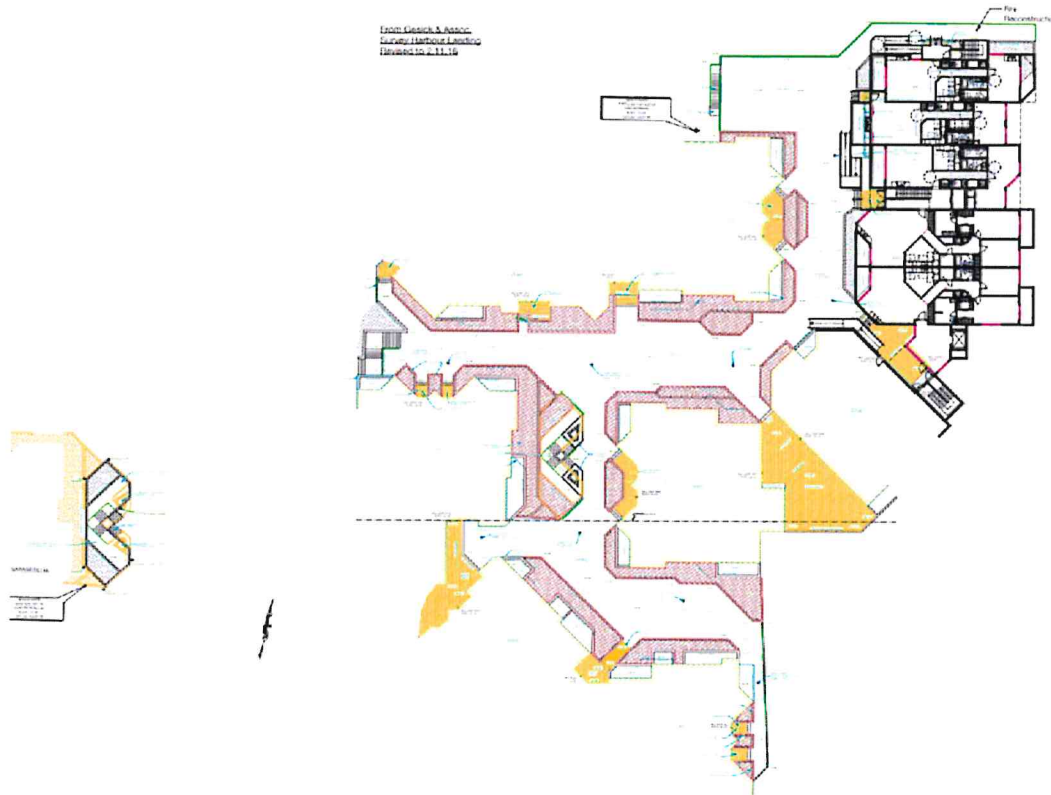


REQUEST FOR PROPOSALS

for
The installation of Owner supplied
planter wall pre-cast capstone

Harbour Landing Condominium Association
76 Harbour Close
New Haven, CT 06519

Issue date: **July 13, 2022**
Mandatory Walk Through: **July 26, 2022 at 3:00 pm**
RFI Period Ends **August 2, 2022 at 2:00 pm**
Written Proposals Due: **August 5, 2022 at 3:00 pm**



QUESTIONS: Contact Will Thompson, Architect, by email at w@wtaia.com , Ken Carney, Property Manager, by email at harbourpm@gmail.com , and the Board of Directors by email at hlcaboard@googlegroups.com

No questions will be accepted after **August 2, 2022 at 2:00 pm**.

TABLE OF CONTENTS

- I. Invitation to Submit
- II. Instructions to Bidders
- III. Insurance Requirements
- IV. Bidder's Invitation & Acknowledgement Form
- V. Reference Sheet
- VI. Subcontractor Identification Sheet
- VII. Bidders Contact and Fee Proposal
- VIII. Coping Detail
- IX. Site Plans
- X. Specifications Architect Job #2018-0308
- XI. Sample Contract AIA A101-2017

I. INVITATION TO SUBMIT

Harbour Landing Condominium Association is accepting proposals (RFP) from vendors to provide labor and materials to install owner-supplied planter wall pre-cast capstone.

Proposal packages should be addressed and mailed to:

**HL Board President
76 Harbour Close
New Haven CT 06519**

OR emailed to:

Board of Directors hlcaboard@googlegroups.com
Ken Carney, Property Manager harbourpm@gmail.com

QUESTIONS: Contact Will Thompson, Architect, by email at w@wtaia.com , Ken Carney, Property Manager, by email at harbourpm@gmail.com , and the Board of Directors by email at hlcaboard@googlegroups.com **No questions will be accepted after August 2, 2022 at 2:00 pm.**

All RFP Proposals shall be delivered by: 3:00 p.m. on August 5, 2022.

TIMELINE OF THE RFQ/RFP PROCESS:

The following timeline will be followed:

RFP issue date	July 13, 2022
Mandatory Walkthrough	July 26, 2022 at 3:00 pm
Deadline for questions	August 2, 2022 at 2:00 pm
RFPs due	August 5, 2022 at 3:00 pm

The documents included as part of this RFP are as follows:

1. Request for Proposals – this document.
2. Invitation to Submit
3. Instructions to Bidders
4. Insurance Requirements
5. Bidder's Invitation & Acknowledgement Form
6. Reference Sheet
7. Subcontractor Identification Sheet
8. Bidders Contact and Fee Proposal
9. Coping Detail
10. Site Plans
11. Specifications Architect Job #2018-0308
12. Sample Contract AIA A101-2017

PROJECT DESCRIPTION

The purpose of this project is to finish the installation of owner-supplied pre-cast capstones following the Architect's specification (Will Thompson is the architect for this project) for the planters in the North Village. The planters that will receive the capstone are presently protected by a temporary EPDM membrane. The membrane will need to be removed to expose the planter wall. The vendor will install all stainless-steel cap flashing, anchor pins, silicone, and all other materials as detailed in the attached specifications. The vendor will be responsible for cleaning up all job-related debris at the end of each day. Playing music or smoking on site is prohibited. The Owner reserves the right to change the schedule or terminate the entire procurement process at any time. A City permit is not required. Owner to provide toilet facilities. Contractor to provide a one-year warranty. Bid/payment/performance bds are not required. Work hours are 8am – 5pm, Monday through Friday. Liquidated Damages to apply- "\$100 per day liquidated damages apply. The Owner will extend the schedule due to weather conditions or a reasonable excuse with a prior written request. Other than that, liquidated damages will be in full effect". Work area to be protected "Protect grounds/ area and surroundings where work is being conducted daily. Use standard caution construction area barricade tape to alert residents to use caution in construction areas. or block off any restricted area for best safety."

II. INSTRUCTIONS TO BIDDERS

Bids will not be accepted from any vendor who does not attend the mandatory walkthrough. All bids must be emailed to Ken Carney, Property Manager, by email at harbourpm@gmail.com , and the Board of Directors by email at hlcaboard@googlegroups.com Or mailed to HL Board President 76 Harbour Close, New Haven CT 06519.

III. INSURANCE REQUIREMENTS

Commercial General Liability	<p>\$1,000,000 per occurrence \$2,000,000 aggregate bodily injury/property damage \$1,000,000 personal and advertising injury \$2,000,000 products-completed operations aggregate</p> <p>The Aggregate limit must apply per job/project. All coverage provided to CSG under this section must be primary.</p> <p>The CGL policy must include coverage for:</p> <ul style="list-style-type: none"> • liability from premises and operations. • liability from products or completed operations. • liability from actions of independent contractors. • liability assumed by contract. <p>Products/completed operations must be carried for 2 years after completion of job/acceptance by owner.</p>
Automobile Liability	<p>\$1,000,000 per accident for bodily injury/property damage \$2,000,000 aggregate All autos</p>
Workers' Compensation	<p>\$1,000,000 each accident for bodily injury by accident \$1,000,000 each employee for bodily injury by disease</p>

	\$1,000,000 policy limit for bodily injury by disease
Employers Liability	\$1,000,000 each accident

All subcontractors are subject to the same requirements. It is your responsibility to be sure that subcontractors provide acceptable evidence of insurance.

**Harbour Landing Condominium Association
BIDDER'S INFORMATION AND ACKNOWLEDGMENT FORM**

Bidder's Name

Street Address

City	State	Zip

Business Telephone:

Email Address:

Printed Name and Title of Individual Submitting Bid

The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.	
Signature	Date

V. REFERENCE SHEET

This form is a part of your bid package and must be submitted at the time of the bid opening. Failure to submit a completed document could result in the disqualification of your bid.

List 2 to 3 name of previous project references

Company Name:	
Contact Name:	
Contact Phone:	
Contact Email:	
Project Name/ City/ State:	
Project Scope of Work/Trades Work:	

Company Name:	
Contact Name:	
Contact Phone:	
Contact Email:	
Project Name/ City/ State:	
Project Scope of Work/Trades Work:	

Company Name:	
Contact Name:	
Contact Phone:	
Contact Email:	
Project Name/ City/ State:	
Project Scope of Work/Trades Work:	

VI. SUBCONTRACTOR IDENTIFICATION SHEET

This form is a part of your bid package and must be submitted at the time of the bid opening. Failure to submit a completed document could result in the disqualification of your bid.

List all proposed subcontractor(s), if applicable.

Name of Subcontractor:	
Business Address:	
Trade/ Services Provided:	

Name of Subcontractor:	
Business Address:	
Trade/ Services Provided:	

Name of Subcontractor:	
Business Address:	
Trade/ Services Provided:	

VII. BIDDER'S CONTACT AND FEE PROPOSAL

This form is a part of your bid package and must be submitted at the time of the bid opening. Failure to submit a completed document could result in the disqualification of your bid.

SUBMITTED BY:

Company Name:	
Official Address:	
City, State, Zip Code:	
Contact Person:	
Tel/Mobile:	
Email Address:	

PRICE SHEET (CONTINUED)

This form is a part of your bid package and must be submitted at the time of the bid opening. Failure to submit a completed document could result in the disqualification of your bid.

The undersigned, having familiarized himself/herself or themselves with the local conditions affecting the cost of the work, and with the requirements (including General Conditions, Special Conditions, the General Scope of Work, the Technical Specifications and/or Drawings, and Addenda, if any), as prepared by Owner and on file, hereby proposes to furnish all labor, materials, equipment, and services required.

By submitting this Quote, the Submitter stipulates that he has reviewed all documents and the physical, regulatory, environmental, and social conditions of the site, as applicable, and the Scope of Work to be performed, and that the quote price and proposed completion time are based on the Submitter's knowledge of and unconditional acceptance of the conditions.

BID AMOUNT: _____ *DOLLARS*

(Written Amount)

\$ _____

(Numerical Amount)

SCHEDULE/ TIMELINE MUST BE COMPLETED	
Write Number of Calendar Days required to complete Project.	

\$100 per day liquidated damages apply. The Owner will extend the schedule due to weather conditions or reasonable excuses. Other than that, liquidated damages will be in full effect.

ADDENDA RECEIPT

The undersigned hereby acknowledges receipt of Addenda Nos. _____ through _____ inclusive and have included their provisions in the Bid.

Any errors made by the Submitter calculating the BID AMOUNT may be cause for rejection of the BID. In submitting this quote, it is understood that the right is reserved by the Owner/VASE to reject any and all Bids and to waive any informalities in the bids.

Name of Bidder: _____

Signature of Bidder: _____

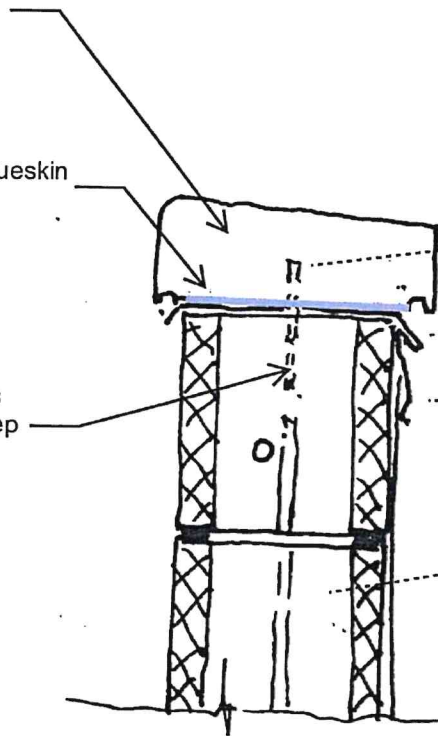
Title: _____ Date: _____

Install Precast coping, furnished by others, set coping in a bead of silicone compatible with blueskin AVB. Seal between each coping, utilizing silicone sealant

Furnish and Install Blueskin AVB

Use caution when drilling thru grouted CMU wall, electrical lighting conduits exist close to surface, keep embedment to 1" max!

Plaza Side



Anchor pin 1/2" round, approx 24" o.c. stainless steel, embed 1 inch into coping and grouted CMU wall (seal through flashing with Silicone)

Stainless Steel cap flashing with drips include hem for counter flash, furnish and install per Section 07 6200

membrane system in planter sidewall, by others

block-work with reinforcing, by others (grout not shown)
Planter Side

Not to Scale

Coping Detail
5/12/2022

100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200
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HARBORLANDING CONDOMINIUMS
NEW HAVEN, CT
RENOVATION

INTERNATIONAL ASSOCIATION OF ARCHITECTS
REGISTERED ARCHITECTS
CONSTRUCTION CONTRACT DOCUMENTS, 2013

DECARLO & DOLLY, INC.
1000 WEST MAIN STREET
NEW HAVEN, CT 06510
TEL: (203) 527-6500

Structural Engineer

Mechanical Engineer

Construction Manager

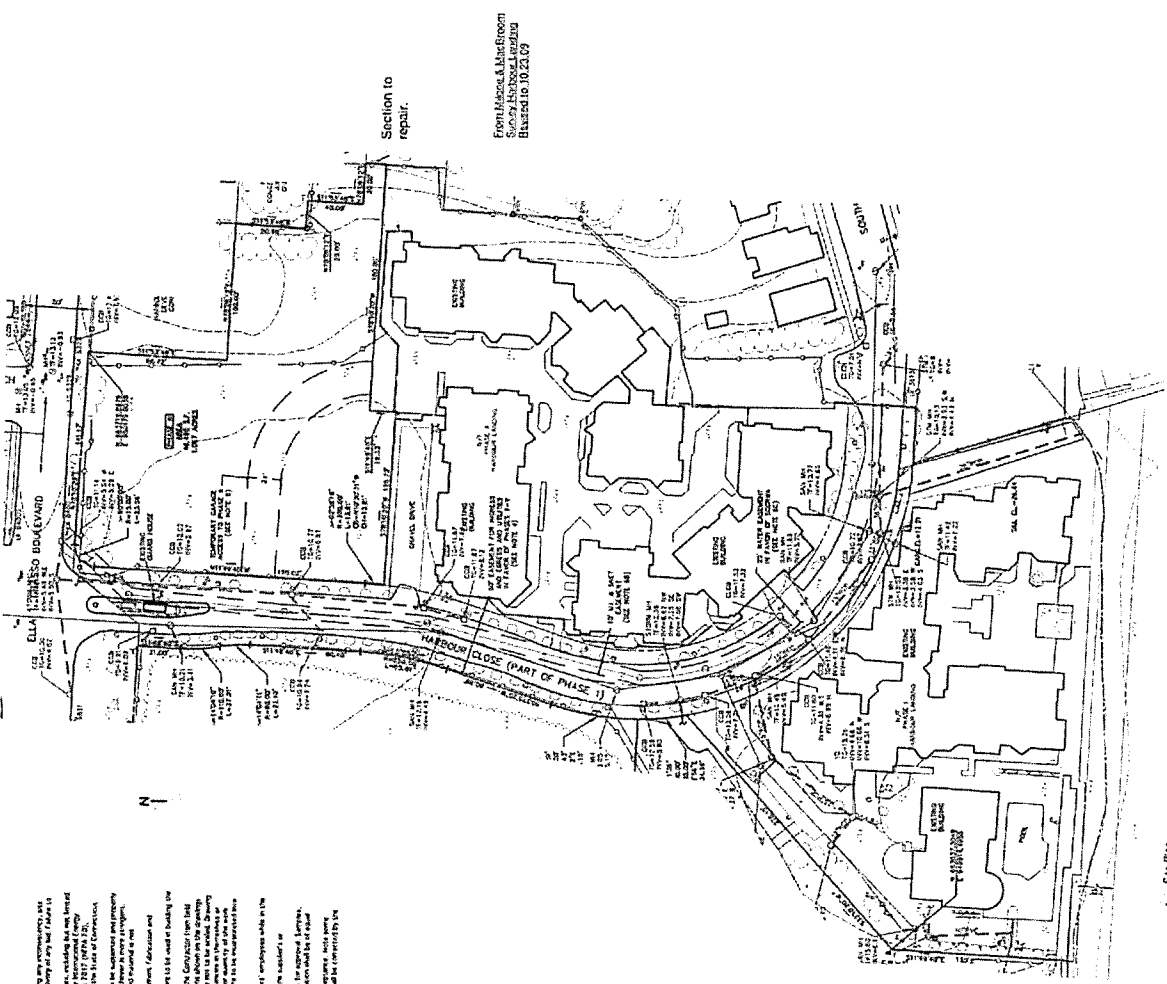
Blybrook Remodelers, Inc.
524 Blybrook Road, West Haven, CT 06516
TEL: (203) 527-6500

REBAR LAYOUT SET

William Thompson, AIA & Associates, LLC
Architect
28 South Fair Street
Guilford, CT 06437
203-453-0066 Fax 453-0000

JOB # 2018-0308
ISSUE 3.14.19
SCALE 1" = 40'-0"
DATE 03/14/19
DRAWN BY [Name]

Site Plan
(From Record documents)
C-1.1



- General Notes:**
1. General Notes: Review these notes thoroughly. They are intended to be read and understood by the contractor before beginning work on the project. All work shall be in accordance with the contract documents and the applicable laws and regulations.
 2. All work shall be in accordance with the contract documents and the applicable laws and regulations.
 3. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.
 4. The contractor shall be responsible for maintaining the site in a safe and secure condition at all times.
 5. The contractor shall be responsible for protecting the existing structures and utilities on the site.
 6. The contractor shall be responsible for providing adequate access to all areas of the site.
 7. The contractor shall be responsible for providing adequate lighting and safety measures on the site.
 8. The contractor shall be responsible for providing adequate signage on the site.
 9. The contractor shall be responsible for providing adequate security on the site.
 10. The contractor shall be responsible for providing adequate insurance on the site.
 11. The contractor shall be responsible for providing adequate bonding on the site.
 12. The contractor shall be responsible for providing adequate surety on the site.
 13. The contractor shall be responsible for providing adequate performance on the site.
 14. The contractor shall be responsible for providing adequate quality on the site.
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 17. The contractor shall be responsible for providing adequate environment on the site.
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 50. The contractor shall be responsible for providing adequate paleontological on the site.

Site Plan
C-1.1 Scale 1" = 40'-0"

14	Grid	1-27	145'-0" x 115'-0"

**HARBOUR LANDING
CONDOMINIUMS**
NEW HAVEN, CT
Repairs

CONSTRUCTION INSPECTOR
ALBERTO J. J. GONZALEZ
CONSTRUCTION INSPECTOR

Structural Engineer
**DECARLO
& DOLL, INC.**
1000 Main Street, Suite 100
New Haven, CT 06510
Tel: (203) 777-5400

Electrical Engineer

Mechanical Engineer

Construction Manager

Baybrook Remodelers Inc.
421 Hudson Post Road, West Haven, CT 06516
Tel: (203) 327-5400

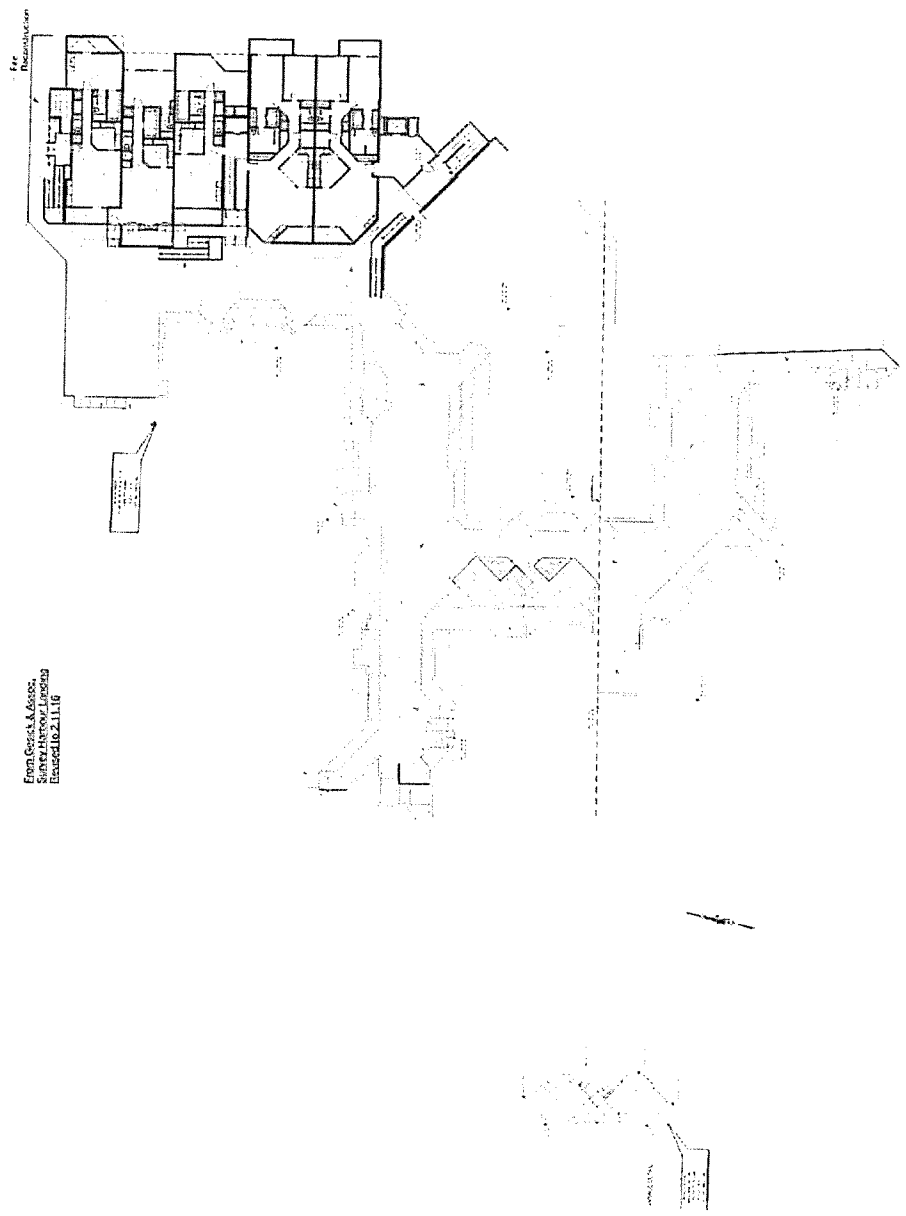
REPAIR AND MAINTENANCE

THIS DOCUMENT IS THE PROPERTY OF THE ARCHITECT. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT.

**William Thompson, AIA
& Associates, U.C.
Architect**
28 South Fair Street
Gafford, CT. 06437
203 453-0066 Fax 453-0060

Job # 2014-0308
Issue 3/14/19
Scale: 1" = 20'-0"
except as noted
Date: 03/14/19

North Plaza
C-1.5



From City of New Haven,
Connecticut, dated
10.2.11.10

North Plaza Plan
1" = 20'-0"

REV	DATE	BY	DESCRIPTION

**HARBOUR LANDING
CONDOMINIUMS**
NEW HAVEN, CT
REPAIRS

MECHANICAL DESIGNER
ARCHITECT
CONTRACTOR

**DECARLO
CORPORATION**
STRUCTURAL ENGINEER

ELECTRICAL ENGINEER

MECHANICAL ENGINEER

CONTRACTOR

Baybrook Remodelers Inc.
67 Boston Post Road West Haven, CT 06518
Tel: (203) 927-5400

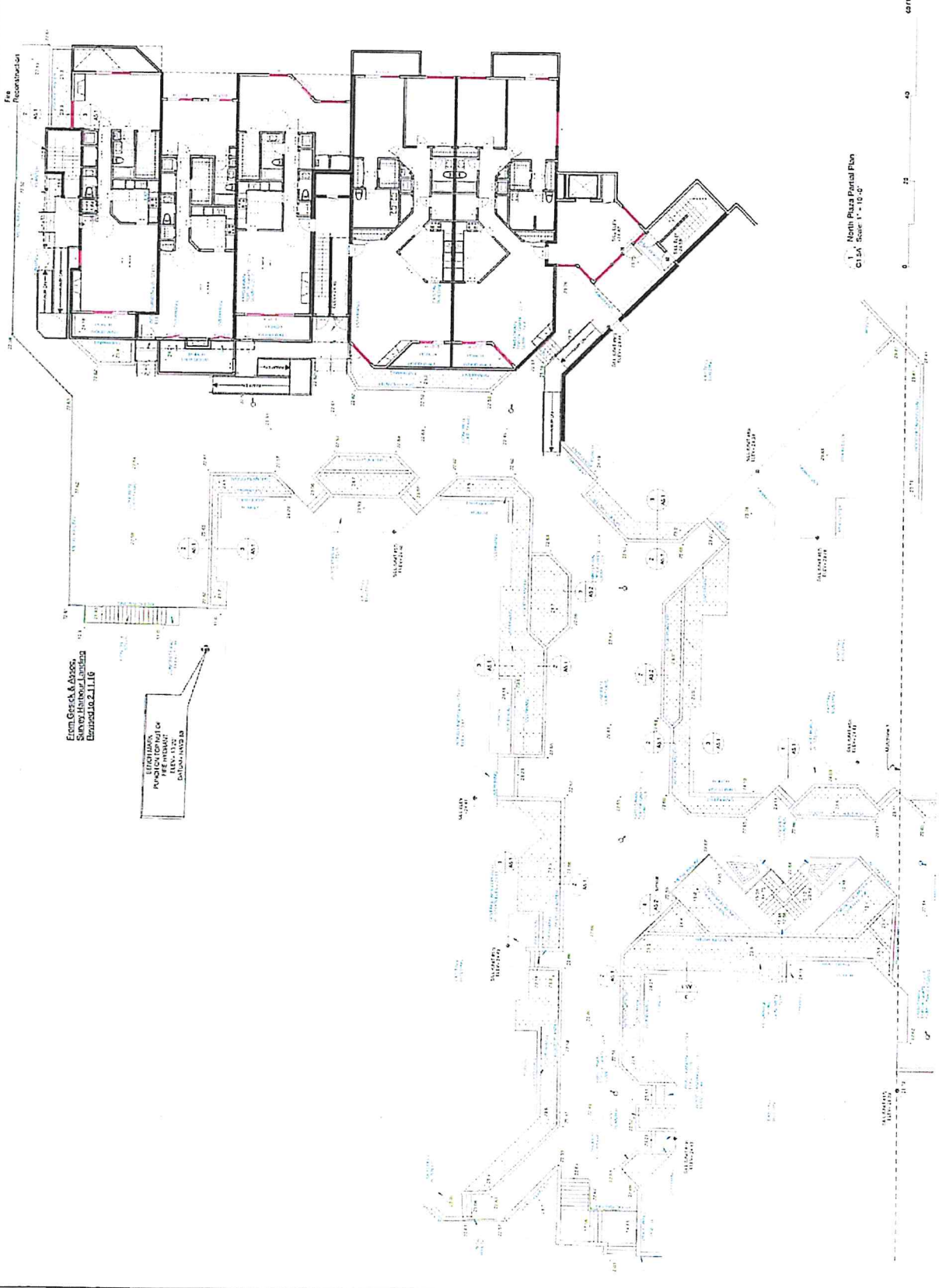
PERMITS APPLICATION SET

These drawings were prepared by the Architect and Engineer for the purpose of obtaining a permit from the City of New Haven. The drawings are not to be used for any other purpose without the written consent of the Architect and Engineer.

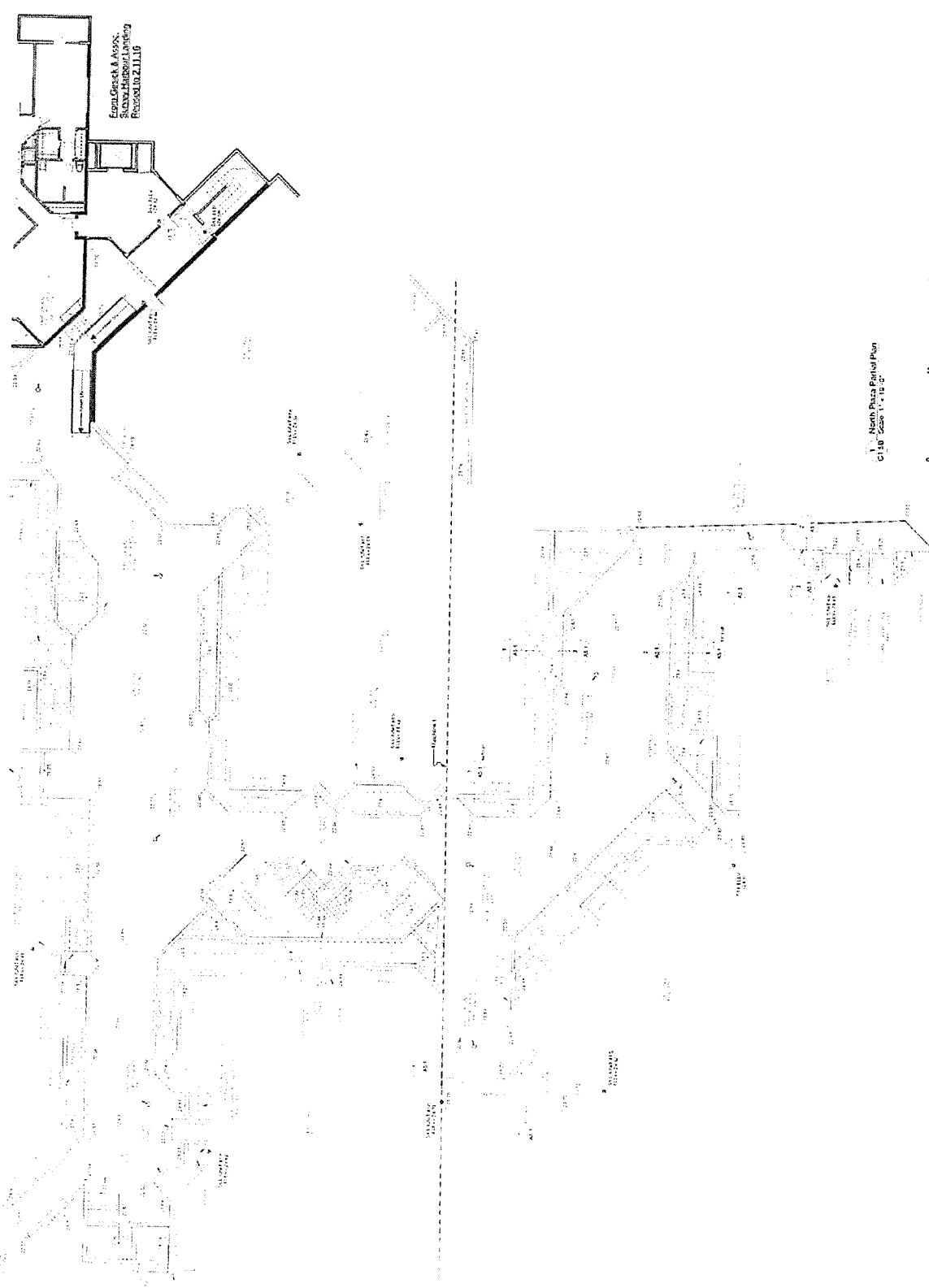
**William Thompson, AIA
& Associates, LLC**
Architect
28 South Fair Street
Gulfport, CT. 06437
203-453-0066 Fax 453-0000

Job # 2018-0308
Issue 3.14.19
Scale: 1" = 10'-0"
As noted on other sheets.

North Plaza
C-1.5a

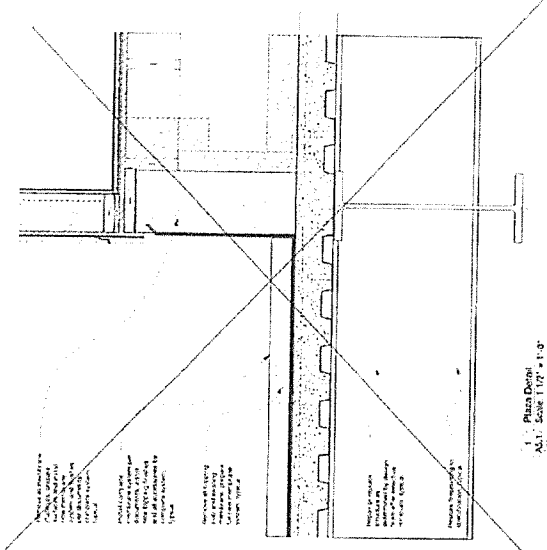


NO	DATE	DESCRIPTION
HARBOR LANDING CONDOMINIUMS NEW HAVEN, CT Repairs		
Information provided by owner: ASHBY, LLC COMMERCIAL PROPERTY MANAGEMENT		
Structural Engineer: D. DECARLO & SPOFF, INC. Structural Engineers 1000 Main Street, Suite 100 New Haven, CT 06510		
Mechanical Engineer:		
Construction Monitor:		
Baybrook Remodelers Inc. 67 Benton Post Road West Haven, CT 06516 Tel: (203) 827-9400		
DEBREL APPLICATION SET		
William Thompson, AIA & Associates, LLC ARCHITECT 28 South Fair Street Guilford, CT, 06437 203-453-0066 Fax: 453-0000		
Job # 2014-0308 Issue 2.14.15 Scale: 1" = 10'-0" Project as noted DWG		
North Plaza C-1.5b		

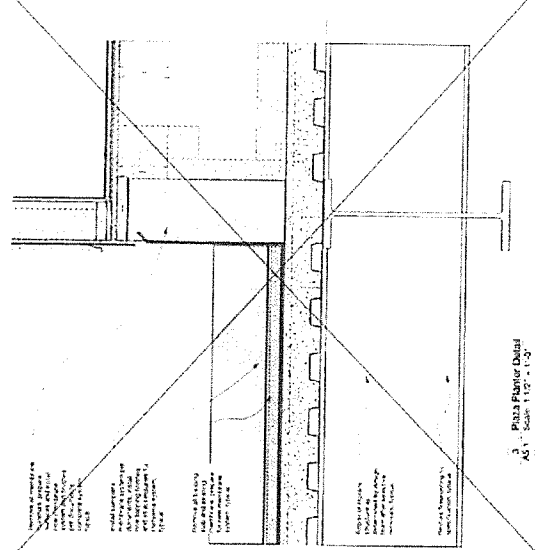


62/11

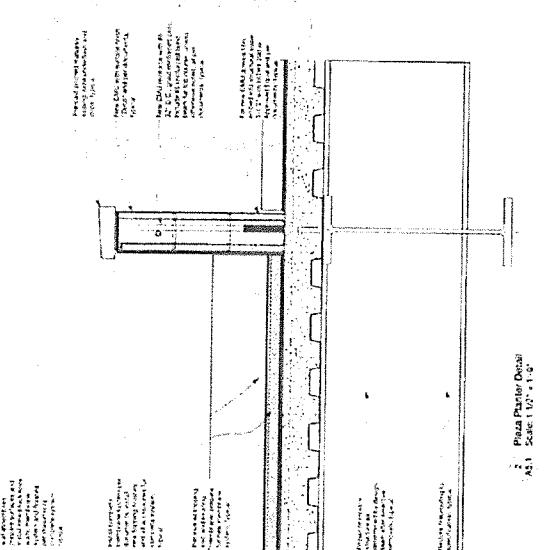
NO.	DATE	REVISION
HARBORLANDINGS CONDOMINIUMS NEW HAVEN, CT Repairs		
Prepared by: Baybrook Remodelers Inc. 624 Benton Plaza West, West Haven, CT 06616 Tel: (203) 327-5000		
MECHANICAL ENGINEER DPCARLO & DOLL, INC. 25 South Park Street Guilford, CT 06437 Tel: (203) 327-5000		
MECHANICAL ENGINEER		
MECHANICAL ENGINEER		
CONSTRUCTION MANAGER Baybrook Remodelers Inc. 624 Benton Plaza West, West Haven, CT 06616 Tel: (203) 327-5000		
MARKET APPLICATION SET		
William Thompson, AIA & Associates, LLC Architect 28 South Park Street Guilford, CT 06437 203 453-0066 Fax 453-0000		
Job # 2016-0108 Issue 5.01.19 scale: 1/12" = 1'-0" except as noted drawn WT		
North Plaza Details A-5.1		



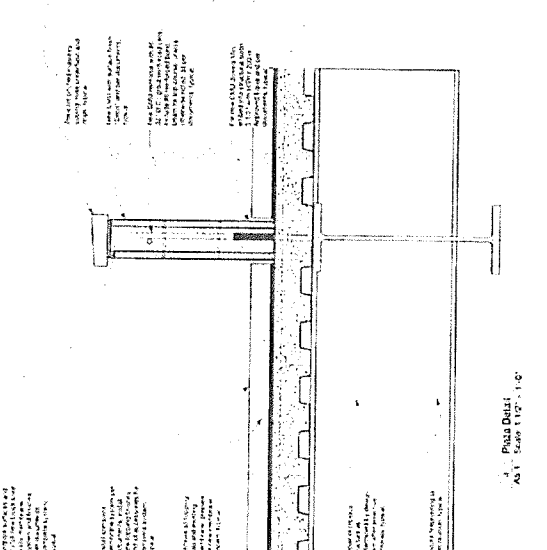
1 - Plaza Detail
A-5.1 Scale: 1/12" = 1'-0"



3 - Plaza Window Detail
A-5.1 Scale: 1/12" = 1'-0"

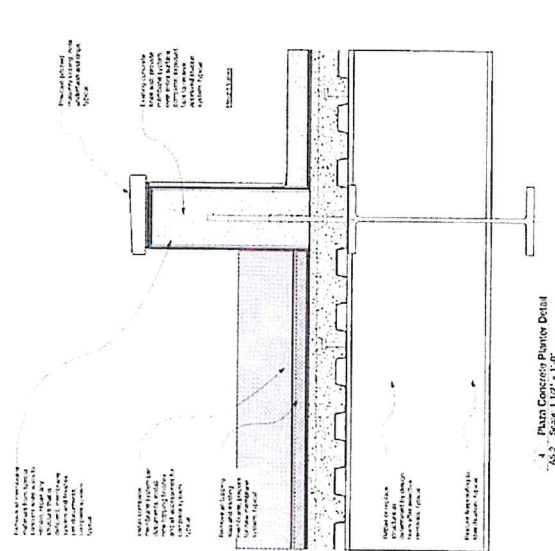
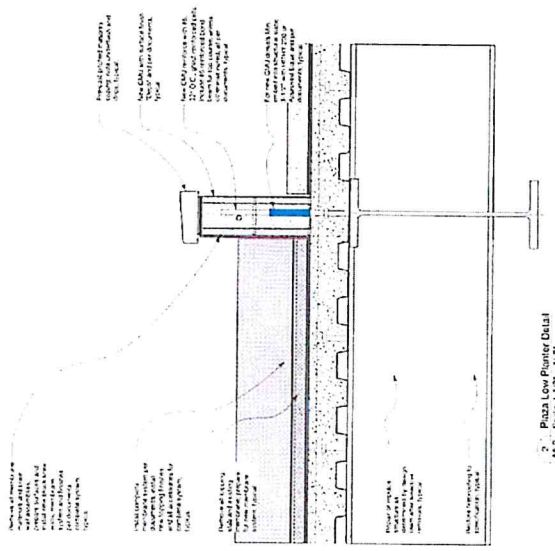
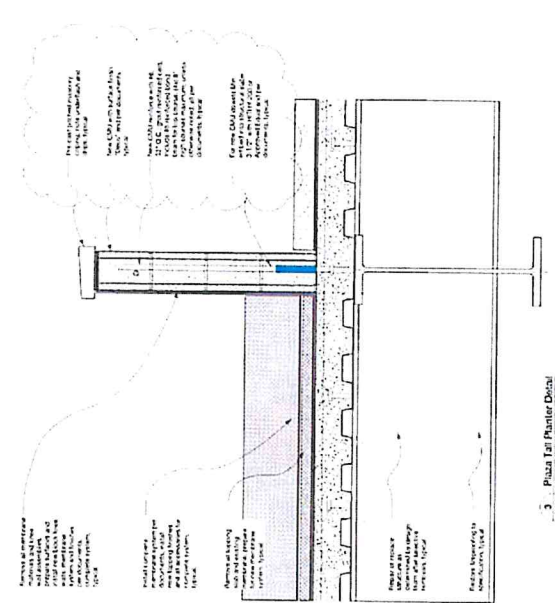
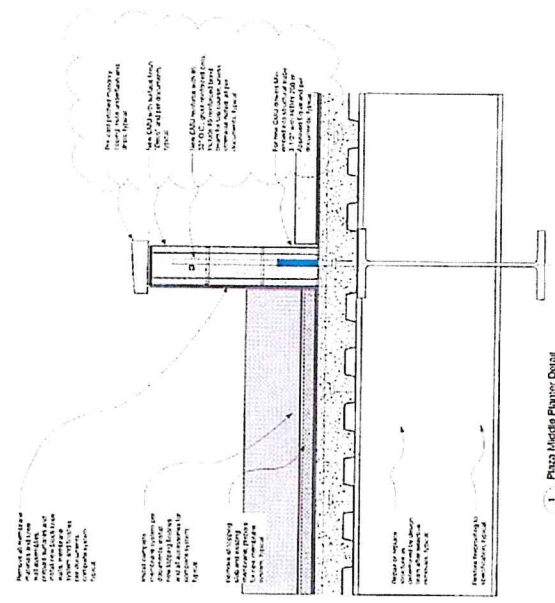


2 - Plaza Window Detail
A-5.1 Scale: 1/12" = 1'-0"



4 - Plaza Detail
A-5.1 Scale: 1/12" = 1'-0"

No.	Rev.	Date	Revised By
<p>HARBOUR LANDING CONDOMINIUMS NEW HAVEN, CT</p> <p>Repairs</p> <p>Interpretation: Edward J. Hines Architect: L.L. Ladd Contractor: R. J. Hines Construction Co.</p> <p>Structural Engineer: D. DECARLO & DOLL, INC. 250 Main Street New Haven, CT 06510</p> <p>Electrical Engineer:</p> <p>Mechanical Engineer:</p> <p>Construction Manager: Baybrook Remodelers Inc. 621 Boston Post Road, West Haven, CT 06516 Tel: (203) 327-0400</p> <p>GENERAL CONTRACTOR: William Thompson, AIA & Associates, LLC Architect 28 South Fair Street Gulfport, CT 06437 803-453-0066 Fax: 453-0000</p> <p>Job # 2018-0108 Issue 5.9.19 Scale: 1-1/2" = 1'-0" Drawn: [Signature] Checked: [Signature]</p>			
<p>North Plaza Details A-5.2</p>			



SECTION 00 0101

WILLIAM THOMPSON, AIA & ASSOCIATES, LLC
28 SOUTH FAIR STREET
GUILFORD, CT 06437

ARCHITECT

(203) 453-0066, (FAX) 453-0000

HARBOUR LANDING CONDOMINIUMS
REPAIRS

SPECIFICATIONS

HARBOUR CLOSE
NEW HAVEN, CT

REVISED TO: 5.2.19

Revised 5/12/202

END OF PROJECT TITLE PAGE

**SECTION 00 0110
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- C. 00 0107 - Seals Page
- D. 00 0110 - Table of Contents

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- B. 01 2300 - Alternates
- C. 01 3000 - Administrative Requirements
- D. 01 4000 - Quality Requirements
- E. 01 4100 - Regulatory Requirements
- F. 01 4216 - Definitions
- G. 01 4533 - Code-Required Special Inspections
- H. 01 5000 - Temporary Facilities and Controls
- I. 01 6000 - Product Requirements
- J. 01 6116 - Volatile Organic Compound (VOC) Content Restrictions
- K. 01 7000 - Execution and Closeout Requirements
- L. 01 7800 - Closeout Submittals

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- ~~B. 05 3100 - Steel Decking~~
- ~~C. 05 4000 - Cold-Formed Metal Framing~~
- ~~D. 05 5000 - Metal Fabrications~~
- ~~E. 05 5100 - Metal Stairs~~
- ~~F. 05 5213 - Pipe and Tube Railings~~

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- ~~B. 07 5201 - Rubberized Asphalt Roofing~~
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- ~~D. 07 7100 - Roof Specialties~~
- ~~E. 07 7123 - Manufactured Gutters and Downspouts~~
- ~~F. 07 8400 - Firestopping~~
- ~~G. 07 9513 - Expansion Joint Cover Assemblies~~
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- 2.12 DIVISION 12 -- FURNISHINGS**
- 2.13 DIVISION 13 -- SPECIAL CONSTRUCTION**
- 2.14 DIVISION 14 -- CONVEYING EQUIPMENT**
- 2.15 DIVISION 21 -- FIRE SUPPRESSION**
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- 2.17 DIVISION 23 -- HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)**
 - A. 23 0529 - Hangers and Supports for HVAC Piping and Equipment
 - B. 23 3100 - HVAC Ducts and Casings
- 2.18 DIVISION 26 -- ELECTRICAL**
 - A. 26 0505 - Selective Demolition for Electrical
 - B. 26 0519 - Low-Voltage Electrical Power Conductors and Cables
 - C. 26 0526 - Grounding and Bonding for Electrical Systems
 - D. 26 0529 - Hangers and Supports for Electrical Systems
 - E. 26 0533.13 - Conduit for Electrical Systems
 - F. 26 0533.16 - Boxes for Electrical Systems
 - G. 26 0533.16 - Boxes
 - H. 26 0553 - Identification for Electrical Systems
 - I. 26 2701 - Electrical Service Entrance
 - J. 26 2726 - Wiring Devices
 - K. 26 2816.13 - Enclosed Circuit Breakers
 - L. 26 5100 - Interior Lighting
 - M. 26 5600 - Exterior Lighting
- 2.19 DIVISION 27 -- COMMUNICATIONS**
 - A. 27 5121 - Biophilic Audio-Visual Environmental Systems

2.20 DIVISION 28 -- ELECTRONIC SAFETY AND SECURITY

- A. 28 4600 - Fire Detection and Alarm
- B. 28 4600 - Fire Detection and Alarm

2.21 DIVISION 31 -- EARTHWORK

- A. 31 2200 - Grading
- B. 31 2316 - Excavation
- C. 31 2316,26 - Rock Removal
- D. 31 2323 - Fill

2.22 DIVISION 32 -- EXTERIOR IMPROVEMENTS

- A. 32 1123 - Aggregate Base Courses
- B. 32 1216 - Asphalt Paving
- C. 32 1313 - Concrete Paving
- D. 32 3119 - Decorative Metal Fences and Gates
- E. 32 9219 - Seeding

2.23 DIVISION 33 -- UTILITIES

- A. 33 4100 - Subdrainage
- B. 33 4211 - Stormwater Gravity Piping

2.24 DIVISION 46 -- WATER AND WASTEWATER EQUIPMENT

END OF SECTION

**SECTION 01 2000
PRICE AND PAYMENT PROCEDURES**

PART 1 GENERAL

1.01 SCHEDULE OF VALUES

- A. Use Schedule of Values Form: _____.

1.02 APPLICATIONS FOR PROGRESS PAYMENTS

- A. Payment Period: Submit at intervals stipulated in the Agreement.
- B. Form to be used: AIA G702 and G703.
- C. Execute certification by signature of authorized officer.
- D. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored products.
- E. List each authorized Change Order as a separate line item, listing Change Order number and dollar amount as for an original item of work.
- F. Submit two copies of each Application for Payment.

1.03 MODIFICATION PROCEDURES

- A. Submit name of the individual authorized to receive change documents and who will be responsible for informing others in Contractor's employ or subcontractors of changes to Contract Documents.
- B. For minor changes not involving an adjustment to the Contract Price or Contract Time, Architect will issue instructions directly to Contractor.
- C. For other required changes, Architect will issue a document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.
- D. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.
- E. After execution of Change Order, promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Price.

1.04 APPLICATION FOR FINAL PAYMENT

- A. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Price, previous payments, and sum remaining due.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

**SECTION 01 2300
ALTERNATES**

PART 1 GENERAL

1.01 ACCEPTANCE OF ALTERNATES & SEPARATE ELEMENTS PRICING SECTIONS

- A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at Owner's option. Accepted Alternates will be identified in the Owner-Contractor Agreement.
- B. Coordinate related work and modify surrounding work to integrate the Work of each Alternate.
- C. Separate Contract Sections will be reviewed and accepted or rejected at Owner's option. Accepted Elements will be identified in the Owner-Contractor Agreement.
- D. Coordinate related work and modify surrounding work to integrate the Work of Separate Contract Sections selected.

1.02 SCHEDULE OF ALTERNATES

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 3000
ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PROGRESS MEETINGS

- A. Schedule and administer meetings throughout progress of the Work at minimum once per month intervals.
- B. Project Manager will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required: Job superintendent, major Subcontractors, Owner, Architect, as appropriate to agenda topics for each meeting.
- D. The Project Manager will Record minutes and distribute copies within two days after meeting to participants, with [one] copy to Architect, Owner, and participants. The distribution shall be by email.

3.02 CONSTRUCTION PROGRESS SCHEDULE

- A. Within 10 days after date established in Notice to Proceed, submit preliminary schedule defining planned operations for the first 60 days of Work, with a general outline for remainder of Work.
- B. If preliminary schedule requires revision after review, submit revised schedule within 5 days.
- C. Submit updated schedule every 60 days.

3.03 SUBMITTAL SCHEDULE

- A. Submit to Architect for review a schedule for submittals in tabular format.
 - 1. Submit at the same time as the preliminary schedule specified in Section - 01 3216 - Construction Progress Schedule.

3.04 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
 - 1. Product data.
 - 2. Shop drawings.
 - 3. Samples for selection.
 - 4. Samples for verification.
- B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - Closeout Submittals.

3.05 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
 - 1. Design data.
 - 2. Certificates.
 - 3. Test reports.
 - 4. Inspection reports.
 - 5. Manufacturer's instructions.
 - 6. Manufacturer's field reports.
 - 7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner.

3.06 SUBMITTALS FOR PROJECT CLOSEOUT

- A. Submit Correction Punch List for Substantial Completion.
- B. Submit Final Correction Punch List for Substantial Completion.
- C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 01 7800 - Closeout Submittals:
 - 1. Project record documents.
 - 2. Operation and maintenance data.
 - 3. Warranties.
 - 4. Other types as indicated.
- D. Submit for Owner's benefit during and after project completion.

3.07 NUMBER OF COPIES OF SUBMITTALS

- A. Documents for Review:
 - 1. Small Size Sheets, Not Larger Than 8-1/2 by 11 inches: Submit the number of copies that Contractor requires, plus two copies that will be retained by Architect.
 - 2. Larger Sheets, Not Larger Than 36 by 48 inches: Submit the number of opaque reproductions that Contractor requires, plus two copies that will be retained by Architect.
- B. Documents for Information: Submit one copy.
- C. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
 - 1. Retained samples will not be returned to Contractor unless specifically so stated.

3.08 SUBMITTAL PROCEDURES

- A. General Requirements:
 - 1. Use a single transmittal for related items.
 - 2. Deliver each submittal on date noted in submittal schedule, unless an earlier date has been agreed to by all affected parties, and is of the benefit to the project.
 - 3. Schedule submittals to expedite the Project, and coordinate submission of related items.
 - a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 - b. For sequential reviews involving Architect's consultants, Owner, or another affected party, allow an additional 7 days.
 - c. For sequential reviews involving approval from authorities having jurisdiction (AHJ), in addition to Architect's approval, allow an additional 30 days.
 - 4. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
 - 5. Provide space for Contractor and Architect review stamps.
 - 6. When revised for resubmission, identify all changes made since previous submission.
 - 7. Distribute reviewed submittals. Instruct parties to promptly report inability to comply with requirements.
 - 8. Incomplete submittals will not be reviewed, unless they are partial submittals for distinct portion(s) of the work, and have received prior approval for their use.
- B. Shop Drawing Procedures:
 - 1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting the Contract Documents and coordinating related Work.
 - 2. Generic, non-project specific information submitted as shop drawings do not meet the requirements for shop drawings.
- C. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.
- D. Deliver submittals to Architect at business address.

3.09 SUBMITTAL REVIEW

- A. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.
- B. Submittals for Information: Architect will acknowledge receipt and review. See below for actions to be taken.
- C. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
- D. Architect's and consultants' actions on items submitted for review:
 - 1. Authorizing purchasing, fabrication, delivery, and installation:
 - a. "Reviewed", or language with same legal meaning.
 - b. "Reviewed and Corrected", or language with same legal meaning.
 - 1) At Contractor's option, submit corrected item, with review notations acknowledged and incorporated.
 - c. "Approved as Noted, Resubmit for Record", or language with same legal meaning.
 - 2. Not Authorizing fabrication, delivery, and installation:
 - a. "Revise and Resubmit".
 - 1) Resubmit revised item, with review notations acknowledged and incorporated.
 - 2) Non-responsive resubmittals may be rejected.
 - b. "Not Acceptable". Or, "Rejected."
 - 1) Submit item complying with requirements of Contract Documents.
- E. Architect's and consultants' actions on items submitted for information:
 - 1. Items for which no action was taken:
 - a. "Received" - to notify the Contractor that the submittal has been received for record only.
 - 2. Items for which action was taken:
 - a. "Reviewed" - no further action is required from Contractor.

END OF SECTION

SECTION 01 4000
QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 SUBMITTALS

- A. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.
- B. Test Reports: After each test/inspection, promptly submit two copies of report to Architect and to Contractor.
 - 1. Test report submittals are for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.
- C. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
 - 1. Indicate material or product complies with or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
 - 2. Certificates may be recent or previous test results on material or product, but must be acceptable to Architect.
- D. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

1.02 REFERENCES AND STANDARDS

- A. For products and workmanship specified by reference to a document or documents not included in the Project Manual, also referred to as reference standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.
- B. Comply with reference standard of date of issue current on date of Contract Documents, except where a specific date is established by applicable code.
- C. Should specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of Architect shall be altered from Contract Documents by mention or inference otherwise in any reference document.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Comply with specified standards as minimum quality for the work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Have work performed by persons qualified to produce required and specified quality.
- F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer. The Contractor is responsible for all final measurements.

- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

3.02 DEFECT ASSESSMENT

- A. Replace Work or portions of the Work not complying with specified requirements.
- B. If, in the opinion of Architect, it is not practical to remove and replace the work, Architect will direct an appropriate remedy or adjust payment.

END OF SECTION

**SECTION 01 4100
REGULATORY REQUIREMENTS**

PART 1 GENERAL

1.01 SUMMARY OF REFERENCE STANDARDS

- A. Regulatory requirements applicable to this project are the following:
- B. 28 CFR 36 - Nondiscrimination by Public Accommodations and in Commercial Facilities; Final Rule; Department of Justice; current edition.
- C. 36 CFR 1191 - Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines; current edition.
- D. ADA Standards - Americans with Disabilities Act (ADA) Standards for Accessible Design; 2010.
- E. 29 CFR 1910 - Occupational Safety and Health Standards; current edition.
- F. State of Connecticut amendments to some or all of the following.
- G. City of New Haven amendments to some or all of the following.
- H. Zoning Code: City of New Haven.
- I. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2009.
- J. NFPA 101 - Life Safety Code; 2015.
- K. Connecticut General Statutes including amendments.
- L. 2018 Connecticut State Building Code.
- M. ICC (IBC) - International Building Code; 2015.
- N. ICC (IPC)- International Plumbing Code; 2015.
- O. ICC (IMC) - International Mechanical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- P. ICC (IFGC) - International Fuel Gas Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- Q. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- R. ICC (IECC) - International Energy Conservation Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- S. Connecticut State Fire Safety Code, The Connecticut State Fire Prevention Code, all as adopted by the State of Connecticut and the municipality.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 4216

DEFINITIONS

PART 1 GENERAL

1.01 DEFINITIONS

- A. **Furnish:** To supply, deliver, unload, and inspect for damage.
- B. **Install:** To unpack, assemble, erect, apply, place, finish, cure, protect, clean, start up, and make ready for use.
- C. **Product:** Material, machinery, components, equipment, fixtures, and systems forming the work result. Not materials or equipment used for preparation, fabrication, conveying, or erection and not incorporated into the work result. Products may be new, never before used, or re-used materials or equipment.
- D. **Provide:** To furnish and install.
- E. **Supply:** Same as Furnish.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 4533

CODE-REQUIRED SPECIAL INSPECTIONS AND PROCEDURES

PART 1 GENERAL

1.01 DEFINITIONS

- A. Authority Having Jurisdiction (AHJ): Agency or individual officially empowered to enforce the building, fire and life safety code requirements of the permitting jurisdiction in which the Project is located.
- B. National Institute of Standards and Technology (NIST).

1.02 SUBMITTALS

- A. Special Inspection Agency Qualifications: Prior to the start of work, the Special Inspection Agency is required to:
 - 1. Submit agency name, address, and telephone number, names of full time registered Engineer and responsible officer.
 - 2. Submit copy of report of laboratory facilities inspection made by NIST Construction Materials Reference Laboratory during most recent inspection, with memorandum of remedies of any deficiencies reported by the inspection.
 - 3. Submit certification that Special Inspection Agency is acceptable to AHJ.
- B. Testing Agency Qualifications: Prior to the start of work, the Testing Agency is required to:
 - 1. Submit agency name, address, and telephone number, and names of full time registered Engineer and responsible officer.
 - 2. Submit copy of report of laboratory facilities inspection made by NIST Construction Materials Reference Laboratory during most recent inspection, with memorandum of remedies of any deficiencies reported by the inspection.
 - 3. Submit certification that Testing Agency is acceptable to AHJ.
- C. Fabricator's Qualification Statement: Fabricator is required to submit documentation of fabrication facilities and methods as well as quality control procedures. Include documentation of AHJ approval.
- D. Special Inspection Reports: After each special inspection, Special Inspector is required to promptly submit at least two copies of report; one to Architect and one to the AHJ.
- E. Test Reports: After each test or inspection, promptly submit at least two copies of report; one to Architect and one to AHJ.
- F. Certificates: When specified in individual special inspection requirements, Special Inspector shall submit certification by the manufacturer, fabricator, and installation subcontractor to Architect and AHJ, in quantities specified for Product Data.
 - 1. Indicate material or product complies with or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.

1.03 SPECIAL INSPECTION AGENCY

- A. Owner will employ services of a Special Inspection Agency to perform inspections and associated testing and sampling in accordance with ASTM E329 and required by the building code.
- B. The Special Inspection Agency may employ and pay for services of an independent testing agency to perform testing and sampling associated with special inspections and required by the building code.
- C. Employment of agency in no way relieves Contractor of obligation to perform work in accordance with requirements of Contract Documents.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 SPECIAL INSPECTIONS FOR STEEL CONSTRUCTION

3.02 SPECIAL INSPECTIONS FOR CONCRETE CONSTRUCTION

3.03 SPECIAL INSPECTIONS FOR MASONRY CONSTRUCTION

3.04 SPECIAL INSPECTIONS FOR SOILS

3.05 SPECIAL INSPECTIONS FOR VERTICAL MASONRY FOUNDATION ELEMENTS

3.06 SPECIAL INSPECTIONS FOR SPRAYED FIRE RESISTANT MATERIALS

3.07 SPECIAL INSPECTIONS FOR MASTIC AND INTUMESCENT FIRE RESISTANT COATINGS

3.08 SPECIAL INSPECTIONS FOR FIRE RESISTANT PENETRATIONS AND JOINTS

3.09 SPECIAL INSPECTIONS FOR SMOKE CONTROL

3.10 SPECIAL INSPECTIONS FOR SEISMIC RESISTANCE

3.11 SPECIAL INSPECTIONS FOR WIND RESISTANCE

3.12 SPECIAL INSPECTION AGENCY DUTIES AND RESPONSIBILITIES

A. Special Inspection Agency shall:

1. Provide qualified personnel at site. Cooperate with Architect and Contractor in performance of services.
2. Perform specified sampling and testing of products in accordance with specified reference standards.
3. Ascertain compliance of materials and products with requirements of Contract Documents.
4. Promptly notify Architect and Contractor of observed irregularities or non-compliance of work or products.
5. Perform additional tests and inspections required by Architect.
6. Submit reports of all tests or inspections specified.

END OF SECTION

SECTION 01 5000
TEMPORARY FACILITIES AND CONTROLS

PART 1 GENERAL

1.01 TEMPORARY UTILITIES - SEE SECTION 01 5100

- A. Owner will provide the following:
 - 1. Electrical power and metering, consisting of connection to existing facilities.
 - 2. Water supply, consisting of connection to existing facilities.
 - 3. Provide and pay for all electrical power, lighting, and water (when above freezing) required for construction purposes.

1.02 TEMPORARY SANITARY FACILITIES

- A. Provide and maintain required facilities and enclosures. Provide at time of project mobilization.
- B. Maintain daily in clean and sanitary condition.

1.03 BARRIERS

- A. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for owner's use of site and to protect existing facilities and adjacent properties from damage from construction operations and demolition.

1.04 FENCING

- A. Construction: Contractor's option.
- B. Coordinate with approved site plan.

1.05 VEHICULAR ACCESS AND PARKING

- A. Comply with regulations relating to use of streets and sidewalks, access to emergency facilities, and access for emergency vehicles.
- B. Coordinate access and haul routes with governing authorities and Owner.
- C. Provide and maintain access to fire hydrants, free of obstructions.

1.06 WASTE REMOVAL

- A. Provide waste removal facilities and services as required to maintain the site in clean and orderly condition. Clean work area daily.
- B. Provide containers with lids. Remove trash from site periodically.

1.07 PROJECT IDENTIFICATION

- A. Provide project identification sign of design and construction indicated on drawings.
- B. Erect on site at location indicated.

1.08 FIELD OFFICES

- A. Office in Site Trailer: Weathertight, with lighting, electrical outlets, heating, cooling , and equipped with sturdy furniture .
- B. Provide space for Project meetings, with table and chairs to accommodate 8 persons.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

**SECTION 01 6000
PRODUCT REQUIREMENTS**

PART 1 GENERAL

1.01 SUBMITTALS

- A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- B. Shop Drawing Submittals: Prepared specifically for this Project; indicate finishes, cabinet and millwork details, utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
- C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.

PART 2 PRODUCTS

2.01 EXISTING PRODUCTS

- A. Do not use materials and equipment removed from existing premises unless specifically required or permitted by Contract Documents.
- B. Unforeseen historic items encountered remain the property of the Owner; notify Owner promptly upon discovery; protect, remove, handle, and store as directed by Owner.
- C. Existing materials and equipment indicated to be removed, but not to be re-used, relocated, reinstalled, delivered to the Owner, or otherwise indicated as to remain the property of the Owner, become the property of the Contractor; remove from site.

2.02 NEW PRODUCTS

- A. Provide new products unless specifically required or permitted by Contract Documents.

2.03 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

PART 3 EXECUTION

3.01 SUBSTITUTION LIMITATIONS

- A. See Section 01 2500 - Substitution Procedures.
- B. Architect will consider requests for substitutions only within 30 days after date established in Notice to Proceed.
- C. Substitutions may be considered when a product becomes unavailable through no fault of the Contractor.
- D. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.
- E. A request for substitution constitutes a representation that the submitter:
 - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
 - 2. Agrees to provide the same warranty for the substitution as for the specified product.
 - 3. Agrees to coordinate installation and make changes to other Work that may be required for the Work to be complete with no additional cost to Owner.
 - 4. Waives claims for additional costs or time extension that may subsequently become apparent.

5. Agrees to reimburse Owner and Architect for review or redesign services associated with re-approval by authorities.
- F. Substitutions will not be considered when they are indicated or implied on shop drawing or product data submittals, without separate written request, or when acceptance will require revision to the Contract Documents.
- G. Substitution Submittal Procedure (after contract award):
 1. Submit two copies of request for substitution for consideration. Limit each request to one proposed substitution.
 2. Submit shop drawings, product data, and certified test results attesting to the proposed product equivalence. Burden of proof is on proposer.
 3. The Architect will notify Contractor in writing of decision to accept or reject request.

END OF SECTION

SECTION 01 6116
VOLATILE ORGANIC COMPOUND (VOC) CONTENT RESTRICTIONS

PART 1 GENERAL

1.01 DEFINITIONS

- A. VOC-Content-Restricted Products: All products in the following product categories, whether specified or not:
 - 1. Interior paints and coatings applied on site.
 - 2. Interior adhesives and sealants applied on site, including flooring adhesives.
- B. VOC-Restricted Products: All products of each of the following categories when installed or applied on-site in the building interior:
 - 1. Adhesives, sealants, and sealer coatings.
 - 2. Carpet.
 - 3. Carpet cushion.
 - 4. Carpet tile.
 - 5. Resilient floor coverings.
 - 6. Wood flooring.
 - 7. Paints and coatings.
 - 8. Insulation.
 - 9. Gypsum board.
 - 10. Acoustical ceilings and panels.
 - 11. Cabinet work.
 - 12. Wall coverings.
 - 13. Composite wood and agrifiber products used either alone or as part of another product.
- C. Interior of Building: Anywhere inside the exterior weather barrier.
- D. Adhesives: All gunnable, trowelable, liquid-applied, and aerosol adhesives, whether specified or not; including flooring adhesives, resilient base adhesives, and pipe jointing adhesives.
- E. Sealants: All gunnable, trowelable, and liquid-applied joint sealants and sealant primers, whether specified or not; including firestopping sealants and duct joint sealers.
- F. Inherently Non-Emitting Materials: Products composed wholly of minerals or metals, unless they include organic-based surface coatings, binders, or sealants; and specifically the following:
 - 1. Concrete.
 - 2. Clay brick.
 - 3. Metals that are plated, anodized, or powder-coated.
 - 4. Glass.
 - 5. Ceramics.
 - 6. Solid wood flooring that is unfinished and untreated.

1.02 SUBMITTALS

- A. Evidence of Compliance: Submit for each different product in each applicable category.
- B. Product Data: For each VOC-restricted product used in the project, submit evidence of compliance.

1.03 QUALITY ASSURANCE

- A. Indoor Emissions Standard and Test Method: CAL (CDPH SM), using Standard Private Office exposure scenario and the allowable concentrations specified in the method, and range of total VOC's after 14 days.
 - 1. Wet-Applied Products: State amount applied in mass per surface area.
 - 2. Paints and Coatings: Test tinted products, not just tinting bases.
 - 3. Evidence of Compliance: Acceptable types of evidence are the following:
 - a. Current UL (GGG) certification.
 - b. Current SCS (CPD) Floorscore certification.
 - c. Current SCS (CPD) Indoor Advantage Gold certification.

- d. Current listing in CHPS (HPPD) as a low-emitting product.
- e. Current CRI (GLP) certification.
- f. Test report showing compliance and stating exposure scenario used.
- 4. Product data submittal showing VOC content is NOT acceptable evidence.
- 5. Manufacturer's certification without test report by independent agency is NOT acceptable evidence.
- B. VOC Content Test Method: 40 CFR 59, Subpart D (EPA Method 24), or ASTM D3960, unless otherwise indicated.
 - 1. Evidence of Compliance: Acceptable types of evidence are:
 - a. Report of laboratory testing performed in accordance with requirements.

PART 2 PRODUCTS

2.01 MATERIALS

- A. All Products: Comply with the most stringent of federal, State, and local requirements, or these specifications.
- B. Indoor-Emissions-Restricted Products: Comply with Indoor Emissions Standard and Test Method, except for:
 - 1. Inherently Non-Emitting Materials.
- C. VOC-Content-Restricted Products: VOC content not greater than required by the following:
 - 1. Adhesives, Including Flooring Adhesives: SCAQMD 1168 Rule.
 - 2. Joint Sealants: SCAQMD 1168 Rule.
 - 3. Paints and Coatings: Each color; most stringent of the following:
 - a. 40 CFR 59, Subpart D.
 - b. SCAQMD 1113 Rule.
 - c. CARB (SCM).
- D. Adhesives and Joint Sealants: Provide only products having volatile organic compound (VOC) content not greater than required by South Coast Air Quality Management District Rule No.1168.
 - 1. Evidence of Compliance: Acceptable types of evidence are:
 - a. Report of laboratory testing performed in accordance with requirements.
- E. Aerosol Adhesives: Provide only products having volatile organic compound (VOC) content not greater than required by GreenSeal GS-36.
 - 1. Evidence of Compliance: Acceptable types of evidence are:
 - a. Current GreenSeal Certification.
- F. Carpet Tile and Adhesive: Provide products having VOC content as specified in Section 09 6813.
- G. Composite Wood and Agrifiber Products and Adhesives Used for Laminating Them: Provide products having no added urea-formaldehyde resins.
 - 1. Evidence of Compliance: Acceptable types of evidence are:
 - a. Published product data showing compliance with requirements.

PART 3 EXECUTION

END OF SECTION

SECTION 01 7000
EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.01 SUBMITTALS

- A. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
 - 1. Structural integrity of any element of Project.
 - 2. Integrity of weather exposed or moisture resistant element.
 - 3. Efficiency, maintenance, or safety of any operational element.
- B. Project Record Documents: Accurately record actual locations of capped and active utilities.

1.02 QUALIFICATIONS

- A. For design of temporary shoring and bracing, employ a Professional Engineer experienced in design of this type of work and licensed in CT.

1.03 PROJECT CONDITIONS

- A. Use of explosives is not permitted.
- B. Grade site to drain. Maintain excavations free of water. Provide, operate, and maintain pumping equipment.
- C. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
- D. Dust Control: Execute work by methods to minimize raising dust from construction operations. Provide positive means to prevent air-borne dust from dispersing into atmosphere and over adjacent property.
- E. Erosion and Sediment Control: Plan and execute work by methods to control surface drainage from cuts and fills, from borrow and waste disposal areas. Prevent erosion and sedimentation.
- F. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.
- G. Pest and Rodent Control: Provide methods, means, and facilities to prevent pests and insects from damaging the work.
- H. Pollution Control: Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations. Comply with federal, state, and local regulations.

PART 2 PRODUCTS

2.01 PATCHING MATERIALS

- A. New Materials: As specified in product sections; match existing products and work for patching and extending work.
- B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.

PART 3 EXECUTION

3.01 LAYING OUT THE WORK

- A. Verify locations of survey control points prior to starting work.
- B. Promptly notify Architect of any discrepancies discovered.
- C. Establish a minimum of one permanent bench mark on site, referenced to established control points. Record locations, with horizontal and vertical data, on project record documents.
- D. Establish elevations, lines and levels. Locate and lay out by instrumentation and similar appropriate means:
- E. Confirm curving elements layout is fair and true with Architect before construction.

3.02 GENERAL INSTALLATION REQUIREMENTS

- A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
- B. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
- C. Make curving elements fair and true and neatly aligned, unless otherwise indicated.
- D. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
- E. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
- F. Make neat transitions between different surfaces, maintaining texture and appearance.

3.03 CUTTING AND PATCHING

- A. Whenever possible, execute the work by methods that avoid cutting or patching.
- B. Perform whatever cutting and patching is necessary to:
 - 1. Complete the work.
 - 2. Fit products together to integrate with other work.
 - 3. Provide openings for penetration of mechanical, electrical, and other services.
 - 4. Match work that has been cut to adjacent work.
 - 5. Repair areas adjacent to cuts to required condition.
 - 6. Repair new work damaged by subsequent work.
 - 7. Remove samples of installed work for testing when requested.
 - 8. Remove and replace defective and non-complying work.
- C. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
- D. Patching:
 - 1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.

3.04 PROGRESS CLEANING

- A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.

3.05 PROTECTION OF INSTALLED WORK

- A. Protect installed work from damage by construction operations.
- B. Provide special protection where specified in individual specification sections.
- C. Remove protective coverings when no longer needed; reuse or recycle coverings if possible.

3.06 FINAL CLEANING

- A. Use cleaning materials that are nonhazardous.
- B. Clean interior and exterior glass, surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces, vacuum carpeted and soft surfaces.
- C. Remove all labels that are not permanent. Do not paint or otherwise cover fire test labels or nameplates on mechanical and electrical equipment.
- D. Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned.

3.07 CLOSEOUT PROCEDURES

- A. Make submittals that are required by governing or other authorities.
- B. Notify Architect when work is considered ready for Architect's Substantial Completion inspection.

- C. Submit written certification containing Contractor's Correction Punch List, that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's Substantial Completion inspection.
- D. Notify Architect when work is considered finally complete and ready for Architect's Substantial Completion final inspection.
- E. Complete items of work determined by Architect listed in executed Certificate of Substantial Completion.

END OF SECTION

**SECTION 01 7800
CLOSEOUT SUBMITTALS**

PART 1 GENERAL

1.01 SUBMITTALS

- A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment.
- B. Operation and Maintenance Data:
- C. Warranties and Bonds:
 - 1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within 10 days after acceptance.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PROJECT RECORD DOCUMENTS

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
 - 1. Drawings.
 - 2. Addenda.
 - 3. Change Orders and other modifications to the Contract.

3.02 OPERATION AND MAINTENANCE DATA

- A. Source Data: For each product or system, list names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.
- B. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.

3.03 OPERATION AND MAINTENANCE DATA FOR MATERIALS AND FINISHES

- A. For Each Product, Applied Material, and Finish:
- B. Instructions for Care and Maintenance: Manufacturer's recommendations for cleaning agents and methods, precautions against detrimental cleaning agents and methods, and recommended schedule for cleaning and maintenance.

3.04 OPERATION AND MAINTENANCE DATA FOR EQUIPMENT AND SYSTEMS

- A. For Each Item of Equipment and Each System:
 - 1. Description of unit or system, and component parts.
 - 2. Identify function, normal operating characteristics, and limiting conditions.
 - 3. Include performance curves, with engineering data and tests.
 - 4. Complete nomenclature and model number of replaceable parts.
- B. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- C. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and trouble shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.

3.05 WARRANTIES AND BONDS

- A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial completion is determined.

END OF SECTION

**SECTION 04 2000
UNIT MASONRY**

PART 1 GENERAL

1.01 SUBMITTALS

- A. Product Data: Provide data for masonry units, fabricated wire reinforcement, mortar, and masonry accessories.
- B. Samples: Submit four samples of decorative block units to illustrate color, texture, and extremes of color range.
- C. Manufacturer's Certificate: Certify that water repellent admixture manufacturer has certified masonry unit manufacturer as an approved user of water repellent admixture in the manufacture of concrete block.

PART 2 PRODUCTS

2.01 CONCRETE MASONRY UNITS

- A. Concrete Block: Comply with referenced standards and as follows:
 - 1. Size: Standard units with nominal face dimensions of 16 by 8 inches and nominal depths as indicated on drawings for specific locations.
 - 2. Load-Bearing Units: ASTM C90, normal weight.
 - a. Hollow block, as indicated.
 - b. Exposed Faces: Manufacturer's standard color and texture where indicated.
 - 3. Units with Integral Water Repellent: Concrete block units as specified in this section with polymeric liquid admixture added to concrete masonry units at the time of manufacture.

2.02 MORTAR AND GROUT MATERIALS

- A. Masonry Cement: ASTM C91/C91M, Type S.
- B. Portland Cement: ASTM C150/C150M, Type I; color as required to produce approved color sample.
- C. Hydrated Lime: ASTM C207, Type S.
- D. Mortar Aggregate: ASTM C144.
- E. Grout Aggregate: ASTM C404.
- F. Water: Clean and potable.
- G. Accelerating Admixture: Nonchloride type for use in cold weather.
- H. Moisture-Resistant Admixture: Water repellent compound designed to reduce capillarity.
- I. Integral Water Repellent Admixture for Mortar: Polymeric liquid admixture added to mortar at the time of manufacture.
- J. Packaged Dry Material for Mortar for Unit Masonry: Premixed Portland cement, hydrated lime, and sand; complying with ASTM C1714/C1714M and capable of producing mortar of the specified strength in accordance with ASTM C270 with the addition of water only.
 - 1. Type: Type S.
 - 2. Color: Standard gray.
 - 3. Water-repellent mortar for use with water repellent masonry units.

2.03 REINFORCEMENT AND ANCHORAGE

- A. Reinforcing Steel: ASTM A615/A615M, Grade 60 (60,000 psi), deformed billet bars; galvanized.
- B. Single Wythe Joint Reinforcement: Truss or ladder type; ASTM A1064/A1064M steel wire, mill galvanized to ASTM A641/A641M, Class 3; 0.1483 inch side rods with 0.1483 inch cross rods; width as required to provide not more than 1 inch and not less than 1/2 inch of mortar coverage on each exposure.

2.04 FLASHINGS

- A. Flexible Flashing with Elvaloy KEE: Solid-phase plasticizer and flexibilizer added to membrane flashing.
- B. Prefabricated Metal Flashing: Smooth fabricated 12 oz/sq ft copper flashing for surface mounted conditions.
- C. Stainless Steel Flashing: ASTM A666, Type 304, soft temper; 26 gage, 0.0187 inch thick; finish 2B to 2D.

2.05 ACCESSORIES

- A. Preformed Control Joints: Rubber material. Provide with corner and tee accessories, fused joints.
- B. Joint Filler: Closed cell polyvinyl chloride; oversized 50 percent to joint width; self expanding; in maximum lengths available.
- C. Cavity Mortar Control: Semi-rigid polyethylene or polyester mesh panels, sized to thickness of wall cavity, and designed to prevent mortar droppings from clogging weeps and cavity vents and allow proper cavity drainage.
- D. Termination Bars: Stainless steel; compatible with membrane and adhesives.
- E. Weeps: Molded PVC grilles, insect resistant.
- F. Type: Preformed aluminum vents with sloping louvers.
- G. Termite-Excluding Weep and Vent:

2.06 MORTAR AND GROUT MIXING

- A. Mortar for Unit Masonry: ASTM C270, using the Proportion Specification.
 - 1. Masonry below grade and in contact with earth: Type S.
 - 2. Exterior, loadbearing masonry: Type S.
 - 3. Exterior, non-loadbearing masonry: Type S.
 - 4. Interior, loadbearing masonry: Type S.
 - 5. Interior, non-loadbearing masonry: Type O.
- B. Grout: ASTM C476; consistency required to fill completely volumes indicated for grouting; fine grout for spaces with smallest horizontal dimension of 2 inches or less; coarse grout for spaces with smallest horizontal dimension greater than 2 inches.

PART 3 EXECUTION

3.01 COLD AND HOT WEATHER REQUIREMENTS

- A. Comply with requirements of ACI 530/530.1/ERTA or applicable building code, whichever is more stringent.

3.02 COURSING

- A. Establish lines, levels, and coursing indicated. Protect from displacement.
- B. Maintain masonry courses to uniform dimension. Form vertical and horizontal joints of uniform thickness.
- C. Concrete Masonry Units:
 - 1. Bond: Running.
 - 2. Coursing: One unit and one mortar joint to equal 8 inches.
 - 3. Mortar Joints: Concave.

3.03 PLACING AND BONDING

- A. Lay solid masonry units in full bed of mortar, with full head joints, uniformly jointed with other work.
- B. Lay hollow masonry units with face shell bedding on head and bed joints.
- C. Perform job site cutting of masonry units with proper tools to provide straight, clean, unchipped edges. Prevent broken masonry unit corners or edges.

3.04 WEEPS/CAVITY VENTS

- A. Install weeps in veneer and cavity walls at 24 inches on center horizontally on top of through-wall flashing above shelf angles and lintels and at bottom of walls.
- B. Install cavity vents in veneer and cavity walls at 32 inches on center horizontally below shelf angles and lintels and near top of walls.

3.05 CAVITY MORTAR CONTROL

- A. Do not permit mortar to drop or accumulate into cavity air space or to plug weep/cavity vents.

3.06 REINFORCEMENT AND ANCHORAGE - GENERAL, SINGLE WYTHE MASONRY, AND CAVITY WALL MASONRY

- A. Unless otherwise indicated on drawings or specified under specific wall type, install horizontal joint reinforcement 16 inches on center.
- B. Place masonry joint reinforcement in first and second horizontal joints above and below openings. Extend minimum 16 inches each side of opening.
- C. Place continuous joint reinforcement in first and second joint below top of walls.
- D. Lap joint reinforcement ends minimum 6 inches.

3.07 MASONRY FLASHINGS

- A. Whether or not specifically indicated, install masonry flashing to divert water to exterior at all locations where downward flow of water will be interrupted.
- B. Extend metal flashings through exterior face of masonry and terminate in an angled drip with hemmed edge. Install joint sealer below drip edge to prevent moisture migration under flashing.
- C. Extend plastic, laminated, EPDM, and _____ flashings to within 1/2 inch of exterior face of masonry and adhere to top of stainless steel angled drip with hemmed edge.
- D. Lap end joints of flashings at least 6 inches, minimum, and seal watertight with flashing sealant/adhesive.

3.08 LINTELS

- A. Install loose steel lintels over openings.

3.09 GROUTED COMPONENTS

- A. Place and consolidate grout fill without displacing reinforcing.
- B. At bearing locations, fill masonry cores with grout for a minimum 12 inches either side of opening.

END OF SECTION

SECTION 07 6200
SHEET METAL FLASHING AND TRIM

PART 1 GENERAL

1.01 SUBMITTALS

- A. Shop Drawings: Indicate material profile, jointing pattern, jointing details, fastening methods, flashings, terminations, and installation details.

1.02 QUALITY ASSURANCE

- A. Perform work in accordance with SMACNA (ASMM) and CDA A4050 requirements and standard details, except as otherwise indicated.

PART 2 PRODUCTS

2.01 SHEET MATERIALS

- A. Pre-Finished Galvanized Steel: ASTM A653/A653M, with G90/Z275 zinc coating; minimum 24 gage, (0.0239) inch thick base metal, shop pre-coated with PVDF coating.
 - 1. PVDF (Polyvinylidene Fluoride) Coating: Superior Performance Organic Finish, AAMA 2605; multiple coat, thermally cured fluoropolymer finish system.
 - 2. Color: As selected by Architect from manufacturer's standard colors.
- B. Stainless Steel: ASTM A666, Type 304 alloy, soft temper, 28 gage, (0.0156 inch) thick; smooth No. 4 - Brushed finish.

2.02 ACCESSORIES

- A. Fasteners: Same material and finish as flashing metal, with soft neoprene washers.
- B. Primer: Zinc chromate type.
- C. Sealant to be Concealed in Completed Work: Non-curing butyl sealant.
- D. Sealant to be Exposed in Completed Work: ASTM C920; elastomeric sealant, 100 percent silicone with minimum movement capability of plus/minus 25 percent and recommended by manufacturer for substrates to be sealed; clear.
- E. Plastic Cement: ASTM D4586, Type I.

2.03 FABRICATION

- A. Form sections true to shape, accurate in size, square, and free from distortion or defects.
- B. Form pieces in longest possible lengths.
- C. Form material with flat lock seams, except where otherwise indicated; at moving joints, use sealed lapped, bayonet-type or interlocking hooked seams.

2.04 GUTTER AND DOWNSPOUT FABRICATION

- A. Gutters: SMACNA (ASMM), Rectangular profile.
- B. Downspouts: Rectangular profile.
- C. Gutters and Downspouts: Size for rainfall intensity determined by a storm occurrence of 1 in 10 years in accordance with SMACNA (ASMM).
- D. Accessories: Profiled to suit gutters and downspouts.
 - 1. Anchorage Devices: In accordance with SMACNA (ASMM) requirements.
 - 2. Gutter Supports: Brackets.
 - 3. Downspout Supports: Brackets.

2.05 ACCESSORIES

- A. Fasteners: Galvanized steel, with soft neoprene washers.
- B. Primer: Zinc chromate type.
- C. Concealed Sealants: Non-curing butyl sealant.

- D. Exposed Sealants: ASTM C920; elastomeric sealant, with minimum movement capability as recommended by manufacturer for substrates to be sealed; color to match adjacent material.
- E. Plastic Cement: ASTM D4586/D4586M, Type I.

PART 3 EXECUTION

3.01 INSTALLATION

- A. Secure flashings in place using concealed fasteners, and use exposed fasteners only where permitted..
- B. Seal metal joints watertight.
- C. Slope gutters 1/4 inch per 10 feet, minimum.

END OF SECTION

SECTION 07 9005

JOINT SEALERS

PART 1 GENERAL

1.01 SUBMITTALS

- A. Product Data: Provide data indicating sealant chemical characteristics.

PART 2 PRODUCTS

2.01 SEALANTS

- A. Sealants and Primers - General: Provide only products having lower volatile organic compound (VOC) content than required by South Coast Air Quality Management District Rule No.1168.
- B. Type 1 - General Purpose Exterior Sealant: Polyurethane; ASTM C920, Grade NS, Class 25 minimum; Uses M, G, and A; single component.
1. Color: To be selected by Architect from manufacturer's standard range.
- C. Type 2 - Exterior Expansion Joint Sealer: Precompressed foam sealer; urethane with water-repellent;
1. Face color: to be selected by architect from standard product range.
 2. Size as required to provide weathertight seal when installed.
 3. Provide product recommended by manufacturer for traffic-bearing use.
- D. Type 3 - Exterior Metal Lap Joint Sealant: Butyl or polyisobutylene, nondrying, nonskinning, noncuring.
- E. Type 4 - General Purpose Interior Sealant: Acrylic emulsion latex; ASTM C834, Type OP, Grade NF single component, paintable.
1. Color: Match adjacent finished surfaces.
- F. Type 5 - Bathtub/Tile Sealant: White silicone; ASTM C920, Uses I, M and A; single component, mildew resistant.
- G. Type 6 - Acoustical Sealant for Concealed Locations:
- H. Type 7 - Polyurea Concrete Floor Joint Filler: Self-leveling, pourable, semi-rigid sealant intended for filling cracks and control joints not subject to significant movement; rigid enough to support concrete edges under traffic.
1. Color: To be selected by Architect from manufacturer's standard colors.
- I. Type 8 - Interior Floor Joint Sealant: Polyurethane, self-leveling; ASTM C920, Grade P, Class 25, Uses T, M and A; single component.
1. Approved by manufacturer for wide joints up to 1-1/2 inches.
 2. Color: Match adjacent finished surfaces.
- J. Type 9 - Sealant for Continuous Water Immersion: Polysulfide; ASTM C920, Grade NS, Class 25, Uses I, M, and A; approved by manufacturer for continuous water immersion; single component.
1. Color: Match adjacent finished surfaces.
- K. Type 10 - Concrete Paving Joint Sealant: Polyurethane, self-leveling; ASTM C920, Class 25, Uses T, I, M and A; single component.
1. Color: Gray.
- L. Type 11 - Acrylic Emulsion Latex: ASTM C834, single component, non-staining, non-bleeding, non-sagging.
1. Color: Standard colors matching finished surfaces, Type OP (opaque).
 2. Movement Capability: 2 to 5 percent.
 3. Grade: ASTM C834 Grade minus 18 degrees C
- M. Type 12 - Butyl Sealant: ASTM C1311; single component, solvent release, non-skinning, non-sagging.
1. Color: To be selected by Architect from manufacturer's standard range.
 2. Movement Capability: Plus and minus 12-1/2 percent.

AIA Document A101. - 2017

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

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

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

« »
« »
« »
« »

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

« »
« »
« »
« »

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

« »
« »
« »

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

« »
« »
« »
« »

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

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

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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TABLE OF ARTICLES

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

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

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

ARTICLE 2 THE WORK OF THIS CONTRACT

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

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

« »

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

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User Notes:

[« »] Not later than « » (« ») calendar days from the date of commencement of the Work.

[« »] By the following date: « »

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

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

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be « » (\$ « »), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

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

Item	Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)

Item	Price

§ 4.4 Unit prices, if any:

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

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

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

« »

§ 4.6 Other:

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

« »

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

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

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

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the « » day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the « » day of the « » month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than « » (« ») days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

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

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

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

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

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

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

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

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

« »

§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

« »

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

« »

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

« »

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

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

§ 5.2 Final Payment

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

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

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

« »

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

« » % « »

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

« »

« »

« »

« »

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:
(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction

Other (Specify)

« »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

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

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

« »

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

ARTICLE 8 MISCELLANEOUS PROVISIONS

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

§ 8.2 The Owner’s representative:

(Name, address, email address, and other information)

« »

« »

« »

« »

« »

« »

§ 8.3 The Contractor’s representative:

(Name, address, email address, and other information)

« »

« »

« »

« »

« »

« »

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

§ 8.5 Insurance and Bonds

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

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

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

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

« »

§ 8.7 Other provisions:

« »

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

« »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda, if any:

Number	Date	Pages

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

.8 Other Exhibits:

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

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

« »

[« »] The Sustainability Plan:

Title	Date	Pages

[« »] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

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

« »

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

OWNER (Signature)

« »« »

(Printed name and title)

CONTRACTOR (Signature)

« »« »

(Printed name and title)