification section, name of supplier or installer, and contact person and telephone number.
- B. Internal Identification: On the first page of each copy of each submittal, and elsewhere as required for positive identification, indicate the submittal number.
- C. Resubmittals: When material is resubmitted, transmit under a new letter of transmittal and with same submittal number plus a "alphabetic" suffix indicating it's a re-submittal, e.g. 05500-1A, 05500-1B.
- D. Submittal Log: Maintain submittal log for the duration of the Contract. Show current status of submittals, with columns showing "approved", "approved as corrected", etc, to match Architect's categories. Make the submittal log available for the Architect's review upon request. Log shall be available and will be reviewed at each project meeting.

3.02 COORDINATION OF SUBMITTALS

- A. The Contractor's Project Engineer shall be responsible to coordinate and review all submittals prior to forwarding to Architect. All submittals shall be stamped with Contractor's stamp, signed and dated, stating:
  - 1. Contractor has reviewed submittal for compliance with requirements of the Contract Documents.
  - 2. Contractor has reviewed submittal for proper interfacing with other trades.
- B. General: Prior to making submittals, coordinate materials including, but not necessarily limited to:
  - 1. Determine and verify interface conditions, catalog numbers, and similar data,
  - 2. Coordinate with other trades as required,
  - 3. **Clearly indicate deviations from requirements of the Contract Documents. Deviations which are not clearly called out as a deviation and which subsequently become a part of an approved submittal can under no circumstances be considered legitimate grounds for an additive change order.**
- C. Grouping of Submittals: Make submittals in groups containing associated items to ensure that information is available for checking each item when it is received. Partial submittals may be rejected as not complying and the Contractor shall be strictly liable for occasioned delays.
- D. Color selections for materials in the same space or same elevation shall be submitted at one time. "Piece meal" submission of the color samples or charts is unacceptable and will be returned awaiting a "complete" submission.

3.03 TIMING OF SUBMITTALS

- A. General: Make submittals far enough in advance of dates scheduled for installation to provide time required for reviews; for possible revisions and resubmittals; and for placing orders and securing delivery, and as otherwise required by Part 1.03 of this Section.
- B. Architect's Review Time: In scheduling, allow at least 20 calendar days for review by the Architect following his receipt of the submittal or as otherwise may be required under each Specification section. Allow an additional 10 days for reviews involving Architect's consultants or as otherwise may be required under each Specification section.
- C. Delays: Delays caused by tardiness in making submittals or resubmittals will not be an acceptable basis for extension of the Contract completion time.

### 3.04 ARCHITECT'S REVIEW

- A. General: Corrections or comments made on Shop Drawings during his review **shall not relieve the Contractor from compliance with requirements of the Drawings and Specifications**. This check is only for review of general conformance with the design concept of the project and general compliance with the information given in the Contract Documents. The Contractor is responsible for confirming and correlating quantities and dimensions; selecting fabrication processes and techniques of construction; coordinating his work with that of other trades and performing his work in a safe and satisfactory manner.
  - 1. Authority to Proceed: The notations "Furnish as Submitted" or "Furnish as Corrected" authorize the Contractor to proceed with fabrication, purchase, or both or the items so noted, subject to the revisions, if any, required by the Architect's review comments.
  - 2. Revisions: The notation "Revise and Resubmit" or "Submit Specified Item" means make revisions required by the Architect and resubmit. If the Contractor considers required revision to be a change, he shall so notify the Architect as provided for under "Changes" or "Changes in the Work" in the General Conditions. Show each drawing revision by number, date, and subject in a revision block on the drawing. Make only those revisions directed by or accepted by the Architect.
  - 3. Rejection: The notation "Rejected" means the submission does not meet requirements of project contract documents. Make new submission meeting project contract documents.

### END OF SECTION

**Attachment:** Contractor's Form - Shop Drawings / Submittal Transmittal Letter  
Cover Sheet referenced herewith.

# SHOP DRAWINGS / SUBMITTAL TRANSMITTAL LETTER

School:	Specification Section:
Project:	Submittal No.:
District:	Submittal Description:
DSA Application No.:	Date:

<b>Contractor:</b>	<b>Subcontractor:</b>
<b>Address:</b>	<b>Address:</b>
<b>Phone No.:</b>	<b>Phone No.:</b>
<b>Contact:</b>	<b>Contact:</b>

**FIRM NAME**

Address  
Phone No.

**SUBMITTAL HISTORY**

**ARCHITECT/ENGINEER'S SHOP DRAWING STAMP**

REMARKS:

SECTION 01 42 19

REFERENCE STANDARDS

PART 1 - GENERAL

1.01 SUMMARY

- A. Throughout the Contract Documents, reference is made to codes and standards which establish qualities and types of workmanship and materials, and methods for testing and reporting on the pertinent characteristics.
- B. Provide materials and workmanship which meet or exceed the specifically named code or standard.
- C. Deliver to the Architect required proof that the materials or workmanship, or both, meet or exceed the requirements of the specifically named code or standard. Such proof shall be in the form requested by the Architect and will generally be required to be copies of a certified report of tests conducted by a testing agency acceptable for that purpose to the Architect.

1.02 RELATED WORK SPECIFIED ELSEWHERE

- A. Specific naming of codes or standards occurs on the Drawings and in other Sections of these Specifications. Comply with laws, ordinances, and regulations of authorities having jurisdiction. Proof of compliance with laws, ordinances, and regulations shall be by the signed approval of the respective authorities having jurisdiction. Costs relative thereto shall be borne by the Contractor.

1.03 QUALITY ASSURANCE

- A. Familiarity with Pertinent Codes and Standards: Verify the requirements of the specifically named codes and standards as well as requirements mandated by law, ordinance and authority. Verify that the items procured and installed in this Work meet or exceed the specified requirements.
- B. Rejection of Noncomplying Items: The Architect reserves the right to reject items incorporated into the Work which fail to meet such minimum requirements.

1.04 APPLICABLE CODES

- A. Work of the project shall conform to the following list of the **2019, Title 24, California Code of Regulations (CCR)**, a List of Codes, copies of which shall be maintained at the job site by the Contractor throughout the duration of the work.
- B. **Partial List of Applicable Codes as of January 1, 2020:**
  - 1. **2019 California Building Standards Administrative Code (CAC)**, Part 1, Title 24, California Code of Regulations (CCR).\*\*
  - 2. **2019 California Building Code (CBC)**, Part 2, Title 24, California Code of Regulations (CCR) [2018 International Building Code (IBC) Volumes 1-2 and 2019 California Amendments].

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3. **2019 California Electrical Code (CEC)**, Part 3, Title 24, California Code of Regulations (CCR) [2017 National Electrical Code and 201 California Amendments].
4. **2019 California Mechanical Code (CMC)**, Part 4, Title 24, California Code of Regulations (CCR) [2018 Uniform Mechanical Code and 2019 California Amendments].
5. **2019 California Plumbing Code (CPC)**, Part 5, Title 24, California Code of Regulations (CCR) [2018 Uniform Plumbing Code and 2019 California Amendments].
6. **2019 California Energy Code**, Part 6, Title 24, California Code of Regulations (CCR).
7. **2019 California Historical Building Code**, Part 8, Title 24, California Code of Regulations (CCR).
8. **2019 California Fire Code (CFC)**, Part 9, Title 24, California Code of Regulations (CCR) [2018 International Fire Code and 2019 California Amendments].
9. **2019 California Existing Building Code**, Part 10, Title 24, California Code of Regulations (CCR).
10. **2019 California Green Building Standards Code**, Part 11, Title 24, California Code of Regulations (CCR).
11. **2019 California Reference Standards Code**, Part 12, Title 24, California Code of Regulations (CCR).
12. Title 19, CCR, Public Safety, State Fire Marshal Regulations.
13. 2016 ASME A17.1 (w/A17.1a/CSA B44a-08 addenda) Safety Code for Elevators and Escalators.

**C. Partial List of Applicable Standards:**

Reference code section for NFPA Standards, 2019 CBC (SFM)

- |          |  |
|----------|--|
| NFPA 13  | Automatic Sprinkler Systems, 2016 Edition (CA Amended)         |
| NFPA 14  | Standpipes and Hose Systems, 2016 Edition (CA Amended)         |
| NFPA 17  | Dry Chemical Extinguishing Systems, 2017 Edition               |
| NFPA 17a | Wet Chemical Extinguishing Systems, 2017 Edition               |
| NFPA 20  | Stationary Pumps for Fire Protection, 2016 Edition             |
| NFPA 22  | Water Tanks for Private Fire Protection, 2018 Edition          |
| NFPA 24  | Private Fire Service Mains & their Appurtenances, 2013 Edition |



NFPA 25	Standard for Inspection, Testing & Maintenance of Water-based Fire Protection Systems, 2020 Edition
NFPA 37	Installation & Use of Stationary Combustion Engines & Gas Turbines, 2018 Edition
NFPA 72	National Fire Alarm & Signaling Code, 2019 Edition (CA Amended)
NFPA 80	Fire Doors and Other Opening Protectives, 2019 Edition
NFPA 92	Standard for Smoke Control Systems, 2018 Edition
NFPA 101	Life Safety Code, 2018 Edition
NFPA 110	Emergency & Standard Power Systems, 2019 Edition
NFPA 170	Standard for Fire Safety & Emergency Symbols, 2018 Edition
NFPA 221	Standard for High Challenge Fire Walls, Fire Walls & Fire Barrier Walls, 2018 Edition
NFPA 253	Critical Radiant Flux of Floor Covering Systems using a Radiant Heat Energy Source, 2019 Edition
NFPA 2001	Clean Agent Fire Extinguishing Systems, 2018 Edition
ICC 300	ICC Standards on Bleachers, Folding and Telescoping Seating and Grandstands, 2017 Edition
ICC-ES AC77	Acceptance Criteria for Smoke Containment Systems used with Fire-Resistance-Rated Elevator Hoistway Doors & Frames,
SFM Std. 12-10-1	Power Operated Exit Doors, 2019 Edition
SFM Std. 12-10-2	Single-Point Latching or Locking Devices, 2019 Edition
SFM Std. 12-10-3	Emergency Exit & Panic Hardware, 2019 Edition
SFM Std. 12-7A	Materials and Construction Methods for Exterior Wildfire Exposure, 2019 Edition
UBC Std. 15-2	Test Standard for Determining the Fire Retardancy of Roof-Covering Materials
UL 38	Manual Signaling Boxes for Fire Alarm Systems, 2008 Edition
UL 268	Smoke Detectors for Fire Protective Signaling Systems, 2009 Edition
UL 268A	Smoke Detectors Duct Applications, 2016 Edition
UL 294	Access Control Systems Units, 2018 Edition
UL 300	Fire Testing of Fire Extinguishing Systems for Protection of Commercial Cooking Equipment, 2019 Edition

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UL 305	Standard for Panic Hardware, 2012 Edition
UL 346	Waterflow Indicators for Fire Protective Signaling Systems, 2016 Edition
UL 464	Audible Signal Devices for Fire Alarm & Signaling Systems, including Accessories, 2016 Edition
UL 521	Heat Detectors for Fire Protective Signaling Systems, 1999 Edition (Amended with Revision through July 20, 2005)
UL 864	Control Units and Accessories for Fire Alarm Systems, 2014 Edition
UL 2034	Single & Multiple Station Carbon Monoxide Alarms, 2017 Edition

Reference code section for NFPA Standards – 2019 CBC (SFM) Chapter 35. See Chapter 35 for State of California amendments to NFPA Standards

**\*\* California Administrative Code, Part 1, Chapter 10, Administrative Regulations for the California Energy Commission (CEC).**

1.05 REFERENCE STANDARDS

- A. Standards referenced in the Specifications are usually referred to by the abbreviation of the organization's name and the designation of the document (e.g., ASTM A36). Documents in common use may be referred to by their own designation (e.g., the California Electrical Code is published by the National Fire Protection Association as NFPA-70 but is referred to as CEC, and is part of a series of documents or standards referred to as the National Fire Code). References are to the latest issue of the publication available on the date stipulated for the receipt of bids.

STANDARDS ORGANIZATIONS

AA	Aluminum Association
AAMA	American Architectural Manufacturer's Association
ASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
AGA	American Gas Association
AISC	American Institute of Steel Construction
AITC	American Institute of Timber Construction
AMCA	Air Movement and Control Association, Inc.
ANSI	American National Standards Institute, Inc.
APA	APA-The Engineered Wood Association
ARI	Air-Conditioning and Refrigeration Institute

ASHRAE	American Society of Heating, Refrigerating, and Air-Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASTM	American Society for Testing and Materials
AWPA	American Wood Protection Association
AWPB	American Wood Preservers' Bureau
AWS	American Welding Society
AWWA	American Water Works Association
BHMA	Builders Hardware Manufacturers Association
CBC	California Building Code, 2019
CDA	Copper Development Association
CEC	California Electrical Code
CEQA	California Environmental Quality Act
CGA	Compressed Gas Association
CISPI	Cast Iron Soil Pipe Institute
CMC	California Mechanical Code - See IAPMO
CPC	California Plumbing Code - See IAPMO
CPSC	Consumer Product Safety Commission
CRSI	Concrete Reinforcing Steel Institute
CS	Commercial Standard of U.S. Dept. of Commerce
CTIOA	Ceramic Tile Institute of America (former CTI)
CSMA	Chemical Specialties Manufacturing Association
FGMA	Flat Glass Marketing Association
FM	Factory Mutual Global (former FMS)
FS	Federal Specification
GA	Gypsum Association
HI	Hydraulic Institute
HRI	Hydraulics Research Institute

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IAPMO	International Association of Plumbing and Mechanical Officials
ICC	International Code Council (former ICBO)
IEEE	Institute of Electrical and Electronics Engineers
IES	Illuminating Engineering Society of North America
MIL-STD	Military Specifications (former MIL)
ML/SFA	Metal Lath/Steel Framing Association
MSS	Manufacturers Standardization Society of the Valve and Fittings Industry
NAAMM	National Association of Architectural Metal Manufacturers
NIST	National Institute of Standards and Technology (former NBS)
NEBB	National Environmental Balancing Bureau
NEMA	National Electrical Manufacturers Association
N FLUID PA	National Fluid Power Association
NFPA	National Fire Protection Association
NRCA	National Roofing Contractors Association
NSF	National Sanitation Foundation
NWWDA	National Wood Window and Door Association
PS	Voluntary Product Standard (of NIST former NBS)
SMACNA	Sheet Metal and Air Conditioning Contractors National Association
SDI	Steel Deck Institute
SJI	Steel Joist Institute
SSPC	The Society for Protective Coatings (former SSPC)
TCNA	Tile Council of North America, Inc. (former TCA)
TSIB	Technical Services Information Bureau (former WLPDIA)
UL	Underwriters Laboratories, Inc.
WI	Woodwork Institute (former WIC)
TITLE	Title 24, California Code of Regulations, Part 1, 2, 3, 4, 5, 6, 8, & 9
TITLE	Title 19, California Code of Regulations

1.06 REFERENCE COPIES

- A. A minimum of one copy of Codes, Regulations, and Standards referenced in the drawings or the specifications, or applicable to the work, shall be furnished to the Owner's Representative at least (2) two weeks prior to the commencement of work affected by such codes, regulations or standards.

**PART 2 - PRODUCTS**  
(Not Applicable)

**PART 3 - EXECUTION**  
(Not Applicable)

**END OF SECTION**

SECTION 01 45 23

TESTING AND INSPECTING SERVICES

PART 1 - GENERAL

1.01 SUMMARY

- A. Section Includes: Cooperate with the Owner's selected testing agency, the Owner's assigned Inspector, and others responsible for testing and inspecting the Work, and assist the Owner by coordinating such testing and inspecting services as specified in this Section and/or elsewhere in the Contract Documents.
- B. Related Work Specified Elsewhere:
  - 1. Requirements for testing may be required in other Sections of these Specifications.
  - 2. Where no testing requirements are specified or required by reference standards or authorities having jurisdiction, the Owner may require such testing to be performed under current pertinent standards for testing. Payment for such testing will be made as described herein.
- C. Work Not Included:
  - 1. The Owner will select a pre-qualified independent testing laboratory and Inspector as approved by the Division of the State Architect (DSA), Department of General Services, Architect and Structural Engineer.
  - 2. The Owner will pay for initial services of the testing laboratory as further described hereinafter.

1.02 QUALITY ASSURANCE

- A. The Owner will select an independent testing laboratory to conduct the tests. Selection of the material required to be tested shall be by the laboratory or the Owner's representative and not by the Contractor.
- B. Qualifications of Testing Laboratory: The testing laboratory, approved by DSA, shall be qualified to the Owner's acceptance in accordance with ASTM E329. The testing laboratory shall be qualified by the Division of the State Architect.
- C. Codes and Standards: Testing, when required, will be in accordance with pertinent codes and regulations and with selected standards of the American Society for Testing and Materials and other organizations or agencies which publish recognized codes, standards, or tests. Refer to Article 3.04 - Required Testing of this Section.

1.03 TEST REPORT DISTRIBUTION

- A. Promptly process and distribute required copies of test reports and related instructions to ensure necessary retesting and/or replacement of materials with the least possible delay in progress of the Work.
- B. One copy of Test Reports shall be forwarded to the Project Inspector by the testing agency. Such reports shall include tests made, regardless of whether such tests indicate that the material is satisfactory or unsatisfactory. Samples taken but not tested shall also be reported. Records of special sampling operations as required shall also be reported. The reports shall show that the material or materials were sampled and tested in

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accordance with the requirements of Title 24 and with the approved specifications. Test reports shall show the specified design strength. They shall also state whether or not the material or materials tested comply with requirements.

- C. Each Testing Agency shall submit to the Division of the State Architect a verified report in duplicate covering tests which are required to be made by that agency during the progress of the project. Such report shall be furnished each time that work on the project is suspended, including tests up to that time, and at the completion of the project. For additional information, refer to DSA PR13-01.

**1.04 PAYMENT FOR TESTING SERVICES**

- A. Initial Services: The Owner will pay for initial testing and inspection except as specifically modified herein- after or as specified otherwise in technical sections, provided the results of inspection indicate compliance with the Contract Documents.
- B. Retesting: When initial tests or inspection indicate noncompliance with the Contract Documents, subsequent retesting or re-inspection occasioned by the noncompliance shall be performed by the same testing laboratory or Inspector and the costs thereof will be deducted by the Owner from the Contract Sum. Retesting and re-inspection will continue until test or inspection results indicate compliance.
- C. Code Compliance Testing: Inspections and tests required by codes or ordinances, or by authorities having jurisdiction and made by a legally constituted authority, shall be the responsibility of and shall be paid for by the Owner, but backcharged to the Contractor in case of retesting due to non-compliance.
- D. Specified Inspections and Tests: Tests and inspections specified in the Specifications, directly or by reference, shall be coordinated by the Contractor at his expense and paid for by the Owner. Corrections of noncompliance and test failures shall be paid for by the Owner but shall be backcharged to the Contractor. Re-inspection and retesting shall be in accordance with paragraph 1.04-B.
- E. Contractor's Convenience Testing: Inspecting or testing performed exclusively for the Contractor's convenience shall be the sole responsibility of and at the expense of the Contractor.

**1.05 INSPECTION BY THE OWNER**

- A. The Owner and his representatives will have access, for the purpose of inspection, to parts of the work and to the shops wherein the work is in preparation, and the Contractor shall maintain proper facilities and provide safe access for such inspection.
- B. The Owner shall have the right to reject materials and workmanship which are defective, and to require their correction. Rejected workmanship shall be satisfactorily corrected and rejected materials shall be removed from the premises without charge to the Owner. If the Contractor does not correct such rejected work within a reasonable time, fixed by written notice, the Owner may correct rejected work and charge the expense to the Contractor.
- C. Should it be considered necessary or advisable by the Owner at any time before final acceptance of the entire work to make an examination of work already completed by removing or tearing out the same, the Contractor shall on request promptly furnish necessary facilities, labor and materials. If such work is found to be defective in respect due to fault of the Contractor or his subcontractor, he shall defray expenses of such examinations and of satisfactory reconstruction. If, however, such work is found to meet

the requirements of the contract, the additional cost of labor and material necessarily involved in the examination and replacement will be allowed the Contractor.

1.06 OWNER'S INSPECTOR

- A. An Inspector employed by the Owner, approved by DSA in accordance with the requirements of the State of California Administrative Code, Title 24, Part 1, and qualified in accordance with Division of the State Architect will be assigned to the work. Reference DSA IR A-7 and IR A-8 for project Inspector certification and approval and duties and performance rating by DSA. The inspector duties are specifically defined in Title 24, Part 1, Section 4-342, reprinted herein:

" 4-342 Duties of the Project Inspector

- (a) **General.** The project inspector shall act under the direction of the architect or registered engineer and under the supervision of the enforcement agency.
- (b) **Duties.** The general duties of the project inspector in fulfilling project inspection responsibilities are as follows:

1. **Continuous inspection requirement.** The project inspector must have actual personal knowledge obtained by personal and continuous inspection of the work of construction in all stages of its progress that the requirements of the approved plans and specifications are being completely executed.

Continuous inspection means complete inspection of every part of the work. Work, such as concrete work or masonry work which can be inspected only as it is placed, shall require the constant presence of the inspector. Other types of work which can be completely inspected after the work is installed may be carried on while the inspector is not present. In any case, the inspector must personally inspect every part of the work. In no case shall the inspector have or assume any duties that will prevent the inspector from giving continuous inspection. DSA may require verification from the project inspector of time spent at the construction site during all phases of the work.

The project inspector may obtain personal knowledge of the work of construction, either on-site or off-site, performed under the inspection of special inspectors and/or assistant inspectors (Section 4-333). The project inspector may obtain personal knowledge that materials used in the construction conform to the DSA approved documents by verifying test reports performed by DSA accepted testing facilities, verifying materials certifications shipped with the materials, or other means as specified in the DSA approved documents and referenced codes and standards. The project inspector shall be responsible for monitoring the work of the special inspectors and testing laboratories to ensure that the testing program is satisfactorily completed. The project inspector shall be responsible for supervising the work of all assistant inspectors in accordance with Section 4-333(d). The exercise of reasonable diligence to obtain the facts shall be required.



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2. **Relations with the architect or engineer.** Any uncertainties in the inspector's comprehension of the plans and specifications or inconsistencies or seeming errors in the approved construction documents shall be reported promptly to the architect or registered engineer for interpretation and instructions. In no case shall the instruction of the architect or registered engineer be construed to cause work to be done which is not in conformity with the DSA approved documents.
3. **Job file.** The project inspector shall always keep and maintain a file on the job with all of the following:
  - A. DSA approved plans and specifications including DSA approved addenda and all construction change documents.
  - B. Applicable parts of the edition of Title 24, C.C.R. referred to in the plans and specifications, and any pertinent reference standards.
  - C. DSA approved statement of structural tests and special inspections.
  - D. Copies of the project inspector's semi-monthly reports.
  - E. Copies of all deviation notices and a log of all deviation notices. The log shall reference all applicable details and specification sections related to nonconforming materials and workmanship including field change documents, change orders, addenda and deferred submittals. The log shall describe all corrective actions taken whether performed in accordance with DSA approved documents or not, the current status of each deviation issue and the resolution for each issue.
  - F. Log documenting all significant communications with the design professionals, contractors, DSA representatives and other persons involved in the project. Significant communications include, but are not limited to, interpretations, clarifications or directions from the design professionals, issues identified by DSA representatives, directives from the school district, and start notices from the contractor.
  - G. Laboratory test and inspection reports.
  - H. Contractor's request for information (RFI) and responses to the RFIs.
  - I. Interpretations and clarifications from the design professional in general responsible charge.
  - J. Special inspection reports.
  - K. Concrete placing operation records showing the time and date of placing concrete and the time and date of removal of forms in each portion of the structure.
  - L. Welding operation records including identification marks of

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welders, lists of defective welds, manner of correction of defects, etc.

- M. Pile driving operation records including penetration under the last 10 blows for each pile when piles are driven for foundations.
- N. Verified reports for all persons required by this code for file verified reports.
- O. Any other applicable documents required to provide a complete record of construction.

The job file shall be kept on the job site until the completion of the project and shall be readily accessible to DSA personnel during site visits. A copy of the job file shall be made available to DSA upon request. The job file, with exception of building codes and reference standards, shall be made a part of the permanent school district records.

- 4. **Project inspector's semimonthly reports.** The project inspector shall keep the architect or registered engineer thoroughly informed as to the progress of the work by making semimonthly reports in writing as required in Section 4-337.
- 5. **Notifications to DSA.** The project inspectors shall notify DSA by email at the following times:
  - A. When construction work on the project is started or restarted if previously suspended per Item D below.
  - B. At least 48 hours in advance of the time when foundation trenches will be complete, ready for footing forms.
  - C. At least 48 hours in advance of the first placement of foundation concrete and 24 hours in advance of any subsequent and significant concrete placement.
  - D. When all work on the project is suspended for a period of more than one month.
- 6. **Deviations.** The project inspector shall notify the contractor, in writing, of any deviations from the approved plans and specifications which are not immediately corrected by the contractor when brought to the contractor's attention. Copies of such notice shall be forwarded immediately to the architect or registered engineer, and to DSA.

Failure on the part of the project inspector to notify the contractor of deviations from the approved plans and specifications shall in no way relieve the contractor of any responsibility to complete the work covered by his or her contract in accordance with the approved plans and specifications and all laws and regulations.
- 7. **Inspector verified reports.** The project inspector shall make and submit directly to DSA verified reports (see Section 4-336). The project inspector shall prepare and deliver to DSA detailed statements of fact regarding materials, operations, etc., when requested.
- 8. **Performance of duties.** The inspector shall perform all duties and render all services with honesty. Inspectors who fail to carry out their

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duties in an ethical manner or who engage in illegal activities may be subject to disciplinary action as defined in Section 4-342(d).

- (c) **Violations.** Failure, refusal or neglect on the part of the inspector to notify the contractor of any work which does not comply with the requirements of the approved plans and specifications, or failure, refusal or neglect to report immediately, in writing, any such violation to the architect or registered engineer, to the school board, and to DSA shall constitute a violation of the Act and shall be cause for DSA to take action which may result in withdrawal of the inspector's approval. The State Architect or designee may take appropriate action as described in Section 4-342(d) when any of the following conditions exist:
1. The inspector has failed to fulfill any of the relevant requirements of this code.
  2. The inspector has been convicted of a crime considered to be substantially related to the qualifications, functions or duties of an inspector in a manner consistent with the public health, safety or welfare.
- (d) **Disciplinary actions.** Failure to satisfactorily perform inspector duties identified in this code may be cause for DSA to take action(s) which included but are not limited to the following:
1. Requiring the inspector to meet with DSA in the regional office for counseling.
  2. Requiring the inspector to attend training classes.
  3. Withdrawal of the inspector's approval for the project.
  4. Downgrading of the inspector's class of certification.
  5. Suspension of the inspector's certification.
  6. Withdrawal of the inspector's certification.
- (e) **Notice of disciplinary actions.** Notice of disciplinary action shall specify the grounds for the actions taken.
- (f) **Criteria for reinstatement.** When considering reversal of any disciplinary action taken pursuant to Section 4-342(d), the State Architect or designee evaluating the reinstatement of an inspector's approval for a project, or certification, may consider the following criteria:
1. Nature and severity of the act(s) or offense(s).
  2. The time that has elapsed since the commission of the act(s) or offense(s).
  3. If applicable, evidence of expungement proceedings pursuant to Section 1203.4 of the Penal Code.

(g) **Filing an appeal.**

1. The State Architect or his/her designee has the discretion to immediately order that approval of a project inspector for a project, or certification, be temporarily invalidated or to seek additional information, pending a final determination by the State Architect or his/her designee pursuant to Section 4-342©. The decision to temporarily invalidate approval of a project inspector for a project, or certification, will be made on a case by case basis, as necessary to ensure public health, safety and welfare.
2. The State Architect or his/her designee shall provide the appellant with written notice that their approval for a project, or certification, has been temporarily invalidated as of a specific date or is subject to suspension or denial pursuant to Section 4-342(d), pending a final determination. The written notice shall include the reasons for the action being taken or investigated, as applicable, and provide a summary of the facts and allegations. Service of the written notice of the proposed action shall be confirmed by certified mail.
3. Written notice of the final determination by the State Architect or his/her designee shall be confirmed by certified mail within 60 days from the initial written notification. The time to render his/her determination may be extended an additional 30 days, as necessary, to consider any additional supporting documentation provided to the State Architect relevant to the issue being investigated.
4. An appeal of an action by the State Architect or his/her designee to suspend approval of a project inspector for a project, or certification, or to deny renewal of a certification must be filed in writing with DSA within 60 days of the date posted on the certified service of the written notice of the final determination from the State Architect. Unless a hearing is specifically requested as provided in Section 4-342(g)6 the appeal will be based on an analysis of the materials available.
5. Within 60 days from the date of receipt of the appeal the State Architect or his/her designee shall render his/her determination on the appeal. The time to render the determination may be extended an additional 30 days, as necessary to conclude any research or investigation required, at the discretion of the State Architect or his/her designee.
6. Should an individual submit a written request for a hearing, the State Architect may designate an appropriate hearing officer to conduct the hearing. Written notice of the date and time of the hearing and the reasons for the action being taken or investigated, as applicable, shall be provided to the appellant. The hearing shall be limited in scope to the actions stated in the written notice. The appellant may bring a representative of his/her choice.

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7. The appellant shall be notified in writing of the determination made by State Architect or his/her designee regarding the appeal. Service of the written notice of the decision shall be confirmed by certified mail.
8. Any appeal of a decision rendered by the State Architect or his/her designee to rescind approval for a project or certification may be appealed to the Superior Court.

**Authority:** Education Code Sections 17310 and 81142.

**Reference:** Education Code Sections 17309, 17311, 81141 and 81143. "

- B. The work of construction in stages of progress shall be subject to the personal continuous observation of the Inspector as continuous observation is defined by Title 24. He shall have free access to all parts of the work at any time. The Contractor shall furnish the Inspector reasonable facilities for obtaining such information as may be necessary to keep him fully informed respecting the progress and manner of the work and the character of the materials. Inspection of the work shall not relieve the Contractor from obligation to fulfill this Contract.

**1.07 OWNER'S OTHER PERSONNEL**

- A. From time to time, other personnel in the employ of the Owner may inspect the Work when the Work is in progress but shall have no authority to direct the Contractor or request changes in the Work except as may be provided elsewhere in the Contract Documents.

**1.08 REPRESENTATIVE OF THE DIVISION OF THE STATE ARCHITECT**

- A. Architect shall have access to the site in accordance with Title 24.
- B. Field Engineers and Inspectors from DSA. Structural Safety Section, Fire & Life Safety Review and Access Compliance shall have access to the site in accordance with Title 24.

**PART 2 - PRODUCTS**  
(Not Applicable)

**PART 3 - EXECUTION**

**3.01 COOPERATION WITH TESTING LABORATORY AND INSPECTORS**

- A. Inspectors and representatives of the testing laboratory shall have access to the work. Provide facilities for such access in order that the testing, inspection, and the obtaining of samples may be done properly.
- B. Contractor shall deliver material specimens to the Owner's testing lab, which must by terms of the Contract be tested prior to inclusion in the Project, at least (45) forty five days prior to scheduled delivery to the job site.
- C. Material shipped by the Contractor from the source of supply prior to having satisfactorily passed such testing and inspection or prior to the receipt of notice from said representative that such testing and inspection will not be required shall not be incorporated in the job.

3.02 TAKING SPECIMENS

- A. Field specimens and samples for testing, unless otherwise provided in these Contract Documents, shall be selected and taken by the Testing Laboratory or Inspector and not the Contractor. Sampling equipment and personnel will be provided by the testing laboratory. Deliveries of specimens and samples to the testing laboratory will be performed by the testing laboratory. Soil samples for approval of import fill shall be delivered to the Testing Laboratory by the Contractor, as directed by the Testing Laboratory.

3.03 SCHEDULES FOR TESTING

- A. Establishing Schedule:
  - 1. By advance discussion with the testing laboratory selected by the Owner, determine the time required for the laboratory to perform its tests and to issue each of its findings.
  - 2. Provide required time within the Construction Schedule.
- B. Revising Schedule: When changes of construction schedule are necessary during construction, coordinate such changes of schedule with the testing laboratory as required.
- C. Adherence to Schedule: When the testing laboratory is ready to test according to the determined schedules, but is prevented from testing or taking specimens due to incompleteness of the work, extra charges for testing attributable to the delay may be back-charged to the Contractor and will be deducted by the Owner from the Contract Sum.

3.04 REQUIRED TESTING

All Testing and Inspection requirements shall comply with the Stamped Approved DSA-103, in accordance with California Building Code, Title 24, Part 2.

**END OF SECTION**

**SECTION 01 50 00**

**TEMPORARY FACILITIES AND CONTROLS**

**PART 1 - GENERAL**

**1.01 RELATED DOCUMENTS**

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

**1.02 SUMMARY**

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
  - 1. Section 01 10 00 "Summary" for work restrictions and limitations on utility

**1.03 USE CHARGES**

- A. District's existing water system and electric power are available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations. Allow other entities to use temporary services and facilities without cost, including District, Architect, testing agencies, and authorities having jurisdiction.

**1.04 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. Adhere to locations indicated on Drawings. If locations are not indicated on Drawings, request locations from District.
- B. Project Identification and Temporary Signs: Show fabrication and installation details, including plans, elevations, details, layouts, typestyles, graphic elements, and message content.

**1.05 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. Moisture-Protection: Protect materials and construction from water absorption and damage. Protect during delivery, handling, and storage. Discard water-damaged materials, mitigate water intrusion into completed Work, and replace water damaged Work.
- C. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.
- D. Accessible Temporary Egress: Comply with applicable provisions in the United States Access Board's ADA-ABA Accessibility Guidelines and CBC.

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**1.06 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 District's acceptance, regardless of previously assigned responsibilities.

**PART 2 - PRODUCTS**

**2.01 MATERIALS**

- A. Portable Chain-Link Fencing: Minimum 2-inch, 0.148-inch-thick, galvanized-steel, chain-link fabric fencing; minimum 8 feet high with galvanized-steel pipe posts; minimum 2-3/8-inch-OD line posts and 2-7/8-inch-OD corner and pull posts, with 1-5/8-inch-OD top and bottom rails. Provide concrete or galvanized-steel bases for supporting posts.
  - 1. Provide securely fastened continuous screening fabric on portable chain link fence.

**2.02 TEMPORARY FACILITIES**

- A. All field offices and sanitary facilities must comply with applicable codes and regulations, including disabled accessibility regulations.
  - 1. Field Offices and Sanitary Facilities: The District does not require field offices or sanitary facilities for this Project.
- B. Contractor's Field Office and Sanitary Facilities:
  - 1. The Contractor's Field Office: Equip with lockable entrances, operable windows and serviceable finishes, and heating and ventilation on foundations adequate for normal loading. Provide adequate space for a conference table with sufficient seating for ten (10) people. Provide the sanitary facilities, wash facilities and drinking water as required by applicable codes and regulations.
- C. Storage and Fabrication Sheds: As required, provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations. Store combustible materials away from building(s).

**2.03 EQUIPMENT**

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

**PART 3 - EXECUTION**

**3.01 TEMPORARY FACILITIES, 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.



- C. 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.

### 3.02 TEMPORARY UTILITY INSTALLATION

- A. General: Connect to existing service.
  - 1. Arrange with utility company, District, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Water Service: Connect to District's existing water service facilities. Clean and maintain water service facilities in a condition acceptable to District. At Substantial Completion, restore these facilities to condition existing before initial use.
- C. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
- D. Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.
- E. Electric Power Service: Connect to District's existing electric power service. Maintain equipment in a condition acceptable to District.
- F. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
  - 1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.

### 3.03 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
  - 1. Provide construction for temporary offices, shops, and sheds located within construction area.
  - 2. Maintain support facilities until Substantial Completion.
- B. Traffic Controls: Comply with requirements of authorities having jurisdiction.
  - 1. Protect existing site improvements to remain including curbs, pavement, and utilities.
  - 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking: Use designated areas of District's existing parking areas for construction personnel.
- D. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
  - 1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.

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- E. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.
  - 1. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
    - a. Provide temporary, directional signs for construction personnel and visitors.
  - 2. Maintain and touch up signs so they are legible at all times.
- F. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 01 73 00 "Execution." Comply with requirements specified in Section 01 74 19 "Construction Waste Management and Disposal."
- G. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
  - 1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

**3.04 TREE, PLANT, AND IRRIGATION SYSTEM PROTECTION**

- A. Take all measures necessary to protect existing trees, plants and irrigation that is to remain. Measures include, without limitation, substantial barricades to prevent damage. Maintain existing plant materials within the area of Work that are to remain, including periodic watering, trimming, and weeding. Install temporary fencing located to protect vegetation and irrigation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- B. Inspect the irrigation system with the Project Inspector to determine existing conditions prior to commencement of Work. Repair, replace, or correct damage to existing irrigation system and plant materials caused by Contractor operations without adjustment to the Contract Time or the Contract Price. The repair, replacement, or correction of existing plant materials and irrigation system shall bring both to their original condition prior to construction, as determined by the Project Inspector.
- C. Ensure existing irrigation systems are operable during selective demolition. Provide temporary power to controller. Provide temporary water source to existing mainline within and outside of project limits as required to maintain an operable system during demolition and construction. If temporary power and/or water is unavailable, hand water existing plant
- D. Temporary Fencing: Install temporary fencing located as indicated or outside the drip line of trees to protect remaining vegetation from construction damage.
  - 1. Install chain link fence according to ASTM F 567 and manufacturer's written instructions.
- E. Protect tree root systems from damage due to noxious materials caused by runoff or spillage while mixing, placing, or storing construction materials. Protect root systems from flooding, eroding, or excessive wetting caused by dewatering operations.
- F. Do not store construction materials, debris, or excavated material within the drip line of remaining trees. Do not permit vehicles or foot traffic within the drip line; prevent soil compaction over root system.

3.05 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
  - 1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain prior written permission from the District.
- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
- C. Site Enclosure Fence: Before construction operations begin, provide site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.
  - 1. Extent of Fence: As required to enclose entire Project site or portion determined sufficient to accommodate construction operations.
  - 2. Maintain security by limiting number of keys and restricting distribution to authorized personnel.
- D. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each work day.
- E. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
  - 1. Provide and maintain temporary barricades at all hazardous areas to protect both pedestrians and vehicles at all times. This protection shall be for students, faculty and all others at both offsite and onsite work. Adjust and relocate barricades as necessary for protection as work progresses to different locations. Areas that require barricades include such things as trenches, changes to sidewalks/driveways and projections above ground.
- F. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
- G. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.
  - 1. Where heating or cooling is needed and permanent enclosure is incomplete, insulate temporary enclosures.
  - 2. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
  - 3. Insulate partitions to control noise transmission to occupied areas.
  - 4. Seal joints and perimeter. Equip partitions with gasketed dustproof doors and security locks where openings are required.

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5. Protect air-handling equipment.
  6. Provide walk-off mats at each entrance through temporary partition.
- H. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire-prevention program.
1. Prohibit smoking on District property.
  2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
  3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.

**3.06 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. Avoid trapping water in finished work. Indicate methods to be used to avoid trapping water in finished work.
  4. Document visible signs of mold that may appear during construction.
- B. Exposed Construction Phase: 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 Phase: 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, replace, or clean stored or installed material that begins to grow mold.
  7. Perform work in a sequence that allows any wet materials adequate time to dry before enclosing the material in drywall or other interior finishes.
- D. Controlled Construction Phase of Construction: 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 permanent HVAC system to control humidity.
  3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits.
    - a. Hygroscopic materials that may support mold growth, including wood and gypsum-based products, that become wet during the course of construction and remain wet for 48 hours are considered defective.
    - b. Measure moisture content of materials that have been exposed to moisture during construction operations or after installation. Record readings beginning at time of exposure and continuing daily for 48 hours. Identify materials containing moisture levels higher than allowed. Report findings in writing to the District Construction Manager.
    - c. Remove materials that cannot be completely restored to their manufactured moisture level within 48 hours.

### 3.07 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
  1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when 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

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damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.

1. Materials and facilities that constitute temporary facilities are property of Contractor. District reserves right to take possession of Project identification signs.
2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 01 77 00 "Closeout Procedures."

**END OF SECTION**

**SECTION 01 56 39**

**TEMPORARY TREE AND PLANT PROTECTION**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Section includes: Site clearing as specified herein.

1.02 Related Sections:

- A. Section 01 50 00, Temporary Facilities and Controls

1.03 Principal items of Work included herein:

- A. Protection of trees to keep the foliage canopy and branching structure clear from contact by equipment, materials and activities.
- B. To preserve roots and soil conditions in an intact and non-compacted state.
- C. To identify the Tree Protection Zone (TPZ) in which no soil disturbance is permitted and activities are restricted.

1.04 REFERENCES

- A. Demolition shall be as per 2019 California Fire Code, Title 24, Part 9.

1.05 PROJECT SITE CONDITIONS

- A. The Contractor shall be responsible to furnish and maintain all temporary barricades, warning lights, and other types of protection protect the trees noted on the plans to remain.
- B. The Contractor shall be responsible to protect adjacent properties, roads, right of ways, utilities and other improvements above or below ground from damage in performing the work.
- C. Comply with applicable sections of the storm water pollution prevention plan, including but not limited to, erosion control, soil, waste and maintenance areas.
- D. Salvaged Materials – Contractor shall recycle or compost all tree trimmings. Contractor shall provide certification for all salvaged materials. Certifications may take the form of receipts from recycling facilities, manufacturers, or any other legitimate form of certification.

**PART 2 - PRODUCTS**

(Not Applicable)

**PART 3 - EXECUTION**

**3.01 EXECUTION**

- A. Establish the Tree Protection Zone (TPZ), which is defined as a radius of 10 times greater than the diameter of the tree's trunk or ten feet, whichever is greater by enclosed temporary fencing. Fence shall be a minimum of 6' high.
  - 1. Provide tree protection as follows:
  - 2. Trees in an open area – enclose the entire area under the canopy or TPZ, whichever is greater throughout the life of the construction project.
  - 3. Trees in a planting strip - only the planting strip and yard side of the TPZ shall be enclosed with the required chain like protective fencing.
- B. Trees in a tree well or sidewalk planter pit – wrap trees with 2-inches of orange plastic fence from the ground to the first branch and overlay with 2X thick wooden slats bound securely (ensure slats do not dig into bark). Avoid damage to any branches.
- C. Provide a plastic 10-inch by 12-inch sign securely affixed to the fence at a minimum of 20-foot intervals clearly stating "Warning – Tree Protection Zone".
- D. Duration – Tree fencing and signage shall be erected before demolition, grading or construction begins and remain in place until final inspection of the project except for work specifically allowed in the TPZ. Work or disturbance in the TPZ required approval by the Project Manager and Landscape Architect.
- E. No Storage of materials, topsoil, vehicles or equipment shall be permitted within the TPZ.
- F. The ground under the tree canopy shall not be altered, unless specifically noted on the plans.
- G. Trees to be retained shall be irrigated, aerated and maintained as necessary to ensure survival.

**END OF SECTION**



**SECTION 01 60 00**

**PRODUCT REQUIREMENTS**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: General requirements for delivery, storage, and handling of materials and equipment applicable to the product sections of this specification and necessary for the construction of the Project.
- B. Related Sections:
  - 1. Section 01 25 00 – Substitution Procedures
  - 2. Section 01 33 00 – Submittal Procedures

**1.02 GENERAL**

- A. Material and Equipment Incorporated into the Work:
  - 1. Conform to applicable specification and standards.
  - 2. Comply with size, make, type, and quality specified.
- B. Manufactured and Fabricated Products:
  - 1. Design, fabricate and assemble in accordance with the best engineering and shop practices.
  - 2. Manufacture like parts of duplicate units to standard sizes and gages for interchangeability.
  - 3. Two or more items of the same kind shall be identical, by the same manufacturer.
- C. Reused Materials: Where the contract documents indicate that existing materials may be reused, such materials shall be cleaned and reincorporated in the work.
  - 1. Materials to be reused shall be approved for reuse by the Inspector.
- D. Supplementary materials not specifically described in each Section, but required for a complete and proper installation of the Work, shall be new, first quality of their respective kinds, and subject to review and acceptance by the District.

**1.03 DELIVERY**

- A. Arrange deliveries of products in accordance with construction schedules and in ample time to facilitate inspection prior to installation. Notify the Inspector of Record, in writing, when items are delivered to the site, so he may inspect and verify quality and quantities delivered are as intended.
- B. Coordinate deliveries to avoid conflict with work and conditions at site, taking into consideration:
  - 1. Work of the Contractors, or Owner.
  - 2. Limitations of storage space.

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3. Availability of equipment and personnel for handling products.
  4. Owner's use of premises.
- C. Deliver products in undamaged condition in original containers or packaging, and with identifying labels intact and legible.
- D. Partial deliveries of component parts of equipment shall be clearly marked to identify the equipment, to permit easy accumulation of parts, and to facilitate assembly.
- E. Immediately on delivery, inspect shipment to ensure:
1. Product complies with requirements of Contract Documents and reviewed submittals.
  2. Quantities are correct.
  3. Containers and packages are intact, and labels are legible.
  4. Products are undamaged and properly protected.
- F. The District reserves the right to observe delivered materials, to review the accompanying bills of lading, and to reject the following:
1. Materials not identifiable as accepted products of the accepted manufacturer.
  2. Materials exhibiting shelf-lives in excess of those stipulated by the manufacturer.
  3. Materials not bearing the appropriate label of Underwriters Laboratories (UL), where applicable.
  4. Materials in opened or excessively damaged containers.
  5. Materials exhibiting evidence of moisture, organic matter, or other adulterants.
- G. In the event of damage or rejection by the District for stipulated cause, immediately make repairs and replacements necessary to the acceptance of the Architect and at no additional cost to the Owner.

**1.04 STORAGE**

- A. Payment will not be made by the Owner for materials stored off-site, until such time as the materials are incorporated into the Work.
- B. Store products immediately on delivery, store in accordance with manufacturer's instructions and as further required by the Owner's Storm Water Pollution Prevention Plan and protect until installed in the Work.
- C. Store products subject to damage by elements in weather tight enclosures.
1. Maintain temperatures within limits recommended by manufacturer's instructions.
  2. Provide humidity control for sensitive products, as required by manufacturer.
  3. Store unpacked products in a manner accessible for inspection.
- D. Exterior Storage:
1. Provide substantial platforms, blocking, or skids to support fabricated products above ground and prevent soiling or staining.
    - a. Cover products subject to discoloration or deterioration from exposure to

the elements, with impervious sheet coverings. Provide adequate ventilation to avoid condensation.

- b. Comply with requirements of Owner's, Storm Water Pollution Prevention Plan.
2. Store loose granular materials on solid paved surfaces or provide plywood platforms to prevent mixing with foreign matter.
- a. Provide surface drainage to prevent flow or ponding of rainwater.
  - b. Prevent mixing of refuse or chemically injurious materials or liquids.
  - c. Comply with requirements of Owner's Storm Water Prevention Plan.

1.05 MAINTENANCE OF STORAGE

- A. Maintain periodic system of inspection of stored products on scheduled basis to assure that:
  - 1. State of storage facilities is adequate to provide required conditions.
  - 2. Required environmental conditions are maintained on a continuing basis.
  - 3. Surfaces of products exposed to elements are not adversely affected.
- B. Mechanical and electrical equipment which requires servicing during long term storage shall have complete manufacturer's instructions for servicing accompanying each item, with notice of enclosed instructions shown on exterior of package.

1.06 PROTECTION AFTER INSTALLATION

- A. Provide protection of installed products to prevent damage from subsequent operations. Remove protection materials when no longer needed, prior to completion of work.
- B. Control traffic to prevent damage to equipment and surfaces.

**PART 2 - PRODUCTS**

(Not Applicable)

**PART 3 - EXECUTION**

(Not Applicable)

**END OF SECTION**

**SECTION 01 71 23**

**FIELD ENGINEERING**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: General requirements for field engineering necessary to provide horizontal and vertical control, including:
  - 1. Survey work required in execution of the project.
  - 2. Land Surveying services specified or required to execute contractor's construction methods.
  - 3. Coordination with testing laboratory or agency and Soils Engineer.
  - 4. Contractor furnished assistance.
  - 5. Verification of conditions.
  - 6. Reporting procedures.
- B. Requirements not in this section:
  - 1. Specific test procedures performed in accordance with Section 01 45 23 - Testing and Inspecting Services.

**1.02 QUALIFICATIONS OF ENGINEER OR SURVEYOR**

- A. Qualifications: Registered Surveyor qualified to perform land surveying or licensed Land Surveyor acceptable to Architect and Owner. Contractor shall furnish to the Owner prior to start of work the name and license or registration number issued by the State of California, Board of Registration for Professional Engineers and Land Surveyors. Contractor shall provide notice to the Owner during the course of construction should the identification of the individual responsible for this work change from time to time and shall obtain approval of the Architect and Owner for the replacement.
- B. All field engineering services furnished during the course of this project shall be under the direct supervision and control of the named individual Land Surveyor. Contractor shall not provide any surveying services, or similar work, unless specifically staked and set by a licensed surveyor.

**1.03 FIELD ENGINEERING REQUIREMENTS**

- A. Survey Reference Points:
  - 1. Existing basic horizontal and vertical control points for the project are those designated on the drawings. If there are not 3 specific benchmarks (BM) or temporary benchmarks (TBM) shown, contractor shall identify a minimum of 3 possible TBM's and verify horizontal and vertical location of all three hubs. All work on the plans shall be tied together and verified prior to beginning any field work.

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2. Locate and protect control points prior to starting site work and preserve permanent reference points during construction. Identify and protect survey monuments on the site discovered during construction, which are not referenced on the project drawings. Tie out such monuments and notify Architect prior to allowing them to be disturbed.
3. Replace any permanent boundary markers disturbed during construction with new permanent monuments and file the required Record of Survey or Corner Record in accordance with applicable State and County laws, at no additional cost to the Owner.

**1.04 PROJECT SURVEY REQUIREMENTS**

- A. Establish a minimum of three permanent horizontal and vertical control points on the site, remote from the "Building Pad Area" or other work area and referenced to data established by the survey control points. Three points shall be tied together, and the survey shall be closed to second order surveying standards.
  1. Site Improvements:
    - a. Provide stakes for grading, fill and topsoil placement.
    - b. Locate utility lines, including, but not limited to, storm drains, sewers, water mains, gas, electric and telephone lines. Provide adequate horizontal control to locate the lines and provide vertical control in proportion to the slope of the line as required for accurate construction.
  2. Provide curb stakes and elevations as required to construct paving and on and off-site concrete work.
    - a. Calculate and layout subgrade elevations and intermediate controls as required to provide smooth transitions between the spot elevations indicated on the plans.
    - b. Prior to placement of any permanent improvements, surveyor shall verify layouts of work by the same methods. Surveyor shall certify that the work is true to line and grade as shown on the approved site and grading plans.
  3. Provide a building pad certification prior to beginning any work on the building pad. Building Pad Certification shall be signed by the licensed surveyor and attest to the pad elevation tolerance of no more that 0.04 feet of the elevations shown on the approved grading plans.

**1.05 RECORDS**

- A. Maintain a complete, accurate log of control and survey work as it progresses.
- B. Provide a complete digital survey file in CAD format of all new work as it was placed in the field.

**1.06 SUBMITTALS**

- A. Submit name and address of Licensed Surveyor to Architect, including changes as they may occur from time to time.

- B. On request of the Architect, submit documentation to verify accuracy of the field engineering work.
- C. Project Record (As-Built) Drawings:
  - 1. At the project completion, deliver to Architect, final "as-built" Record Drawings of the Work, in CAD and PDF Format. Clearly indicate differences between original drawings and completed work within specified tolerances.
  - 2. Show as-built locations by coordinates of utilities on-site with top of pipe elevations at major grade and alignment changes.
  - 3. Completed as-built PDFs shall be signed and certified as correct by the licensed Surveyor.
  - 4. Furnish any required Engineering Survey information for all utility easements for any required document recording.
  - 5. Submit certification of subgrade completion and building location on the building pads showing the actual elevation of the completed constructed subgrade, to the nearest hundredth of a foot 0.01 foot.

**PART 2 - PRODUCTS**  
(Not Applicable)

**PART 3 - EXECUTION**  
(Not Applicable)

**END OF SECTION**

**SECTION 01 73 29**

**CUTTING AND PATCHING**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes: Administrative and procedural requirements for cutting and patching.
- B. Related Work Specified Elsewhere:
  - 1. Refer to other Sections for specific requirements and limitations applicable to cutting and patching individual parts of the work.
  - 2. Requirements of this Section apply to mechanical and electrical installations. Refer to Division 26 through Division 28, Sections for other requirements and limitations applicable to cutting and patching plumbing, mechanical and electrical installations.

**1.02 SUBMITTALS**

- A. Before commencing alteration or demolition work, submit for review by the Architect and approval of the Owner, a Schedule showing the commencement, the order and the completion dates for the various parts of this work. Where approval of procedures for cutting and patching is required before proceeding, submit a proposal describing procedures well in advance of the time cutting and patching will be performed and request approval to proceed. Include the following information, as applicable, in the proposal:
  - 1. Describe the extent of cutting and patching required and how it is to be performed; indicate why it cannot be avoided.
  - 2. Describe anticipated results in terms of changes to existing construction; include changes to structural elements and operating components as well as changes in the building's appearance and other significant visual elements.
  - 3. List products to be used and firms or entities that will perform Work.
  - 4. Indicate dates when cutting and patching is to be performed.
- B. List utilities that will be disturbed or affected, including those that will be relocated and those that will be temporarily out-of-service. Indicate how long service will be disrupted. Before starting work relating to existing utilities (electrical, sewer, water, heat, gas, fire lines, etc.) that will temporarily discontinue or disrupt service to the existing building, notify the Architect and the Owner 72 hours in advance and obtain the Owner's approval in writing before proceeding with this phase of the work.
- C. Where cutting and patching involves addition of reinforcement to structural elements, submit details and engineering calculations to show how reinforcement is integrated with the original structure. All cutting of structural elements subject to acceptance of the Structural Engineer and approval of the Division of the State Architect prior to execution.
- D. Approval by the Architect to proceed with cutting and patching does not waive the Architect's right to later require complete removal and replacement of a part of the Work found to be unsatisfactory. Subject to approval by the Division of the State Architect.

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- E. All cutting and patching of existing hard scape or landscaping for installation or modification, shall be reinstalled in kind. When new utilities are shown or utility modifications are shown on the plans and specific cutting and patching notes are not shown, the contractor shall assume that the existing hardscape shall be saw cut, material removed and disposed, trenches prepared in accordance with local water district or county regulations, and all existing hardscape shall be returned to existing condition or better.

**1.03 QUALITY ASSURANCE**

- A. Requirements for Structural Work: Do not cut or notch any structural elements unless specifically detailed on the Drawings.
- B. Operational and Safety Limitations: Do not cut and patch operating elements or safety related components in a manner that would result in reducing their capacity to perform as intended, or result in increased maintenance, or decreased operational life or safety.
- C. Visual Requirements: Do not cut and patch construction exposed on the exterior or in occupied spaces, in a manner that would, in the Architect's opinion, reduce the building's aesthetic qualities, or result in visual evidence of cutting and patching. Remove and replace Work cut and patched in a visually unsatisfactory manner.
- D. If possible, retain the original installer or fabricator to cut and patch the following categories of exposed Work, or if it is not possible to engage the original installer or fabricator, engage another recognized experienced and specialized firm:

- Processed concrete finishes
- Stonework and stone masonry
- Ornamental metal
- Matched-veneer woodwork
- Preformed metal panels
- Window wall system
- Stucco and ornamental plaster
- Acoustical ceilings
- Terrazzo
- Finished wood flooring
- Carpeting
- Aggregate wall coating
- Wall covering
- Swimming pool finishes
- HVAC enclosures, cabinets or covers

**PART 2 - PRODUCTS**

**2.01 MATERIALS**

- A. Use materials that are identical to existing materials. Materials and workmanship employed in the alterations, unless otherwise shown or specified, shall conform to that of the original work, or to new construction as specified elsewhere in these specifications. If identical materials are not available or cannot be used where exposed surfaces are involved, use materials that match existing adjacent surfaces to the fullest extent possible with regard to visual effect. Use materials whose installed performance will equal or surpass that of existing materials.
- B. It is intended that interior finish materials, or existing surfaces to be removed, be re-used insofar as reasonable in areas necessary to match existing surfaces. Care in removal



and stockpiling shall be exercised to ensure re-use.

### **PART 3 - EXECUTION**

#### **3.01 INSPECTION**

- A. Before cutting existing surfaces, examine surfaces to be cut and patched and conditions under which cutting and patching is to be performed. Take corrective action before proceeding, if unsafe or unsatisfactory conditions are encountered.
- B. Before proceeding, meet at the site with entities involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

#### **3.02 PREPARATION**

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Make such explorations and probes as are necessary to ascertain required protective measures before proceeding with demolition and removal. Give particular attention to shoring and bracing requirements so as to prevent damage to existing construction.
- C. Provide, erect, and maintain catch platforms, lights barriers, weather protection, warning signs and other items as required for proper protection of the public, occupants of the building, workmen engaged in demolition operations, and adjacent construction.
- D. Provide and maintain weather protection at exterior openings so as to fully protect the interior premises against damage from the elements until such openings are closed by new construction.
- E. Provide and maintain temporary protection of the existing structure designated to remain where demolition, removal and new work is being done, connections made, materials handled, or equipment moved.
- F. Take necessary precautions to prevent dust and dirt from rising by wetting demolished masonry, concrete, plaster and similar debris. Protect unaltered portions of the existing building affected by the operations under this Section by dustproof partitions and other adequate means.
- G. Provide adequate fire protection in accordance with local Fire Departments, and with Section 01 50 00.
- H. Do not close or obstruct walkways, passageways or stairways. Do not store or place materials in passageways, stairs, or other means of egress. Conduct operations with minimum traffic interference.
- I. Be responsible for damage to the existing structure or contents by reason of the insufficiency of protection provided.
- J. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of the Project that might be exposed during cutting and patching operations.
  - 1. Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

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2. Take precautions necessary to avoid cutting existing pipe, conduit or ductwork serving the building, but scheduled to be removed or relocated until provisions have been made to bypass them.

3.03 PERFORMANCE

- A. General: Employ skilled workmen to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time and complete without delay.
  1. Cut existing construction to provide for installation of other components or performance of other construction activities and the subsequent fitting and patching required to restore surfaces to their original condition.
- B. Cutting: Cut existing construction using methods least likely to damage elements to be retained or adjoining construction. Where possible review proposed procedures with the original installer; comply with the original installer's recommendations.
  1. In general, where cutting is required use hand or small power tools designed for sawing or grinding, not hammering and chopping. Cut holes and slots neatly to size required with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  2. To avoid marring existing finished surfaces, cut or drill from the exposed or finished side into concealed surfaces.
  3. Cut through concrete and masonry using a cutting machine such as a carborundum saw or diamond core drill. Provide pilot holes at corners and do not overcut.
  4. Comply with requirements of applicable Sections of Division 2 where cutting and patching requires excavating and backfilling.
  5. By-pass utility services such as pipe or conduit, before cutting, where services are shown or required to be removed, relocated or abandoned. Cut-off pipe or conduit in walls or partitions to be removed. Cap, valve or plug and seal the remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after by-passing and cutting.
- C. Patching: Patch with durable seams that are as invisible as possible. Comply with specific tolerances.
  1. Where feasible, inspect and test patched areas to demonstrate integrity of the installation.
  2. 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.
  3. Where removal of walls or partitions extends one finished area into another, patch and repair floor and wall surfaces in the new space to provide an even surface of uniform color and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
    - a. Where patching occurs in a smooth painted surface, extend final paint coat over entire unbroken containing the patch, after the patched area has received primer and second coat.

4. Patch, repair or rehang existing ceilings as necessary to provide an even plane surface of uniform appearance.
- D. Perform demolition, removal and alteration work with due care, including shoring, bracing, etc. Be responsible for damage which may be caused by such work to part or parts of existing structures or items designated for re-use. Perform patching, restoration and new work in accordance with applicable technical sections of the Specifications.
- E. Materials and/or items designated to become the property of the Owner shall be as shown. Remove such items with care, under the supervision of the trade responsible for reinstallation; protect and store until required. Replace material and/or item damaged in its removal with approved similar and equal new material.
- F. Materials and/or items demolished and not designated to become the property of the Owner or to be reinstalled shall become the property of the Contractor and shall be removed from the Owner's property. Storage or sale of removed items on site will not be permitted.
- G. Execute the work in a careful and orderly manner, with the least possible disturbance to the public and to the occupants of the building.
- H. Where alterations occur, or new and old work join, cut, remove, patch, repair or refinish the adjacent surfaces or so much thereof as is required by the involved conditions, and leave in as a good a condition as existed prior to the commencing of the work. The alteration work shall be performed by the various respective trades which normally perform the particular items of work.
- I. Finish new and adjacent existing surfaces as specified for new work. Clean existing surfaces of dirt, grease, loose paint, etc. before refinishing.
- J. Where existing equipment and fixtures are indicated to be re-used, repair such equipment and fixtures and refinish to put in perfect working order. Refinish as directed.
- K. Cut out embedded anchorage and attachment items as required to properly provide for patching and repair of the respective finishes.
- L. Confine cutting of existing roof areas designated to remain to the limits required for the proper installation of the new work. Cut and fold back existing built-up roofing. Cut and remove insulation, etc. Provide temporary weathertight protection as required until new roofing and flashings are applied.

#### 3.04 CLEANING

- A. Thoroughly clean areas and spaces where cutting and patching is performed or used as access. Remove completely paint, mortar, oils, putty and items of similar nature. Thoroughly clean piping, conduit and similar features before painting or other finishing is applied. Restore damaged pipe covering to its original condition.

**END OF SECTION**