

Project Manual

Volume 1



Prepared for:

Great Valley School District

301 Lindenwood Drive, Suite 210
Malvern, PA 19355

Project:

**Renovations to:
District Administration Office**

Prepared by:

SCHRADERGROUP

161 Leverington Avenue, Suite 105
Philadelphia, Pennsylvania 19127

Bid Submission:

21 December 2022

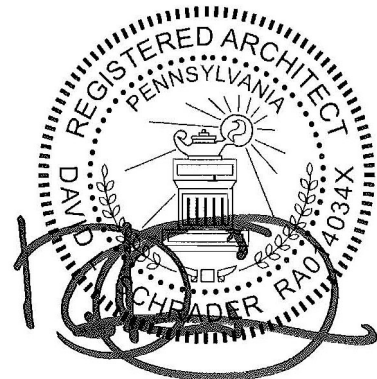


TABLE OF CONTENTS

Copyright

VOLUME 1 – DIVISION 0-1

DRAWING INDEX

As Listed On Contract Drawings Cover Sheet

DIVISION 00 – BIDDING AND CONTRACT REQUIREMENTS

Section 001113 -	Bid Advertisement
Section 002000 -	Instructions to Bidders
Section 002100 -	Supplemental Instructions to Bidders
Section 002110a -	Background Checks
Section 002110b -	Act 24 Form
Section 004116 -	Bid Form Contract 1 - General Construction
Section 004117 -	Bid Form Contract 2 - Plumbing Construction
Section 004118 -	Bid Form Contract 3 - Mechanical Construction
Section 004119 -	Bid Form Contract 4 - Electrical Construction
Section 004200 -	Bid Attachments
Section 004210 -	Waiver of Liens
Section 005200 -	Agreement Between Owner and Contractor
Section 006100 -	Performance Bond
Section 006120 -	Payment Bond
Section 007000 -	General Conditions
Section 008200 -	Prevailing Wages
Section 009000 -	Construction Forms

DIVISION 01 – GENERAL REQUIREMENTS

Section 011000 -	Summary of Work
Section 011200 -	Multiple Contract Summary
Section 012300 -	Alternates
Section 012500 -	Contract Modification Procedures
Section 012900 -	Payment Procedures
Section 013110 -	Project Meetings
Section 013200 -	Construction Progress Documentation
Section 013300 -	Submittal Procedures
Section 013500 -	Safety
Section 014100 -	Regulatory Requirements
Section 014200 -	References
Section 015100 -	Temporary Utilities and Facilities
Section 015300 -	Temporary Barriers and Enclosures
Section 016100 -	Basic Product Requirements
Section 016300 -	Products Substitution Procedures

- Section 017400 - Cleaning
- Section 017700 - Closeout Procedures
- Section 017800 - Project Record Documents
- Section 017810 - Warranties and Bonds

VOLUME 2 – DIVISION 2 – 14

DIVISION 2 – SITEWORK

- Section 024113 - Selective Demolition

DIVISION 3 – CONCRETE

- Section 035416 - Self Leveling Underlayment

DIVISION 4 – MASONRY

- Section 042000 - Unit Masonry

DIVISION 5 - METALS

- Section 055000 - Metal Fabrications

DIVISION 6 – WOOD, PLASTICS, COMPOSITES

- Section 061053 - Miscellaneous Rough Carpentry
- Section 062020 - Interior Finish Carpentry

DIVISION 7 - THERMAL AND MOISTURE PROTECTION

- Section 072100 - Thermal Insulation
- Section 072129 - Sprayed Insulation
- Section 079200 - Joint Sealants

DIVISION 8 - OPENINGS

- Section 081113 - Hollow Metal Doors and Frames
- Section 081416 - Flush Wood Doors
- Section 083113 - Access Doors and Frames
- Section 084113 - Aluminum-Framed Entrances and Storefronts
- Section 087100 - Door Hardware
- Section 087113 - Automatic Door Operators
- Section 088000 - Glazing
- Section 088713 - Window Film

DIVISION 9 - FINISHES

- Section 092216 - Non-Structural Metal Framing

Section 092813 -	Cementitious Backing Board
Section 092900 -	Gypsum Board
Section 092940 -	Gypsum Trim and Accessories
Section 093013 -	Ceramic Tiling
Section 095113 -	Acoustical Panel Ceilings
Section 096513 -	Resilient Base and Accessories
Section 096519 -	Resilient Flooring
Section 096813 -	Tile Carpeting
Section 097200 -	Digitally Printed Vinyl Wallcoverings
Section 099123 -	Interior Painting

DIVISION 10 - SPECIALTIES

Section 101100 -	Visual Display Units
Section 101419 -	Dimensional Letter Signage
Section 101423 -	Signage
Section 102113 -	Toilet Compartments
Section 102215 -	Sliding/Fixed Glass Panel Partitions
Section 102226 -	Operable Panel Partitions
Section 102800 -	Toilet and Bath Accessories
Section 104413 -	Fire Protection Cabinets
Section 104416 -	Fire Extinguishers

DIVISION 11 – EQUIPMENT

N/A

DIVISION 12 - FURNISHINGS

Section 122413 -	Roller Window Shades
Section 123216 -	Manufactured Plastic-Laminate-Faced Casework
Section 123600 -	Miscellaneous Countertops
Section 126613 -	Solid Surface Countertops

DIVISION 13 – SPECIAL CONSTRUCTION

N/A

DIVISION 14 – CONVEYING EQUIPMENT

N/A

VOLUME 2

DIVISION 21 - FIRE SUPPRESSION

Section 210100 -	General Provisions
Section 210101	Removals

Section 210500	Common Work Results for Fire Suppression
Section 210553	Identification for Fire Suppression Piping and Equipment
Section 211300	Fire-Suppression Sprinkler Systems

DIVISION 22 - PLUMBING

Section 220100	General Provisions
Section 220101	Removals
Section 220502	Excavation, Backfill & Compaction for Utility Trenches
Section 220519	Meters and Gages for Plumbing Piping
Section 220553	Identification for Plumbing Piping and Equipment
Section 220719	Plumbing Piping Insulation
Section 221005	Plumbing Piping
Section 221006	Plumbing Piping Specialties
Section 223000	Plumbing Equipment
Section 223300	Electric Water Heaters
Section 224000	Plumbing Fixtures

DIVISION 23- HEATING, VENTILATION AND AIR CONDITIONING

Section 230501	HVAC General Requirements
Section 230513	Common Motor Requirements for HVAC Equipment
Section 230514	Adjustable Frequency Drives
Section 230515	Removals
Section 230519	Meters and Gages for HVAC Piping And Equipment
Section 230549	Vibration Isolation
Section 230554	Mechanical Identification
Section 230593	Testing, Adjusting, And Balancing for HVAC
Section 230714	HVAC Duct Insulation
Section 230923	Direct Digital Control (DDC) System
Section 230993	HVAC Control Sequence
Section 232300	Refrigerant Piping
Section 233100	HVAC Ducts and Casings
Section 233300	Air Duct Accessories
Section 233416	Centrifugal HVAC Fans
Section 233600	Air Terminal Units
Section 233700	Air Outlets and Inlets
Section 234000	HVAC Air Cleaning Devices
Section 237302	Rooftop Air Handling Units
Section 238101	Terminal Heat Transfer Units
Section 238127	Small Split System Heating and Cooling

DIVISION 26 – ELECTRICAL

Section 260100	General Requirements
Section 260505	Selective Demolition for Electrical
Section 260519	Low-Voltage Electrical Power Conductors and Cables
Section 260526	Grounding and Bonding for Electrical Systems

Section 260529	Hangers and Supports for Electrical Systems
Section 260534	Conduit
Section 260536	Cable Trays for Electrical Systems
Section 260537	Boxes
Section 260553	Identification for Electrical Systems
Section 260573	Power Systems Studies
Section 260923	Lighting Control Devices
Section 260924	Lighting Control System
Section 262200	Low-Voltage Transformers
Section 262416	Panelboards
Section 262717	Equipment Wiring
Section 262726	Wiring Devices
Section 262813	Fuses
Section 262818	Enclosed Switches
Section 263213	Engine Generator
Section 263600	Transfer Switches
Section 264300	Surge Protective Devices
Section 265100	Interior Lighting
Section 265600	Exterior Lighting

DIVISION 27 – COMMUNICATIONS

Section 271005	Structured Cabling for Voice and Data
Section 274110	Audio Visual Systems
Section 275123	Intercommunication System

DIVISION 28 – ELECTRONIC SAFETY AND SECURITY

Section 281300	Access Control System
Section 283111	Building Intrusion Detection
Section 284600	Fire Detection and Alarm System
Section 285500	Rf Survey for Emergency Responder Radio Antenna/ Repeater BDA System

DIVISION 31 – EARTHWORK

Section 312316-13	Trenching
-------------------	-----------

DIVISION 33 – UTILITIES

Section 337119	Electrical Undergrounds Ducts and Transformer Vault
----------------	---

END OF TABLE OF CONTENTS

THIS PAGE INTENTIONALLY LEFT BLANK

COPYRIGHT

All, reports, construction documents, and computer files relating to this project are the property of SCHRADERGROUP architecture, LLC. SCHRADERGROUP architecture, LLC retains all common law, statute and other reserved rights including the copyright thereto.

Reproduction of the material herein or substantial use without written permission of SCHRADERGROUP architecture, LLC violates the copyright laws of the United States and will be subject to legal prosecution.

©2022 SCHRADERGROUP architecture, LLC

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 000003 - LIST OF DRAWINGS

The List of Drawings indicated on the Drawing Cover Sheet form a part of this Contract, as set forth in the accompanying Conditions of the Contract for Construction.

ADDITIONAL DIGITAL DATA FILES

Non-editable version of the Building Information Model (BIM) for visualization use only. NOT TO BE USED FOR BIDDING PURPOSES. This model is being made available upon request as an example of the final Coordination BIM digital data files the Architect will furnish to Contractor for use in preparing the coordination BIM.

END OF SECTION 000115

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 001113 – BID ADVERTISEMENT

Contractors are invited to submit SEALED BIDS for the **Great Valley School District Renovation for District Administration Office.**

BIDS ARE INVITED ON A LUMP SUM BASIS FOR THE FOLLOWING CONTRACTS: General Construction, Plumbing Construction, Mechanical Construction, and Electrical Construction.

Sealed bid proposals will be received until 1:00 p.m. on Wednesday, January 18, 2023, at the District Administration Building, 301 Lindenwood Drive, Suite 210, Malvern, PA 19355 Attn: Charles Peterson. Faxed bids will not be accepted. The bids will be publicly opened and read aloud at the time and date listed above.

A Pre-bid conference will be held at 2:30 p.m. on Thursday, January 5, 2022. Bidders will meet at the project site, 100 Lindenwood Drive, Malvern, PA 19355.

PRIME CONTRACTORS can obtain Contract Documents by contacting BLUEEDGE, 1015 Chestnut Street, Philadelphia, PA 19107 (email – csr.philly@bluedge.com) (phone: 215-627-6493 or fax: 215-627-3070) as follows:

1. A link to download the documents will be provided in .pdf format for a non-refundable cost of One Hundred Dollars (\$100.00). Payment can be made via American Express, Visa or MasterCard only to BLUEEDGE. No checks will be accepted.
2. Prime Contractors are responsible for the cost of delivery and must provide a FedEx or UPS account number to BLUEEDGE upon submitting payment.
3. Drawings and Specifications will be made available to the following plan rooms:
 - a. McGraw Hill/Dodge, 1015 Chestnut Street, Philadelphia, PA 19107, 215-627-6493.
 - b. Pennsylvania Builders Exchange, 1813 N. Franklin St., Pittsburgh, PA 15233, 412-922-4200. Contact: Karen Kleber - karen@bxpa.org. Website: www.bxpa.org.

Bidders may place orders and documents will be available beginning **December 21, 2022.**

In order to ensure registered bidders receive addenda and bid-related correspondence, requests for Bid Documents, shall include the following information:

1. UPS/FedEx shipping address
2. Telephone and fax numbers.
3. Contact person,
4. E-mail address for addenda questions shall be submitted in writing by fax or email and should be directed to: SCHRADERGROUP Architecture, Attn: Courtney Anspach at (fax) 215-482-7441 or by email canspach@sgarc.com.

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 002000 – INSTRUCTIONS TO BIDDERS AIA A701

This is a SAMPLE AIA Document: There is no implied permission to reproduce this document. The original document purchased by the user is intended to be consumed in the course of this project.

This section contains eight (8) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

SECTION 002100 - SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

Architect:
SCHRADERGROUP architecture LLC
161 Leverington Avenue, Suite 105
Philadelphia PA 19127

Owner:
Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

To be considered, Bids must be made in accordance with the Instructions to Bidders as amended by these Supplemental Instructions to Bidders.

1. **DOCUMENTS:**

- A. Bona fide Prime Bidders may obtain a complete set of Drawings and Project Manual from the sources indicated in the Bid Advertisement, Section 001113.
- B. PRIME CONTRACTORS can **REGISTER** and obtain Contract Documents by contacting BLUEEDGE, 1015 Chestnut Street, Philadelphia, PA, 19107 (phone: 215-627-6493 or fax: 215-627-3070) as follows:
 - 1. Link to download in .pdf format: for a non-refundable cost of One hundred Dollars (\$100.00). Payment can be made via American Express, Visa or MasterCard only to BLUEEDGE. No checks will be accepted.
 - 2. Prime Contractors are responsible for the cost of and must provide a FedEx or UPS account number to BLUEEDGE if requesting a cd or placing order for printed documents.
 - 3. In order to ensure registered bidders receive addenda and bid related correspondence, requests for Bid Documents, shall include the following information:
 - 1. UPS/FedEx shipping address
 - 2. Telephone and fax numbers
 - 3. Contact person
 - 4. E-mail address for addenda

2. **EXAMINATION:**

- A. Bidders shall **CAREFULLY EXAMINE** the Documents and the construction Site to obtain first-hand knowledge of existing condition and limitations. **FAILURE TO VISIT THE SITE WILL NOT RELIEVE THE CONTRACTOR OF RESPONSIBILITY FOR SAME**, nor will extra payment requests be considered for conditions which could have been determined by examination of the Site and Documents. All site visits shall take place on the dates and times established by the Owner, and as described in the pre-bid meeting.

3. **QUESTIONS:**

- A. Submit all questions about the Drawings and Project Manual to the Architect, in writing. Written replies will be issued to all Prime Bidders of record as Addenda to the Drawings and Specifications and will become part of the Contract Documents. If any item of Work is shown on the Drawings and not specified, or mentioned in the Specifications and not shown on the Drawings, the matter should be brought to the attention of the Architect during bidding so an addendum can be issued correcting the issue. If such correction is not made, the Work in question shall be considered to be required as if it has been specified and shown on the Drawings. **CONTRACTOR SHALL NOT RELY, NOR BE ENTITLED TO RELY, UPON ORAL CLARIFICATIONS MADE BY THE ARCHITECT.** All questions shall be presented as set forth herein and Contractor shall rely only upon written addenda by the Architect in response to the question(s) presented. Questions received less than five (5) working days before the bid opening shall not be answered.

4. **PRE-BID SUBSTITUTIONS:**

- A. Bids shall be based on the products or manufacturers specified. This is not intended to eliminate competition from other manufacturers other than those specified; however, no pre-bid substitutions shall be considered.

5. **BASIS OF BID:**

- A. The Bidder must include any alternates and Unit Cost Items as may be shown on the Bid Form. Failure to comply may be cause for rejection of Bid. Failure to address an alternate shall be considered the same as no change.
- B. No combination of Bids or assignments will be considered unless so noted in the bidding documents.
- C. Failure to acknowledge any addendum or any other item listed on the BID FORM may be cause for rejection of the bid.

6. **PREPARATION OF BIDS:**

- A. Bids shall be made on unaltered **BID FORMS**. Fill in all blank spaces and submit two (2) copies.

Bids shall be signed in ink with name typed below signature. Where Bidder is a corporation, Bids must be signed with the legal name of the corporation followed by the name of the State of incorporation and the legal signature of an officer authorized to bind the corporation to a contract. **ALL UNSIGNED BIDS SHALL BE REJECTED.**

7. **BID SECURITY:**

- A. Bid Security shall be made payable to the Owner, in the amount of 10 percent (10%) of the Base Bid sum. Security shall be either **CERTIFIED CHECK, BANK**

CASHIERS CHECK or BID BOND issued by the Surety licensed to conduct business in the state in which the Project is being constructed. The Owner reserves the right to approve the sufficiency of the required bid security.

- B. The successful bidder's Security will be retained until the successful bidder has signed the Contract and furnished the required PAYMENT and PERFORMANCE BONDS. The Owner reserves the right to retain the Security of the next three (3) lowest bidders until the lowest Bidder enters into a Contract or until sixty (60) days after bid opening, whichever is the shorter. All other Bid Security will be returned as soon as practical. If any Bidder refuses to enter into a Contract, the Owner will retain its Bid Security as liquidated damages, but not as a penalty.
- C. The Bid Security is to be submitted and attached to the BID FORM at the time of submission of Bids.

8. PERFORMANCE BOND AND PAYMENT BOND:

- A. Furnish and pay for Bonds covering faithful performance of the Contract and payment of all obligations arising there under. Furnish Bonds in the amount of 100% of Bid sum and in such form as the Owner may prescribe and with Surety Company acceptable to the Owner, per sections 756 and 757 of the Public School Code of 1949 as amended, and the Public Works Contractors Bond Law of 1967. The bond cost must be included in the bid amount.
- B. The Contractor shall deliver said Bonds to the Owner prior to executing the agreement. Failure or neglecting to deliver said Bonds, as specified, shall be considered as having abandoned the Contract and the Bid Security will be retained as liquidated damages.
- C. Each such Performance and Payment Bond shall be executed by a surety legally authorized to do business in the Commonwealth of Pennsylvania.
- D. Each such Performance and Payment Bond shall be obtained from a company having a minimum rating of "A-" or above in the Best Key Rating Guide, latest edition. The amount of the Bond shall be exclusively for this project and not a shared pool with other projects.
- E. The surety company executing any such Bond must be included in the listing of acceptable sureties as listed in the Treasury Department Circular 570, as most-currently revised, and the amount of such Bond shall not exceed the underwriting risk for such surety as set forth in the above-referenced Circular or revision thereof.
- F. In the event the Owner terminates the Contract with the Contractor, and it is determined that the Contractor has forfeited the Performance Bond, the Owner reserves the right to disapprove the surety's use of the terminated Contractor to complete the Project.

9. NO-LIEN

A. This is property of a public Owner and, as such, may not be liened. For the protection of sub-contractors and the contractor's suppliers, a payment bond will be required.

10. **SUBMITTAL:**

A. Submit Bid in an opaque, sealed envelope and addressed to:

**Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355**

and shall be marked:

BID – Renovations to GVSD District Administration Office

Contract No. _____

Contract Name _____

Bidder Name _____

B. Submit Bids in accordance with the INVITATION TO BID.

12. **MODIFICATION AND WITHDRAWAL:**

A. Bids may not be modified after submittal. Bidders may withdraw Bids at any time up to the scheduled time for opening of bids.

B. Except as provided in 72 P.S. § 1602 as amended, no bid may be withdrawn or modified after the bid opening except where the award of Contract has been delayed for sixty (60) days or as provided by law.

13. **DISQUALIFICATION AND REJECTION OF BIDS:**

A. The Owner reserves the right to disqualify Bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the Bidder.

B. The Owner has the right to reject bids, which are not responsive, and to not award to any bidder which is deemed to be not responsible.

14. **OPENING BIDS:**

A. Bids will be **publicly** opened **and read aloud** as announced in the **INVITATION TO BID**.

15. **AWARD**

- A. The Contract will be awarded on the basis of the lowest responsive base bid, including full consideration of any combination of alternates at the discretion of the School District as may appear on the Bid Form.
- B. **The lowest responsive bid will be comprehensive and include all costs necessary for the completion of the Work.**

16. **EXECUTION OF CONTRACT:**

- A. The Owner reserves the right to accept any Bid, and to reject any or all Bids.
- B. Each Bidder shall be prepared, if so requested by the Owner, to present evidence of his experience, qualifications, and financial ability to carry out the terms of the Contract above and beyond that to be submitted in the Contractor Qualification statement with the bid.
- C. Notwithstanding any delay in the preparation and execution of the formal Contract Agreement, the Contractor shall be prepared, upon written notice of Bid acceptance, **to commence work within ten (10) days** following receipt of official written order from the Owner to proceed, or on date stipulated in such order.
- D. The accepted Contractor shall assist and cooperate with the Owner in preparing the formal Contract Agreement, and **within five (5) days** following its presentation shall execute same and return it to the Owner.

18. **TIME OF COMPLETION:**

- A. The Contractor shall begin the Work on the date of commencement as defined in subparagraph 8.1.2 of the General Conditions and carry the Work forward expeditiously to achieve **Substantial Completion** of each phase on or before the date.
 - **Substantial Completion of the Project shall be no later than June 13th, 2023.**
- B. The Contractor understands and agrees that TIME IS OF THE ESSENCE and that all schedule dates are minimum performance dates. Notwithstanding anything to the contrary contained in the Contract Documents, should the progress of the Project be ahead of scheduled dates, the Contractor agrees to coordinate and complete its Work in accordance with the actual Project progress and the actual pace of the Project without additional compensation. In said case, contractor waives any right to claim that it has been accelerated.
- C. Should the Contractor fail to complete the work in accordance with the Contract Documents, the Contractor shall be liable to the Owner for the sum of \$1,000.00 daily, assessable as liquidated damages and not as a penalty.
- D. This schedule of completion of the Work shall be considered of the essence of the Contract, and for the cost of extra inspections, salaries of contingent forces, and other expense incurred by the Owner resulting from the Contractor's delay in completing the

work of the Contract within the Contract Time, the Owner shall be entitled to liquidated damages, and not a penalty, for each calendar day that the Work is not substantially complete, subject to adjustments of the Contract Time as provided in the General Conditions. Liquidated damages are necessary, in that it is impossible to precisely calculate the monetary loss to the Owner as the result of any delay in implementation.

- E. Coordination of the Work is essential to timely completion of the project within the scheduled plan therefore it is critical that the Superintendent or Project Manager for the Prime Contractor be at each regularly scheduled project meeting. The Prime Contractor shall be assessed a sum of \$100.00 for each scheduled project meeting missed by their designated Superintendent or Project Manager.

19. **GOVERNING LAWS AND REGULATIONS:**

- A. The Bidder's attention is directed to the fact that all applicable Federal and State laws, municipal ordinances and codes, and the rules and regulations of all authorities having jurisdiction over construction of the Project shall apply to the Contract throughout, and they are deemed to be included in the Contract the same as though herein written in full.

- B. FEDERAL OCCUPATIONAL SAFETY & HEALTH ACT OF 1970 (O.S.H.A.):

The Contractor is required to promptly perform all reporting and recording as required by said Act.

- C. PENNSYLVANIA ACT 287 - UTILITIES PROTECTION:

The Contractor will be responsible for complying with Pennsylvania Act 287, commonly known as the "**CALL BEFORE YOU DIG ACT**". Excavation or digging Contractors may learn the utilities and authority Owners by calling **1-800-242-1776** statewide prior to work. One call locates utility lines and the utilities are notified.

- D. COMPLIANCE WITH HUMAN RELATIONS ACT:

The provisions of the Pennsylvania Human Relations Act, Act 222 of October 27, 1955 (P.L. 744) (43 P.S. Section 951, Et. Seq.) of the Commonwealth of Pennsylvania prohibit discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors, and others. The Contractor shall agree to comply with the provisions of this Act as amended that is made part of this specification. Your attention is directed to the language of the Commonwealth's non-discrimination clause in 16 PA. Code 49.101.

- E. PENNSYLVANIA PREVAILING WAGE ACT 442:

- 1. *The general prevailing minimum wage rates including contributions for employees benefits as shall have been determined by the Secretary of the*

Department of Labor and Industry which must be paid to the workmen employed in the performance of the Contract.

The Contract shall specifically provide that the Contractor shall pay no less than the wage rates as determined in the decision of the Secretary of Labor and Industry and shall comply with the conditions of the Pennsylvania Prevailing Wage Act approved August 15, 1961 (Act No. 442), as amended August 9, 1963 (Act No. 342), and the Regulations issued pursuant thereto, to assure the full and proper payment of said rates.

2. *The contract shall contain the stipulation that such workmen shall be paid no less than such general prevailing minimum wage rates and such other provisions to assure payment thereof, as heretofore set forth in this Section.*
3. *The contract provisions shall apply to all work performed on the contract by the contractor and to all work performed on the contract by all subcontractors.*
4. *The contractor shall insert in each of his sub-contracts all of the stipulations contained in these required provisions and such other stipulations as may be required.*
5. *The Contract shall provide that no workmen may be employed on the public work except in accordance with the classifications set forth in the decision of the Secretary. In the event that additional or different classifications are necessary the procedure set forth in Section 7 of these Regulations shall be followed.*
6. *The Contract shall provide that all workmen employed or working on the public work shall be paid unconditionally, regardless of whether any contractual relationship exists or the nature of any contractual relationship which may be alleged to exist between any contractor, subcontractor and workmen, not less than once a week without deduction or rebate, on any account, either directly or indirectly, except authorized deductions, the full amounts due at the time of payment, computed at the rates applicable to the time worked in the appropriate classification. Nothing in the contract, the Act, or these Regulations shall prohibit the payment of more than the general prevailing minimum wage rates as determined by the Secretary to any workman on public work.*
7. *The Contract shall provide that the Contractor and each subcontractor shall post for the entire period of construction the wage determination decisions of the Secretary, including the effective date of any changes thereof, in a prominent and easily accessible place or places at the site of the work and at such place or places used by them to pay workmen their wages. The posted notice of wage rates must contain the following information:*
 - a. *Name of project.*
 - b. *Name of public body of which it is being constructed.*

- c. *The crafts and classifications of workmen listed in the Secretary's general prevailing minimum wage rate determination for the particular project.*
 - d. *The general prevailing minimum wage rates determined for each craft and classification and the effective date of any changes.*
 - e. *A statement advising workmen that if they have been paid less than the general prevailing minimum wage rate for their job classification or that the contractor and/or subcontractor are not complying with the Act or these Regulations in any manner whatsoever they may file a protest in writing with the Secretary of Labor and Industry within three (3) months of the date of the occurrence, objecting to the payment to any contractor to the extent of the amount or amounts due or to become due to them as wages for work performed on the public work project. Any workmen paid less than the rate specified in the contract shall have a civil right of action for the difference between the wage paid and the wages stipulated in the contract, which right of action must be exercised within six (6) months from the occurrence of the event creating such right.*
8. *The Contract shall provide that the Contractor and all subcontractors shall keep an accurate record showing the name, craft and/or classification, number of hours worked per day, and the actual hourly rate of wage paid (including employee benefits) to each workman employed by him in connection with the public work and such record must include any deductions from each workman. The record shall be preserved for two years from the date of payment and shall be open at all reasonable hours to the inspection of the public body awarding the contract and to the Secretary or his duly authorized representatives.*
 9. *The Contract shall provide that apprentices shall be limited to such numbers as shall be in accordance with a bona fide apprenticeship program registered with and approved by the Pennsylvania Apprenticeship and Training Council and only apprentices whose training and employment are in full compliance with the provisions of the Apprenticeship and Training Act approved July 14, 1961 (Act No. 304) and the Rules and Regulations issued pursuant thereto shall be employed on the public work project. Any workman using the tools of a craft who does not qualify as an apprentice within the provisions of this subsection shall be paid the rate predetermined for journeymen in that particular craft and/or classification.*
 10. *Wages shall be paid without any deductions except authorized deductions. Employers not parties to a contract requiring contributions for employee benefits which the Secretary has determined to be included in the general prevailing minimum wage rate shall pay the monetary equivalent thereof directly to the workman.*
 11. *Payment of compensation to workmen for work performed on public work on a lump sum basis, or a piece work system, or a price certain for the completion of a certain amount of work, or the production of a certain result*

shall be deemed a violation of the Act and these Regulations, regardless of the average hourly earnings resulting therefrom.

12. *The contract shall also provide that each contractor and each subcontractor shall file a statement each week and a final statement at the conclusion of the work on the contract with the contracting agency, under oath, and in form satisfactory to the Secretary, certifying that all workmen have been paid wages in strict conformity with the provisions of the contract as prescribed by this Section 3 of these Regulations, or if any wages remain unpaid to set forth the amount of wages due and owing to each workman respectively.*
13. *The provisions of the Act and these Regulations shall be incorporated by reference in the contract.*
14. *According to Section 752 of the Public School Code of 1949, no person shall be employed to do work under such contract except competent and first class workmen and mechanics. **Competent Workmen:** No workmen shall be regarded as competent first class, within the meaning of this Act, except those who are duly skilled in their respective branches of labor, and who shall be paid not less than such rates of wages and for such hours work as shall be established and current rates of wages paid for such hours by employers of organized labor in doing of similar work in the district where work is being done.*

F. PUBLIC WORK EMPLOYMENT VERIFICATION (as cited on the Pennsylvania Department of General Services website)

1. The Commonwealth of Pennsylvania enacted Act 127 of 2012, known as the Public Works Employment Verification Act ('the Act') which required all public work contractors and subcontractors to utilize the Federal Government's E-Verify system to ensure that all employees performing work on public work projects are authorized to work in the United States.

The Department defines a "Public Work" to be construction, reconstruction, demolition, alteration and/or repair work other than maintenance work, done under contract and paid for in whole or in part out of the funds of a public body where the estimated cost of the total project is in excess of twenty-five thousand dollars (\$25,000) but shall not include work performed under rehabilitation or manpower training program.

The Department of General Services' Public Works Employment Verification Compliance Program is responsible for the administration, education and enforcement of the Public Works Employment Verification Act 127 of 2012. It provides contractors and subcontractors with educational outreach, conducts investigations when complaints are received and random audits to ensure compliance with the requirements of this Act.

Please direct all your questions to the Public Works Employment Verification Compliance Office

Mail: Department of General Services Public Works
Employment Verification Compliance Office
Room 105 Tent Building
18th & Herr Streets
Harrisburg, PA 17125

Telephone: 717-214-3668
Fax: 717-214-3669

Public Works Employment Verification Form is provided in Section 009000 of the Division 1 Specification manual.

G. DISCRIMINATION PROHIBITED AND COMPLIANCE WITH ADA:

Contractor, at its own expense, shall conform to the nondiscrimination policies and plans required by the Contract Documents, the laws of the Commonwealth of Pennsylvania according to 62 PA.C.S.A 53701 and all other laws applicable to the Project.

1. In the hiring of employees for the performance of Work under the contract or any subcontract, no Contractor, Subcontractor, or any person acting on behalf of the Contractor, shall, by reason of gender, race, creed, religion, color, discriminate against any citizen of this Commonwealth who is qualified and available to perform Work to which the employment relates.
2. No Contractor or Subcontractor, or any person on their behalf shall, in any manner discriminate, against or intimidate any employee hired for the performance of Work on Contract on account of gender, race, creed, or color
3. The contract may be cancelled or terminated by the Government Agency and all money due or to become due under the contract may be forfeited for a violation of terms or conditions of that portion of the contract.
4. Unless exempted by law, Contractor shall include the requirements of this section in every sub contracted or purchase order so that it will be binding upon each subcontractor or supplier of the Contractor.
5. In the event the Contractor believes it necessary to modify its sequence of Work, the work environment or means and methods to comply with the applicable requirements of the Americans with Disabilities Act (ADA), Contractor shall notify the Architect and Owner in writing of the proposed modification. All costs of the proposed modifications shall be borne by Contractor, including impact costs to other Contractors or other parts of the Project, including any claims arising there from. No modification shall be implemented by Contractor until it receives written consent from the Architect. Nothing herein shall be construed to make the Owner, Architect or Contractor responsible for conformance of the Architect's design to ADA requirements.
6. If Contractor, its employees, subcontractors, suppliers or any other person or entity responsible to Contractor fails to comply with any applicable law or requirement of this Agreement or the Contract Documents, upon written notice

from the Architect and/or Owners designated project representative, Contractor shall commence to cure such non-compliance within twenty-four (24) hours and shall achieve compliance within seventy-two (72) hours of receipt of written notice. Any failure of Contractor to do so after written notice to comply shall constitute a breach of contract and the Owner, in addition to its other rights in the event of a breach, shall have the right to terminate Contractor's right to perform the Work.

7. This Contract may be cancelled or terminated by the School District and all money due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this portion of the contract.

H. COMPLIANCE WITH STEEL PRODUCTS PROCUREMENT ACT:

PROVISION FOR THE USE OF STEEL AND STEEL PRODUCTS MADE IN THE U.S. In accordance with Act 3 of the 1978 General Assembly of the Commonwealth of Pennsylvania, if any steel or steel products are to be used or supplied in the performance of the contract, only those produced in the United States as defined therein shall be used or supplied in the performance of the contract or any subcontracts there under.

In accordance with Act 161 of 1982, cast iron products shall also be included and produced in the United States. Act 141 of 1984 further defines "steel products" to include machinery and equipment. The act also provides clarifications and penalties.

I. STANDARD OF QUALITY

The various materials and products specified in the specifications by name or description are given to establish a standard of quality and of cost for bid purposes. In general it is not the intent to limit the bidder, the bid or the evaluation of the bid to any one material or product specified but rather to describe the minimum standard, except where listed without the following clause. When proprietary names are used, they shall generally be followed by the words "or alternatives of the quality necessary to meet the specifications". A bid containing an alternative which does not meet the specifications may be declared non-responsive. A bid containing an alternative may be accepted but, if an award is made to the bidder, the bidder will be required to replace any alternatives which do not meet the specifications at no additional cost."

J. PROHIBITION OF CASH ALLOWANCES

Cash allowances are prohibited.

END OF SECTION 002100

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 002110 - Background Checks (Criminal, Child Abuse and FBI).

Pennsylvania School Law, as required by Act 151 and Act 114 of 2006, as amended, requires that all applicants for employment in public and private schools, employees of independent contractors seeking business with public and private schools undergo background checks if they will have direct contact with students.

To be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position which he will have direct contact with children.

The following three background checks are required:

- Department of Human Services Child Abuse History Clearance
- Pennsylvania State Police Request for Criminal Records Check
- Federal Criminal History Record Information (CHRI) – FBI report

Clearances are to be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position which he will have direct contact with children.

See Act 114 of 2006 for further detailed information on PA background check requirements.

Department of Human Services (DHA) Child Abuse History

Procedure for Obtaining Child Abuse History Clearance:

1. You may obtain forms from schools or the Department of Human Services website. <http://keepkidssafe.pa.gov/resources/clearances/index.htm>.
2. The Pennsylvania Child Abuse History Clearance can be submitted and paid online through the Child Welfare Information Solutions (CWIS) self-service portal, <https://www.compass.state.pa.us/cwis/public/home>, or mailed in.
3. If you chose to mail the form, please enclose a \$13.00 money order or check for each application. No cash accepted. Personal, agency or business checks are acceptable.
4. Clearances results will be mailed within 14 days from the date that the clearance is received. There will be no replacement after 90 days.
5. Indicate SCHOOL as the "Purpose of Clearance"
6. For status of a request, please call the Department of Human Services, Childline and Abuse Registry at (717) 783-6211.

Child Abuse reports shall be ***no more than five (5) years old*** at the time of employment.

Pennsylvania Access to Criminal History (PATCH)

Procedures for obtaining the PA State Police Background Clearance can be found via the following link <https://www.psp.pa.gov/Pages/Request-a-Criminal-History-Record.aspx#.UY5c010zIV>.

A Fee of \$22 is payable to the Commonwealth of Pennsylvania.

Federal Criminal History Record Information (CHRI) – FBI Report

The fingerprint-based background check is a multiple-step process, as follows:

1. **Registration** - The applicant must register prior to going to the fingerprint site. Walk in service is allowed but all applicants are required to complete pre-enrollment in the new Universal Enrollment system. Pre-enrollment can be completed online or over the phone. The registration website is available online 24 hours/day, seven days per week at <https://uenroll.identogo.com/> Telephonic registration is available at 1-844-321-2101 Monday through Friday, 8am to 6pm EST. During the pre-enrollment process, all demographic data for the applicant is collected (name, address, etc.) along with notices about identification requirements and other important information.
2. When registering on-line, an applicant must use the PA Department of Education specific Service **Code #1KG6XN**. Fingerprint requests processed through any other agency or purpose cannot be accepted and are not transferrable. If an applicant enters the wrong code by mistake, the incorrect applicant type will appear at the top of the screen. The applicant should select the “Back to Home” button and begin the process again, by reentering the correct Service Code. If the applicant proceeds with the process under the incorrect code, the pre-enrollment and/or results cannot be transferred to another state agency and the applicant will have to start the process over and pay for the background check again.
3. **Payment** - The applicant will pay a fee of \$23.85 for the fingerprint service and to secure an unofficial copy of the Criminal History Record. Major Credit Cards as well as Money orders or cashier’s checks payable to MorphoTrust will be accepted on site for those applicants who are required to pay individually. No cash transactions or personal checks are allowed.
4. IDEMIA has also established a payment option for fingerprinting services for entities interested in paying the applicant’s fee. This new option provides a payment ‘coupon’ that the entity will provide to each applicant for use. Each coupon is unique and may only be used one time. Account applications must be completed prior to the applicant visiting the fingerprint site. The authorized representative must complete the account application. To establish a billing account, you will need to complete an application at https://www.identogo.com/uploads/general/PA_NCAC_Package_Fillable_Fields.pdf with IDEMIA.
5. **Fingerprint Locations** – After registration, the applicant proceeds to the fingerprint site of their choice for fingerprinting. The location of the fingerprint sites and days and hours of operation for each site are posted on IDEMIA’s website at <https://uenroll.identogo.com/> . The location of fingerprint sites may change over time; applicants are encouraged to confirm the site location nearest to their location. PDE encourages entities where access to the fingerprint location is more than 25 miles away to contact IDEMIA and suggest areas where another closer site could be established.
6. **Fingerprinting** - At the fingerprint site the Enrollment Agents (EA) manages the fingerprint collection process. The fingerprint transaction begins when the EA reviews the applicant’s qualified State or Federal photo ID before processing the applicant’s transaction. Applicants will

not be processed if they cannot produce an acceptable photo ID. After the identity of the applicant has been established, all ten fingers are scanned to complete the process. The entire fingerprint capture process should take no more than three to five minutes.

7. **Report Access** – For the public or private school or higher education institution to access the official report via the electronic system, applicants must present their UEID to the hiring entity (as shown on the receipt provided after fingerprint capture). This process allows an applicant to provide multiple potential employers with their UEID, as the report is linked to the UEID number and not assigned to a specific school. If an applicant has lost their receipt or needs to confirm UEID, the applicant may visit the UEP website (<https://uenroll.identogo.com/>) and simply check status of their file by providing alternate personal information. Applicants will enter their personal information after clicking in the lower portion of that screen to obtain their receipt with the UEID.
8. Applicants will receive an unofficial copy of their report.

Act 24: Reporting Arrests and Convictions

Act 24 of 2011 contains a number of significant changes to the Pennsylvania Public School Code that are designed to enhance the safety of school children. Among the changes, Act 24 amends Section 111 of the School Code to expand the list of prohibitive criminal offenses and ensure that then-current employees or those who will have contact with school children who may have been subject to a previous background check were required to provide assurances that they had not been previously arrested or convicted of a Section 111(e) offense.

Additionally, Act 24 requires that all school employees and those who will have contact with school children complete an Arrest/Conviction Report and Certification Form.

PDF of clearance forms (Criminal Record, Child Abuse, Arrest/Conviction) can be found in Section 9000, Construction Forms, of the project manual.

For additional information regarding the PDE Clearances and Background Checks please visit:

<https://www.education.pa.gov/Educators/Clearances/Pages/default.aspx>

END OF SECTION 002110

THIS PAGE INTENTIONALLY LEFT BLANK

ARREST/CONVICTION REPORT AND CERTIFICATION FORM
(under Act 24 of 2011 and Act 82 of 2012)

Section 1. Personal Information

Full Legal Name: _____

Date of Birth: ____/____/____

Other names by which you have been identified: _____

Section 2. Arrest or Conviction

By checking this box, I state that I have NOT been arrested for or convicted of any Reportable Offense.

By checking this box, I report that I have been arrested for or convicted of an offense or offenses enumerated under 24 P.S. §§1-111(e) or (f.1) ("Reportable Offense(s)"). See Page 3 of this Form for a list of Reportable Offenses.

Details of Arrests or Convictions

For each arrest for or conviction of any Reportable Offense, specify in the space below (or on additional attachments if necessary) the offense for which you have been arrested or convicted, the date and location of arrest and/or conviction, docket number, and the applicable court.

Section 3. Child Abuse

By checking this box, I state that I have NOT been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

By checking this box, I report that I have been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

Section 4. Certification

By signing this form, I certify under penalty of law that the statements made in this form are true, correct and complete. I understand that false statements herein, including, without limitation, any failure to accurately report any arrest or conviction for a Reportable Offense, shall subject me to criminal prosecution under 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature

Date

INSTRUCTIONS

Pursuant to 24 P.S. §1-111(c.4) and (j), the Pennsylvania Department of Education developed this standardized form (PDE-6004) to be used by current and prospective employees of public and private schools, intermediate units, and area vocational-technical schools.

As required by subsection (c.4) and (j)(2) of 24 P.S. §1-111, this form shall be completed and submitted by all current and prospective employees of said institutions to provide written reporting of any arrest or conviction for an offense enumerated under 24 P.S. §§1-111(e) and (f.1) and to provide notification of having been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

As required by subsection (j)(4) of 24 P.S. §1-111, this form also shall be utilized by current and prospective employees to provide written notice within seventy-two (72) hours after a subsequent arrest or conviction for an offense enumerated under 24 P.S. §§1-111(e) or (f.1).

In accordance with 24 P.S. §1-111, employees completing this form are required to submit the form to the administrator or other person responsible for employment decisions in a school entity. Please contact a supervisor or the school entity administration office with any questions regarding the PDE 6004, including to whom the form should be sent.

PROVIDE ALL INFORMATION REQUIRED BY THIS FORM LEGIBLY IN INK.

LIST OF REPORTABLE OFFENSES

- **A reportable offense enumerated under 24 P.S. §1-111(e) consists of any of the following:**

- (1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:

<ul style="list-style-type: none"> ▪ Chapter 25 (relating to criminal homicide) ▪ Section 2702 (relating to aggravated assault) ▪ Section 2709.1 (relating to stalking) ▪ Section 2901 (relating to kidnapping) ▪ Section 2902 (relating to unlawful restraint) ▪ Section 2910 (relating to luring a child into a motor vehicle or structure) ▪ Section 3121 (relating to rape) ▪ Section 3122.1 (relating to statutory sexual assault) ▪ Section 3123 (relating to involuntary deviate sexual intercourse) ▪ Section 3124.1 (relating to sexual assault) ▪ Section 3124.2 (relating to institutional sexual assault) ▪ Section 3125 (relating to aggravated indecent assault) ▪ Section 3126 (relating to indecent assault) ▪ Section 3127 (relating to indecent exposure) ▪ Section 3129 (relating to sexual intercourse with animal) ▪ Section 4302 (relating to incest) ▪ Section 4303 (relating to concealing death of child) 	<ul style="list-style-type: none"> ▪ Section 4304 (relating to endangering welfare of children) ▪ Section 4305 (relating to dealing in infant children) ▪ A felony offense under section 5902(b) (relating to prostitution and related offenses) ▪ Section 5903(c) or (d) (relating to obscene and other sexual materials and performances) ▪ Section 6301(a)(1) (relating to corruption of minors) ▪ Section 6312 (relating to sexual abuse of children) ▪ Section 6318 (relating to unlawful contact with minor) ▪ Section 6319 (relating to solicitation of minors to traffic drugs) ▪ Section 6320 (relating to sexual exploitation of children)
---	---
- (2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as “The Controlled Substance, Drug, Device and Cosmetic Act.”
- (3) An offense SIMILAR IN NATURE to those crimes listed above in clauses (1) and (2) under the laws or former laws of:
 - the United States; or
 - one of its territories or possessions; or
 - another state; or
 - the District of Columbia; or
 - the Commonwealth of Puerto Rico; or
 - a foreign nation; or
 - under a former law of this Commonwealth.

- **A reportable offense enumerated under 24 P.S. §1-111(f.1) consists of any of the following:**

- (1) An offense graded as a felony offense of the first, second or third degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (10) ten years has elapsed from the date of expiration of the sentence for the offense.
- (2) An offense graded as a misdemeanor of the first degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (5) five years has elapsed from the date of expiration of the sentence for the offense.
- (3) An offense under 75 Pa.C.S. § 3802(a), (b), (c) or (d) (relating to driving under influence of alcohol or controlled substance) graded as a misdemeanor of the first degree under 75 Pa.C.S. § 3803 (relating to grading), if the person has been previously convicted of such an offense and less than (3) three years has elapsed from the date of expiration of the sentence for the most recent offense.

SECTION 004116 - BID FORM

BID FORM

FOR

CONTRACT NUMBER: 1

CONTRACT NAME: General Construction

FOR

Renovations to GVSD District Administration Office

301 Lindenwood Drive, Malvern, PA 19355

Proposal of: (Name) _____

(Address) _____

(Telephone) _____

(Contact Person) _____

***Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355***

In conformity with the Plans and Specifications as prepared by Schrader Group Architecture LLC, 161 Leverington Ave, Ste 105, Philadelphia PA 19127, after an examination of the site and the Bidding and Contract Documents, the undersigned submits this proposal and enclosed herewith a bond in an amount of not less than ten percent (10%) of the total of the hereinafter stated Base Bid, made payable to or indemnifying the "Great Valley School District, 301 Lindenwood Drive, Malvern, PA 19355", which it is understood will be held by the Owner, as security as provided in the Instructions to Bidders, if this proposal or any part thereof is accepted by the Owner, and the undersigned shall fail to furnish approved bonds and execute the Agreement within ten (10) days from the date of issuance of the award. Should the Owner fail to make an award on this project through no fault or failure on the part of the Bidder, then the Owner shall return said bid security.

It is hereby certified that the undersigned is the only person(s) interested in this proposal as principal, and that the proposal is made without collusion with any person, firm or corporation.

The Bidder submits herewith, as such, a Non-Collusion Affidavit in accordance with the provisions of the Pennsylvania Anti-bid-Rigging Act of October 28, 1983.

Bidder hereby agrees to execute the Agreement and furnish surety company bonds in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and Labor and Material Payment Bond, within ten (10) days after mailing by the Owner of notice of award, and to begin work with ten (10) days after date of Notice to Proceed.

Bidder guarantees that, if awarded contract, he will furnish and deliver all materials, tools, equipment, tests transportation, secure all permits and licenses, do and perform all labor, supervision and all means of construction, pay all fees and do all incidental work, and to execute, construct and finish, in an expeditious, substantial and workmanlike manner, in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner, for the Work of this Contract for the **Renovations to GVSD District Administration Office**.

It is understood that the Owner, reserves the right to reject any or all proposals, or part thereof, or items therein and to waive technicalities required for the best interest of the Owner. It is further understood that competency and responsibility of bidders will receive consideration before the award of the contract. A certified copy of the Contractor's Qualification Statement, AIA Document A-305 will be submitted as part of this bid.

Bidders submit this proposal with the understanding that the work shall be substantially complete by the dates indicated in Supplemental Instruction to Bidders, Item 18, Time for Completion. The time for completion of the work of all contracts shall be considered as of the essence of this Contract. Liquidated Damages do apply to this Project and are further described in Supplemental Instructions to Bidders, Item 18C.

The Contractor understands and agrees the **TIME IS OF THE ESSENCE** and that all schedule dates are minimum performance dates, notwithstanding anything to the contrary contained in the Contract Documents, should the progress of the Project be ahead of schedule dates, the Contractor agrees to coordinate and complete its Work in accordance with the actual Project Progress and the actual pace of the Project without additional compensation.

The bidder agrees that he will not assign his bid or any of his rights or interests thereunder without the written consent of the Owner. In the event of a discrepancy between the verbiage (words) and numbers entered here below, the verbiage shall govern.

Bid Withdrawal

This proposal is submitted with the definite understanding that it will not be withdrawn for a period of sixty (60) days after Bids are due, or any authorized postponement thereof, except as provided by law (73 P.S. §1602, as amended).

THE BID, as called for, is submitted as follows:

Item A. BASE BID:

For all General Construction – Work, complete, for the Renovations to GVSD District Administration Office, as shown and specified in the Contract Documents, for the lump sum of:

Dollars (\$ _____)

ALTERNATES: The Bidder agrees that the Owner shall have the right to accept or reject any or all of the following alternates, which acceptance or rejection shall enter into the determination of the low bidder. The Bidder agrees that the contract time shall not be increased on account of the acceptance of any one or combination of alternates unless specifically stated in such Alternate descriptions. The Bidder agrees that the Owner shall have the right to accept an alternate that is higher in price than the base bid or other alternate. Alternates Prices shall include the cost of furnishing, installing all materials, labor, tools, equipment and other incidentals necessary to complete the work in accordance with the design intent, manufacturers' recommendations, building codes and the project specifications. Do not adjust material allowance under any alternate bid items. Indicate whether alternate price is an add or deduct when a choice is provided. Alternates left blank or indicated as "Not Applicable" (N/A) shall be considered the same as "No Change in Cost."

ALTERNATE No. 1: The Bidder shall state the adjustment in price from the base bid to replace all exterior windows in kind with new storefront windows.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 2: The Bidder shall state the adjustment in price from the base bid to provide an emergency generator system as shown on drawings E201 and E501.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 3: The Bidder shall state the adjustment in price from the base bid to provide an additional operable partition in the Board Room (identified as OP-2).

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 4: The Bidder shall state the adjustment in price from the base bid to provide wood accent trim on walls identified in the Conference Breakout Rooms A114 and A115 and in the Executive Conference Room A142.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 5: The Bidder shall state the adjustment in price from the base bid to provide two (2) wood screen walls in Open Workspace A111A and as identified on drawing A550.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 6: The Bidder shall state the adjustment in price from the base bid to provide open cell, air permeable, cellulose spray-applied insulation to underside of roof deck per specification 072129 Sprayed Insulation. Coverage to include entirety of existing roof deck.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 7: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW4) running adjacent to grid line F and from gypsum drywall partitions between grid lines 4.7 and 3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 8: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW5) running adjacent to grid line F and from gypsum drywall partitions between grid lines 3 and 1.3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 9: The Bidder shall state the adjustment in price from the base bid to provide the public announcement system as shown on drawing E101.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

Name of Contractor

ATTACHMENTS:

The following Documents are attached and are made a condition of this Bid:

- a. Non-collusion Affidavit
- b. Bid Bond
- c. Contractor Qualification Statement
- d. Contractor Integrity
- e. Non-Discrimination Clause
- f. Commonwealth of PA – Public Works Employment Verification Form

ACCEPTANCE OF ADDENDA:

In submitting this proposal, I have received and included in this bid, the instructions and information contained in the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SIGNATURES

The Undersigned here certifies that this Proposal is genuine and not a sham, collusive or fraudulent or made in the interest of or in behalf of any person, firm or corporation not herein named; and that the Undersigned has not, directly or indirectly, inducted or solicited any bidder to submit a sham bid, or any other person, firm or corporation from bidding, and that the Undersigned has not, in any manner, sought by collusion to secure for himself any advantage over any other Bidder.

(Individual Bidder)

_____ **Seal**
WITNESS

Trading and doing business as

Business

Address: _____

** If a fictitious trade name is employed in the conduct of business, insert such name and complete appropriate, by deletion, the following sentence:

The foregoing fictitious trade name (has) (has not) been registered under Pennsylvania Law.

(Partnership Bidder)

_____ **Seal**

WITNESS

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

Business Address:

** If a fictitious or trade name is employed in the conduct of business, insert such name and complete, as appropriate, by deletion, the following statement:

The foregoing fictitious or trade name (has) (has not) been registered under Pennsylvania law.

Complete, as appropriate, the following statement:

The Partners constituting the Partnership are:

(Corporate Bidder)

(Name of Corporation)

By: _____

(Vice) President

ATTEST:

(Asst.) Secretary

(Corporate Seal)

Business Address: _____

OR (If appropriate)

_____ (Name of Corporation)

WITNESS

***By: _____

Authorized Representative

Business Address: _____

*** Complete, as appropriate, the following statement:

The Corporation has been organized and is existing under the
laws of the _____ of _____
(state/commonwealth) (state)

END OF GC BID FORM 004116

SECTION 004117 - BID FORM

BID FORM

FOR

CONTRACT NUMBER: _____ **2** _____

CONTRACT NAME: Plumbing/Fire Protection Construction

FOR

Renovations to GVSD District Administration Office

301 Lindenwood Drive, Malvern, PA 19355

Proposal of: (Name) _____

(Address) _____

(Telephone) _____

(Contact Person) _____

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

In conformity with the Plans and Specifications as prepared by Schrader Group Architecture LLC, 161 Leverington Ave, Ste 105, Philadelphia PA 19127, after an examination of the site and the Bidding and Contract Documents, the undersigned submits this proposal and enclosed herewith a bond in an amount of not less than ten percent (10%) of the total of the hereinafter stated Base Bid, made payable to or indemnifying the "Great Valley School District, 301 Lindenwood Drive, Malvern, PA 19355", which it is understood will be held by the Owner, as security as provided in the Instructions to Bidders, if this proposal or any part thereof is accepted by the Owner, and the undersigned shall fail to furnish approved bonds and execute the Agreement within ten (10) days from the date of issuance of the award. Should the Owner fail to make an award on this project through no fault or failure on the part of the Bidder, then the Owner shall return said bid security.

It is hereby certified that the undersigned is the only person(s) interested in this proposal as principal, and that the proposal is made without collusion with any person, firm or corporation.

The Bidder submits herewith, as such, a Non-Collusion Affidavit in accordance with the provisions of the Pennsylvania Anti-bid-Rigging Act of October 28, 1983.

Bidder hereby agrees to execute the Agreement and furnish surety company bonds in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and Labor and Material Payment Bond, within ten (10) days after mailing by the Owner of notice of award, and to begin work with ten (10) days after date of Notice to Proceed.

Bidder guarantees that, if awarded contract, he will furnish and deliver all materials, tools, equipment, tests transportation, secure all permits and licenses, do and perform all labor, supervision and all means of construction, pay all fees and do all incidental work, and to execute, construct and finish, in an expeditious, substantial and workmanlike manner, in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner, for the Work of this Contract for the **Renovations to GVSD District Administration Office**.

It is understood that the Owner, reserves the right to reject any or all proposals, or part thereof, or items therein and to waive technicalities required for the best interest of the Owner. It is further understood that competency and responsibility of bidders will receive consideration before the award of the contract. A certified copy of the Contractor's Qualification Statement, AIA Document A-305 will be submitted as part of this bid.

Bidders submit this proposal with the understanding that the work shall be substantially complete by the dates indicated in Supplemental Instruction to Bidders, Item 18, Time for Completion. The time for completion of the work of all contracts shall be considered as of the essence of this Contract. Liquidated Damages do apply to this Project and are further described in Supplemental Instructions to Bidders, Item 18C.

The Contractor understands and agrees the **TIME IS OF THE ESSENCE** and that all schedule dates are minimum performance dates, notwithstanding anything to the contrary contained in the Contract Documents, should the progress of the Project be ahead of schedule dates, the Contractor agrees to coordinate and complete its Work in accordance with the actual Project Progress and the actual pace of the Project without additional compensation.

The bidder agrees that he will not assign his bid or any of his rights or interests thereunder without the written consent of the Owner. In the event of a discrepancy between the verbiage (words) and numbers entered here below, the verbiage shall govern.

Bid Withdrawal

This proposal is submitted with the definite understanding that it will not be withdrawn for a period of sixty (60) days after Bids are due, or any authorized postponement thereof, except as provided by law (73 P.S. §1602, as amended).

THE BID, as called for, is submitted as follows:

Item A. BASE BID:

For all Plumbing/Fire Protection Construction – Work, complete, for the Renovations to GVSD District Administration Office, as shown and specified in the Contract Documents, for the lump sum of:

_____ Dollars (\$ _____)

ALTERNATES: The Bidder agrees that the Owner shall have the right to accept or reject any or all of the following alternates, which acceptance or rejection shall enter into the determination of the low bidder. The Bidder agrees that the contract time shall not be increased on account of the acceptance of any one or combination of alternates unless specifically stated in such Alternate descriptions. The Bidder agrees that the Owner shall have the right to accept an alternate that is higher in price than the base bid or other alternate. Alternates Prices shall include the cost of furnishing, installing all materials, labor, tools, equipment and other incidentals necessary to complete the work in accordance with the design intent, manufacturers' recommendations, building codes and the project specifications. Do not adjust material allowance under any alternate bid items. Indicate whether alternate price is an add or deduct when a choice is provided. Alternates left blank or indicated as "Not Applicable" (N/A) shall be considered the same as "No Change in Cost."

ALTERNATE No. 1: The Bidder shall state the adjustment in price from the base bid to replace all exterior windows in kind with new storefront windows.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 2: The Bidder shall state the adjustment in price from the base bid to provide an emergency generator system as shown on drawings E201 and E501.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 3: The Bidder shall state the adjustment in price from the base bid to provide an additional operable partition in the Board Room (identified as OP-2).

ADD / DEDUCT _____ Dollars.

(Words)
(\$ _____)
(Figures)

ALTERNATE No. 4: The Bidder shall state the adjustment in price from the base bid to provide wood accent trim on walls identified in the Conference Breakout Rooms A114 and A115 and in the Executive Conference Room A142.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 5: The Bidder shall state the adjustment in price from the base bid to provide two (2) wood screen walls in Open Workspace A111A and as identified on drawing A550.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 6: The Bidder shall state the adjustment in price from the base bid to provide open cell, air permeable, cellulose spray-applied insulation to underside of roof deck per specification 072129 Sprayed Insulation. Coverage to include entirety of existing roof deck.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 7: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW4) running adjacent to grid line F and from gypsum drywall partitions between grid lines 4.7 and 3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 8: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW5) running adjacent to grid line F and from gypsum drywall partitions between grid lines 3 and 1.3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 9: The Bidder shall state the adjustment in price from the base bid to provide the public announcement system as shown on drawing E101.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

Name of Contractor

ATTACHMENTS:

The following Documents are attached and are made a condition of this Bid:

- a. Non-collusion Affidavit
- b. Bid Bond
- c. Contractor Qualification Statement
- d. Contractor Integrity
- e. Non-Discrimination Clause
- f. Commonwealth of PA – Public Works Employment Verification Form

ACCEPTANCE OF ADDENDA:

In submitting this proposal, I have received and included in this bid, the instructions and information contained in the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SIGNATURES

The Undersigned here certifies that this Proposal is genuine and not a sham, collusive or fraudulent or made in the interest of or in behalf of any person, firm or corporation not herein named; and that the Undersigned has not, directly or indirectly, inducted or solicited any bidder to submit a sham bid, or any other person, firm or corporation from bidding, and that the Undersigned has not, in any manner, sought by collusion to secure for himself any advantage over any other Bidder.

(Individual Bidder)

_____ **Seal**
WITNESS

Trading and doing business as

Business

Address: _____

** If a fictitious trade name is employed in the conduct of business, insert such name and complete appropriate, by deletion, the following sentence:

The foregoing fictitious trade name (has) (has not) been registered under Pennsylvania Law.

(Partnership Bidder)

_____ **Seal**

WITNESS

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

Business Address:

** If a fictitious or trade name is employed in the conduct of business, insert such name and complete, as appropriate, by deletion, the following statement:

The foregoing fictitious or trade name (has) (has not) been registered under Pennsylvania law.

Complete, as appropriate, the following statement:

The Partners constituting the Partnership are:

(Corporate Bidder)

(Name of Corporation)

By: _____

(Vice) President

ATTEST:

(Asst.) Secretary

(Corporate Seal)

Business Address: _____

OR (If appropriate)

_____ (Name of Corporation)

WITNESS

***By: _____

Authorized Representative

Business Address: _____

*** Complete, as appropriate, the following statement:

The Corporation has been organized and is existing under the
laws of the _____ of _____
(state/commonwealth) (state)

END OF PC BID FORM 004117

SECTION 004118 - BID FORM

BID FORM

FOR

CONTRACT NUMBER: 3

CONTRACT NAME: Mechanical Construction

FOR

Renovations to GVSD District Administration Office

301 Lindenwood Drive, Malvern, PA 19355

Proposal of: (Name) _____

(Address) _____

(Telephone) _____

(Contact Person) _____

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

In conformity with the Plans and Specifications as prepared by Schrader Group Architecture LLC, 161 Leverington Ave, Ste 105, Philadelphia PA 19127, after an examination of the site and the Bidding and Contract Documents, the undersigned submits this proposal and enclosed herewith a bond in an amount of not less than ten percent (10%) of the total of the hereinafter stated Base Bid, made payable to or indemnifying the "Great Valley School District, 301 Lindenwood Drive, Malvern, PA 19355", which it is understood will be held by the Owner, as security as provided in the Instructions to Bidders, if this proposal or any part thereof is accepted by the Owner, and the undersigned shall fail to furnish approved bonds and execute the Agreement within ten (10) days from the date of issuance of the award. Should the Owner fail to make an award on this project through no fault or failure on the part of the Bidder, then the Owner shall return said bid security.

It is hereby certified that the undersigned is the only person(s) interested in this proposal as principal, and that the proposal is made without collusion with any person, firm or corporation.

The Bidder submits herewith, as such, a Non-Collusion Affidavit in accordance with the provisions of the Pennsylvania Anti-bid-Rigging Act of October 28, 1983.

Bidder hereby agrees to execute the Agreement and furnish surety company bonds in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and Labor and Material Payment Bond, within ten (10) days after mailing by the Owner of notice of award, and to begin work with ten (10) days after date of Notice to Proceed.

Bidder guarantees that, if awarded contract, he will furnish and deliver all materials, tools, equipment, tests transportation, secure all permits and licenses, do and perform all labor, supervision and all means of construction, pay all fees and do all incidental work, and to execute, construct and finish, in an expeditious, substantial and workmanlike manner, in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner, for the Work of this Contract for the **Renovations to GVSD District Administration Office**.

It is understood that the Owner, reserves the right to reject any or all proposals, or part thereof, or items therein and to waive technicalities required for the best interest of the Owner. It is further understood that competency and responsibility of bidders will receive consideration before the award of the contract. A certified copy of the Contractor's Qualification Statement, AIA Document A-305 will be submitted as part of this bid.

Bidders submit this proposal with the understanding that the work shall be substantially complete by the dates indicated in Supplemental Instruction to Bidders, Item 18, Time for Completion. The time for completion of the work of all contracts shall be considered as of the essence of this Contract. Liquidated Damages do apply to this Project and are further described in Supplemental Instructions to Bidders, Item 18C.

The Contractor understands and agrees the **TIME IS OF THE ESSENCE** and that all schedule dates are minimum performance dates, notwithstanding anything to the contrary contained in the Contract Documents, should the progress of the Project be ahead of schedule dates, the Contractor agrees to coordinate and complete its Work in accordance with the actual Project Progress and the actual pace of the Project without additional compensation.

The bidder agrees that he will not assign his bid or any of his rights or interests thereunder without the written consent of the Owner. In the event of a discrepancy between the verbiage (words) and numbers entered here below, the verbiage shall govern.

Bid Withdrawal

This proposal is submitted with the definite understanding that it will not be withdrawn for a period of sixty (60) days after Bids are due, or any authorized postponement thereof, except as provided by law (73 P.S. §1602, as amended).

THE BID, as called for, is submitted as follows:

Item A. BASE BID:

For all Mechanical Construction – Work, complete, for the Renovations to GVSD District Administration Office, as shown and specified in the Contract Documents, for the lump sum of:

_____ Dollars (\$ _____)

ALTERNATES: The Bidder agrees that the Owner shall have the right to accept or reject any or all of the following alternates, which acceptance or rejection shall enter into the determination of the low bidder. The Bidder agrees that the contract time shall not be increased on account of the acceptance of any one or combination of alternates unless specifically stated in such Alternate descriptions. The Bidder agrees that the Owner shall have the right to accept an alternate that is higher in price than the base bid or other alternate. Alternates Prices shall include the cost of furnishing, installing all materials, labor, tools, equipment and other incidentals necessary to complete the work in accordance with the design intent, manufacturers' recommendations, building codes and the project specifications. Do not adjust material allowance under any alternate bid items. Indicate whether alternate price is an add or deduct when a choice is provided. Alternates left blank or indicated as "Not Applicable" (N/A) shall be considered the same as "No Change in Cost."

ALTERNATE No. 1: The Bidder shall state the adjustment in price from the base bid to replace all exterior windows in kind with new storefront windows.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 2: The Bidder shall state the adjustment in price from the base bid to provide an emergency generator system as shown on drawings E201 and E501.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 3: The Bidder shall state the adjustment in price from the base bid to provide an additional operable partition in the Board Room (identified as OP-2).

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 4: The Bidder shall state the adjustment in price from the base bid to provide wood accent trim on walls identified in the Conference Breakout Rooms A114 and A115 and in the Executive Conference Room A142.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 5: The Bidder shall state the adjustment in price from the base bid to provide two (2) wood screen walls in Open Workspace A111A and as identified on drawing A550.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 6: The Bidder shall state the adjustment in price from the base bid to provide open cell, air permeable, cellulose spray-applied insulation to underside of roof deck per specification 072129 Sprayed Insulation. Coverage to include entirety of existing roof deck.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 7: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW4) running adjacent to grid line F and from gypsum drywall partitions between grid lines 4.7 and 3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)
(Figures)

ALTERNATE No. 8: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW5) running adjacent to grid line F and from gypsum drywall partitions between grid lines 3 and 1.3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)

(\$ _____)

(Figures)

ALTERNATE No. 9: The Bidder shall state the adjustment in price from the base bid to provide the public announcement system as shown on drawing E101.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

Name of Contractor

ATTACHMENTS:

The following Documents are attached and are made a condition of this Bid:

- a. Non-collusion Affidavit
- b. Bid Bond
- c. Contractor Qualification Statement
- d. Contractor Integrity
- e. Non-Discrimination Clause
- f. Commonwealth of PA – Public Works Employment Verification Form

ACCEPTANCE OF ADDENDA:

In submitting this proposal, I have received and included in this bid, the instructions and information contained in the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SIGNATURES

The Undersigned here certifies that this Proposal is genuine and not a sham, collusive or fraudulent or made in the interest of or in behalf of any person, firm or corporation not herein named; and that the Undersigned has not, directly or indirectly, inducted or solicited any bidder to submit a sham bid, or any other person, firm or corporation from bidding, and that the Undersigned has not, in any manner, sought by collusion to secure for himself any advantage over any other Bidder.

(Individual Bidder)

_____ **Seal**
WITNESS

Trading and doing business as

Business
Address: _____

** If a fictitious trade name is employed in the conduct of business, insert such name and complete appropriate, by deletion, the following sentence:

The foregoing fictitious trade name (has) (has not) been registered under Pennsylvania Law.

(Partnership Bidder)

_____ **Seal**

WITNESS

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

Business Address:

** If a fictitious or trade name is employed in the conduct of business, insert such name and complete, as appropriate, by deletion, the following statement:

The foregoing fictitious or trade name (has) (has not) been registered under Pennsylvania law.

Complete, as appropriate, the following statement:

The Partners constituting the Partnership are:

(Corporate Bidder)

(Name of Corporation)

By: _____

(Vice) President

ATTEST:

(Asst.) Secretary

(Corporate Seal)

Business Address: _____

OR (If appropriate)

_____ (Name of Corporation)

WITNESS

***By: _____

Authorized Representative

Business Address: _____

*** Complete, as appropriate, the following statement:

The Corporation has been organized and is existing under the
laws of the _____ of _____
(state/commonwealth) (state)

END OF MC BID FORM 004118

SECTION 004119 - BID FORM

BID FORM

FOR

CONTRACT NUMBER: 4

CONTRACT NAME: Electrical Construction

FOR

Renovations to GVSD District Administration Office

301 Lindenwood Drive, Malvern, PA 19355

Proposal of: (Name) _____

(Address) _____

(Telephone) _____

(Contact Person) _____

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

In conformity with the Plans and Specifications as prepared by Schrader Group Architecture LLC, 161 Leverington Ave, Ste 105, Philadelphia PA 19127, after an examination of the site and the Bidding and Contract Documents, the undersigned submits this proposal and enclosed herewith a bond in an amount of not less than ten percent (10%) of the total of the hereinafter stated Base Bid, made payable to or indemnifying the "Great Valley School District, 301 Lindenwood Drive, Malvern, PA 19355", which it is understood will be held by the Owner, as security as provided in the Instructions to Bidders, if this proposal or any part thereof is accepted by the Owner, and the undersigned shall fail to furnish approved bonds and execute the Agreement within ten (10) days from the date of issuance of the award. Should the Owner fail to make an award on this project through no fault or failure on the part of the Bidder, then the Owner shall return said bid security.

It is hereby certified that the undersigned is the only person(s) interested in this proposal as principal, and that the proposal is made without collusion with any person, firm or corporation. The Bidder submits herewith, as such, a Non-Collusion Affidavit in accordance with the provisions of the Pennsylvania Anti-bid-Rigging Act of October 28, 1983.

Bidder hereby agrees to execute the Agreement and furnish surety company bonds in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and Labor and Material Payment Bond, within ten (10) days after mailing by the Owner of notice of award, and to begin work with ten (10) days after date of Notice to Proceed.

Bidder guarantees that, if awarded contract, he will furnish and deliver all materials, tools, equipment, tests transportation, secure all permits and licenses, do and perform all labor, supervision and all means of construction, pay all fees and do all incidental work, and to execute, construct and finish, in an expeditious, substantial and workmanlike manner, in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner, for the Work of this Contract for the **Renovations to GVSD District Administration Office**.

It is understood that the Owner, reserves the right to reject any or all proposals, or part thereof, or items therein and to waive technicalities required for the best interest of the Owner. It is further understood that competency and responsibility of bidders will receive consideration before the award of the contract. A certified copy of the Contractor's Qualification Statement, AIA Document A-305 will be submitted as part of this bid.

Bidders submit this proposal with the understanding that the work shall be substantially complete by the dates indicated in Supplemental Instruction to Bidders, Item 18, Time for Completion. The time for completion of the work of all contracts shall be considered as of the essence of this Contract. Liquidated Damages do apply to this Project and are further described in Supplemental Instructions to Bidders, Item 18C.

The Contractor understands and agrees the **TIME IS OF THE ESSENCE** and that all schedule dates are minimum performance dates, notwithstanding anything to the contrary contained in the Contract Documents, should the progress of the Project be ahead of schedule dates, the Contractor agrees to coordinate and complete its Work in accordance with the actual Project Progress and the actual pace of the Project without additional compensation.

The bidder agrees that he will not assign his bid or any of his rights or interests thereunder without the written consent of the Owner. In the event of a discrepancy between the verbiage (words) and numbers entered here below, the verbiage shall govern.

Bid Withdrawal

This proposal is submitted with the definite understanding that it will not be withdrawn for a period of sixty (60) days after Bids are due, or any authorized postponement thereof, except as provided by law (73 P.S. §1602, as amended).

THE BID, as called for, is submitted as follows:

Item A. BASE BID:

For all Electrical Construction – Work, complete, for the Renovations to GVSD District Administration Office, as shown and specified in the Contract Documents, for the lump sum of:

Dollars (\$ _____)

ALTERNATES: The Bidder agrees that the Owner shall have the right to accept or reject any or all of the following alternates, which acceptance or rejection shall enter into the determination of the low bidder. The Bidder agrees that the contract time shall not be increased on account of the acceptance of any one or combination of alternates unless specifically stated in such Alternate descriptions. The Bidder agrees that the Owner shall have the right to accept an alternate that is higher in price than the base bid or other alternate. Alternates Prices shall include the cost of furnishing, installing all materials, labor, tools, equipment and other incidentals necessary to complete the work in accordance with the design intent, manufacturers' recommendations, building codes and the project specifications. Do not adjust material allowance under any alternate bid items. Indicate whether alternate price is an add or deduct when a choice is provided. Alternates left blank or indicated as "Not Applicable" (N/A) shall be considered the same as "No Change in Cost."

ALTERNATE No. 1: The Bidder shall state the adjustment in price from the base bid to replace all exterior windows in kind with new storefront windows.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 2: The Bidder shall state the adjustment in price from the base bid to provide an emergency generator system as shown on drawings E201 and E501.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 3: The Bidder shall state the adjustment in price from the base bid to provide an additional operable partition in the Board Room (identified as OP-2).

ADD / DEDUCT _____ Dollars.

(Words)
(\$ _____)
(Figures)

ALTERNATE No. 4: The Bidder shall state the adjustment in price from the base bid to provide wood accent trim on walls identified in the Conference Breakout Rooms A114 and A115 and in the Executive Conference Room A142.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 5: The Bidder shall state the adjustment in price from the base bid to provide two (2) wood screen walls in Open Workspace A111A and as identified on drawing A550.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 6: The Bidder shall state the adjustment in price from the base bid to provide open cell, air permeable, cellulose spray-applied insulation to underside of roof deck per specification 072129 Sprayed Insulation. Coverage to include entirety of existing roof deck.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 7: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW4) running adjacent to grid line F and from gypsum drywall partitions between grid lines 4.7 and 3. See drawing A110.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

ALTERNATE No. 8: The Bidder shall state the adjustment in price from the base bid to provide Interior Fixed Glass Panel Partition (IW5) running adjacent to grid line F and from gypsum drywall partitions between grid lines 3 and 1.3. See drawing A110.

ADD / DEDUCT _____ Dollars.

(Words)
(\$ _____)
(Figures)

ALTERNATE No. 9: The Bidder shall state the adjustment in price from the base bid to provide the public announcement system as shown on drawing E101.

ADD / DEDUCT _____ Dollars.
(Words)
(\$ _____)
(Figures)

Name of Contractor



ATTACHMENTS:

The following Documents are attached and are made a condition of this Bid:

- a. Non-collusion Affidavit
- b. Bid Bond
- c. Contractor Qualification Statement
- d. Contractor Integrity
- e. Non-Discrimination Clause
- f. Commonwealth of PA – Public Works Employment Verification Form

ACCEPTANCE OF ADDENDA:

In submitting this proposal, I have received and included in this bid, the instructions and information contained in the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SIGNATURES

The Undersigned here certifies that this Proposal is genuine and not a sham, collusive or fraudulent or made in the interest of or in behalf of any person, firm or corporation not herein named; and that the Undersigned has not, directly or indirectly, inducted or solicited any bidder to submit a sham bid, or any other person, firm or corporation from bidding, and that the Undersigned has not, in any manner, sought by collusion to secure for himself any advantage over any other Bidder.

(Individual Bidder)

_____ **Seal**
WITNESS

Trading and doing business as

Business
Address: _____

** If a fictitious trade name is employed in the conduct of business, insert such name and complete appropriate, by deletion, the following sentence:

The foregoing fictitious trade name (has) (has not) been registered under Pennsylvania Law.

(Partnership Bidder)

_____ **Seal**

WITNESS

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

_____ **Partner** _____ **Seal**

Business Address:

** If a fictitious or trade name is employed in the conduct of business, insert such name and complete, as appropriate, by deletion, the following statement:

The foregoing fictitious or trade name (has) (has not) been registered under Pennsylvania law.

Complete, as appropriate, the following statement:

The Partners constituting the Partnership are:

(Corporate Bidder)

(Name of Corporation)

By: _____
(Vice) President

ATTEST:

(Asst.) Secretary

(Corporate Seal)

Business Address: _____

OR (If appropriate)

(Name of Corporation)

WITNESS

***By: _____
Authorized Representative

Business Address: _____

*** Complete, as appropriate, the following statement:

The Corporation has been organized and is existing under the
laws of the _____ of _____
(state/commonwealth) (state)

END OF EC BID FORM 004119

SECTION 004200 – BID ATTACHMENTS

The following documents must be completed and attached to all bids:

1. Non-Collusion Affidavit
2. Bid Bond (AIA A310 – 2010)
3. Contractor Qualification Statement (AIA A305 – 1986)
4. Contractor Integrity
5. Non-Discrimination Clause
6. Commonwealth of PA – Public Works Employment Verification Form

THIS PAGE LEFT BLANK INTENTIONALLY

SECTION 004200a – NON-COLLUSION AFFIDAVIT OF CONTRACTOR

STATE OF _____

COUNTY OF _____

_____, being duly sworn, deposes and says that:

- (1) He is _____ of _____.
(owner, partner, officer, representative, or agent) (company)
the Bidder who has submitted the attached Bid:

- (2) He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

- (3) Such Bid is genuine and is not collusive or sham Bid;

- (4) Neither the said Bidder nor any if its officers, partners, owners, agents, representatives, employees or parties of interest, including the affiant, has, in any way, colluded, conspired, connived, or agreed to any of the following:
 - X To work directly or indirectly with any other Bidder, firm or person to submit this Bid.

 - X To collude in any way to submit or to have submitted a sham Bid for the Contract for which this Bid has been submitted.

 - X To collude in any way to prevent another Bidder from bidding for this Contract.

 - X To agree, collude, communicate or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid, or in the Bids of any other Bidder.

 - X To fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder.

 - X To secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the North Penn School District (Owner) or any person(s) in the proposed Contract.

- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest including this affiant.

_____/S/

Title

Subscribed and sworn to before me this
_____ day of _____ 2023.

BY: _____

TITLE: _____

Note: This document must be completed, signed, notarized and returned with your bid.

DRAFT AIA® Document A310™ - 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

SURETY:

(Name, legal status and principal place of business)

OWNER:

(Name, legal status and address)

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

BOND AMOUNT: \$**PROJECT:**

(Name, location or address, and Project number, if any)

Renovations to District Administration Office
100 Lindenwood Drive, Malvern, PA 19355

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the amount of this Bond, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

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.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

ELECTRONIC COPYING of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

Signed and sealed this [redacted] day of [redacted],

[redacted]
(Contractor as Principal) *(Seal)*

[redacted]
(Title)

(Witness)

[redacted]
(Surety) *(Seal)*

[redacted]
(Title)

(Witness)



DRAFT AIA® Document A305™ - 1986

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO: Great Valley School District

ADDRESS : Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

SUBMITTED BY:

NAME:

ADDRESS:

PRINCIPAL OFFICE:

- Corporation
 Partnership
 Individual
 Joint Venture
 Other

NAME OF PROJECT: *(if applicable)*

Renovations to District Administration Office
100 Lindenwood Drive
Lansdale, PA 19446

TYPE OF WORK: *(file separate form for each Classification of Work)*

- General Construction
 HVAC
 Electrical
 Plumbing
 Other: *(Specify)*

§ 1 ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor?

§ 1.2 How many years has your organization been in business under its present business name?

§ 1.2.1 Under what other or former names has your organization operated?

[Redacted]

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.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.



ELECTRONIC COPYING of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

§ 1.3 If your organization is a corporation, answer the following:

- § 1.3.1 Date of incorporation:
- § 1.3.2 State of incorporation:
- § 1.3.3 President's name:
- § 1.3.4 Vice-president's name(s)

[Redacted]

- § 1.3.5 Secretary's name:
- § 1.3.6 Treasurer's name:

§ 1.4 If your organization is a partnership, answer the following:

- § 1.4.1 Date of organization:
- § 1.4.2 Type of partnership (if applicable):
- § 1.4.3 Name(s) of general partner(s)

[Redacted]

§ 1.5 If your organization is individually owned, answer the following:

- § 1.5.1 Date of organization:
- § 1.5.2 Name of owner:

[Redacted]

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

[Redacted]

§ 2 LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

[Redacted]

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

[Redacted]

§ 3 EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

[Redacted]

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

[Redacted]

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

[Redacted]

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

[Redacted]

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

§ 3.4.1 State total worth of work in progress and under contract:

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

§ 3.5.1 State average annual amount of construction work performed during the past five years:

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

§ 4 REFERENCES

§ 4.1 Trade References:

§ 4.2 Bank References:

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

§ 4.3.2 Name and address of agent:

§ 5 FINANCING

§ 5.1 Financial Statement.

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

[Redacted]

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?

[Redacted]

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

[Redacted]

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

[Redacted]

§ 6 SIGNATURE

§ 6.1 Dated at this [Redacted] day of

Name of Organization:

By:

Title:

§ 6.2

[Redacted]

M [Redacted] being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this [Redacted] day of

Notary Public:

My Commission Expires:

CONTRACTOR INTEGRITY

_____, hereinafter referred to as the CONTRACTOR,
agrees
to and certifies that:

It is essential that those who seek to contract with the Commonwealth of Pennsylvania (“Commonwealth”) observe high standards of honesty and integrity. They must conduct themselves in a manner that fosters public confidence in the integrity of the Commonwealth contracting and procurement process.

1. DEFINITIONS. For purposes of these Contractor Integrity Provisions, the following terms shall have the meanings found in this Section:
 - a. “Affiliate” means two or more entities where (a) a parent entity owns more than fifty percent of the voting stock of each of the entities; or (b) a common shareholder or group of shareholders owns more than fifty percent of the voting stock of each of the entities; or (c) the entities have a common proprietor or general partner.
 - b. “Consent” means written permission signed by a duly authorized officer or employee of the Commonwealth, provided that where the material facts have been disclosed, in writing, by prequalification, bid, proposal, or contractual terms, the Commonwealth shall be deemed to have consented by virtue of the execution of this contract.
 - c. “Contractor” means the individual or entity that has entered into this contract with the Commonwealth.
 - d. “Contractor Related Parties” means any affiliates of the Contractor and the Contractor’s executive officers, Pennsylvania officers and directors, or owners of 5 percent or more interest in the Contractor.
 - e. “Financial Interest” means either:
 - (1) Ownership of more than a five percent (5%) interest in any business; or
 - (2) Holding a position as an officer, director, trustee, partner, employee or holding any position of management.
 - f. “Gratuity” means tendering, giving, or providing anything of more than nominal monetary value including, but not limited to, cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, services, employment, or contracts of any kind. The exceptions set forth in the Governor’s Code of Conduct, Executive Order 1980-18, the 4 Pa. Code §7.153(b), shall apply.
 - g. “Non-bid Basis” means a contract awarded or executed by the Commonwealth with Contractor without seeking bids or proposals from any other potential bidder or offeror.
2. In furtherance of this policy, Contractor agrees to the following:

- a. Contractor shall maintain the highest standards of honesty and integrity during the performance of this contract and shall take no action in violation of state or federal laws or regulations or any other applicable laws or regulations, or other requirements applicable to Contractor or that govern contracting or procurement with the Commonwealth.
- b. Contractor shall establish and implement a written business integrity policy, which includes, at a minimum, the requirements of these provisions as they relate to the Contractor activity with the Commonwealth and Commonwealth employees and which is made known to all Contractor employees. Posting these Contractor Integrity Provisions conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the contract services are performed shall satisfy this requirement.
- c. Contractor, its affiliates, agents, employees and anyone in privity with Contractor shall not accept, agree to give, offer, confer, or agree to confer or promise to confer, directly or indirectly, any gratuity or pecuniary benefit to any person, or to influence or attempt to influence any person in violation of any federal or state law, regulation, executive order of the Governor of Pennsylvania, statement of policy, management directive or any other published standard of the Commonwealth in connection with performance of work under this contract, except as provided in this contract.
- d. Contractor shall not have a financial interest in any other contractor, subcontractor, or supplier providing services, labor, or material under this contract, unless the financial interest is disclosed to the Commonwealth in writing and the Commonwealth consents to Contractor's financial interest prior to Commonwealth execution of the contract. Contractor shall disclose the financial interest to the Commonwealth at the time of bid or proposal submission, or if no bids or proposals are solicited, no later than Contractor's submission of the contract signed by Contractor.
- e. Contractor certifies to the best of its knowledge and belief that within the last five (5) years Contractor or Contractor Related Parties have not:
 - (1) been indicted or convicted of a crime involving moral turpitude or business honesty or integrity in any jurisdiction;
 - (2) been suspended, debarred or otherwise disqualified from entering into any contract with any governmental agency;
 - (3) had any business license or professional license suspended or revoked;
 - (4) had any sanction or finding of fact imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust; and
 - (5) been, and is not currently, the subject of a criminal investigation by any federal, state or local prosecuting or investigative agency and/or civil anti-trust investigation by any federal, state or local prosecuting or investigative agency.

If Contractor cannot so certify to the above, then it must submit along with its bid, proposal or contract a written explanation of why such certification cannot be made and the Commonwealth will determine whether a contract may be entered into with the Contractor. The

Contractor's obligation pursuant to this certification is ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Contractor shall have an obligation to immediately notify the Commonwealth in writing if at any time during the term of the contract if becomes aware of any event which would cause the Contractor's certification or explanation to change. Contractor acknowledges that the Commonwealth may, in its sole discretion, terminate the contract for cause if it learns that any of the certifications made herein are currently false due to intervening factual circumstances or were false or should have been known to be false when entering into the contract.

- f. Contractor shall comply with the requirements of the Lobbying Disclosure Act (65 Pa.C.S. §13A01 et seq.) regardless of the method of award. If this contract was awarded on a Non-bid Basis, Contractor must also comply with the requirements of the Section 1641 of the Pennsylvania Election Code (25 P.S. §3260a).
- g. When Contractor has reason to believe that any breach of ethical standards as set forth in law, the Governor's Code of Conduct, or these Contractor Integrity Provisions has occurred or may occur, including but not limited to contact by a Commonwealth officer or employee which, if acted upon, would violate such ethical standards, Contractor shall immediately notify the Commonwealth contracting officer or the Office of the State Inspector General in writing.
- h. Contractor, by submission of its bid or proposal and/or execution of this contract and by the submission of any bills, invoices or requests for payment pursuant to the contract, certifies and represents that it has not violated any of these Contractor Integrity Provisions in connection with the submission of the bid or proposal, during any contract negotiations or during the term of the contract, to include any extensions thereof. Contractor shall immediately notify the Commonwealth in writing of any actions for occurrences that would result in a violation of these Contractor Integrity Provisions. Contractor agrees to reimburse the Commonwealth for the reasonable costs of investigation incurred by the Office of the State Inspector General for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the Commonwealth that results in the suspension or debarment of the Contractor. Contractor shall not be responsible for investigative costs for investigations that do not result in the Contractor's suspension or debarment.
- i. Contractor shall cooperate with the Office of the State Inspector General in its investigation of any alleged Commonwealth agency or employee breach of ethical standards and any alleged Contractor non-compliance with these Contractor Integrity Provisions. Contractor agrees to make identified Contractor employees available for interviews at reasonable times and places. Contractor, upon the inquiry or request of an Inspector General, shall provide, or if appropriate, make promptly available for inspection or copying, any information of any type or form deemed relevant by the Office of the State Inspector General to Contractor's integrity and compliance with these provisions. Such information may include, but shall not be limited to, Contractor's business or financial records, documents or files of any type or form that refer to or concern this contract. Contractor shall incorporate this paragraph in any agreement, contract or subcontract it enters into in the course of the performance of this contract/agreement solely for the purpose of obtaining subcontractor compliance with this provision. The incorporation of this provision in a subcontract shall not

create privity of contract between the Commonwealth and any such subcontractor, and no third party beneficiaries shall be created thereby.

- j. For violation of any of these Contractor Integrity Provisions, the Commonwealth may terminate this and any other contract with Contractor, claim liquidated damages in an amount equal to the value of anything received in breach of these Provisions, claim damages for all additional costs and expenses incurred in obtaining another contractor to complete performance under this contract, and debar and suspend Contractor from doing business with the Commonwealth. These rights and remedies are cumulative, and the use or non-use of any one shall not preclude the use of all or any other. These rights and remedies are in addition to those the Commonwealth may have under law, statute, regulation, or otherwise.

CONTRACTOR: _____

CONTRACTOR'S SIGNATURE: _____

TITLE: _____

WITNESS BY: _____

State of _____ County of _____
Sworn and subscribed to before me this date _____ of _____, 202_____

Notary Public:
My Commission Expires:

Note: This document must be completed, signed, notarized, and returned with your bid.



COMMONWEALTH OF PENNSYLVANIA

PUBLIC WORKS EMPLOYMENT VERIFICATION FORM

Date _____

Business or Organization Name (Employer) _____

Address _____

City _____ State _____ Zip Code _____

Contractor

Contracting Public Body _____

Contract/Project No _____

Project Description _____

Project Location _____

As a contractor/subcontractor for the above referenced public works contract, I hereby affirm that as of the above date, our company is in compliance with the Public Works Employment Verification Act ('the Act') through utilization of the federal E-Verify Program (EVP) operated by the United States Department of Homeland Security. To the best of my/our knowledge, all employees hired post January 1, 2013 are authorized to work in the United States.

It is also agreed to that all public works contractors/subcontractors will utilize the federal EVP to verify the employment eligibility of each new hire within five (5) business days of the employee start date throughout the duration of the public works contract. Documentation confirming the use of the federal EVP upon each new hire shall be maintained in the event of an investigation or audit.

I, _____, authorized representative of the company above, attest that the information contained in this verification form is true and correct and understand that the submission of false or misleading information in connection with the above verification shall be subject to sanctions provided by law.

Authorized Representative Signature

THIS PAGE INTENTIONALLY LEFT BLANK

NON-DISCRIMINATION CLAUSE

_____, hereinafter referred to as the CONTRACTOR, agrees as follows:

1. CONTRACTOR shall not discriminate against any employee, applicant for employment, independent contractor, or any other person because of race, color, religious creed, ancestry, national origin, age or sex. Contractor shall take affirmative action to insure that applicants are employed, and that employees or agents are treated during employment, without regard to their race, color, religious creed, ancestry, national origin, age or sex. Such affirmative action shall include, but is not limited to, the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training. CONTRACTOR shall post in conspicuous places, available to all employees, agents, and applicants for employment and other persons, a notice to be provided by the contracting agency setting forth the provisions of the non-discrimination clause.
2. CONTRACTOR shall, in advertisement or requests for employment placed by it or on its behalf, state that all qualified applicants will receive consideration for employment without regard to race, color, religious creed, ancestry, national origin, age or sex.
3. CONTRACTOR shall send each labor union or worker's representative with which it has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or workers' representative of its commitment to this non-discrimination clause. Similar notice shall be sent to every other source of recruitment regularly utilized by the CONTRACTOR.
4. It shall be no defense to a finding of non-compliance with the Contract Compliance Regulations Commission or this non-discrimination clause that CONTRACTOR had delegated some of its employment practices to any union, training program, or other source of recruitment that prevents it from meeting its obligations. However, if the evidence indicates that the CONTRACTOR was not on notice of the third-party discrimination or made a good faith effort to correct it, such factor shall be considered in mitigation in determining appropriate sanctions.
5. Where the practices of a union or any training program or other source of recruitment will result in the exclusion of minority group persons, so that the CONTRACTOR will be unable to meet its obligations under the Contract Compliance Regulations issued by the Pennsylvania Relations Commission or this non-discrimination clause, CONTRACTOR shall then employ and fill vacancies through other non-discriminatory employment procedures.
6. CONTRACTOR shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission, 16 PA Code Chapter 49 and with all state and federal laws prohibiting discrimination in hiring or employment opportunities. In the event of the CONTRACTOR'S non-compliance with the non-discrimination clause of this CONTRACT, or with any such laws, this CONTRACT may, after hearing and adjudication, be terminated or suspended, in whole or in part, and the CONTRACTOR may be declared temporarily ineligible for further contracts and other such sanctions

may be imposed and remedies invoked as provided by the Contract Compliance Regulations.

7. CONTRACTOR shall furnish all necessary employment documents and records to, and permit access to its books, records and accounts by, the contracting agency, the Office of Administration, Bureau of Affirmative Action, and the Human Relations Commission for purposes of investigation to ascertain compliance with the provision of the Contract Compliance Regulations, pursuant to 49.35 of this title (relating to information concerning compliance by contractors). If CONTRACTOR does not possess documents or records reflecting the necessary information requested, it shall furnish such information on reporting forms supplied by the contracting agency, the Bureau of Affirmative Action or the COMMISSION.
8. CONTRACTOR shall actively recruit minority subcontractors or subcontractors with substantial minority representation among their employees.
9. CONTRACTOR shall include the provisions of this nondiscrimination clause in every subcontract, so that such provisions will be binding upon each subcontractor.
10. The terms used in this non-discrimination clause shall have the same meaning as in the Contract Compliance Regulations issued by the Pennsylvania Human Relations Commission, 16 PA Code Chapter 49.
11. CONTRACTOR obligations under this clause are limited to the CONTRACTOR'S facilities within Pennsylvania, or, where the CONTRACT is for the purchase of goods manufactured outside of Pennsylvania, the facilities at which such goods are actually produced.

By: _____

Witness: _____

CONTRACTOR: _____

Date: _____

Note: This document must be completed, signed and returned with your bid.

SECTION 004210 - WAIVER OF LIENS/MECHANICS' LIEN WAIVER

Chester County, Pennsylvania _____, 20__

OWNER: Great Valley School District ("Owner")

CONTRACTOR: _____ ("Contractor")

CONTRACT: Contract between Owner and Contractor dated _____, 20__.

PROJECT: Renovations to District Administration Office, 100 Lindenwood Drive, Malvern, PA 19355 ("Project").

1. Contractor hereby stipulates and agrees for payment of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, that Contractor, any Subcontractor, any Sub-subcontractor, any materialman, or any other person furnishing labor or materials to any of them, shall not file a lien, commonly called a mechanics' lien, or claim for any and all amounts that are, from time-to-time, owed by the Owner against the Project or improvements thereon, and any leasehold interests therein, or any part thereof, for any labor or materials furnished. All Subcontractors, Sub-subcontractors, materialmen, or any other person furnishing labor or materials to any of them or to the Contractor for the Project or improvements thereon, any leasehold interests therein, or any part thereof, shall look to and hold the Contractor personally liable for all Subcontracts, labor or materials furnished to the Project or improvements thereon, so that there shall not be any legal or lawful claim of any kind whatsoever against the Owner for and about the erection, construction and completion of the Project or improvements thereon, and any leasehold interests therein, or any part thereof, or with respect to labor and materials furnished under any supplemental contract or arrangement for extra work in connection with alterations and related improvements on the Project and any leasehold interests therein, or any part thereof.
2. This Waiver of Liens/Mechanics' Lien Waiver, waiving the right of lien, shall be an independent covenant and shall also operate and be effective with respect to work done and materials furnished under any supplemental contract or arrangement for extra work in connection with alterations and related improvements at the Project and any leasehold interests therein.
3. In the event Contractor, any Subcontractor, any Sub-subcontractor, any materialman, or any other person furnishing labor and materials to any of them, files any mechanics' lien or claim, each hereby irrevocably waives any right to jury trial in any action to strike or discharge the lien.
4. Without limitation of the foregoing, this Waiver of Liens/Mechanics' Lien Waiver is made and intended to be filed with the Office of the Prothonotary of the county or counties in which the Project is located in accordance with the requirements of Section 402 of the Mechanics' Lien Law of 1963 of the Commonwealth of Pennsylvania (49 P.S. § 1402), as amended and supplemented.
5. Each of the terms, provisions, covenants, conditions of this Waiver of Liens/Mechanics' Lien Waiver, as the case may be, shall be binding upon and inure to the benefit of Owner,

Contractor, each Subcontractor of Contractor, each Sub-subcontractor of each Subcontractor, and each party acting for, through, or under Contractor, Subcontractor, or Sub-subcontractor, and their respective heirs, executors, administrators, successors and assigns.

6. In order to give the Owner full power and authority to protect itself and the Project against any and all claims filed by the Contractor, any Subcontractor, any Sub-subcontractor, any materialmen, any other person furnishing labor or materials to any of them, or anyone acting under or through them in violation of the foregoing covenant, the said Contractor, for itself and all persons or entities acting through it, hereby irrevocably authorizes and empowers any Attorney of any Court of Common Pleas of the Commonwealth of Pennsylvania, to appear for it or any of them, in any of the said Courts of Common Pleas as Attorney for it and in its name, mark any and all claims satisfied of record at the cost and expense of the Contractor, including, without limitation, all legal fees (e.g., fees of attorneys, paralegals, and any other legal professionals) related thereto, any and all claims or claim, lien or liens, filed by or for the Contractor, any Subcontractor, any Sub-subcontractor, any materialmen, any other person furnishing labor or materials to any of them, or anyone acting under or through them in violation of the foregoing covenant, or in its or their name against the Project or any part thereof. For such act or acts this shall be good and sufficient warrant and authority and a reference to the Court, Term, and Number in which and where this Waiver of Liens/Mechanics' Lien Waiver shall have been filed shall be a sufficient exhibit of the authority herein contained to warrant such action, and the Contractor does hereby remise, release and quit-claim all rights and all manner of errors, defects and imperfections whatsoever in entering such satisfaction or in any way touching or concerning the same.
7. In the event of a dispute between the Contractor and the Owner, to the extent that the Owner incurs any legal fees, professional fees, or other costs or expenses in defending, removing, marking satisfied any mechanics' liens or any other expenses incurred by Owner in connection with mechanics' lien claims and/or judgments related to the Project, the Contractor will be solely responsible for those amounts incurred by the Owner, which will be deducted to the extent available, from any amounts due the Contractor under the Contract. If the amount due the Contractor is not sufficient to cover such cost, the Contractor shall pay the difference to the Owner within ten (10) days of receipt of the Owner's invoice for such legal fees, professional fees or other costs and expenses.

[Signature page follows]

THIS PAGE LEFT BLANK INTENTIONALLY

**SECTION 005200 - AGREEMENT BETWEEN OWNER AND CONTRACTOR
AIA A132-2009 (AMENDED)**

This is a SAMPLE AIA Document: There is no implied permission to reproduce this document. The original document purchased by the user is intended to be consumed in the course of this project.

This section contains twelve (10) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

SECTION 006100 - PERFORMANCE BOND

This is a SAMPLE AIA Document: There is no implied permission to reproduce this document. The original document purchased by the user is intended to be consumed in the course of this project.

This section contains six (6) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS that we, **(Name of Contractor)** as Principal (the "Principal"), and **(Name of Surety)**, a corporation organized and existing under the laws of the _____ of _____, as Surety (the "Surety"), are jointly and severally held and firmly bound unto the **Great Valley School District**, its successors and assigns and assignees ("Obligee"), for the performance of the Contract hereinafter identified and incorporated herein by this reference in the sum of **(Amount of Contract)** Dollars (\$_____), lawful money of the United States of America to be paid to the Obligee; to which performance or payment, well and truly to be made, we do bind ourselves and each of us, our and each of our heirs, executors, administrators, representatives, successors and assigns, jointly and severally, firmly by these presents.

WITNESSETH THAT:

WHEREAS, The Principal heretofore has submitted to the Obligee a certain proposal, dated **(month, day, year)**, (the "Proposal"), to perform certain **(Name of Contract)** for the **(Name of Project)** for the Obligee, in connection with the **Great Valley School District** pursuant to plans, specifications and other related documents, which are incorporated into the Proposal by reference (the "Contract Documents"); and

WHEREAS, The Obligee, is a "contracting body" under provisions of Act No. 385 of the General Assembly of the Commonwealth of Pennsylvania, approved by the Governor on December 20, 1967, known as and cited as the "Public Works Contractors' Bond Law of 1967" (the "Act"), as amended; and

WHEREAS, the Act, in Section 3 (a), requires that, before an award shall be made to the Principal by the Obligee in accordance with the Proposal, the Principal shall

furnish this Bond to the Obligee, with this Bond to become binding upon the award of a contract to the Principal by the Obligee in accordance with the Proposal; and

WHEREAS, it also is a condition of the Contract Documents that this Bond shall be furnished by the Principal to the Obligee; and

WHEREAS, under the Contract Documents, it is provided, inter alia, that if the Principal shall furnish this Bond to the Obligee, and if the Obligee shall make an award to the Principal in accordance with the Proposal, then the Principal and the Obligee shall enter into an agreement with respect to performance of such work (the "Agreement"), the form of which Agreement is set forth in the Contract Documents.

NOW, THEREFORE, the terms and conditions of this Bond are and shall be that:
(a) if the Principal well, truly, and faithfully shall comply with and shall perform the Agreement in accordance with the Contract Documents, at the time and in the manner provided in the Agreement and in the Contract Documents, and if the Principal shall satisfy all claims and demands incurred in or related to the performance of the Agreement by the Principal or growing out of the performance of the Agreement by the Principal, and if the Principal shall indemnify completely and shall save harmless the Obligee and all of its officers, agents and employees from any and all costs and damages, including but not limited to costs of or damages from delay in the performance of the Agreement by the Principal, attorneys' fees, legal costs and expenses, and interest, which the Obligee and any or all of its officers, agents and employees may sustain, incur or suffer by reason of the failure of the Principal to do so, and if the Principal shall reimburse completely and shall pay to the Obligee any and all costs, damages and expenses (including, but not limited to costs, damages and expenses of or from delay in the performance of the Agreement by the Principal, attorneys' fees, legal costs and expenses and interest) which the Obligee and any or all of its officers, agents and employees may incur by reason of any such default or failure of the Principal; and (b) if the Principal shall remedy, without cost to the Obligee, all

provided by the Principal in its performance of the Agreement which may develop during the period of one (1) year from the date of substantial completion of the work to be performed under the Agreement in accordance with the Contract Documents, which defects, in the sole judgment of the Obligee or its legal successors in interests, shall be caused by or shall result from defective or inferior materials or workmanship, then this Bond shall be void; otherwise, this Bond shall be and shall remain in force and effect.

We further agree to indemnify and hold harmless the Great Valley School District from and against any and all costs, liabilities, expenses, attorneys' fees, and obligations, including but not limited to those relating to or arising from delay in performance, which the Great Valley School District may or shall sustain by reason of the failure of the Principal or the Surety to comply with the terms of the Contract Documents or this Obligation. This Bond is executed and delivered under and subject to the Act, to which reference hereby is made.

The Principal and the Surety agree that any alterations, changes and/or additions to the Contract Documents, or any alterations, changes or additions to the work to be performed under the Agreement in accordance with the Contract Documents, or any alterations, changes or additions to the Agreement, or any act of forbearance of either the Principal or the Obligee toward the other with respect to the Contract Documents and the Agreement, or the reduction of any percentage to be retained by the Obligee as permitted by the Contract Documents and by the Agreement, shall not release in any manner whatsoever, the Principal and the Surety, or either of them, their heirs, executors, administrators, successors and assigns, from liability and obligations under this Bond; and the Surety, for value received, does waive notice of any such alterations, changes, additions, extensions of time, acts of forbearance or reduction of retained percentage.

It is further agreed that, in the sole discretion of the Great Valley School District and upon notice therefrom, the Surety may be required to perform and carry out the provisions of the Contract in the event of a breach thereof by the Principal, whereupon

the rights and responsibilities of the Surety and Great Valley School District to each other shall be the same as those of the Principal and the Great Valley School District immediately prior to the breach giving rise to the Surety's obligations hereunder. If the Surety does not proceed promptly to render such performance or cause such performance to be rendered by a third party satisfactory to the Great Valley School District, the Surety shall be deemed to be in default on this obligation fifteen (15) days from the date of a second written notice from the Great Valley School District that the Surety shall so proceed, and the Great Valley School District shall be entitled to enforce against the Surety any remedy it may then or thereafter have against the Principal. If the Principal is a foreign corporation (incorporated under any laws other than those of the Commonwealth of Pennsylvania) then further terms and conditions of this Bond are and shall be that the Principal or the Surety shall not be discharged from liability on this Bond, nor this Bond surrendered until such Principal files with the Obligee a certificate from the Pennsylvania Department of Revenue evidencing the payment in full of all bonus taxes, penalties and interest, and a certificate from the Bureau of Employment and Unemployment Compensation of the Pennsylvania Department of Labor and Industry, evidencing the payment of all unemployment compensation, contributions, penalties and interest due the Commonwealth from said Principal or any foreign corporations, subcontractors thereunder or for which liability has accrued but the time for payment has not arrived, all in accordance with provisions of the Act of June 10, 1947, P.L. 493, of the Commonwealth of Pennsylvania.

This obligation incorporates by reference the Public Works Contractors' Bond Law of 1967, provided, however, that in the event of any inconsistencies or ambiguity in the meaning of this obligation and the said Public Works Contractors' Bond Law of 1967, the express terms of this obligation shall govern and control.

Notwithstanding anything to the contrary in the Public Works Contractors' Bond Law of 1967, or any other provision of applicable laws, it is understood and agreed that every suit on this obligation shall be commenced not later than two (2) years from the date of accrual of the cause of action relating to such suit.

IN WITNESS WHEREOF, the Principal and the Surety cause this Bond to be signed, sealed and delivered this _____ day of _____, 20____.

(*Name of Corporation*)

ATTEST:

*BY: _____

President

(CORPORATE SEAL)

or (if appropriate)

WITNESS:

(*Name of Corporation*)

*BY: _____

Authorized Representative

* Attach appropriate proof, dated as of the same date as the Bond, evidencing authority to execute in behalf of the corporation.

WITNESS:

(**Corporate Surety**)

**BY: _____

Attorney-In-Fact

(CORPORATE SEAL)

Issuing Office:

(Address)

(City, State, Zip)

** Attach an appropriate power of attorney, dated as of the same date as the Bond, evidencing the authority of the Attorney-In-Fact to act in behalf of the corporation.

Note: Date of Bond must not be prior to date of Notice of Intent to Award. If Principal is partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Commonwealth of Pennsylvania Insurance Department's most current licensed company list and be authorized to transact business as a surety in the Commonwealth of Pennsylvania.

END OF SECTION 006100b

SECTION 006120 - PAYMENT BOND

This is a SAMPLE AIA Document: There is no implied permission to reproduce this document. The original document purchased by the user is intended to be consumed in the course of this project.

This section contains four (4) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS that we, (name of contractor) , as Principal (the "Principal"), and (name of surety) , a Corporation organized and existing under laws of , Surety (the "Surety"), are jointly and severally held and firmly bound unto the Great Valley School District, its successors and assigns and assignees ("Obligee"), for the performance of the Contract hereinafter identified and incorporated herein by this reference in the sum of **(amount of contract)** Dollars (\$) lawful money of the United States of America to be paid to the obligee; to which performance or payment, well and truly to be made, we do bind ourselves and each of us, our and each of our heirs, executors, administrators, representatives, successors and assigns, jointly and severally, firmly by these presents.

WITNESSETH THAT:

WHEREAS, The Principal heretofore has submitted to the Obligee a certain proposal, dated 20 (the "Proposal"), to perform certain (name of contract) Work for the Obligee in connection with the (name of project) pursuant to plans, specifications and other related documents, which are incorporated into the Proposal by reference, (the "Contract Documents"), as prepared by the Obligee and **(name and address of architect or designer)**; and

WHEREAS, The Obligee, is a "contracting body" under provisions of Act No. 385 of the General Assembly of the Commonwealth of Pennsylvania, approved by the Governor on December 20, 1967, known as and cited as the "Public Works Contractors' Bond Law of 1967" (the "Act"); and

WHEREAS, the Act, in Section 3(a), requires that, before an award shall be made to the Principal by the Obligee in accordance with the Proposal, the Principal shall furnish this Bond to the Obligee, with this Bond to become binding upon the award of a contract to the Principal by the Obligee in accordance with the Proposal; and

WHEREAS, it also is a condition of the Contract Documents that this Bond shall be furnished by the Principal to the Obligee; and

WHEREAS, under the Contract Documents, it is provided inter alia, that if the Principal shall furnish this Bond to the Obligee, and if the Obligee shall make an award to the Principal in accordance with the Proposal, then the Principal and the Obligee shall enter into an agreement with respect to performance of such work (the "Agreement"), the form of which Agreement is set forth in the Contract Documents.

NOW THEREFORE, the terms and conditions of this Bond are and shall be that if the Principal and any Sub-Contractor of the Principal to whom any portion of the work under the Agreement shall be subcontracted, and if all assignees of the Principal and of any such subcontractor, promptly shall pay or shall cause to be paid, in full, all money which may be due any claimant supplying labor or materials in the prosecution and performance of the work in accordance with the Agreement and in accordance with the Contract Documents, including any amendment, extension or addition to the Agreement and/or to the Contract Documents, for material furnished or labor supplies or labor performed, then this Bond shall be void; otherwise, the Bond shall be and shall remain in force and effect.

This Bond, as provided by the Act, shall be solely for the protection of claimants supplying labor or materials to the Principal or to any subcontractor of the Principal in the prosecution of the work covered by the Agreement, including any amendment, extension, or addition to the Agreement. The term,

"Claimant", when used herein and as required by the Act, shall mean any individual, firm, partnership, association or corporation. The phrase "Labor or Materials" when used herein and as required by the Act, shall include public utility services and reasonable rentals of equipment, but only for periods when the equipment rented is actually used at the site of the work covered by the Agreement. As required by the Act, the provisions of this Bond shall be applicable whether or not the material furnished or labor performed enters into and becomes a component part of the public building, public work or public improvement contemplated by the Contract Documents and the Agreement.

As provided and required by the Act, the Principal and the Surety agree that any claimant, who has performed labor or furnished material in the prosecution of the work in accordance with the Agreement and in accordance with the Contract Documents, including any amendment, extension or addition to the Agreement and/or to the Contract Documents, and who has not been paid therefore, in full, before the expiration of ninety (90) days after the day on which such claimant performed the last of such labor or furnished the last of such materials for which payment is claimed, may institute an action upon this Bond, in the name of the claimant in assumpsit, to recover any amount due the claimant for such labor or material; and may prosecute such action to final judgment and may have execution upon the judgment provided however, that: (a) any claimant who has a direct contractual relationship with any sub-contractor of the Principal but has not contractual relationship, express or implied, with the Principal, may institute an action upon this Bond only if such claimant first shall have given written notice, served in the manner provided in the Act, to the Principal, within ninety (90) days from the date upon which such claimant performed the last of the labor or furnished the last of the materials for which payment is claimed, stating, with substantial accuracy, the amount claimed and the name of the person for whom the work was performed or to whom the material was furnished; and (b) no action upon this Bond shall be commenced after the expiration of one (1) year from the day upon the last of the labor was performed or material was supplied, for the payment of which such action is instituted by the claimant; and (c) every action upon this Bond shall be instituted either in the appropriate court of the County where the Agreement is to be performed or of such other County as Pennsylvania statutes shall provide, or in the United States District Court for the district in which the project, to this Agreement relates, is situated, and not elsewhere.

This Bond is executed and delivered under and subject to the Act, to which reference hereby is made.

The Principal and the Surety agree that any alterations, changes and/or additions to the Contract Document, and/or any alterations, changes and/or additions to the work to be performed under the Agreement in accordance with the Contract Documents, and/or any alterations, changes and/or additions to the Agreement, and/or any giving by the Obligee of any extensions of time for the performance of the Agreement in accordance with the Contract Documents, and/or any act of forbearance of either the Principal or the Obligee toward the other with respect to the Contract Documents and the Agreement, and/or the reduction of any percentage to be retained by the Obligee as permitted by the Contract Documents and by the Agreement shall not release in any manner whatsoever, the Principal and the Surety, or either of them, their heirs, executors, administrators, successors and assigns, from liability and obligations under this Bond; and the Surety, for value received, does waive notice of any such alterations, changes, additions, extensions of time, acts of forbearance and/or reduction of retained percentage.

Provided, that it is expressly agreed that this Bond shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon amendment to the Contract Documents not increasing the contract price more than twenty percent (20%), so as to bind the Principal and the Surety to the full and faithful performance of the Contract Documents as so amended. The term "Amendment," wherever used in this Bond and whether referring to this bond, the Contract Documents,

or the Agreement, shall include any alteration, addition, extension or modification of any character whatsoever.

Provided, further, that no final settlement between the Obligee and the Principal shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

If the Principal is a foreign corporation (incorporated under any laws other than those of the Commonwealth of Pennsylvania) then further terms and conditions of this Bond are and shall be that the Principal or the Surety shall not be discharged from liability on this Bond, nor this Bond surrendered until such Principal files with the Obligee a certificate from the Pennsylvania Department of Revenue evidencing the payment in full of all bonus taxes, penalties and interest, and a certificate from the Bureau of Employment and Unemployment Compensation for the Pennsylvania Department of Labor and Industry, evidencing the payment of all unemployment compensation, contributions, penalties and interest due the Commonwealth from said Principal or any foreign corporations, sub-contractors thereunder or for which liability has accrued but the time for payment has not arrived, all in accordance with provisions of the Act of June 10, 1947, P.L. 493, of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the Principal and the Surety cause this Bond to be signed, sealed and delivered
this _____ day of _____, 20__ .

ATTEST: _____ (*Name of Corporation*)
BY: _____
President

(CORPORATE SEAL)

or (if appropriate)

WITNESS: _____ (*Name of Corporation*)
*BY: _____
(Authorized Representative)

* Attached appropriate proof, dated as of the same date as the Bond, evidencing authority to execute in behalf of the corporation.

WITNESS: _____ (**Corporate Surety**)

*

*BY: _____
Attorney-In-Fact

(CORPORATE SEAL)

Issuing Office:

(Address)

(City, State, Zip)

** Attach an appropriate power of attorney, dated as of the same date as the Bond, evidencing the authority of the Attorney-In-Fact to act in behalf of the corporation.

NOTE: Date of Bond must not be prior to date of Notice of Intent to Award. If Principal is partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Commonwealth of Pennsylvania Insurance Department's most current licensed company list and be authorized to transact business in the Commonwealth of Pennsylvania

END OF SECTION 006120

**SECTION 007000 - GENERAL CONDITIONS OF THE PROJECT FOR CONSTRUCTION AIA
A232-2009 (AMENDED) AND RIDER TO AIA A232 GENERAL CONDITIONS**

This is a SAMPLE AIA Document: There is no implied permission to reproduce this document. The original document purchased by the user is intended to be consumed in the course of this project.

This section contains fifty-two (52) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

SECTION 008200– PREVAILING WAGES AND FORMS

The following information contains the Commonwealth of Pennsylvania Prevailing Wage rates generated specifically for this project. Contractors are to utilize this information in preparation of their bids.

This section contains ten (10) pages, not including this cover page.

THIS PAGE LEFT BLANK INTENTIONALLY

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project Name:	Great Valley School District District Administration Office
Awarding Agency:	Great Valley School District
Contract Award Date:	1/20/2023
Serial Number:	22-09425
Project Classification:	Building
Determination Date:	12/19/2022
Assigned Field Office:	Philadelphia
Field Office Phone Number:	(215)560-1858
Toll Free Phone Number:	
Project County:	Chester County

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Asbestos & Insulation Workers	5/1/2021		\$54.35	\$39.95	\$94.30
Boilermakers	3/1/2018		\$45.89	\$33.73	\$79.62
Bricklayer	5/1/2021		\$45.45	\$30.61	\$76.06
Bricklayer	5/1/2022		\$46.45	\$31.06	\$77.51
Carpenter - Chief of Party (Surveying & Layout)	5/1/2021		\$47.47	\$28.71	\$76.18
Carpenter - Instrument Person (Surveying & Layout)	5/1/2021		\$41.28	\$28.71	\$69.99
Carpenter - Rodman (Surveying & Layout)	5/1/2021		\$20.64	\$20.31	\$40.95
Carpenters	5/1/2021		\$41.28	\$28.71	\$69.99
Carpenters	5/1/2022		\$42.53	\$28.71	\$71.24
Cement Finishers & Plasterers	5/1/2022		\$38.57	\$32.39	\$70.96
Cement Masons	5/1/2021		\$40.70	\$33.46	\$74.16
Cement Masons	5/1/2022		\$42.05	\$33.46	\$75.51
Dockbuilder, Pile Drivers	5/1/2022		\$45.73	\$37.99	\$83.72
Dockbuilder, Pile Drivers	10/31/2022		\$47.23	\$37.99	\$85.22
Dockbuilder, Pile Drivers	5/1/2023		\$50.48	\$37.99	\$88.47
Dockbuilder, Pile Drivers	5/1/2024		\$52.98	\$37.99	\$90.97
Dockbuilder, Pile Drivers	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder, Pile Drivers	5/1/2026		\$56.98	\$37.99	\$94.97
Dockbuilder/ Pile driver diver	5/1/2022		\$57.16	\$37.99	\$95.15
Dockbuilder/ Pile driver diver	10/31/2022		\$58.66	\$37.99	\$96.65
Dockbuilder/ Pile driver diver	5/1/2023		\$63.10	\$37.99	\$101.09
Dockbuilder/ Pile driver diver	5/1/2024		\$66.25	\$37.99	\$104.24
Dockbuilder/ Pile driver diver	5/1/2025		\$69.04	\$37.99	\$107.03
Dockbuilder/ Pile driver diver	5/1/2026		\$71.23	\$37.99	\$109.22
Dockbuilder/pile driver tender	5/1/2022		\$45.73	\$37.99	\$83.72
Dockbuilder/pile driver tender	10/31/2022		\$47.23	\$37.99	\$85.22
Dockbuilder/pile driver tender	5/1/2023		\$50.48	\$37.99	\$88.47
Dockbuilder/pile driver tender	5/1/2024		\$52.98	\$37.99	\$90.97
Dockbuilder/pile driver tender	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder/pile driver tender	5/1/2026		\$56.98	\$37.99	\$94.97
Drywall Finisher	5/1/2022		\$38.93	\$29.96	\$68.89
Electricians	5/3/2021		\$52.31	\$41.10	\$93.41
Electricians	5/2/2022		\$53.94	\$42.97	\$96.91
Elevator Constructor	1/1/2021		\$61.43	\$36.36	\$97.79
Floor Coverer	5/1/2021		\$45.74	\$29.21	\$74.95
Floor Coverer	5/1/2022		\$48.00	\$29.21	\$77.21
Floor Coverer	5/1/2023		\$50.12	\$29.21	\$79.33
Floor Coverer	5/1/2024		\$52.19	\$29.21	\$81.40
Floor Layer	5/1/2018		\$43.11	\$28.09	\$71.20
Glazier	5/1/2021		\$45.67	\$34.38	\$80.05
Glazier	5/1/2022		\$46.09	\$35.61	\$81.70
Interior Finish	5/1/2019		\$30.20	\$25.80	\$56.00
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2021		\$47.70	\$39.51	\$87.21
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2022		\$49.70	\$39.51	\$89.21

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Precast, Reinforcing)					
Iron Workers (Riggers)	7/1/2017		\$39.83	\$27.92	\$67.75
Ironworker (Rodman)	7/1/2020		\$44.82	\$31.60	\$76.42
Laborers (Class 01 - General)	5/1/2020		\$32.05	\$25.25	\$57.30
Laborers (Class 01 - See notes)	5/1/2019		\$30.20	\$25.80	\$56.00
Laborers (Class 01 - See notes)	5/1/2022		\$33.35	\$25.65	\$59.00
Laborers (Class 02 - see notes)	5/1/2020		\$35.15	\$26.15	\$61.30
Laborers (Class 02 - see notes)	5/1/2022		\$36.70	\$27.00	\$63.70
Laborers (Class 03 - See notes)	5/1/2020		\$32.47	\$25.43	\$57.90
Laborers (Class 03 - See notes)	5/1/2022		\$33.77	\$25.83	\$59.60
Laborers (Class 04 - See notes)	5/1/2020		\$32.47	\$25.43	\$57.90
Laborers (Class 04 - See notes)	5/1/2022		\$33.77	\$25.83	\$59.60
Laborers (Class 05 - See notes)	5/1/2020		\$32.05	\$25.25	\$57.30
Laborers (Class 05 - See notes)	5/1/2022		\$33.35	\$25.65	\$59.00
Landscape Laborer	5/1/2020		\$26.55	\$23.13	\$49.68
Marble Finisher	5/1/2022		\$38.27	\$29.15	\$67.42
Marble Mason	5/1/2022		\$45.90	\$31.20	\$77.10
Mason Tender, Cement	5/1/2019		\$30.52	\$25.98	\$56.50
Millwright	5/1/2019		\$45.50	\$33.29	\$78.79
Millwright	5/1/2021		\$48.60	\$33.19	\$81.79
Millwright	5/1/2022		\$49.83	\$34.53	\$84.36
Operators (Building, Class 01 - See Notes)	5/1/2021		\$49.50	\$31.51	\$81.01
Operators (Building, Class 01 - See Notes)	5/1/2022		\$51.04	\$31.97	\$83.01
Operators (Building, Class 01 - See Notes)	5/1/2023		\$52.20	\$32.81	\$85.01
Operators (Building, Class 01A - See Notes)	5/1/2021		\$52.51	\$32.39	\$84.90
Operators (Building, Class 01A - See Notes)	5/1/2022		\$54.05	\$32.85	\$86.90
Operators (Building, Class 01A - See Notes)	5/1/2023		\$55.20	\$33.70	\$88.90
Operators (Building, Class 02 - See Notes)	5/1/2021		\$49.25	\$31.44	\$80.69
Operators (Building, Class 02 - See Notes)	5/1/2022		\$50.79	\$31.90	\$82.69
Operators (Building, Class 02 - See Notes)	5/1/2023		\$51.95	\$32.74	\$84.69
Operators (Building, Class 02A - See Notes)	5/1/2021		\$52.26	\$32.32	\$84.58
Operators (Building, Class 02A - See Notes)	5/1/2022		\$53.81	\$32.77	\$86.58
Operators (Building, Class 02A - See Notes)	5/1/2023		\$54.97	\$33.61	\$88.58
Operators (Building, Class 03 - See Notes)	5/1/2021		\$45.16	\$30.24	\$75.40
Operators (Building, Class 03 - See Notes)	5/1/2022		\$46.71	\$30.69	\$77.40
Operators (Building, Class 03 - See Notes)	5/1/2023		\$47.87	\$31.53	\$79.40
Operators (Building, Class 04 - See Notes)	5/1/2021		\$44.87	\$30.14	\$75.01
Operators (Building, Class 04 - See Notes)	5/1/2022		\$46.41	\$30.60	\$77.01
Operators (Building, Class 04 - See Notes)	5/1/2023		\$47.57	\$31.44	\$79.01
Operators (Building, Class 05 - See Notes)	5/1/2021		\$43.14	\$29.64	\$72.78
Operators (Building, Class 05 - See Notes)	5/1/2022		\$44.69	\$30.09	\$74.78
Operators (Building, Class 05 - See Notes)	5/1/2023		\$45.85	\$30.93	\$76.78
Operators (Building, Class 06 - See Notes)	5/1/2021		\$42.16	\$29.34	\$71.50
Operators (Building, Class 06 - See Notes)	5/1/2022		\$43.70	\$29.80	\$73.50

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Operators (Building, Class 06 - See Notes)	5/1/2023		\$44.85	\$30.65	\$75.50
Operators (Building, Class 07A- See Notes)	5/1/2021		\$60.00	\$36.21	\$96.21
Operators (Building, Class 07A- See Notes)	5/1/2022		\$61.86	\$36.75	\$98.61
Operators (Building, Class 07A- See Notes)	5/1/2023		\$63.33	\$37.68	\$101.01
Operators (Building, Class 07B- See Notes)	5/1/2021		\$59.72	\$36.11	\$95.83
Operators (Building, Class 07B- See Notes)	5/1/2022		\$61.57	\$36.66	\$98.23
Operators (Building, Class 07B- See Notes)	5/1/2023		\$63.04	\$37.59	\$100.63
Painters Class 1 (see notes)	5/1/2021		\$41.24	\$30.29	\$71.53
Painters Class 1 (see notes)	2/1/2022		\$41.77	\$31.61	\$73.38
Painters Class 4 (see notes)	5/1/2021		\$41.62	\$30.29	\$71.91
Painters Class 4 (see notes)	5/1/2022		\$41.77	\$31.61	\$73.38
Plasterers	5/1/2021		\$38.37	\$31.84	\$70.21
plumber	5/1/2021		\$59.83	\$36.16	\$95.99
plumber	5/1/2022		\$62.73	\$36.61	\$99.34
Pointers, Caulkers, Cleaners	5/1/2021		\$46.75	\$29.50	\$76.25
Pointers, Caulkers, Cleaners	5/1/2022		\$47.64	\$30.06	\$77.70
Roofers (Composition)	5/1/2021		\$40.33	\$33.12	\$73.45
Roofers (Composition)	5/1/2022		\$41.48	\$33.87	\$75.35
Roofers (Shingle)	5/1/2021		\$30.50	\$21.55	\$52.05
Roofers (Slate & Tile)	5/1/2021		\$33.50	\$21.55	\$55.05
Sheet Metal Workers	5/1/2021		\$53.84	\$45.94	\$99.78
Sheet Metal Workers	5/1/2022		\$55.75	\$47.28	\$103.03
Sign Makers and Hangars	7/17/2021		\$29.49	\$23.90	\$53.39
Sign Makers and Hangars	7/15/2022		\$30.54	\$24.35	\$54.89
Sprinklerfitters	5/1/2021		\$60.83	\$30.34	\$91.17
Sprinklerfitters	5/1/2022		\$62.79	\$31.43	\$94.22
Steamfitters	5/1/2021		\$60.47	\$40.89	\$101.36
Steamfitters	5/1/2022		\$64.57	\$40.59	\$105.16
Stone Masons	5/1/2021		\$44.90	\$30.75	\$75.65
Stone Masons	5/1/2022		\$45.90	\$31.20	\$77.10
Terrazzo Finisher	5/1/2022		\$42.44	\$27.71	\$70.15
Terrazzo Grinder	5/1/2022		\$42.71	\$27.71	\$70.42
Terrazzo Mechanics	5/1/2021		\$48.01	\$28.81	\$76.82
Terrazzo Mechanics	5/1/2022		\$48.81	\$29.46	\$78.27
Tile Finisher	5/1/2022		\$38.27	\$29.15	\$67.42
Tile Setter	5/1/2022		\$48.81	\$29.46	\$78.27
Truckdriver class 1(see notes)	5/1/2021		\$36.48	\$17.96	\$54.44
Truckdriver class 1(see notes)	5/1/2022		\$35.60	\$20.74	\$56.34
Truckdriver class 2 (see notes)	5/1/2021		\$36.58	\$17.96	\$54.54
Truckdriver class 2 (see notes)	5/1/2022		\$35.70	\$20.74	\$56.44
Truckdriver class 3 (see notes)	5/1/2021		\$36.83	\$17.96	\$54.79
Truckdriver class 3 (see notes)	5/1/2022		\$35.95	\$20.74	\$56.69
Window Film / Tint Installer	6/1/2019		\$24.52	\$12.08	\$36.60

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Carpenter - Chief of Party (Surveying & Layout)	5/1/2021		\$59.93	\$27.69	\$87.62
Carpenter - Chief of Party (Surveying & Layout)	5/1/2022		\$60.71	\$29.06	\$89.77
Carpenter - Chief of Party (Surveying & Layout)	5/1/2023		\$63.24	\$29.06	\$92.30
Carpenter - Chief of Party (Surveying & Layout)	5/1/2024		\$65.19	\$29.06	\$94.25
Carpenter - Chief of Party (Surveying & Layout)	5/1/2025		\$67.15	\$29.06	\$96.21
Carpenter - Chief of Party (Surveying & Layout)	5/1/2026		\$69.10	\$29.06	\$98.16
Carpenter - Instrument Person (Surveying & Layout)	5/1/2021		\$52.11	\$27.69	\$79.80
Carpenter - Instrument Person (Surveying & Layout)	5/1/2022		\$52.79	\$29.06	\$81.85
Carpenter - Instrument Person (Surveying & Layout)	5/1/2023		\$54.99	\$29.06	\$84.05
Carpenter - Instrument Person (Surveying & Layout)	5/1/2024		\$56.69	\$29.06	\$85.75
Carpenter - Instrument Person (Surveying & Layout)	5/1/2025		\$58.39	\$29.06	\$87.45
Carpenter - Instrument Person (Surveying & Layout)	5/1/2026		\$60.09	\$29.06	\$89.15
Carpenter - Rodman (Surveying & Layout)	5/1/2021		\$41.69	\$21.34	\$63.03
Carpenter - Rodman (Surveying & Layout)	5/1/2022		\$42.23	\$22.41	\$64.64
Carpenter - Rodman (Surveying & Layout)	5/1/2023		\$43.99	\$22.41	\$66.40
Carpenter - Rodman (Surveying & Layout)	5/1/2024		\$45.35	\$22.41	\$67.76
Carpenter - Rodman (Surveying & Layout)	5/1/2025		\$46.71	\$22.41	\$69.12
Carpenter - Rodman (Surveying & Layout)	5/1/2026		\$48.07	\$22.41	\$70.48
Carpenter	5/1/2021		\$51.76	\$28.04	\$79.80
Carpenter	5/1/2022		\$52.79	\$29.06	\$81.85
Carpenter	5/1/2023		\$54.99	\$29.06	\$84.05
Carpenter	5/1/2024		\$56.69	\$29.06	\$85.75
Carpenter	5/1/2025		\$58.49	\$29.06	\$87.55
Carpenter	5/1/2026		\$60.19	\$29.06	\$89.25
Cement Masons	5/1/2021		\$39.65	\$33.41	\$73.06
Cement Masons	5/1/2022		\$41.15	\$33.41	\$74.56
Dockbuilder, Pile Drivers	5/1/2022		\$45.73	\$37.99	\$83.72
Dockbuilder, Pile Drivers	11/1/2022		\$47.23	\$37.99	\$85.22
Dockbuilder, Pile Drivers	5/1/2023		\$50.48	\$37.99	\$88.47
Dockbuilder, Pile Drivers	5/1/2024		\$52.98	\$37.99	\$90.97
Dockbuilder, Pile Drivers	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder, Pile Drivers	5/1/2026		\$56.98	\$37.99	\$94.97
DockBuilder/ Divers (Building Heavy & Highway)	5/1/2020		\$52.44	\$37.27	\$89.71
Dockbuilder/ Pile driver diver	5/1/2022		\$57.16	\$37.99	\$95.15
Dockbuilder/ Pile driver diver	11/1/2022		\$59.04	\$37.99	\$97.03
Dockbuilder/ Pile driver diver	5/1/2023		\$63.10	\$37.99	\$101.09
Dockbuilder/ Pile driver diver	5/1/2024		\$66.25	\$37.99	\$104.24
Dockbuilder/ Pile driver diver	5/1/2025		\$69.04	\$37.99	\$107.03
Dockbuilder/ Pile driver diver	5/1/2026		\$71.23	\$37.99	\$109.22
Dockbuilder/pile driver tender	5/1/2022		\$45.73	\$37.99	\$83.72
Dockbuilder/pile driver tender	11/1/2022		\$47.23	\$37.99	\$85.22
Dockbuilder/pile driver tender	5/1/2023		\$50.48	\$37.99	\$88.47
Dockbuilder/pile driver tender	5/1/2024		\$52.98	\$37.99	\$90.97
Dockbuilder/pile driver tender	5/1/2025		\$55.23	\$37.99	\$93.22

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Dockbuilder/pile driver tender	5/1/2026		\$56.98	\$37.99	\$94.97
DockBuilder/Pile Drivers/ Diver Tender	5/1/2020		\$43.70	\$37.27	\$80.97
Electric Lineman	5/31/2021		\$57.93	\$30.22	\$88.15
Electric Lineman	5/30/2022		\$59.17	\$31.48	\$90.65
Electric Lineman	5/29/2023		\$60.48	\$32.77	\$93.25
Electric Lineman	6/3/2024		\$62.07	\$33.96	\$96.03
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2021		\$47.70	\$39.51	\$87.21
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2022		\$49.70	\$39.51	\$89.21
Iron Workers	7/1/2017		\$47.30	\$32.91	\$80.21
Iron Workers	7/1/2019		\$49.30	\$34.41	\$83.71
Iron Workers	1/1/2020		\$49.80	\$34.41	\$84.21
Ironworker (Rodman)	7/1/2020		\$44.82	\$31.60	\$76.42
Laborers (Class 01 - See notes)	5/1/2021		\$36.20	\$25.65	\$61.85
Laborers (Class 01 - See notes)	5/1/2022		\$36.30	\$27.20	\$63.50
Laborers (Class 02 - See notes)	5/1/2021		\$36.40	\$25.65	\$62.05
Laborers (Class 02 - See notes)	5/1/2022		\$36.50	\$27.20	\$63.70
Laborers (Class 03 - See notes)	5/1/2021		\$36.40	\$25.65	\$62.05
Laborers (Class 03 - See notes)	5/1/2022		\$36.50	\$27.20	\$63.70
Laborers (Class 04 - See notes)	5/1/2021		\$31.00	\$25.65	\$56.65
Laborers (Class 04 - See notes)	5/1/2022		\$31.10	\$27.20	\$58.30
Laborers (Class 05 - See notes)	5/1/2021		\$37.05	\$25.65	\$62.70
Laborers (Class 05 - See notes)	5/1/2022		\$37.15	\$27.20	\$64.35
Laborers (Class 06 - See notes)	5/1/2021		\$37.10	\$25.65	\$62.75
Laborers (Class 06 - See notes)	5/1/2022		\$37.20	\$27.20	\$64.40
Laborers (Class 07 - See notes)	5/1/2021		\$36.95	\$25.65	\$62.60
Laborers (Class 07 - See notes)	5/1/2022		\$37.05	\$27.20	\$64.25
Laborers (Class 08 - See notes)	5/1/2021		\$36.70	\$25.65	\$62.35
Laborers (Class 08 - See notes)	5/1/2022		\$36.80	\$27.20	\$64.00
Laborers (Class 09 - See notes)	5/1/2021		\$36.55	\$25.65	\$62.20
Laborers (Class 09 - See notes)	5/1/2022		\$36.65	\$27.20	\$63.85
Laborers (Class 10- See notes)	5/1/2021		\$36.70	\$25.65	\$62.35
Laborers (Class 10- See notes)	5/1/2022		\$36.80	\$27.20	\$64.00
Laborers (Class 11 -See Notes)	5/1/2021		\$36.50	\$25.65	\$62.15
Laborers (Class 11 -See Notes)	5/1/2022		\$36.70	\$27.20	\$63.90
Laborers (Class 12 -See Notes)	5/1/2021		\$37.40	\$25.65	\$63.05
Laborers (Class 12 -See Notes)	5/1/2022		\$38.40	\$27.20	\$65.60
Laborers (Class 13 -See Notes)	5/1/2021		\$40.33	\$25.65	\$65.98
Laborers (Class 13 -See Notes)	5/1/2022		\$40.43	\$27.20	\$67.63
Laborers (Class 14 -See Notes)	5/1/2021		\$36.45	\$25.65	\$62.10
Laborers (Class 14 -See Notes)	5/1/2022		\$36.55	\$27.20	\$63.75
Laborers Utility (PGW ONLY) (Flagperson)	5/1/2017		\$23.52	\$17.58	\$41.10
Laborers Utility (PGW ONLY) (Flagperson)	5/1/2022		\$30.17	\$19.18	\$49.35
Laborers Utility (PGW ONLY)	5/1/2017		\$30.55	\$17.58	\$48.13

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Laborers Utility (PGW ONLY)	5/1/2022		\$37.20	\$19.18	\$56.38
Landscape Laborer	5/1/2020		\$26.13	\$22.95	\$49.08
Landscape Laborer	5/1/2022		\$27.73	\$23.65	\$51.38
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2021		\$49.50	\$31.51	\$81.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2022		\$51.04	\$31.97	\$83.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2023		\$52.20	\$32.81	\$85.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2024		\$53.36	\$33.65	\$87.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2025		\$54.52	\$34.49	\$89.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2026		\$55.67	\$35.34	\$91.01
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2021		\$52.51	\$32.39	\$84.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2022		\$54.05	\$32.85	\$86.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2023		\$55.20	\$33.70	\$88.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2024		\$56.37	\$34.53	\$90.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2025		\$57.52	\$35.38	\$92.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2026		\$58.68	\$36.22	\$94.90
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2021		\$49.25	\$31.44	\$80.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2022		\$50.79	\$31.90	\$82.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2023		\$51.95	\$32.74	\$84.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2024		\$53.11	\$33.58	\$86.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2025		\$54.27	\$34.42	\$88.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2026		\$55.43	\$35.26	\$90.69
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2021		\$52.27	\$32.31	\$84.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2022		\$53.81	\$32.77	\$86.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2023		\$54.97	\$33.61	\$88.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2024		\$56.13	\$34.45	\$90.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2025		\$57.29	\$35.29	\$92.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2026		\$58.44	\$36.14	\$94.58
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2021		\$45.16	\$30.24	\$75.40

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2022		\$46.71	\$30.69	\$77.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2023		\$47.87	\$31.53	\$79.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2024		\$49.03	\$32.37	\$81.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2025		\$50.18	\$33.22	\$83.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2026		\$51.34	\$34.06	\$85.40
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2021		\$44.86	\$30.15	\$75.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2022		\$46.41	\$30.60	\$77.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2023		\$47.57	\$31.44	\$79.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2024		\$48.73	\$32.28	\$81.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2025		\$49.88	\$33.13	\$83.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2026		\$51.04	\$33.97	\$85.01
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2021		\$43.14	\$29.64	\$72.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2022		\$44.69	\$30.09	\$74.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2023		\$45.85	\$30.93	\$76.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2024		\$47.00	\$31.78	\$78.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2025		\$48.16	\$32.62	\$80.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2026		\$49.32	\$33.46	\$82.78
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2021		\$42.16	\$29.34	\$71.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2022		\$43.70	\$29.80	\$73.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2023		\$44.85	\$30.65	\$75.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2024		\$46.02	\$31.48	\$77.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2025		\$47.17	\$32.33	\$79.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2026		\$48.34	\$33.16	\$81.50
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2021		\$60.00	\$36.21	\$96.21
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2022		\$61.86	\$36.75	\$98.61
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2023		\$63.33	\$37.68	\$101.01
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2024		\$64.80	\$38.61	\$103.41

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 22-09425 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2025		\$66.26	\$39.55	\$105.81
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2026		\$67.73	\$40.48	\$108.21
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2021		\$59.72	\$36.11	\$95.83
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2022		\$61.57	\$36.66	\$98.23
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2023		\$63.04	\$37.59	\$100.63
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2024		\$64.50	\$38.53	\$103.03
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2025		\$65.97	\$39.46	\$105.43
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2026		\$67.44	\$40.39	\$107.83
Painters Class 2 (see notes)	2/1/2021		\$47.56	\$29.35	\$76.91
Painters Class 2 (see notes)	2/1/2022		\$48.62	\$30.29	\$78.91
Painters Class 3 (see notes)	2/1/2021		\$58.52	\$29.39	\$87.91
Painters Class 3 (see notes)	2/1/2022		\$59.58	\$30.33	\$89.91
Steamfitters (Heavy and Highway - Gas Distribution)	5/1/2022		\$61.34	\$40.28	\$101.62
Steamfitters	5/1/2018		\$56.37	\$34.39	\$90.76
Truckdriver class 1(see notes)	5/1/2021		\$36.33	\$17.96	\$54.29
Truckdriver class 1(see notes)	5/1/2022		\$35.45	\$20.74	\$56.19
Truckdriver class 2 (see notes)	5/1/2021		\$36.43	\$17.96	\$54.39
Truckdriver class 2 (see notes)	5/1/2022		\$35.55	\$20.74	\$56.29
Truckdriver class 3 (see notes)	5/1/2021		\$36.68	\$17.96	\$54.64
Truckdriver class 3 (see notes)	5/1/2022		\$35.80	\$20.74	\$56.54

SECTION 009000 – CONSTRUCTION FORMS

The attached forms shall be used during the course of this project. Substitute forms will not be acceptable.

1. Agreement of Compliance with Act 34 1985 (Form SP 4-164)
2. Pennsylvania Child Abuse History Clearance (Form CY 113)
3. Change Order Form (AIA Document G701– 2017)
4. Application and Certificate for Payment (AIA Document G702 – 1992)
5. Continuation Sheet (AIA Document G703 – 1992)
6. Certificate of Substantial Completion (AIA Document G704– 2017)
7. List of Subcontractors
8. Contractors Affidavit of Payment of Debts & Claims (AIA Document G706 – 1994)
9. Contractors Affidavit of Release of Liens (AIA Document G706A – 1994)
10. Consent of Surety to Final Payment (AIA Document G707 – 1994)
11. Consent of Surety to Reduction or Partial Release of Retainage (AIA Document G707A – 1994)
12. Work Changes Proposal Request (AIA Document G709 – 2018)
13. Architects Supplemental Instructions (AIA Document G710 – 2017)
14. Construction Change Directive (AIA Document G714-2017)
15. Request for Information Form
16. Shop Drawing, Product Data and Sample Submissions Form
17. Equipment Suppliers List
18. Pennsylvania Statutes

This section contains thirty-four (34) pages, not including cover page.

END OF SECTION

THIS PAGE INTENTIONALLY LEFT BLANK

**PENNSYLVANIA STATE POLICE
REQUEST FOR CRIMINAL RECORD CHECK
1-888-QUERYPA (1-888-783-7972)**

This form is to be completed in ink by the requester – (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester. A response may take four weeks or longer.

TRY OUR WEBSITE FOR A QUICKER RESPONSE
<https://epatch.state.pa.us>

REQUESTER NAME	
ADDRESS	
CITY/STATE/ZIP CODE	
TELEPHONE NO. (AREA CODE)	

FOR CENTRAL REPOSITORY USE ONLY CONTROL NUMBER
AFTER COMPLETION MAIL TO: PENNSYLVANIA STATE POLICE CENTRAL REPOSITORY – 164 1800 ELMERTON AVENUE HARRISBURG, PA 17110-9758 DO NOT SEND CASH OR PERSONAL CHECK
CHECK ONE BLOCK <input type="checkbox"/> INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$22.00, PAYABLE TO: <u>“COMMONWEALTH OF PENNSYLVANIA”</u> THE FEE IS NONREFUNDABLE <input type="checkbox"/> NOTARIZED INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$27.00, PAYABLE TO: <u>“COMMONWEALTH OF PENNSYLVANIA”</u> THE FEE IS NONREFUNDABLE <input type="checkbox"/> FEE EXEMPT-NONCRIMINAL JUSTICE AGENCY – NO FEE

SUBJECT OF RECORD CHECK				
(FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YYYY)	SEX	RACE
The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information <u>contained in the files of the Pennsylvania State Police Central Repository only.</u>				
FEES FOR REQUESTS - \$22.00. NOTARIZED FEE REQUESTS - \$27.00. ***MAKE ALL MONEY ORDERS PAYABLE TO: <u>COMMONWEALTH OF PENNSYLVANIA</u> ***				
REASON FOR REQUEST				
◀◀◀◀◀CHECK THE BOX THAT MOST APPLIES TO THE PURPOSE OF THIS REQUEST▶▶▶▶▶				
<input type="checkbox"/> INTERNATIONAL ADOPTION - INTERNATIONAL ADOPTION MUST BE NOTARIZED AND MAILED IN. (\$27.00 FOR REQUEST)				
<input type="checkbox"/> ADOPTION (DOMESTIC) <input type="checkbox"/> EMPLOYMENT <input type="checkbox"/> VISA <input type="checkbox"/> OTHER				

WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW - MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.

PENNSYLVANIA CHILD ABUSE HISTORY CERTIFICATION

Type or print clearly in ink. If obtaining this certification for non-volunteer purposes or if, as a volunteer having direct volunteer contact with children, you have obtained a certification free of charge within the previous 57 months, enclose an \$13.00 money order or check payable to the PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES or a payment authorization code provided by your organization. **DO NOT send cash.**

Certifications for the purpose of "volunteer having direct volunteer contact with children" may be obtained free of charge once every 57 months.

Send to CHILDLINE AND ABUSE REGISTRY, PA DEPARTMENT OF HUMAN SERVICES, P.O. BOX 8170 HARRISBURG, PA 17105-8170.

APPLICATIONS THAT ARE INCOMPLETE, ILLEGIBLE OR RECEIVED WITHOUT THE CORRECT FEE WILL BE RETURNED UNPROCESSED. IF YOU HAVE QUESTIONS CALL 717-783-6211, OR (TOLL FREE) 1-877-371-5422.

PURPOSE OF CERTIFICATION (Check one box only)

- | | |
|---|---|
| <input type="checkbox"/> Foster parent
<input type="checkbox"/> Prospective adoptive parent
<input type="checkbox"/> Employee of child care services
<input type="checkbox"/> School employee governed by the Public School Code
<input type="checkbox"/> School employee not governed by the Public School Code
<input type="checkbox"/> Self-employed provider of child-care services in a family child-care home
<input type="checkbox"/> An individual 14 years of age or older applying for or holding a paid position as an employee with a program, activity, or service
<input type="checkbox"/> An individual seeking to provide child-care services under contract with a child care facility or program
<input type="checkbox"/> An individual 18 years or older who resides in the home of a foster parent for children for at least 30 days in a calendar year
<input type="checkbox"/> An individual 18 years or older who resides in the home of a certified or licensed child-care provider for at least 30 days in a calendar year
<input type="checkbox"/> An individual 18 years or older, excluding individuals receiving services, who resides in a family living home, community home for individuals with an intellectual disability, or host home for children for at least 30 days in a calendar year
<input type="checkbox"/> An individual 18 years or older who resides in the home of a prospective adoptive parent for at least 30 days in a calendar year | <input type="checkbox"/> Volunteer having direct volunteer contact with children
If purpose is volunteer having direct volunteer contact with children, choose SUB PURPOSE:
<input type="checkbox"/> Big Brother/Big Sister and/or affiliate
<input type="checkbox"/> Domestic violence shelter and/or affiliate
<input type="checkbox"/> Rape crisis center and/or affiliate
<input type="checkbox"/> Other: _____
<input type="checkbox"/> PA Department of Human Services Employment & Training Program participant (signature required below)

<div style="text-align: center;"> _____
 SIGNATURE OF OIM/CAO REPRESENTATIVE </div> <div style="text-align: right;"> _____
 OIM/CAO PHONE NUMBER </div> |
|---|---|

AGENCY/ORGANIZATION NAME:

PAYMENT AUTHORIZATION CODE, IF APPLICABLE:

Consent/Release of Information Authorization form is attached. Applicant must fill in the "Other Address" sections. By completing the other address sections, you are agreeing that the organization will have access to the status and outcome of your certification application.

APPLICANT DEMOGRAPHIC INFORMATION (DO NOT USE INITIALS)

FIRST NAME	MIDDLE NAME	LAST NAME	SUFFIX
SOCIAL SECURITY NUMBER — — — — —	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not reported	DATE OF BIRTH (MM/DD/YYYY)	AGE

Disclosure of your Social Security number is voluntary. It is sought under 23 Pa.C.S. §§ 6336(a)(1) (relating to information in statewide database), 6344 (relating to employees having contact with children; adoptive and foster parents), 6344.1 (relating to information relating to certified or licensed child-care home residents), and 6344.2 (relating to volunteers having contact with children). The department will use your Social Security number to search the statewide database to determine whether you are listed as the perpetrator in an indicated or founded report of child abuse.

HOME ADDRESS	MAILING ADDRESS (if different from home address)	OTHER ADDRESS (if Consent/Release of Information Authorization form is attached)
ADDRESS LINE 1	ADDRESS LINE 1	ADDRESS LINE 1
ADDRESS LINE 2	ADDRESS LINE 2	ADDRESS LINE 2
CITY	CITY	CITY
COUNTY	COUNTY	COUNTY
STATE/REGION/PROVINCE	STATE/REGION/PROVINCE	STATE/REGION/PROVINCE
ZIP/POSTAL CODE	ZIP/POSTAL CODE	ZIP/POSTAL CODE
COUNTRY	COUNTRY	COUNTRY
<input type="checkbox"/> Different mailing address	ATTENTION	ATTENTION

CONTACT INFORMATION

HOME TELEPHONE NUMBER	WORK TELEPHONE NUMBER	MOBILE TELEPHONE NUMBER
EMAIL (By submitting an email contact, you are agreeing to ChildLine contacting you at this address.)		

PENNSYLVANIA CHILD ABUSE HISTORY CERTIFICATION

PREVIOUS NAMES USED SINCE 1975 (Include maiden name, nickname and aliases.)			
First	Middle	Last	Suffix
1.			
2.			
3.			
4.			
5.			

PREVIOUS ADDRESSES SINCE 1975 (Please list all addresses since 1975, partial address acceptable; attach additional pages if necessary.)
1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

HOUSEHOLD MEMBERS (Please list everyone who lived with you at any time since 1975 to present. Please include parent, guardian or the person(s) who raised you; attach additional pages as necessary.)				
Name (First, Middle, Last)	Relationship	Present Age	Gender	
1.	<input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> person(s) who raised you			
2.	<input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> person(s) who raised you			
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

I affirm that the above information is accurate and complete to the best of my knowledge and belief and submitted as true and correct under penalty of law (Section 4904 of the Pennsylvania Crimes Code). If I selected volunteer, I understand that I can only use the certificate for volunteer purposes.

APPLICANT'S SIGNATURE
DATE

CHILDLINE USE ONLY		
DATE RECEIVED BY CHILDLINE	SUFFICIENT PAYMENT INFORMATION RECEIVED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> VALID PAYMENT AUTHORIZATION CODE <input type="checkbox"/> WAIVED (supervisor initials) _____	CERTIFICATION ID #

INSTRUCTIONS TO COMPLETE THE PENNSYLVANIA CHILD ABUSE HISTORY CERTIFICATION APPLICATION:

General:

- Type or print clearly and neatly in ink only.
- If obtaining this certification for non-volunteer purposes or if, as a volunteer having direct volunteer contact with children, you have obtained a certification free of charge within the previous 57 months, enclose an \$13.00 money order or check for each application. No cash will be accepted. Personal, agency, or business checks are acceptable. Certifications for the purpose of "volunteer having direct volunteer contact with children" may be obtained free of charge once every 57 months. If no payment is enclosed for a non-volunteer purpose, you must provide a payment authorization code, otherwise your application will be rejected and returned to you.
- **DO NOT SEND POSTAGE PAID RETURN ENVELOPES** for us to return your results. Results are issued through an automated system generated mailing process.
- Certification results will be mailed to you within 14 days from the date the certification application is received at the ChildLine and Abuse Registry.
- Failure to comply with the instructions will cause considerable delay in processing the results of an applicant's child abuse history certification application.

Purpose of Certification - Do not check more than one box:

- Check the **foster parent** box if applying for purposes of providing foster care.
- Check the **prospective adoptive parent** box if applying for the purpose of adoption.
- Check the **employee of child care services** box if applying for the purpose of child care services in the following:
 - Child day care centers; group day care homes; family day care homes; boarding homes for children; juvenile detention center services or programs for delinquent or dependent children; mental health services for children; services for children with intellectual disabilities; early intervention services for children; drug and alcohol services for children; and day care services or other programs that are offered by a school.
- Check the **school employee governed by the Public School Code** box if you are a school employee who is required to obtain background checks pursuant to Section 111 of the Public School Code and will continue to be required to obtain background checks prior to employment in accordance with that section and on the periodic basis required by Act 153.
- Check the **school employee not governed by the Public School Code** box if you are a school employee not governed by Section 111 of the Public School Code, but covered by Act 153 (pertaining to school employees in institutions of higher education).

Definition of school employee: A school employee is defined as an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless they have direct contact with children.

Definition of school: A facility providing elementary, secondary or postsecondary educational services. The term includes the following:

- (1) Any school of a school district.
 - (2) An area vocational-technical school.
 - (3) A joint school.
 - (4) An intermediate unit.
 - (5) A charter school or regional charter school.
 - (6) A cyber charter school.
 - (7) A private school licensed under the act of January 28, 1988 (P.L.24, No. 11), known as the Private Academic Schools Act.
 - (8) A private school accredited by an accrediting association approved by the state Board of Education.
 - (9) A non-public school.
 - (10) An institution of higher education.
 - (11) A private school licensed under the act of December 15, 1986 (P.L. 1585, No. 174), known as the Private Licensed Schools Act.
 - (12) The Hiram G. Andrews Center.
 - (13) A private residential rehabilitative institution as defined in section 914.1-A(c) of the Public School Code of 1949.
- Check the **self-employed provider of child-care services in a family child-care home** if providing child care services in one's home (other than the child's own home) at any one time to four, five, or six children who are not relatives of the caregiver.
 - Check the **individual 14 years of age or older who is applying for or holding a paid position as an employee** box if the employment is with a **program, activity, or service, as a person responsible for the child's welfare or having direct contact with children:** Applying as an employee who is responsible for the child's welfare or having direct contact (providing care, supervision, guidance, or control to children or having routine interaction with children) in any of the following in which children participate and which is sponsored by a school or public or private organization:
 - A youth camp or program;
 - A recreational camp or program;
 - A sports or athletic program;
 - A community or social outreach program;
 - An enrichment or educational program; and
 - A troop, club, or similar organization
 - Check the **individual seeking to provide child care services under contract with a child care facility or program** box if you are providing child care services as part of a contract or grant funded program.
 - Check the box for **individual 18 years or older who resides in the home of a foster parent for at least 30 days in a calendar year** if you are an adult household member in this setting and require certification.
 - Check the box for **individual 18 years or older who resides in the home of a certified or licensed child-care provider for at least 30 days in a calendar year** if you are an adult household member in this setting and require certification.

- Check the box for **individual 18 years or older, excluding individuals receiving services, who resides in a family living home, community home for individuals with an intellectual disability, or host home for children for at least 30 days in a calendar year** if you are an adult household member in this setting and require certification.
- Check the box for **individual 18 years or older who resides in the home of a prospective adoptive parent for at least 30 days in a calendar year** if you are an adult household member in this setting and require certification.
- Check the **volunteer having direct volunteer contact with children** box if applying for the purpose of volunteering as an adult for an unpaid position as a volunteer with a child-care service, a school, or a program, activity or service as a person responsible for the child's welfare or having direct volunteer contact with children. In addition, check the box of one of the organizations listed, i.e. Big Brother/Big Sister, domestic violence shelter, rape crisis center. If you are **NOT** applying for a volunteer in one of the organizations listed, please check the **other** box and write the name of the organization in the space provided.
- Check the **PA Department of Human Services employment & training program participant** box if you are applying for the purpose of participating in a PA Department of Human Services employment and training program through a county assistance office (CAO) or the Office of Income Maintenance (OIM). The signature **AND** phone number of the CAO or OIM representative is required. If there is no signature and no phone number, your application will be rejected and returned to you.
- If you were provided a "**PAYMENT AUTHORIZATION CODE**" by an organization, please provide the **agency/organization name** in the space provided and the **payment authorization code** in the space provided.
- Please check the **CONSENT/RELEASE OF INFORMATION** box if you included a payment code in the space above and attached the completed Consent/Release of Information Authorization form to your Pennsylvania Child Abuse History Certification application when you mail it to our office. The Consent/Release of Information Authorization form allows the department to send your results to a third party. If the Consent/Release of Information Authorization form is **NOT** attached to the certification application, the results **WILL** be mailed to the applicant's home address and not to the third party.

Applicant Demographic Information:

- Name - Include the applicant's full legal name. Initials are not acceptable for a first name. If your full legal name is an initial, please provide supporting documentation along with your certification application.
- Social Security number - Include the applicant's social security number. A social security number is voluntary; **HOWEVER, PLEASE NOTE THAT APPLICATIONS THAT DO NOT INCLUDE SOCIAL SECURITY NUMBERS MAY TAKE LONGER TO BE PROCESSED.**
- Gender - Please check one box.
- Date of birth - Fill in the applicant's date of birth (Example: 01/22/1990).
- Age - Fill in the applicant's current age.

Address:

- The address listed must be the applicant's current home address. This is also where the results of the certification will be mailed, unless otherwise noted. If the **different mailing address** box is checked and a mailing address is provided in the "different" mailing address column, the results will be mailed to the "mailing" address and not the "home" address. **Note:** If the consent/release of information box is checked and an "other" address is provided, the results will be mailed to the "other" address.

Contact Information:

- Please provide your home, work or mobile telephone number. Fill in the number where the applicant can be reached in the event that there are questions about the information on the application.
- Please provide an email address. By providing an email address, you are consenting to ChildLine contacting you by email in the event that you cannot be reached by phone. **NO CONFIDENTIAL INFORMATION WILL EVER BE SHARED OR PROVIDED IN AN EMAIL FROM OUR OFFICE.**

Previous Names Used Since 1975:

- The applicant must list any and all full legal names that they have ever had since 1975. This includes maiden names, nicknames, aliases and also known as (aka) names.

Previous Addresses Since 1975:

- List all addresses where the applicant has resided since 1975. The applicant can attach an additional sheet of paper with all of the addresses listed if necessary. If the applicant cannot remember the exact mailing addresses since 1975, filling in as much information as possible about the location is acceptable.

Household Members:

- Include anyone that the applicant lived with since 1975 (parents, guardians, siblings, children, spouse (ex), paramour, friends, etc.). In addition, include the household member's relationship to the applicant, their age (to the best of your knowledge) and their gender. If the applicant was under the age of 18 in 1975, this section **MUST** include the applicant's PARENT(S) or GUARDIAN(S). If this section is left blank, the application will be rejected and returned to the applicant.

Signature:

- Applications **MUST** be signed and dated. Applications that are not signed and dated will be rejected and returned to the applicant.

CHILDLINE USE ONLY:

- Please **DO NOT WRITE** in this section. This is for CHILDLINE staff only.

Additional Information:

Applicants can visit <https://www.compass.state.pa.us/CWIS> for more information about submitting the child abuse certification online or to register for a business/organization account.

DRAFT

AIA® Document G701™ - 2017

Change Order

PROJECT: <i>(Name and address)</i> Great Valley School District District Administration Office 100 Lindenwood Avenue Malvern, PA 19355	CONTRACT INFORMATION: Contract For: Date:	CHANGE ORDER INFORMATION: Change Order Number: Date:
OWNER: <i>(Name and address)</i> Great Valley School District 301 Lindenwood Avenue, Suite 210 Malvern, PA 19355	ARCHITECT: <i>(Name and address)</i> Schrader Group Architecture, LLC 161 Leverington Avenue, Suite 105 Philadelphia, PA 19127	CONTRACTOR: <i>(Name and address)</i>

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

\$	0.00
\$	0.00
\$	0.00
\$	0.00
\$	0.00

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Schrader Group Architecture, LLC ARCHITECT <i>(Firm name)</i>	_____ CONTRACTOR <i>(Firm name)</i>	Great Valley School District OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE

Application and Certificate for Payment

TO OWNER: Great Valley School District 301 Lindenwood Drive Malvern, PA 19355	PROJECT: GVSD District Administration Office 100 Lindenwood Drive Malvern, PA 19355
FROM CONTRACTOR: Schrader Group Architecture, LLC 161 Leverington Avenue, Suite 105 Philadelphia, PA 19127	APPLICATION NO: PERIOD TO: CONTRACT FOR: CONTRACT DATE: PROJECT NOS:
VIA ARCHITECT:	Distribution to: OWNER: ARCHITECT: CONTRACTOR: FIELD:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

- 1. ORIGINAL CONTRACT SUM \$0.00
- 2. NET CHANGE BY CHANGE ORDERS \$0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$0.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$0.00
- 5. RETAINAGE:

a. 0 % of Completed Work (Column D + E on G703) = \$0.00

b. 0 % of Stored Material (Column F on G703) = \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$0.00

- 6. TOTAL EARNED LESS RETAINAGE \$0.00
(Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$0.00
(Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$0.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	\$0.00

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

CONTRACTOR: _____
By: _____
Date: _____

State of: _____
County of: _____
Subscribed and sworn to before me this _____ day of _____
Notary Public: _____
My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$0.00
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____
By: _____
Date: _____

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

DRAFT

AIA® Document G704™ - 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Great Valley School District District Administration Office 100 Lindenwood Drive Malvern, PA 19355	CONTRACT INFORMATION: Contract For: Date:	CERTIFICATE INFORMATION: Certificate Number: Date:
OWNER: <i>(name and address)</i> Great Valley School District 301 Lindenwood Drive Malvern, PA 19355	ARCHITECT: <i>(name and address)</i> Schrader Group Architecture, LLC 161 Leverington Avenue, Suite 105 Philadelphia, PA 19127	CONTRACTOR: <i>(name and address)</i>

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Schrader Group
Architecture, LLC

ARCHITECT *(Firm Name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

CONTRACTOR (<i>Firm Name</i>) Great Valley School District	SIGNATURE	PRINTED NAME AND TITLE	DATE
OWNER (<i>Firm Name</i>)	SIGNATURE	PRINTED NAME AND TITLE	DATE

T
L
B
A

SECTION 009000 - SUBCONTRACTORS LIST

Herewith is the List of Subcontractors who will perform the Work on the Project referenced in the Bid submitted by:

(Bidder)

to

(Owner)

dated _____ and which is an integral part of the Bid Form.

The following Work will be performed or provided by the named Subcontractors and coordinated by us:

SECTION OF WORK
(SPEC SECTION)

SUBCONTRACTOR / TELEPHONE NO.

THIS PAGE INTENTIONALLY LEFT BLANK

DRAFT AIA® Document G706™ - 1994

Contractor's Affidavit of Payment of Debts and Claims

PROJECT: *(Name and address)*

Great Valley School District
District Administration Office
100 Lindenwood Drive
Malvern, PA 19355

ARCHITECT'S PROJECT NUMBER:

22.025

CONTRACT FOR:

CONTRACT DATED:

TO OWNER: *(Name and address)*

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

OWNER:
ARCHITECT:
CONTRACTOR:
SURETY:
OTHER:

STATE OF:

COUNTY OF:

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose

Indicate Attachment Yes No

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

CONTRACTOR: *(Name and address)*

BY:

(Signature of authorized representative)

(Printed name and title)

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:

DRAFT AIA[®] Document G706A[™] - 1994

Contractor's Affidavit of Release of Liens

PROJECT: *(Name and address)*

Great Valley School District
District Administration Office
100 Lindenwood Drive
Malvern, PA 19355

TO OWNER: *(Name and address)*

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

ARCHITECT'S PROJECT

NUMBER:

22.025

CONTRACT FOR:

CONTRACT DATED:

OWNER:

ARCHITECT:

CONTRACTOR:

SURETY:

OTHER:

STATE OF:

COUNTY OF:

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR: *(Name and address)*

BY:

(Signature of authorized representative)

(Printed name and title)

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:

DRAFT AIA® Document G707™ - 1994

Consent Of Surety to Final Payment

PROJECT: *(Name and address)*
Great Valley School District
District Administration Office
100 Lindenwood Drive
Malvern, PA 19355

ARCHITECT'S PROJECT NUMBER: 22.025

CONTRACT FOR:

TO OWNER: *(Name and address)*
Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

CONTRACT DATED:

OWNER:

ARCHITECT:

CONTRACTOR:

SURETY:

OTHER:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

on bond of
(Insert name and address of Contractor)

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the
Surety of any of its obligations to
(Insert name and address of Owner)

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:
(Insert in writing the month followed by the numeric date and year.)

(Surety)

(Signature of authorized representative)

(Printed name and title)

Attest:
(Seal):

DRAFT AIA[®] Document G707A[™] - 1994

Consent of Surety to Reduction in or Partial Release of Retainage

PROJECT: *(Name and address)*
Great Valley School District
District Administration Office
100 Lindenwood Drive
Malvern, PA 19355

ARCHITECT'S PROJECT NUMBER: 22.025

CONTRACT FOR:

TO OWNER: *(Name and address)*
Great Valley School District
301 Lindenwood Drive,
Suite 210
Malvern, PA 19355

CONTRACT DATED:

OWNER:

ARCHITECT:

CONTRACTOR:

SURETY:

OTHER:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

on bond of
(Insert name and address of Contractor)

hereby approves the reduction in or partial release of retainage to the Contractor as follows:

The Surety agrees that such reduction in or partial release of retainage to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:
(Insert in writing the month followed by the numeric date and year.)

(Surety)

(Signature of authorized representative)

Attest:

(Seal):

(Printed name and title)

DRAFT AIA® Document G709™ – 2018

Proposal Request

PROJECT: *(name and address)*

Great Valley School District
District Administration Office
100 Lindenwood Drive
Malvern, PA 19355

CONTRACT INFORMATION:

Contract For:

Date:

Architect's Project Number: **22.025**

Proposal Request Number:

Proposal Request Date:

OWNER: *(name and address)*

Great Valley School District
301 Lindenwood Drive, Suite 210
Malvern, PA 19355

ARCHITECT: *(name and address)*

Schrader Group Architecture, LLC
161 Leverington Avenue, Suite 105
Philadelphia, PA 19127

CONTRACTOR: *(name and address)*

The Owner requests an itemized proposal for changes to the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. The Contractor shall submit this proposal within Zero (0) days or notify the Architect in writing of the anticipated date of submission.

(Insert a detailed description of the proposed modifications to the Contract Documents and, if applicable, attach or reference specific exhibits.)

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

REQUESTED BY THE ARCHITECT:

PRINTED NAME AND TITLE

DRAFT

AIA® Document G710™ - 2017

Architect's Supplemental Instructions

PROJECT: <i>(name and address)</i> Great Valley School District District Administration Office 100 Lindenwood Drive Malvern, PA 19355	CONTRACT INFORMATION: Contract For: Date:	ASI INFORMATION: ASI Number: Date:
OWNER: <i>(name and address)</i> Great Valley School District 301 Lindenwood Drive, Suite 210 Malvern, PA 19355	ARCHITECT: <i>(name and address)</i> Schrader Group Architecture, LLC 161 Leverington Avenue, Suite 105 Philadelphia, PA 19127	CONTRACTOR: <i>(name and address)</i>

The Contractor shall carry out the Work in accordance with the following supplemental instructions without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.
(Insert a detailed description of the Architect's supplemental instructions and, if applicable, attach or reference specific exhibits.)

ISSUED BY THE ARCHITECT:

Schrader Group Architecture, LLC

ARCHITECT *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

DRAFT

AIA® Document G714™ - 2017

Construction Change Directive

PROJECT: <i>(name and address)</i> Great Valley School District District Administration Office 100 Lindenwood Drive Malvern, PA 19355	CONTRACT INFORMATION: Contract For: Date:	CCD INFORMATION: Directive Number: Date:
OWNER: <i>(name and address)</i> Great Valley School District 301 Lindenwood Drive, Suite 210 Malvern, PA 19355	ARCHITECT: <i>(name and address)</i> Schrader Group Architecture, LLC 161 Leverinton Avenue, Suite 105 Philadelphia, PA 19127	CONTRACTOR: <i>(name and address)</i>

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

PROPOSED ADJUSTMENTS

- The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
 - Lump Sum decrease of \$0.00
 - Unit Price of \$ per
 - Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)
 - As follows:

- The Contract Time is proposed to . The proposed adjustment, if any, is .

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Schrader Group Architecture, LLC
ARCHITECT *(Firm name)*

Great Valley School District
OWNER *(Firm name)*

CONTRACTOR *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

DATE

DATE

DATE

REQUEST FOR INFORMATION

SCHRADERGROUP

RFI #:	Date:	Discipline:	Description:

Project Name: _____ Project No.: _____

To: _____

REQUEST:

REQUESTED BY: _____ COMPANY NAME: _____

DATE REQUESTED BY: _____ REVIEWED BY CM: _____

RESPONSE:

BY: _____ DATE: _____

SUBMITTAL COVER SHEET

Submittal #:	Description:

Project:

Architect: Schradergroup Architecture LLC

MEP Engineer:

Owner:

Civil Engineer:

Structural Engineer:

Contractor:

_____ (Contractor) approves and submits these shop drawings and samples and thereby represents that he has determined and verified all field measurements, field construction criteria, materials, catalog numbers and similar data and that he has checked and coordinated each shop drawing and sample with the requirement of the work ad of the Contract Documents and with the work of other Contractors.

By: _____ Date: _____

The attached submittal has been reviewed by _____ for general conformance to the Project Specifications. This submittal is being forwarded to the Design Professional for their review and/or approval

By: _____ Date: _____

SCHRADERGROUP architecture Date Received:

- APPROVED**
Indicates submittal in design professional's opinion conforms with information given and design concepts expressed in contract documents.
- APPROVED AS NOTED**
Same as above after submittal had been modified as noted by design professional. Re-submittal is not required and contractor may proceed in accordance with submittal as modified.
- NOT APPROVED**
Indicates submittal in design professional's opinion does not conform with the information given and design concept expressed in contract documents or that submittal does not meet procedural requirements of contract documents. Additional information may be provided by the design professional.

By: _____ Date: _____

Comments:

Consultant's Stamp:

SECTION 009000 - EQUIPMENT SUPPLIERS LIST

Herewith is the List of the Suppliers of Equipment to be installed in the Project referenced in the Bid submitted by:

(Bidder)

to

(Owner)

dated _____ and which is an integral part of the Bid Form.

EQUIPMENT
COMPONENTS OR
ITEMS

SUPPLIER / TELEPHONE NO.

THIS PAGE IS INTENTIONALLY LEFT BLANK

SECTION 009000 - PENNSYLVANIA STATUTES

I. Purdon's Statutes – Title 3 (Agriculture)

Pennsylvania Fertilizer Law of 1956, Act of May 29, 1956 (P.L. (1955) 1795), as amended, 3 P.S. 68.1 et seq.

Pennsylvania Pesticide Control Act of 1973, Act of March 1, 1974 (P.L. 90, NO. 24), as amended, 3 P.S. 111.21 et seq.

Agricultural Liming Materials Act, Act of March 17, 1978 (P.L. 15, No. 9), as amended, 3 P.S. 132-1 et seq.

Noxious Weed Control Law, Act of April 7, 1982 (P.L. 228, No. 74), as amended, 3 P.S. 255.1 et seq.

Plant Pest Act, Act of December 16, 1992 (P.L. 1228, No. 162), as amended, 3 P.S. 258.1 et seq.

Soil Conservation Law, Act of May 15, 1945 (P.L. 547), as amended, 3 P.S. 849 et seq.

(Relating to Weather Modification), Act of January 19, 1968 (P.L. (1967) 1024), as amended, 3 P.S. 1101 et seq.

II. Purdon's Statutes – Title 16 (Counties)

(Relating to Land Use), Act of January 13, 1966 (P.L. (1965) 1292), as amended, 16 P.S. 11941 et seq.

III. Purdon's Statutes – Title 18 (Crimes and Offenses)

The Crimes Code, Act of December 6, 1972 (P.L. 1482, No. 332), as amended, 18 Pa.C.S.A. 101 et seq.

IV. Purdon's Statutes - Title 24 (Education)

Public School Code of 1949, Act of March 10, 1949, P.L. 30, No. 14, as amended, H.B. 564, Session of 2004, 24 P.S. 1-101 et seq.

V. Purdon's Statutes – Title 30 (Fish)

The Fish and Boat Code, Act of October 16, 1980 (P.L. 996, No. 175), as amended, 30 Pa.C.S.A. 101 et seq.

VI. Purdon's Statutes – Title 32 (Forests, Waters and State Parks)

(Relating to Water Power and Water Supply Permits), Act of June 14, 1923 (P.L. 704), as amended, 32 P.S. 591 et seq.

Water Well Drillers License Act, Act of May 29, 1956 (P.L. (1955) 1840), as amended, 32 P.S. 645.1 et seq.

(Relating to Flood Control), Act of August 7, 1936 (P.L. 106, 1st Ex. Sess., No. 46), as amended, 32 P.S. 653 et seq.

Flood Plain Management Act, Act of October 4, 1978 (P.L. 851, No. 166), as amended, 32 P.S. 679.101 et seq.

Storm Water Management Act, Act of October 4, 1978 (P.L. 864, No. 167), as amended, 32 P.S. 680.1 et seq.

Dam Safety and Encroachment Act, Act of November 26, 1978 (P.L. 1375, No. 325), as amended 32 P.S. 693.1 et seq.

(Relating to Stream Clearance), Act of June 5, 1947 (P.L. 422), as amended, 32 P.S. 701 et seq.

(Relating to Potomac River Pollution), Act of May 29, 1945 (P.L. 1134), as amended, 32 P.S. 741 et seq.

(Relating to Schuylkill River Pollution), Act of June 4, 1945 (P.L. 1383), as amended, 32 P.S. 751.1 et seq.

(Relating to Delaware River Pollution), Act of April 19, 1945 (P.L. 272), as amended, 32 P.S. 815.31 et seq.

Delaware River Basin Compact, Act of July 7, 1961 (P.L. 518), as amended, 32 P.S. 815.101 et seq.

Ohio River Valley Water Sanitation Compact, Act of April 2, 1945 (P.L. 103), as amended, 32 P.S. 816.1 et seq.

Great Lakes Protection Fund Act, Act of July 6, 1989 (P.L. 215, No. 34), as amended, 32 P.S. 817.11 et seq.

Brandywine River Valley Compact, Act of September 9, 1959 (P.L. 848), as amended, 32 P.S. 818 et seq.

Wheeling Creek Watershed Protection and Flood Prevention District Compact, Act of August 2, 1967 (P.L. 189), as amended, 32 P.S. 819.1 et seq.

Susquehanna River Basin Compact, Act of July 17, 1968 (P.L. 368, No. 181), as amended, 32 P.S. 820.1 et seq.

Scenic Rivers Act, as amended, 32 P.S. 820.21 et seq.

Chesapeake Bay Commission Agreement, Act of June 25, 1985 (P.L. 64, No. 25), as amended, 32 P.S. 820.11 et seq.

(Relating to Preservation and Acquisition of Land for Open Space Uses), Act of January 19, 1968 (P.L. (1967) 992), as amended, 32 P.S. 5001 et seq.

Land and Water Conservation and Reclamation Act, Act of January 19, 1968 (P.L. (1967) 996), as amended, 32 P.S. 5101 et seq.

Bluff Recession and Setback Act, Act of May 13, 1980 (P.L. 122, No. 48), as amended, 32 P.S. 5201 et seq.

Wild Resource Conservation Act, Act of June 23, 1982 (P.L. 597, No. 170), as amended, 32 P.S. 5301 et seq.

Cave Protection Act, Act of November 21, 1990 (P.L. 539, No. 133), as amended, 32 P.S. 5601 et seq.

Rails to Trails Act, Act of December 18, 1990 (P.L. 748, No. 188), as amended, 32 P.S. 5611 et seq.

VII. Purdon's Statutes - Title 34 (Game)

The Game and Wildlife Code, Act of July 8, 1986 (P.L. 442, No. 93), as amended, 32 Pa.C.S.A. 101 et seq.

VIII. Purdon's Statutes – Title 35 (Health and Safety)

(Relating to Public Eating and Drinking Places), Act of May 23, 1945 (P.L. 926), as amended, 35 P.S. 655.1 et seq.

The Public Bathing Law, Act of June 23, 1931 (P.L. 899), as amended, 35 P.S. 672 et seq.

The Clean Streams Law, Act of June 22, 1937 (P.L. 1987), as amended, 35 P.S. 691.1 et seq.

(Related to Commonwealth Contribution to Cost of Abating Pollution) Act of August 20, 1953 (P.L. 1217), as amended, 35 P.S. 701 et seq.

Pennsylvania Safe Drinking Water Act, Act of May 1, 1984 (P.L. 206, No. 43), as amended, 35 P.S. 721.1 et seq.

Phosphate Detergent Act, Act of July 5, 1989 (P.L. 166, No. 31), as amended, 35 P.S. 722.1 et seq.

Plumbing System Lead Ban and Notification Act, Act of July 6, 1989 (P.L. 207, No. 33), as amended, 35 P.S. 723.1 et seq.

Pennsylvania Sewage Facilities Act, Act of January 24, 1966 (P.L. (1965) 1535), as amended, 35 P.S. 750.1 et seq.

Publicly Owned Treatment Works Penalty Law, Act of March 26, 1992 (P.L. 23, No. 9), as amended, 35 P.S. 752.1 et seq.

Pennsylvania Solid Waste-Resource Recovery Development Act, Act of July 20, 1974 (P.L. 572, No. 198), as amended, 35 P.S. 755.1 et seq.

(Related to Pollution from Abandoned Mines), Act of December 15, 1965 (P.L. 1075), as amended, 35 P.S. 760.1 et seq.

Sewage System Cleaner Control Act, Act of May 28, 1992 (P.L. 249, No. 41), as amended, 35 P.S. 770.1 et seq.

(Related to Camp Regulation), Act of November 10, 1959 (P.L. 1400), as amended, 35 PS. 3001 et seq.

Air Pollution Control Act, Act of January 8, 1960 (P.L. (1959) 2119), as amended, 35 P.S. 4001 et seq.

(Related to Noise Pollution), Act of June 2, 1988 (P.L. 452, No. 74), as amended, 35 P.S. 4501 et seq.

Pennsylvania Solid Waste Management Act, Act of July 7, 1980 (P.L. 380, No. 97), as amended, 35 P.S. 6018.101 et seq.

(Related to Infectious and Chemotherapeutic Waste Disposal), Act of July 13, 1988 (P.L. 525, No. 93), as amended, 35 P.S. 6019.1 et seq.

Hazardous Sites Cleanup Act, Act of October 18, 1988 (P.L. 756, No. 108), as amended, 35 P.S. 6020.101 et seq.

Storage Tank and Spill Prevention Act, Act of July 6, 1989 (P.L. 169, No. 32), as amended, 35 P.S. 6021.101 et seq.

Hazardous Material Emergency Planning and Response Act, Act of December 7, 1990 (P.L. 639, No. 1650), as amended, 35 P.S. 6022.101 et seq.

Oil Spill Responder Liability Act, Act of June 11, 1992 (P.L. 303, No. 52), as amended, 35 P.S. 6023.1 et seq.

Land Recycling and Environmental Remediation Standards Act, Act of May 19, 1995 (P.L. 4, No. 2), as amended, 35 P.S. 6026.101 et seq.

Radiation Protection Act, Act of July 10, 1984 (P.L. 688, No. 147), as amended, 35 P.S. 7110.101 et seq.

Low-Level Radioactive Waste Disposal Act, Act of February 9, 1988 (P.L. 31, No. 12), as amended, 35 P.S. 7130.101 et seq.

Pennsylvania Uniform Construction Code, as amended by S.B. 1139, Session of 2004, 35 P.S. 7210.301-7210.304

Pennsylvania Worker and Community Right-to-Know Act, Act of October 5, 1984 (P.L. 734, No. 159), as amended, 35 P.S. 7301 et seq.

IX. Purdon's Statutes – Title 36 (Highways and Bridges)

State Highway Law, Act of June 1, 1945 (P.L. 1242), as amended, 36 P.S. 670-101 et seq.

(Related to Junkyards Along Highways), Act of July 28, 1966 (P.L. 91, Sp. Sess.), as amended, 36 P.S. 2719.1 et seq.

Highway Vegetation Control Act, Act of December 20, 1983 (P.L. 293, No. 79), as amended, 36 P.S. 2720.1 et seq.

X. Purdon's Statutes – Title 37 (Historical and Museums)

History Code, Act of May 26, 1988 (P.L. 414, No. 72), as amended, 37 Pa.C.S.A. 101 et seq.

Pennsylvania Historic Preservation Act, as amended, 37 Pa. C.S.A. 501, et seq.

XI. Purdon's Statutes – Title 43 (Labor)

(Related to General Safety), Act of May 18, 1937 (P.L. 654), as amended, 43 P.S. 25-1 et seq.

Apprenticeship and Training Act, Act No. 304, P.L. 604, as amended, 43 P.S. 90.1 et seq.

Pennsylvania Prevailing Wage Act (Act No. 442 of 1961, P.L. 987, amended by Act 342 of 1963, P.L. 653), as amended, 43 P.S. 165-1 et seq.

Pennsylvania Human Relations Act, Act 222 of October 27, 1955, P.L. 744, as amended, 43 P.S. 951 et seq.

Public Employee Relations Act, as amended, 43 P.S. 1101.201 et seq.

Seasonal Farm Labor Act, Act of June 23, 1978 (P.L. 537, No. 93), as amended, 43 P.S. 1301.101 et seq.

XII. Purdon's Statutes – Title 52 (Mines and Mining)

The Coal Mine Sealing Act of 1947, Act of June 30, 1947 (P.L. 1177), as amended, 52 P.S. 28.1 et seq.

Coal Refuse Disposal Control Act, Act of September 24, 1968 (P.L. 1040, No. 318), as amended, 52 P.S. 30.51 et seq.

(Related to Coal Land Improvement), Act of July 19, 1965 (P.L. 216, No. 117), as amended, 52 P.S. 30.101 et seq.

(Related to Mine Fires and Subsidence), Act of April 3, 1968 (P.L. 92, No. 42), as amended, 52 P.S. 30.201 et seq.

Pennsylvania Anthracite Coal Mine Act, Act of November 10, 1965 (P.L. 721, No. 346), as amended, 52 P.S. 70-101 et seq.

(Related to Discharge of Coal into Banks of Streams), Act of June 27, 1913 (P.L. 640), as amended, 52 P.S. 631 et seq.

(Related to Caving-In, Collapse, Subsidence), Act of May 27, 1921 (P.L. 1198), as amended, 52 P.S. 661 et seq.

(Related to Subsidence), Act of September 20, 1961 (P.L. 1538), as amended, 52 P.S. 672.1 et seq.

Anthracite Strip Mining and Conservation Act, Act of June 27, 1947 (P.L. 1095), as amended, 52 P.S. 681.1 et seq.

(Related to Control and Drainage of Water from Coal Formations), Act of July 7, 1955 (P.L. 258), as amended, 52 P.S. 682 et seq.

Pennsylvania Bituminous Coal Mine Act, Act of July 17, 1961 (P.L. 659), as amended, 52 P.S. 701-101 et seq.

(Related to Abandoned Mines), Act of May 7, 1935 (P.L. 141), as amended 52 P.S. 809 et seq.

(Related to Maps and Plans), Act of June 15, 1911 (P.L. 954), as amended, 52 P.S. 823.

Surface Mining Conservation and Reclamation Act, Act of May 31, 1945 (P.L. 1198), as amended, 52 P.S. 1396.1 et seq.

The Bituminous Mine Subsidence and Land Conservation Act, Act of April 27, 1966 (P.L. 31, 1st Sp. Sess.), as amended, 52 P.S. 1406.1 et seq.

(Related to Cave-in or Subsidence of Surface Above Mines), Act of July 2, 1937 (P.L. 2787), as amended, 52 P.S. 1407 et seq.

(Related to Coal Stripping), Act of June 18, 1941 (P.L. 133), as amended, 52 P.S. 1471 et seq.

(Related to Coal Under State Lands), Act of June 1, 1933 (P.L. 1409), as amended, 52 P.S. 1501 et seq.

(Related to Mining Safety Zones), Act of December 22, 1959 (P.L. 1994), as amended, 52 P.S. 3101 et seq.

(Related to Coal Mine Subsidence Insurance Fund), Act of August 23, 1961 (P.L. 1068), as amended, 52 P.S. 3201 et seq.

- Interstate Mining Compact, Act of May 5, 1966, (P.L. 40, Sp. Sess. No. 1), as amended, 52 P.S. 3251 et seq.
- Noncoal Surface Mining Conservation and Reclamation Act, Act of December 19, 1984 (P.L. 1093, No. 219), as amended, 52 P.S. 3301 et seq.
- XIII. Purdon's Statutes – Title 53 (Municipal Corporation)
- Municipal Waste Planning, Recycling and Waste Reduction Act, Act of July 28, 1988 (P.L. 556, No. 101), as amended, 53 P.S. 4000.101 et seq.
- Pennsylvania Municipalities Planning Code, as amended, 53 P.S. 10101 et seq.
- XIV. Purdon's Statutes – Title 58 (Oil and Gas)
- Oil and Gas Conservation Law, Act of July 25, 1961 (P.L. 825), as amended, 58 P.S. 401 et seq.
- Pennsylvania Used Oil Recycling Act, Act of April 9, 1982 (P.L. 314, No. 89), as amended, 58 P.S. 471 et seq.
- Coal and Gas Resource Coordination Act, Act of December 18, 1984 (P.L. 1069, No. 214), as amended, 58 P.S. 501 et seq.
- Oil and Gas Act, Act of December 19, 1984 (P.L. 1140, No. 223), as amended, 58 P.S. 601.101 et seq.
- XV. Purdon's Statutes – Title 62 (Procurement)
- Pennsylvania Prompt Pay Act, 62 Pa. C.S.A. 3931 et seq.
- XVI. Purdon's Statutes - Title 63 (Professions and Occupations)
- Sewage Treatment Plant and Waterworks Operators' Certification Act, Act of November 18, 1968 (P.L. 1052, No. 322), as amended, 63 P.S. 1001 et seq.
- XVII. Purdon's Statutes – Title 64 (Public Lands)
- Pennsylvania Appalachian Trail Act, Act of April 28, 1978 (P.L. 87, No. 41), as amended, 64 P.S. 801 et seq.
- XVIII. Purdon's Statutes – Title 65 (Public Officers)
- The Right-To-Know Law, as amended, 65 P.S. 66.1 et seq.
- XIX. Purdon's Statutes – Title 71 (State Government)
- The Administrative Code of 1929, Act of April 9, 1929 (P.L. 177, No. 175), as amended, 71 P.S. 51 et seq.
- Conservation and Natural Resources Act, Act of June 28, 1995 (P.L. 89, No. 18),

as amended, 71 P.S. 1340.101 et seq.

XX. Purdon's Statutes – Title 72 (Taxation and Fiscal Affairs)

Project 70 Land Acquisition and Borrowing Act, Act of June 22, 1964 (P.L. 131, Sp. Sess. No. 8), as amended, 72 P.S. 3946.1 et seq.

(Related to Pollution Control Devices), Act of March 4, 1971 (P.L. 6, No. 2), as amended, 72 P.S. 7602.1 et seq.

XXI. Purdon's Statutes – Title 73 (Trade and Commerce)

(Related to Explosives), Act of July 1, 1937 (P.L. 2681), as amended, 73 P.S. 151 et seq.

(Related to Explosives), Act of July 10, 1957 (P.L. 685), as amended, 73 P.S. 164 et seq.

(Related to Black Powder), Act of May 31, 1974 (P.L. 304, No. 96), as amended, 73 P.S. 169 et seq.

(Related to Excavation and Demolition), Act of December 10, 1974 (P.L. 852, No. 287), as amended, 73 P.S. 176 et seq.

Site Development Act, Act of May 6, 1968 (P.L. 117, No. 61), as amended, 73 P.S. 361 et seq.

Steel Products Procurement Act, Act of March 3, 1978 (P.L. 6, No. 3), as amended, 73 P.S. 1881, et seq.

XXII. Purdon's Statutes – Title 75 (Vehicles)

Vehicle Code, Act of June 17, 1976 (P.L. 162, No. 81), as amended, 75 Pa.C.S.A. 101 et seq.

Snowmobile Law, Act of June 17, 1976 (P.L. 162, No. 81), as amended, 75 Pa.C.S.A. 7701 et seq.

(Related to Hazardous Materials Transport), Act of June 30, 1984 (P.L. 473, No. 99), as amended, 75 Pa.C.S.A. 8301 et seq.

XXIII. Purdon's Statutes – Title 77 (Workmen's Compensation)

Pennsylvania Workmen's Compensation Act, Act of June 2, 1915 (P.L. 736), as amended, 77 P.S. 1 et seq.

Pennsylvania Occupational Disease Act, Act of June 21, 1939 (P.L. 566, No. 284), as amended, 77 P.S. 1201 et seq.

XXIV. Pennsylvania Constitution – Article 1, Section 27 (Adopted May 18, 1971).

FEDERAL STATUTES

Acid Precipitation Act of 1980 (42 U.S.C. 8901-8912)

Act to Prevent Pollution from Ships (33 U.S.C. 1901-1912)

Agricultural Act of 1970 (16 U.S.C. 1501-1510)

Asbestos Hazard Emergency Response Act of 1986 (see Toxic Substances Control Act Sections 201-214 (15 U.S.C. 2651-2654))

Atomic Energy Act of 1954 (42 U.S.C. 2014, 2021, 2021a, 2022, 2111, 2113, 2114)

Clean Air Act (42 U.S.C. 7401-7642)

Clean Water Act (see Federal Water Pollution Control Act)

Coastal Wetlands Planning, Protection and Restoration Act (16 U.S.C. 3951-3956)

Coastal Zone Management Act of 1972 (16 U.S.C. 1451-1464)

Community Environmental Response Facilitation Act (42 U.S.C. 9620 note)

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 U.S.C. 9601-9675)

Educate America Act of 1994, as amended from time to time, including, without limitation the Pro-Children Act of 1994 (20 U.S.C. 6081 et seq.)

Emergency Planning and Right-to-Know Act of 1986 (42 U.S.C. 11001-11050)

Endangered Species Act of 1973 (16 U.S.C. 1531-1544)

Energy Supply and Environmental Coordination Act of 1974 (15 U.S.C. 791-798)

Environmental Quality Improvement Act of 1970 (42 U.S.C. 4371-4375)

Federal Facility Compliance Act of 1992 (42 U.S.C. 6901 note)

Federal Insecticide, Fungicide and Rodenticide Act (7 U.S.C. 136-136y)

Federal Land Policy and Management Act of 1976 (43 U.S.C. 1701-1784)

Federal Water Pollution Control Act (33 U.S.C. 1251-1387)

Geothermal Energy Research, Development, and Demonstration Act of 1974 (30 U.S.C. 1101-1164)

Global Climate Protection Act of 1987 (15 U.S.C. 2901 note)

Hazardous Substance Response Revenue Act of 1980 (see 26 U.S.C. 4611, 4612,

4661, 4662)

Lead-Based Paint Exposure Reduction Act (15 U.S.C. 2681-2692)

Lead Contamination Control Act of 1988 (42 U.S.C. 300j-21 to 300j-25)

Low-Level Radioactive Waste Policy Act (42 U.S.C. 2021b-2021d)

Marine Protection, Research and Sanctuaries Act of 1972 (33 U.S.C. 1401-1445)

Mining and Mineral Resources Research Institute Act of 1984 (30 U.S.C. 1221-1230)

National Climate Program Act (15 U.S.C. 2901-2908)

National Contaminated Sediment Assessment and Management Act (33 U.S.C. 1271 note)

National Environmental Policy Act of 1969 (42 U.S.C. 4321-4370b)

National Ocean Pollution Planning Act of 1978 (33 U.S.C. 1701-1709)

Noise Control Act of 1972 (42 U.S.C. 4901-4918)

Nuclear Waste Policy Act of 1982 (42 U.S.C. 10101-10270)

Oil Pollution Act of 1990 (33 U.S.C. 2701-2761)

Organotin Anti-Fouling Paint Control Act of 1988 (33 U.S.C. 2401-2410)

Outer Continental Shelf Land Act Amendments of 1978 (43 U.S.C. 1801-1866)

Pollution Prevention Act of 1990 (42 U.S.C. 13101-13109)

Public Health Service Act (42 U.S.C. 300f-300j-11)

Renewable Resources Extension Act of 1978 (16 U.S.C. 1671-1676)

Resource Conservation and Recovery Act of 1976 (42 U.S.C. 6901-6991)

Safe Drinking Water Act (see Public Health Service Act Sections 1401-1451 (42 U.S.C. 300f-300j-11))

Soil and Water Resources Conservation Act of 1977 (16 U.S.C. 2001-2009)

Solid Waste Disposal Act (42 U.S.C. 6901-6991i)

Surface Mining Control and Reclamation Act of 1977 (30 U.S.C. 1201-1328)

Toxic Substances Control Act (15 U.S.C. 2601-2692)

Uranium Mill Tailings Radiation Control Act of 1978 (42 U.S.C. 7901-7942)

Water Resources Research Act of 1984 (42 U.S.C. 10301-10309)

Wood Residue Utilization Act of 1980 (16 U.S.C. 1681-1687)

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 011100 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including Division 00 - Bidding and Contract Requirements and Division 01 - General Requirements apply to this Section.

1.2 PROJECT DESCRIPTION

- A. The proposed work generally consists of interior alterations to approximately 18,150 S.F. of an existing one-story office building. The renovation work includes complete demolition of interior partitions, doors, ceilings, plumbing, electrical and mechanical systems as indicated in the demolition drawings. Renovation work includes but is not limited to the following: new interior partitions, casework, ceilings, finishes and new mechanical, electrical, and plumbing systems.

1.3 SAFETY

The General Contractor shall be designated as the "Lead Contractor" with respect to jobsite safety. Responsibilities and authority of the Contractor shall be as follows:

- A. The Contractor will be responsible to inspect and maintain safe working conditions on the jobsite.
- B. The contractor will maintain a "competent person" on site at all times designated to make safety inspections and to serve as the designated representative in charge of safety during inspection by OSHA employees.
- C. The Contractor shall make corrections in the event of a safety violation. Failure of Contractor to take prompt action (within 24 hours following written notice) to correct a safety violation shall empower the Owner to make the necessary corrections and to receive full compensation for such corrections directly from the offending contractor. The Architect and engineer will verify and provide documentation of time and material expended to make corrections.
- D. The Contractor's responsibilities and corresponding authority shall be as defined in the General Conditions of the Contract for Construction.
- E. The Contractor will maintain primary responsibility for the safety of their workers. The Contractor will endeavor to accomplish required corrections through cooperation of other Subcontractors. In the event this effort is unsuccessful, the Contractor will take action as defined above.
- F. The Owner will support the decisions and action taken by the Contractor to maintain jobsite safety.
- G. The Contractor shall provide monthly (with Payment Application per payment

terms) safety inspections and reports by an independent safety consultant. Periodic inspections and reports shall be performed at least once every three months.

- H. The contractor shall provide a safety representative who is trained in first aid and CPR.

1.4 DESCRIPTION OF CONTRACT

- A. The work of this project shall be performed under four (4) Prime Construction Contracts as defined in this Section and Section 011200 - Multiple Contract Summary and the drawing documents, and shall include all labor, materials, equipment, and services necessary for the complete construction of the work shown on the drawings and specifications. All contractors are responsible for the Scope of Work as defined in the Multiple Contract Summary.
- B. The General Conditions and Division 1 - General Requirements shall apply to the Prime Contracts and Subcontracts for this Project. The Prime Contract Packages Description is to include all Work in accordance with the Contract Documents. This Contract includes all materials, labor, supervision, transportation, tools, equipment and services for the Project as shown or implied on the drawings and specified herein, or as may be required or necessary for a complete and satisfactory job.
- C. Each Contractor shall supervise his Work, using his best skills and attention. He shall be solely responsible for construction means, methods, techniques, sequences, dimensions and procedures and/or coordinating all portions of their Work, with all Work to be performed under separate contracts and/or other Bid Packages. Refer to the General Conditions Article 6 on work by Separate Contractors or by owner.
- D. All items of work listed under the Prime Contract(s) Package Descriptions shall be provided by the Prime Contractor unless specifically noted as furnished or installed only.
- E. The Prime Contractor shall maintain site conduct in accordance with the rules and procedures specified under the General Conditions.
- F. Contract Documents include all Drawings, Specifications, Contract Descriptions, etc. for the work of the RENOVATIONS TO GVSD DISTRICT ADMINISTRATION OFFICE. Each Prime Contractor shall review all Documents in their entirety.
- G. The Architect will secure and the Owner will pay for the Building Permit. All other fees and permits are the responsibility of the appropriate Prime Contractors. Also, reference Section 011200, Multiple Contract Summary, pp 3, Section 1.4, Item K and Item L.
- H. The Prime Contractor will provide testing services for all work as indicated in the technical specifications and in Section 014100, unless indicated otherwise.

- I. The Prime Contractor shall be responsible to return all laydown, storage and work areas to their original condition. Confirmation of completion of this requirement shall be necessary prior to release of final payment.
- J. Definitions:
- Coordinate: The term "coordinate" means "to cooperate with related trades to furnish and install all connections between the trades in correct sequence size and location to create a complete system ready for intended use."
- Verify: The term "verify" means "to measure, investigate, review, test, check the accuracy or correctness of and prove by demonstration, evidence, or testimony the location, size, dimension and condition of an item."
- Furnish: The term "furnish" is used to mean "supply and deliver to the project site, ready for unloading, unpacking, assembly, installation and similar operations."
- Install: The term "install" is used to describe operations at the project site including the actual "unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, performing, coordinating with other trades, protecting, cleaning, and similar activities".
- Provide: The term "provide" means "to furnish and install, complete and ready for the intended use."
- K. Multiple trips to the site will be required by the Contractor to complete this project.
- L. The following items are to be included in each Prime Contractor's Scope of Work:
1. Coordinate all work.
 2. Submit shop drawings, samples, schedules, data, manuals, as-built drawings, etc., required by the Contract Documents. Update, on a weekly basis, a record set of drawings in the field office. A final set of drawings of this Contractors work shall be submitted to the Architect upon the completion of the work.
 3. Observe and comply with at all times all Federal and State laws and regulations, and local bylaws, ordinances and regulations in any manner affecting the conduct of the work or applying to employees on the project, as well as all safety precautions and orders or decrees which have been promulgated or enacted, or which may be promulgated or enacted, by legal bodies or tribunals having authority or jurisdiction over the work, materials, equipment, employees, such observance and compliance shall be solely and without qualification the responsibility of this Trades Contractor without reliance on superintendence or direction by the Owner or their Representative. The duty of enforcement of all of said laws, ordinances, regulations, orders or decrees lies with the body of agency promulgating them, not with the Owner or their Representatives.

4. Perform all work in accordance with the project schedule and update as the project progresses.
5. Provide protection of existing structure, finishes and landscaping from damage resulting from the work of this contract. Repair any damage promptly to the satisfaction of the Owner.
6. The Contractor shall provide all engineering and layout for his work. The Contractor shall provide general layout for site work including parking lots, roads, curbs, utilities, grading, site improvements and all other lay-out for his work.
7. Provide all scaffolding, hoisting, shoring, barricades, ramps, etc., as necessary to perform the work of this contract.
8. Provide safety and protection of persons and property per OSHA, local and state requirements. Provide maintenance of all safety precautions throughout the work of this Contract. Provide protection at floor and roof penetrations not shown on the drawings, but required for work of this Contract. Provide all safety signage required by OSHA for the work of this Contract. Furnish Company Safety Plan, Hazard Communication Plan, MSDS information and other OSHA required documents to the architect prior to the start of work.
9. If the applicable Contract Documents, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any work to specifically be tested, inspected, or approved by someone other than this Contractor, the Contractor will give the Owner and their Representative timely notice of readiness. The Contractor will then furnish the Owner the required certificates of inspection, testing or approval.
10. Inspection, tests, or approvals by the Owner or their Representative shall not relieve the Contractor from their obligation to obtain required inspections by AHJ and to perform the work in accordance with the requirements of the Contract Documents.
11. Provide all fees, Federal, State and Local taxes, special permits, inspections, etc. as required to perform the work of this Contract unless item is specifically identified as being provided by the Owner.
12. All submittals, shop drawings and product samples must be received no later than ninety (90) days following the date of Notice to Proceed. Those submittals for critical schedule activities must be submitted and approved in time to make required deliveries. Contractors are responsible to make material deliveries to accomplish phase completions.
13. No tobacco products, vaping, or alcoholic beverages will be allowed on the School District property.
14. The Owner and their Representatives will at all times have access to the work. In addition, authorized representatives and agents of any participating State of Pennsylvania, or local authority having jurisdiction representative(s) shall be permitted to inspect all work, materials, and other relevant data and records. This Contractor will provide proper facilities for such access and observation of the work and also for any inspection or testing thereof.
15. Verify existing conditions prior to start of work and notify Architect/Engineer of any discrepancies.

16. Pennsylvania Act 34 requires that all employees on the project site must have a valid criminal history report on file at the School District office. All Contractors must submit the original and one (1) copy of this report for each employee to the Owner for approval. The original report will be returned to the Contractor and the copy kept for record. Contractors shall submit FBI reports for all employees. Also reference Specification Section 002110 – Background Checks (Criminal, Child Abuse, and FBI) requirements.
17. The Contractors are responsible to clean Contractor's construction vehicle wheels in order to keep mud off paved surfaces.
18. The Prime Contractor is responsible for general clean-up and trash removal resulting from the work or employees of that contract. The Contractor shall provide construction dumpster(s) as required for the purpose of trash removal. Removal of demolition debris from site will be by the Contractor. Hazardous materials shall not be placed in the dumpster, but should be removed from site by the Contractor.
19. The Contractor is responsible to provide dust, toxic fume and noise control for their own work. Noise and vibration or any other construction related activities which create excessive disturbances must be coordinated with the school district in advance of scheduling these activities.
20. All other duties and requirements identified in the Contract Documents.

1.5 ASBESTOS ABATEMENT

The Contractors' Work under this Project does not include the removal or rendering harmless of asbestos or polychlorinated biphenyl (PCB). The Owner will provide a separate Asbestos Abatement Consultant and Contractor to perform this work, if it is required.

In the event a Contractor encounters on the site material reasonably believed to be asbestos or polychlorinated biphenyl (PCB), which has not been rendered harmless, that Contractor shall immediately stop Work in the area affected and report condition to the Owner and Construction Manager in writing. The Work in the affected area shall not thereafter be resumed, except by written agreement of the Owner and Contractor, if in fact the material is asbestos or polychlorinated biphenyl (PCB) and has not been rendered harmless. The Work in the affected area shall be resumed in the absence of asbestos or polychlorinated biphenyl (PCB), or when it has been rendered harmless, by written agreement of the Owner and Contractor.

Contractors shall not be required to perform any Work relating to asbestos or polychlorinated biphenyl (PCB) without their consent.

No asbestos-containing building materials shall be used in the construction products.

1.6 LEAD PAINT

The contractor is responsible for any required removal, containment and or disposal of lead paint or other lead or environmentally affected materials in accordance with the requirements stipulated by the Commonwealth of Pennsylvania and any and all Federal Requirements. All contractors are to comply with the OSHA Lead In Construction Standard (29 CFR 1926.62). This requirement is in addition to the Lead EPA RRP regulations, which are specific to lead-based paint. All prime contractors must also comply with specification section 028300- Lead Paint Base Disturbance, requirements. Lead based paint has been identified in the 1955 section (Section A West) of the building.

1.7 INVESTIGATION OF EXISTING SITE CONDITIONS

Each bidder shall carefully examine these specifications, visit the site, and become thoroughly acquainted with the conditions existing at the building and site, and satisfy himself concerning any and all existing conditions that will affect progress and construction as described in the Contract Documents or otherwise necessary to complete the work before submitting bid proposal. These conditions include, without limitation:

- (1) The location, condition, layout and nature of the Project site and surrounding areas.
- (2) Generally prevailing climatic conditions.
- (3) Anticipated labor supply and costs.
- (4) Availability and costs of materials, tools and equipment.
- (5) Other similar issues.

Submission of the proposal shall be considered as evidence that a visit to the site was conducted. The Contractor shall not be entitled to an adjustment in contract sum, contract time or any milestone date in connection with its failure to comply with the requirements of this paragraph.

1.8 DESCRIPTION OF CONTRACTS

- A. The project is specified to be made up of one prime construction contract and shall include all labor, materials, equipment and services necessary for the complete work shown on the drawings and the specifications. The Prime Construction Contract includes:
- | | |
|------------|--|
| Contract 1 | General Construction |
| Contract 2 | Plumbing Construction (includes Fire Protection) |
| Contract 3 | Mechanical Construction |
| Contract 4 | Electrical Construction |

1.9 WORK PROVIDED BY OWNER

- A. The Owner may provide services not specified herein. It will be referenced as; Not in Contract (N. I. C.), furnished by Owner or by others.
- B. In no event shall Owner have control over, charge of or any responsibility for construction means, methods, techniques, sequences or procedures, or for safety protection, and programs in connection with the Work notwithstanding any of the rights and authority granted to the Owner in the Contract Documents.
- C. The rights granted to Owner under the Contract Documents are cumulative and are not in limitation of any rights of the Owner (1) granted in the Contract Documents, (2) at law or (3) in equity.

1.10 WORK SEQUENCE

All work shall be completed in the time specified in the Agreement between Owner and Contractor.

1.11 CONTRACTOR USE OF PREMISES

- A. General: during the construction period the Contractor shall have use of the area identified as "contract limit line" for operations, including use of the site. The Contractors' use of the premises is limited only by the Owners' right to perform construction operations with its own forces or to employ separate contractors on portions of the project.
- B. Confine operations to areas within Contract limits indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed nor occupied or egressed through without permission from the District.
- C. The Contractor shall verify all measurements of the building and shall be responsible for the correctness of same. No extra charge or compensation will be allowed on account of differences between actual dimensions and the measurements indicated on the Drawings; any difference which may be found should be submitted to the Architect for consideration before proceeding with the work.
- D. Prime Contractor is responsible for all testing required to ensure that their respective systems are installed and working properly.

PART 2 - EXECUTION (NOT APPLICABLE)

END OF SECTION 011100

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 011200 - MULTIPLE CONTRACT SUMMARY

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Description of Contracts.
- B. General Coordination and distribution of work between prime contracts.
- C. Refer to other Sections and Drawings for further descriptions of work and coordination.

1.2 RELATED SECTIONS

- A. Section 011100 - SUMMARY OF WORK
- B. Section 013200 – CONSTRUCTION PROGRESS DOCUMENTATION
- C. Section 015100 - TEMPORARY UTILITIES AND FACILITIES

1.3 SAFETY - LEAD CONTRACTOR DESIGNATION

The General Trades Contractor shall be designated as the “Lead Contractor” with respect to jobsite safety. Responsibilities and authority of the Contractor shall be as follows:

- A. Where the work of one (1) Contractor places another contractor’s workers in jeopardy, the “Lead Contractor” shall direct and coordinate the effort of the Contractors to ensure that jobsite safety is maintained. The lead Contractor will be responsible to inspect and maintain safe working conditions on the jobsite.
- B. The lead contractor will maintain a “competent person” on site at all times designated to make safety inspections and to serve as the designated representative in charge of safety during inspection by OSHA employees.
- C. The lead Contractor may direct another Contractor to make corrections in the event of a safety violation. Failure of another Contractor to take prompt action (within 24 hours following written notice) to correct a safety violation shall empower the lead Contractor to make the necessary corrections and to receive full compensation for such corrections directly from the Owner. The Architect and engineer will verify and provide documentation of time and material expended to make corrections. The Owner in turn will recover the amount of the expense from the offending Contractor through deduct Change Order.
- D. The lead Contractor’s responsibilities and corresponding authority shall be as defined in the General Conditions of the Contract for Construction.
- E. The individual Prime Contractors will maintain primary responsibility for the safety

of their workers. The "Lead Contractor" will serve to identify areas of concern and will endeavor to accomplish required corrections through cooperation of other Prime Contractors. In the event this effort is unsuccessful, the "Lead Contractor" will take action as defined above.

- F. The Owner will support the decisions and action taken by the "Lead Contractor" to maintain jobsite safety. The Owner will promptly make payment to the "Lead Contractor" when corrective action has been taken on behalf of an offending Contractor, and the "Lead Contractor" has provided appropriate documentation.
- G. Lead Safety Contractor shall provide monthly (with Payment Application per payment terms) safety inspections and reports by an independent safety consultant. Periodic inspections and reports shall be performed at least once every three months.
- H. Each contractor shall provide a safety representative who is trained in first aid and CPR.

1.4 DESCRIPTION OF CONTRACTS

- A. The work of this project shall be performed under 4 Prime Contracts as defined in this Section.
- B. The following is a list of the Prime Contracts to be bid for this project:
- C. Contract 1General Construction
Contract 2Plumbing/FP Construction
Contract 3Mechanical Construction
Contract 4Electrical Construction
- D. The General Conditions and Division 1 - General Requirements shall apply to all Prime Contracts and Subcontracts for this Project. Each Prime Contract Package Description is to include all Work in accordance with the Contract Documents, except Work covered by other Prime Contract Package Descriptions. Collectively, these Prime Construction Contracts include all materials, labor, supervision, transportation, tools, equipment and services for the Project as shown or implied on the drawings and specified herein, or as may be required or necessary for a complete and satisfactory job.
- E. If there is a conflict on a specific item with regards to assignment of work to a specific contractor between the Contract Documents and the Prime Contract Package Description as stated herein, the Prime Contract Package Description will govern; however, if an item is covered in the Contract Documents, but not reiterated in the Prime Contract Package Description, the Bidder will be responsible for that item of work.

If an item is covered in two or more contract package descriptions, each Contractor shall include the item at the time of bid. After Contract award, a credit will be solicited for work in question.

- F. Each Contractor shall supervise his Work, using his best skills and attention. He shall be solely responsible for construction means, methods, techniques, sequences, dimensions and procedures and/or coordinating all portions of their Work, with all Work to be performed under separate contracts and/or other Bid Packages. Refer to the General Conditions Article 6 on work by Separate Contractors or by owner.
- G. All items of work listed under the Prime Contract Package Descriptions shall be provided by the Prime Contractor unless specifically noted as furnished or installed only.
- H. All Prime Contractors shall maintain site conduct in accordance with the rules and procedures specified under the General Conditions.
- I. All Prime Contractors shall maintain, contribute to and coordinate the schedule as outlined in Specification Section 013200.
- J. Contract Documents include all Drawings, Specifications, Contract Descriptions, etc. for the work of RENOVATIONS to DISTRICT ADMINISTRATION OFFICE. Each Prime Contractor shall review all Documents in their entirety.
- K. The Architect will secure and the Owner will pay for the Building Permit. All other fees and permits are the responsibility of the appropriate Prime Contractors.
- L. The Installing Prime Contractors will provide testing services all work as indicated in the technical specifications. The Owner will provide quality assurance testing as part of Section 014100, unless indicated otherwise.
- M. Each Prime Contractor shall be responsible to return all laydown, storage and work areas to their original condition except areas designated on the site utilization plan, which shall be the responsibility of the General Contractor. Confirmation of completion of this requirement shall be necessary prior to release of final payment.
- N. Definitions:
- Coordinate: The term "coordinate" means "to cooperate with related trades to furnish and install all connections between the trades in correct sequence size and location to create a complete system ready for intended use."
- Verify: The term "verify" means "to measure, investigate, review, test, check the accuracy or correctness of and prove by demonstration, evidence, or testimony the location, size, dimension and condition of an item."
- Furnish: The term "furnish" is used to mean "supply and deliver to the project

site, ready for unloading, unpacking, assembly, installation and similar operations."

Install: The term "install" is used to describe operations at the project site including the actual "unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, performing, coordinating with other trades, protecting, cleaning, and similar activities".

Provide: The term "provide" means "to furnish and install, complete and ready for the intended use."

O. The following items are to be included in each Prime Contractor's Scope of Work:

1. Coordinate all work with other Prime Contractors.
2. Submit shop drawings, samples, schedules, data, manuals, as-built drawings, etc., required by the Contract Documents. Update, on a weekly basis, a record set of drawings in the field office. A final set of drawings of this Contractors work shall be submitted to the Architect upon the completion of the work.
3. Observe and comply with at all times all Federal and State laws and regulations, and local bylaws, ordinances and regulations in any manner affecting the conduct of the work or applying to employees on the project, as well as all safety precautions and orders or decrees which have been promulgated or enacted, or which may be promulgated or enacted, by legal bodies or tribunals having authority or jurisdiction over the work, materials, equipment, employees, such observance and compliance shall be solely and without qualification the responsibility of this Trades Contractor without reliance on superintendence or direction by the Owner or their Representative. The duty of enforcement of all of said laws, ordinances, regulations, orders or decrees lies with the body of agency promulgating them, not with the Owner or their Representatives.
4. Perform all work in accordance with the project schedule and update as the project progresses.
5. Provide protection of existing roofing system, equipment, structure, finishes and landscaping from damage resulting from the work of this contract. Repair any damage promptly to the satisfaction of the Owner.
6. The General Contractor shall provide all engineering and layout for his work. In addition, the General Contractor shall provide and maintain throughout the project all building corners and column centerlines. The General Contractor shall provide floor control lines for the floor consisting of at least two perpendicular control lines per area and finish floor elevations. The General Contractor will provide layout for all walls and partitions. The General Contractor shall provide general layout for site work utilities and all other lay-out for his work. Other Contractors shall coordinate with General Contractor. Each Trade Contractor shall be responsible for all other survey, engineering, layout, etc. required to

- execute their work. Each Trades Contractor, at his own expense is to provide all stakes, templates and labor required in laying out their work and is responsible for proper execution of the work to the lines and grades shown on the drawings or as indicated by the Architect/Engineer.
7. The General Contractor will provide all scaffolding, hoisting, shoring, barricades, ramps, etc., as necessary to perform the work of this contract. General Contractor shall coordinate with other primes.
 8. Provide safety and protection of persons and property per OSHA, local and state requirements. Provide maintenance of all safety precautions throughout the work of this Contract. Provide protection at floor, wall, and roof penetrations not shown on the drawings, but required for work of this Contract. Provide all safety signage required by OSHA for the work of this Contract. Furnish Company Safety Plan, Hazard Communication Plan, MSDS information and other OSHA required documents to the "Lead Contractor" prior to the start of work.
 9. Promptly address the recommendations made by the "Lead Contractor" for jobsite safety.
 10. If the applicable Contract Documents, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any work to specifically be tested, inspected, or approved by someone other than this Trades Contractor, the Contractor will give the Owner and their Representative timely notice of readiness. The Contractor will then furnish the Owner the required certificates of inspection, testing or approval.
 11. Inspection, tests, or approvals by the Owner or their Representative shall not relieve the Trades Contractors from their obligation to perform the work in accordance with the requirements of the Contract Documents.
 12. Provide all fees, Federal, State and Local taxes, special permits, inspections, etc. as required to perform the work of this Contract unless item is specifically identified as being provided by the Owner.
 13. All submittals, shop drawings and product samples must be received no later than ninety (90) days following the date of Notice to Proceed. Those submittals for critical schedule activities must be submitted and approved in time to make required deliveries. Contractors are responsible to make material deliveries to accomplish phase completions. All project submittals, RFI's, and daily field reports will be completed via SchraderGroup's Sharefile website. Each Prime Contractor must manage their open/required submittals, RFI's, etc. to achieve dates as established in the approved project schedule.
 14. No guns, illegal drugs, tobacco products or alcoholic beverages will be allowed on this project or School property. The School District may require any individual employed on engaged in the project, either directly or indirectly, to submit to drug, and/or alcohol testing, on the basis of reasonable suspicion or if an individual has been involved in an accident. Random drug and/or alcohol testing is strongly encouraged. All testing shall be paid by the Prime Contractors. Any individual who refuses to cooperate with or submit for testing or who test positive for alcohol or drugs shall be excluded from the job site at the direction of the School

District.

15. The Owner and their Representatives will at all times have access to the work. In addition, authorized representatives and agents of any participating State of Pennsylvania, or local authority having jurisdiction representative(s) shall be permitted to inspect all work, materials, and other relevant data and records. This Trades Contractor will provide proper facilities for such access and observation of the work and also for any inspection or testing thereof.
16. Verify existing conditions prior to start of work and notify Architect/Engineer of any discrepancies.
17. The General Contractor shall provide for all temporary enclosures of building openings as required to maintain the schedule of the project. Should any Contractor have materials pertinent to the enclosure of the building, that are delayed on the project, which in turn delays the work of other Contractors, or delays the enclosure of the building, that Contractor shall be required to provide and/or maintain the temporary enclosures, or materials required to enclose the missing portions of that Contractor's Work.
18. Each Contractor shall provide holes in structural steel as required for the installation of their work with the approval of the Architect and Engineer. The structural reinforcing must be in accordance with the requirements of Specification Section 051200.
19. Each Contractor shall provide sealants in accordance with Specification Section 079200 in any and all conditions where materials installed by the Contractor abut dissimilar materials (vertical and horizontal joints). Each contractor is also responsible for sealing penetrations required for the scope of that trade.
20. Pennsylvania Act 34 requires that all employees on the project site must have valid clearances and background checks (criminal record, child abuse and FBI fingerprinting) on file at the Great Valley School District office. All Contractors must submit the original and one (1) copy of each report for each employee to the Owner for approval. The original report will be returned to the Contractor and the copy kept for record. Also reference Specification Section 002110 – Background Checks (Criminal, Child Abuse, and FBI) requirements.
21. All Contractors are responsible to clean Contractor's construction vehicle wheels in order to keep mud off paved surfaces.
22. Each Prime Contractor is responsible for general clean-up and trash removal resulting from the work or employees of that contract. The General Contractor shall provide construction dumpster(s) as required for the purpose of trash removal for all Prime Contractors. Removal of demolition debris from site will be by the Contractor performing the demolition. Hazardous materials shall not be placed in the dumpster, but should be removed from site by Prime Contractor responsible for material. Those Contractors on site shall provide labor to assist in this cleanup.
23. All Contractors are responsible to provide dust, toxic fume and noise

control for their own work. Noise and vibration or any other construction related activities which create excessive disturbances must be coordinated with the school district in advance of scheduling these activities.

24. Cutting and Patching:
 - a. Exposed finished materials, structural elements, watertight assemblies, HVAC and electrical equipment and systems.
 - i. Newly Installed Materials: A Contractor, requiring the cutting of openings in new work shall have such openings cut and patched by the trade which installed the work and such cutting and patching shall be at the expense of the Contractor, requiring the opening, unless specified otherwise.
 - ii. Approval to do such cutting and patching shall be received from the architect prior to proceeding with the work and shall include installation of such reinforcement of the work as the Architect may Direct.
 - b. Other locations: Cutting and sealing of penetrations in other locations including fire-stopping shall be by the Contractor requiring the cutting of such openings.
 - c. All blocking, bracing, reinforcement or structural enhancement required due to cutting and patching shall be provided at no additional cost to the owner. All patching work shall match adjacent existing work unless otherwise noted.
25. Provide Steel and Aluminum product certifications as required under the Steel Products Procurement and Trade Practice Acts otherwise known collectively as the "Buy American" requirements of all Public Works Construction Contracts funded in part by the State of Pennsylvania.
26. Building Coordination Drawings: Coordination drawings among the HVAC, Electrical, Plumbing, & General Contractors are required with the lead role in the coordination drawing process assigned to the Mechanical Contractor. The Mechanical Contractor shall prepare 1/4" scale reproducible drawings with new ductwork & piping layout for review by the other Trade Contractors. The other Trade Contractors shall then prepare and provide reproducible additions/modifications representing their work to the Mechanical Contractor, who will then prepare final layout and coordination drawings illustrating work by all Trades on one set of coordination drawings for the project as a part of his Contract price. The Mechanical Contractor shall conduct coordination meetings with all Trade Contractors to discuss and resolve interference problems. Once each Trade Contractor has initialed with approval the coordination drawings, the Mechanical Contractor shall submit the coordination drawings to the Architect and Engineer for review. The other Trade Contractors should finalize their shop drawings in accordance with the coordination drawings and submit to the Architect and Engineer.
Schedule: The Mechanical Contractor shall prepare and distribute ductwork, diffuser and piping drawings within 15 days after start of construction. The other Trade Contractors shall then prepare and

distribute to the General Contractor their CADD input within 15 days. Final coordination drawings to be completed and distributed by the Mechanical Contractor within 30 days after start of construction. Investigate existing hidden structural conditions and MEP system locations above ceilings as part of coordination. Verify through field observations that proposed coordination drawings can be implemented as planned without the need to have another prime contractor modify existing conditions.

31. Each prime contractor shall provide water-tight thru-wall sleeves to ensure proper seal at penetrations through foundation wall systems associated with their work.
31. Each prime contractor is responsible to ensure that all necessary inspection requirements have been performed and completed by authorities having jurisdiction in order to achieve Substantial Completion.
32. Each week Prime Contractors are to provide to the Owner's Designated Project representative a Daily Log that states the number of employees on site each day, work performed each day completed and distributed electronically in submittal exchange; subcontractors, number of employees and work performed each day; any issues; any resolutions to issues; including any temperature and weather conditions.
33. NO Asbestos-containing materials shall be used in this project. Each prime contractor shall submit a certified letter to the Owner at the end of the project indicating no asbestos-containing building materials were used in the construction of the project.
34. All other duties and requirements identified in the Contract Documents.

PART 2 - SEPARATE CONTRACT DESCRIPTIONS

2.01 CONTRACT No. 1 - GENERAL CONSTRUCTION

- A. The work of this Prime Contract Package Description includes, but is not limited to, the Work detailed by the following Specification Sections and as shown or implied and indicated on the Drawings and as described in the narrative Contract Description. The work is not restricted by division of Drawings or Specification. Unless otherwise specifically noted, all work to be performed shall consist of providing all labor, materials, equipment and whatever is necessary to complete the work in accordance with the Specifications and applicable Codes. The use of the wording "General Contractor" shall mean the same as the "General Construction Contractor".

- B. SPECIFICATION SECTIONS:
DIVISION 00 - BIDDING AND CONTRACT REQUIREMENTS
All Sections

DIVISION 01 - GENERAL REQUIREMENTS
All Sections

DIVISION 02 – SITE WORK
All Sections

DIVISION 03 – CONCRETE
All Sections

DIVISION 04 – MASONRY
All Sections

DIVISION 05 – METALS
All Sections

DIVISION 06 – WOOD & PLASTICS
All Sections

DIVISION 07 – THERMAL & MOISTURE PROTECTION
All Sections

DIVISION 08 – DOORS & WINDOWS
All Sections

DIVISION 09 – FINISHES
All Sections

DIVISION 10 – SPECIALTIES
All Sections

DIVISION 11 – EQUIPMENT
N/A

DIVISION 12 – FURNISHINGS
All Sections

DIVISION 13 – SPECIAL CONSTRUCTION
N/A

DIVISION 14 – CONVEYING SYSTEMS
N/A

DIVISION 31 – EARTHWORK
N/A

DIVISION 32 – EXTERIOR IMPROVEMENTS
N/A

DIVISION 33 – UTILITIES

All Sections

DIVISIONS 20-34

All Sections (Coordinate and/or provide where applicable)

C. Narrative Description of Contract No. 1 - GENERAL CONSTRUCTION. The work of this Contract includes, but shall not be limited to the following items:

1. Provide all fees, Federal, State and Local taxes and inspections, as required to perform the work of this contract. This does not include the building permit, which will be provided by the Owner.
2. Provide all engineering and layout required to perform the work of this contract.
3. Provide temporary toilet facilities as per Specification Section 015100.
4. Provide general snow removal through-out the project in order to facilitate construction. General Trades Contractor shall be responsible to remove snow as required for Site Construction.
5. Perform all final cleaning for the project except cleaning work specified to be by another trade.
6. Provide temporary staging areas. Provide and maintain stoned areas for field offices, laydown areas and temporary construction or access roads as necessary. Restore to final design condition at completion of the project.
7. Provide construction identification sign per Specification Section 015100, and as indicated in the drawings.
8. General Contractor is to provide a Job meeting trailer for its use and it shall be large enough to hold a meeting with 20 people. General Contractor to provide 20 chairs and a 12' conference table.
9. Provide all sitework including excavation and backfill, and site utilities.
10. Provide all quality control testing as required by the Contract Documents for the work of this Contractor, exclude testing specifically indicated to be provided by the Owner.
11. Provide for sweeping and cleaning all parking lots and roadways during the entire project. Provide for removal off site of all waste or excess materials generated by this work.
12. Verify all underground utilities prior to excavation. Furnish Architect and Engineer with confirmation. The utility lines shown on the drawings were located by field surveys or from utility companies' maps. These lines are not guaranteed or represented as being accurate by the Owner or their representative, or to be in the position indicated on the drawings. There is no guarantee or representation that all existing lines and facilities are shown on the Drawings. The contractor shall take whatever measures necessary to provide bracing and shoring to protect all existing utilities from damage. No additional payment will be made for protecting utilities, or for providing bracing and shoring. This work will be considered incidental to the work being performed. If the contractor damages existing utilities, he shall immediately notify the Architect and Engineer, the Owner

- and said utility company and take such measures as are necessary to insure the safety of the workmen, the public, and the project area. He shall arrange to repair immediately all such damages to restore service and the expense incurred will be the responsibility of the contractor.
13. It shall be the contractor's responsibility to comply with all applicable requirements of Act 287, or as amended, in order to contact all utilities within the project site and to have facilities field located and referenced prior to excavation.
 14. Provide all building related concrete work.
 15. Provide all temporary signage and traffic control measures required by the work of this Contract.
 16. Provide all rock excavation as required for the work of this contract.
 17. All site electrical work including site lighting and light pole bases is by Electrical Contractor.
 18. The General Trades Contractor shall remove all excess materials resulting from the excavations for his work to an offsite location.
 19. Provide all housekeeping and equipment pads shown on Architectural, Civil and Structural drawings. Confirm and coordinate sizes prior to installation. All housekeeping and equipment pads required but not shown and dimensions on architectural, civil and structural drawings shall be by the contractor requiring the same.
 20. Provide all masonry construction including CMU, brick, mortar, grout, flashings, cavity wall insulation, reinforcing and accessories.
 21. Provide all masonry including all accessories.
 22. Provide all masonry anchors and structural anchor straps including field welding to structural steel if required.
 23. Provide temporary enclosures, winter protection and heat as required to install work of this contract in conformance with the project schedule.
 24. Provide dowels, embeds, concrete lintels etc. Install anchor bolts, embeds, loose steel lintels, etc., as furnished under other Prime Contracts, and installed in masonry.
 25. Install any access panels furnished by other Prime Contractors. Coordinate location and openings with Prime Contractors.
 26. Provide masonry cavity wall insulation or inserts as shown or specified.
 27. Provide all structural steel, metal bar joist, metal deck, cold-formed metal framing and miscellaneous metals indicated on the architectural, civil or structural drawings.
 28. The General Trades Contractor is to provide all reinforcing steel. The General Trades Contractor is to provide all shop drawings and submittals associated with the reinforcing steel. The General Trades Contractor shall provide and maintain safety caps on all rebar dowels.
 29. With respect to OSHA requirements for steel erection, the General Contractor shall be the "controlling contractor" responsible to provide written notification for work of their contract, to the steel erector. Please reference OSHA regulations sections 1926.750 thru 1926.752, etc.
 30. Provide openings and framing in roof decks for other trades with any dimension larger than 12" for both new addition and existing renovation

- construction. Contractor requiring opening shall provide layout to General Contractor for openings. Openings with both dimensions smaller than 12” shall be provided by the contractor requiring the opening.
31. Provide all loose metal lintels at existing renovation construction as noted and for openings shown on Architectural or Structural drawings and/or as may be required to install the work of this trade. All loose lintels required, but not clearly shown, scheduled or dimensioned on either Architectural or Structural Drawings shall be furnished by the trade requiring the opening. GC to install loose steel lintels furnished by other trades. The prime contractor requiring the opening shall provide lay out for lintel installations to General Contractor in a timely manner.
 32. Provide all miscellaneous metal and cold formed metal fabrications.
 33. Provide all light gage metal framing.
 34. Provide all rough carpentry including, but not limited to, interior wood blocking - shown or required, wood blocking at windows and roof blocking.
 35. Provide all finish carpentry including, but not limited to, custom millwork, and casework.
 36. Mechanical Contractor shall furnish curbs as required for all roof-mounted equipment to General Contractor for installation at both new addition and existing renovation construction areas. Wood blocking at roof openings to be provided by the General Contractor. Coordinate blocking locations and requirements with Mechanical Contractor.
 37. Provide all joint sealants not specifically assigned to another Prime Contractor.
 38. Provide all hollow metal frames, doors and borrowed light frames.
 39. Provide wood doors.
 40. Provide all access doors as shown on Architectural drawings. All other access panels required, but not shown shall be furnished by the contractor requiring the same and installed by the GC.
 41. Provide finish hardware for all doors provided as part of this contract.
 42. Provide all aluminum windows, storefronts, curtain walls, entrance doors, glass and glazing.
 43. Provide all drywall, metal studs, insulation, and acoustical ceilings and acoustic treatments.
 44. Provide all floor base, wall and ceiling finishes including VCT, carpet tile, ceramic tile, porcelain tile, and painting.
 45. Should floor moisture emissions exceed manufacturers recommended levels for standard adhesive, Contractor shall provide, at no additional cost, appropriate special adhesives or sealers that will allow floors to be installed without adversely affecting the project schedule in accordance with the manufacturer’s recommendations.
 46. Provide floor and/or wall preparation prior to installation of the materials of this contract, to include normal flash patching, final scraping and sweeping.
 47. Clean and polish floors upon completion of installation.
 48. Provide for protection of all finished installations under this contractor until

- acceptance by the owner.
49. Provide painting of exposed HVAC, plumbing, fire protection and electrical systems and equipment in finished spaces (except factory-finished equipment).
 50. Provide all Specialties indicated in Division 10 – Specialties.
 51. Provide all furnishings in Division 12 – Furnishings.
 52. Plumbing Contractor to provide all installation and final connections of sinks, faucets, and fittings. Coordinate this work with the Plumbing Contractor, as provided in the contract documents.
 53. Electrical Contractor shall provide devices, wiring within casework and final connections for Educational Casework as provided for in the Contract Documents.
 54. Review temporary utilities specification for General Contractor's included work.
 55. Provide and coordinate all Federal, State and Local inspection required for this work.
 56. The Owner will engage an independent 3rd party commissioning agent. each prime contractor shall fully coordinate with and provide resources as required to complete commissioning of their installed systems.
 61. All other duties and requirements identified in the Contract Documents.

2.02 CONTRACT No. 2 – PLUMBING CONSTRUCTION & FIRE PROTECTION

- A. The work of this Prime Contract Package Description includes, but is not limited to, the Work detailed by the following Specification Sections and as shown or implied and indicated on the Drawings and as described in the narrative Contract Description. The work is not restricted by the division of Drawings or Specification. Unless otherwise specifically noted, all work to be performed shall consist of providing all labor, materials, equipment and whatever is necessary to complete the work in accordance with the Specifications and applicable Codes.

B. SPECIFICATION SECTIONS

DIVISION 00 - BIDDING AND CONTRACT REQUIREMENTS

All Sections

DIVISION 01 - GENERAL REQUIREMENTS

All Sections

DIVISION 02 THROUGH DIVISION 14

All Sections (Coordinate as applicable)

DIVISIONS 20, 21, and 23

All Sections (Coordinate)

DIVISION 22

All Sections

DIVISIONS 26-34
All Sections (Coordinate)

- C. Narrative description of CONTRACT No. 2 – PLUMBING CONSTRUCTION: The work of this contract includes, but shall not be limited to the following items:
1. Participate in the coordination drawing process as defined in this specification section.
 2. Provide Operation and Maintenance manuals and instructions to Owner as specified.
 3. See Architectural drawings for additional plumbing related notes.
 4. Provide layout for the General Contractor indicating ALL openings in the existing floor, roof decks, and exterior walls that have any dimension larger than 12". Openings required as a result of the work of this contract with both dimensions smaller than 12" shall be provided by the Plumbing Contractor, who shall also provide support steel at these openings as required. All other framing, lintels, miscellaneous supports, etc., required but not specifically shown on the Architectural drawings shall be by this Contractor.
 5. Verify existing services prior to start of work in existing facility and notify the Architect and Engineer of any discrepancies.
 6. General Contractor to provide all structural steel, miscellaneous metal, including loose lintels, required for the existing building and new building additions as shown or specified on the architectural or structural Drawings. If not indicated on Architectural Drawings, the Plumbing Contractor will furnish to the General Contractor for installation.
 7. Provide all plumbing work including sanitary sewer and vent piping, waste system, domestic water piping and equipment, pipe insulation, floor drains, plumbing fixtures, trim, accessories, supports unless shown or specified by others, anchorage, etc., as shown and/or specified.
 8. Provide a complete sanitary system and make final connection to existing sanitary piping below slab as shown on Plumbing Drawings
 9. Provide a complete domestic water system and make final connection to existing domestic water service piping as shown on Plumbing Drawings.
 10. Provide color-coding and identification of valves and piping as indicated including identification at finished ceiling locations as well.
 11. Provide cleaning, disinfecting and testing of lines and equipment, and final inspection.
 12. Provide wall sleeves, flashing, pipe hangers, supports, blocking, etc. as required for installation of fixtures and equipment.
 13. Provide insulation required for the scope of this Contract.
 14. Provide all excavation, bedding and backfill, etc. as necessary to install the work of this Contract.
 15. Provide any housekeeping and equipment pads required for equipment (interior or exterior) that are required for the work of this Contract, but not

- shown or dimensioned on Architectural Drawings. General Contractor is to provide all housekeeping and equipment pads shown and dimensioned on Architectural drawings.
16. Provide concrete at all services crossing under or near foundations that require excavated area to be filled with concrete.
 17. Coordinate with the General Contractor installation of piping installed inside masonry units, include providing any temporary supports that are necessary.
 18. Furnish any access panels, which are required for access to the work by this Contract. Coordinate opening requirements with the General Contractor for installation by GC.
 19. Provide final cleaning of all fixtures.
 20. Plumbing Contractor to provide all sinks, fixtures, traps, etc. in Plastic Laminate Faced Casework or solid surface tops. Plumbing Contractor to provide all installation and final connections of sinks, faucets, and fittings. Coordinate this work with the General Contractor, as provided in the contract documents.
 21. Provide temporary water service for construction purposes.
 22. Work must be complete and tested to meet the requirements of local code inspections.
 23. Provide final domestic water and sanitary waste connections to Owner Furnished Equipment, as shown and/or specified.
 24. Provide all sprinkler work including sprinkler piping, heads, flow and tamper switches, trim, accessories, supports unless shown or specified by others, anchorage, etc, as shown and/or specified in order to have 100% sprinkler coverage where indicated in the contract drawings.
 25. Provide all hydraulic calculations to size fire protection piping system. All pipe areas shown on plans, including combined water service to building, are approximate. Actual size shall be determined by this contractor.
 26. Perform fire hydrant flow and pressure test.
 27. Provide identification of valves and lines as indicated.
 28. Provide wall sleeves, flashing, pipe hangers, supports, blocking, etc. as required for installation of sprinkler system fixtures and equipment.
 29. Provide final sprinkler piping connection to existing sprinkler service piping, as shown and/or specified.
 30. Coordinate tie in of sprinkler system to fire alarm system with Electrical Contractor. Provide flow and tamper switches for connection to fire alarm system.
 31. Prefabrication of any sprinkler pipe is done at the sole risk of the contractor. Any modifications to prefabricated sprinkler pipe that needs to be done in the field in order to accommodate actual conditions or coordination issues shall be done at the expense of the contractor.
 32. Systems must be complete, operational and tested to meet the requirements of local code.
 33. Provide all control wiring required for the local system controls with power wiring to be provided by the Electrical Contractor.
 34. All other duties and requirements identified in the Contract Documents.

2.03 CONTRACT No. 3 – MECHANICAL CONSTRUCTION

- A. The work of this Prime Contract Package Description includes, but is not limited to, the Work detailed by the following Specification Sections and as shown or implied and indicated on the Drawings and as described in the narrative Contract Description. The work is not restricted by the division of Drawings or Specification. Unless otherwise specifically noted, all work to be performed shall consist of providing all labor, materials, equipment and whatever is necessary to complete the work in accordance with the Specifications and applicable Codes. The use of the wording “HVAC Contractor” or “Heating Contractor” shall mean the same as the “Mechanical Contractor”.
- B. DIVISION 00 - BIDDING AND CONTRACT REQUIREMENTS
All Sections
- DIVISION 01 - GENERAL REQUIREMENTS
All Sections
- DIVISION 02 THROUGH DIVISION 14
All Sections (Coordinate as applicable)
- DIVISIONS 20, 21, and 23
All Sections
- DIVISION 22, 26-34
All Sections (Coordinate)
- C. Narrative Description of Contract No. 3 - HVAC Construction: The work of this Contract includes, but shall not be limited to the following items:
1. Mechanical Contractor shall be the Lead in the coordination drawing process as defined in this specification section.
 2. Provide Operation and Maintenance instruction manuals and specified training to the Owner.
 3. Provide layout for the General Contractor indicating all openings in the existing floor, roof decks and exterior walls that have any dimension larger than 12". Openings required as a result of the work of this contract with both dimensions smaller than 12" shall be provided by the Mechanical Contractor, who shall also provide support steel at these openings as required. All other framing, lintels, miscellaneous supports, etc., required but not specifically shown on the Architectural drawings shall be by this Contractor.
 4. Provide protection of structure, finishes and landscaping from damage

resulting from the work of this Contract. Repair any damage promptly to the satisfaction of the Owner.

5. "The General Contractor is to provide all miscellaneous metal, including loose lintels, required for openings as shown or specified on the Architectural Drawings. The trade requiring a lintel, which is not clearly indicated on either the Architectural or work at new addition and existing renovation construction for the GC to install."
6. Provide painting for "touch up" required to restore "factory finished" equipment and material to its original condition.
7. Provide all Heating, Ventilation, Air Conditioning (HVAC) work as shown or specified including but not limited to vibration isolation, HVAC equipment, ductwork, duct insulation, pipe, piping systems, pipe insulation, air distribution outlets and inlets; instrumentation; test and balance of systems; valving and coil connections; air handlers; fire and smoke dampers; inspections; identification; curbs; fans; unit and cabinet heaters; terminal equipment; hangers; blocking; supports unless designated specifically by the General Contractor, wall sleeves and flashing, etc. as shown and/or specified.
8. The Mechanical Contractor is to provide the condensate drain lines.
9. Install ductwork in accordance with the latest recommendations of ASHRAE and SMACNA for low and medium pressure ductwork.
10. Provide testing and cleaning of distribution systems and equipment and final inspection for each project phase.
11. Provide identification of equipment and ductwork.
12. Provide all insulation required for the scope of this Contract.
13. Furnish any access panels, which are required for, access to the work by this Contract for installation by the GC.
14. Provide relocation of existing equipment as shown or specified.
15. Controls for HVAC equipment shall be furnished by the HVAC Contractor. Disconnects and remote starters for HVAC equipment will be furnished and installed by the Mechanical Contractor.
16. See section 015000 – Temporary Facilities and Utilities section for temporary heating, air conditioning and humidity requirements.
17. Systems must be complete, operational and tested to meet the requirements of PA L&I and local code.
18. Provide all control wiring required for the ATC system with power wiring to be provided by the Electrical Contractor unless noted to be provided by the HVAC Contractor on the schedule drawings.
19. All other duties and requirements identified in the Contract Documents.

2.04 CONTRACT NO. 4 - ELECTRICAL CONSTRUCTION

- A. The work of this Prime Contract Package Description includes, but is not limited to, the Work detailed by the following Specification Sections and as shown or implied and indicated on the Drawings and as described in the narrative Contract Description. The work is not restricted by the division of Drawings or

Specification. Unless otherwise specifically noted, all work to be performed shall consist of providing all labor, materials, equipment and whatever is necessary to complete the work in accordance with the Specifications and applicable Codes.

B. SPECIFICATION SECTIONS:

DIVISION 00 - BIDDING AND CONTRACT REQUIREMENTS
All Sections

DIVISION 01 - GENERAL REQUIREMENTS
All Sections

DIVISION 02 THROUGH DIVISION 14
All Sections (Coordinate)

DIVISIONS 20- 23
All Sections (Coordinate)

DIVISIONS 26-28
All Sections

DIVISIONS 31-34
All Sections (Coordinate)

C. Narrative Description of Contract No.4 - Electrical Construction: The working of this Contract includes, but shall not be limited to the following items:

1. Participate in the coordination drawing process as defined in this specification section.
2. Provide Operation and Maintenance instruction manuals and specified training to the Owner.
3. Provide layout for the General Contractor indicating all openings in the existing floor and roof decks that have any dimension larger than 12". Openings required as a result of the work of this contract with both dimensions smaller than 12" shall be provided by the Electrical Contractor, who shall also provide support steel at these openings as required. All other framing, lintels, miscellaneous supports, etc., required but not specifically shown on the Architectural drawings shall be by this Contractor.
4. Provide start up and training as required by the Contract Documents.
5. Review temporary facilities and controls and electrical specifications for temporary electric requirements. Temporary electric shall be provided and installed by the Electrical Contractor including site and service electric if applicable.
6. Provide painting for "touch up" required to restore "factory finished" equipment and material to its original condition.

7. Provide temporary power and lighting as indicated in specification section 015100 Temporary Utilities and Facilities.
8. Provide all electrical work including testing, conduit, wiring and cable, boxes, wiring devices, enclosures, equipment final connections, support devices, identification, switchboards, disconnect switches, primary and secondary grounding, panel boards, motor controls, lighting fixtures, emergency power and lighting, fire alarm and smoke detection, final HVAC and plumbing electrical connections, hangers, supports unless specifically designated by the General Contractor, blocking, wall sleeves, flashing, etc. as shown and/or specified.
9. Provide all fixtures, equipment, and wiring associated with the following systems as indicated:
 - A. Lighting and lighting controls
 - B. Power devices and distribution
10. Provide all devices, equipment, cabling, and pathways required for extension of the following existing systems:
 - A. Fire Alarm System
 - B. Paging systems
 - C. Access control and security systems
 - D. Telecommunications
11. Provide all cabling and pathways required for extension of the existing CCTV system. Cameras and hardware to be furnished by the Owner, installed by the electrical contractor.
12. It is the intent of the Contract for the Electrical Contractor to provide a complete system for all systems above including conduit, boxes, surfaces, raceway wire, fiber optics, patch panels, connectors, terminations, patch panels, jacks, UTP cabling, testing, equipment, brackets, hardware, layout, check out, training, etc.
13. Provide equipment and all necessary wiring for installation of the following systems
 - A. Fire Alarm System
 - B. Lighting Controls And Devices
 - C. Generator systems
 - D. Integrated communication systems
 - E. Security Management System
 - F. Switchboards / Panel boards
 - G. Telecommunications
14. Provide equipment and all necessary wiring for interfacing of the following systems:
 - A. HVAC Equipment
 - B. Fire Protection Equipment
 - C. Temperature Control
 - D. Plumbing Equipment
 - E. Door operators
17. Provide identification of equipment as required. Provide identification labeling to all devices indicating panel feed and breaker location.

18. Provide all cutting, patching, excavation, and backfill, including work for new incoming service, etc. as necessary to install the work of this Contract.
19. Provide any housekeeping and equipment pads required for equipment (interior or exterior) that are required for the work of this Contract.
20. Provide concrete for encasement of conduit, foundation/base for site lighting, etc. as required for work by this contract. Provide warning tape as required. Provide rebar reinforcement as shown on Contract Documents.
21. Furnish any access panels, which are required for access to the work of this Contract for installation by GC. Provide under floor boxes as shown or specified.
22. Provide power wiring to all HVAC, electrical, plumbing, and automatic temperature controls, etc., as required or shown.
23. Provide testing and documentation of test results for electrical and telecommunications systems as per the Contract Documents. Provide copies of testing and inspections to Owner and Architect and Engineer.
24. Coordinate with Mechanical Contractor for electrical hook-up of mechanical equipment.
25. Electrical Contractor shall include in his bid and be responsible for all cost associated with the Telecommunication Systems.
26. Electrical Contractor shall provide fire alarm wiring to fire sprinkler flow and tamper switches as required.
27. Wire loose motor starters furnished by HVAC and Plumbing Contractors, as part of the General Contract and miscellaneous equipment. The Electrical Contractor shall furnish and install the conduit, wire and disconnects for all systems using 120 Volts A.C. and above.
28. All other duties and requirements identified in the Contract Documents.

NOTE: The above descriptions of the scope of these Contractors' work are not complete descriptions of the Contractors' obligations for this project. The Contractors are reminded to review and familiarize themselves with all relevant Contract Documents.

END OF SECTION 011200

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. **Alternate:** An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
- B. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.
- C. Each of the alternates identified in bid forms are treated as Option Alternates.

1.4 PROCEDURES

- A. **Coordination:** Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. **Notification:** Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.

- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF OPTIONAL ALTERNATES

- A. Reference Bid Forms for Alternates

END OF SECTION 012300

SECTION 012500 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Promptly implement change order procedures.
 - 1. Provide full written documentation and dates required to evaluate changes.
 - 2. Maintain detailed records of work done on a time and material/force account basis.
 - 3. Provide full documentation to Architect on request.
- B. Designate in writing the member of Contractor's organization:
 - 1. Who is authorized to accept changes in the work.
 - 2. Who is responsible for informing others in the Contractor's employ of the authorization of changes in the work.
- C. Owner will designate in writing the person who is authorized to execute Change Orders.

1.2 RELATED REQUIREMENTS

- A. OWNER-CONTRACTOR AGREEMENT: The amount of established unit prices.
- B. GENERAL CONDITIONS of the CONTRACT for CONSTRUCTION:
 - 1. Methods of determining cost or credit to Owner resulting from changes in work made on a time and material basis.
 - 2. Contractor's claims for additional costs.
- C. Section 012900: PAYMENT PROCEDURES
- D. Section 013200: CONSTRUCTION PROGRESS DOCUMENTATION
- E. Section 017800: PROJECT RECORD DOCUMENTS

1.3 DEFINITIONS

- A. Change Order: See General Conditions.
- B. Construction Change Directive, AIA Document G714:
- C. Architect's Supplemental Instructions, AIA Document G710: A written order, instructions, or interpretations, signed by Architect making minor changes in the Work not involving a change in the Contract Sum or Contract Time.

1.4 PRELIMINARY PROCEDURES

- A. Architect may initiate changes by submitting a Proposal Request to Contractor. Request will include:
 - 1. Detailed description of the change, products, and location of the change in the Project.
 - 2. Supplementary or revised Drawings and Specifications.
 - 3. The projected time span for making the change, and a specific statement as to whether overtime work is, or is not, authorized.
 - 4. A specific period of time during which the requested price will be considered valid.
 - 5. Such request is for information only, and is not an instruction to execute the changes, nor to stop work in progress.

- B. Contractor may initiate changes by submitting a written notice to Architect, containing:
 - 1. Description of the proposed changes.
 - 2. Statement of the reason from making the changes.
 - 3. Statement of the effect on the Contract Sum and the Contract Time.
 - 4. Statement of the effect on the work of separate Contractors.
 - 5. Documentation supporting any change in Contract Sum or Contract Time, as appropriate.

1.5 CONSTRUCTION CHANGE AUTHORIZATION

- A. In lieu of Proposal Request, Architect may issue a Construction Change Directive for Contractor to proceed with a change for subsequent inclusion in a Change Order.

- B. Authorization will describe changes in the work, both additions and deletions, with attachments of revised Contract Documents to define details of the change, and will designate the method of determining any change in the Contract Sum and any change in Contract Time.

- C. Owner and Architect will sign and date the Construction Change Directive as authorization for the Contractor to proceed with the changes.

- D. Contractor shall sign and date the Construction Change Directive to indicate agreement with the terms herein.

1.6 DOCUMENTATION OF PROPOSALS AND CLAIMS

- A. Support each quotation for a lump sum proposal, and for each unit price which has not previously been established, with sufficient data to allow Architect to evaluate the quotation.

- B. On each proposal, additional data to support time and cost computations:
1. Labor required. In computation of cost breakdown estimates, the contractor shall use MCAA & SMACNA for all Mechanical labor units and NECA for all Electrical and Means for all other trades labor productivity units.
 2. Equipment required.
 3. Products required.
 - a. Recommended source of purchase and unit cost.
 - b. Quantities required.
 4. Taxes, insurance and bonds.
 5. Credit for work deleted from Contract, similarly documented.
 6. Overhead and profit applied to net of all cumulative additions and deletions.
 7. Justification for any change in Contract Time.
- C. Support each claim for additional costs, and for work done on a time and material/force account basis, with documentation as required for a lump sum proposal, plus additional information.
1. Name of the Owner's authorized agent who ordered the work, and date of the order.
 2. Dates and times work was performed, and by whom.
 3. Time record, summary of hours worked, and hourly rates paid.
 4. Receipts and invoices for:
 - a. Equipment used, listing dates and times of use.
 - b. Products used, listing of quantities.
 - c. Subcontracts.
- D. Document requests for substitutions for Products as specified in Section 016300.

1.7 PREPARATION OF CHANGE ORDERS

- A. Architect will prepare each Change Order.
- B. Form: Change Order, AIA Document G701 unless otherwise directed.
- C. Change Order will describe changes in the work, both additions and deletions, with attachments of revised Contract Documents to define details to the change.
- D. Change Order will provide an accounting of the adjustment in the Contract Sum and in the Contract Time.

- E. Agreement on any change order shall constitute a final settlement on all matters relating to the change in the Work that is subject to the change order, including, but not limited to, all direct and indirect costs associated with such change and any adjustment to the Contract Sum and the Project Schedule.

1.8 LUMP SUM / FIXED PRICE CHANGE ORDER

- A. Content of Change Orders will be based on, either:
 - 1. Architect's Proposal Request and Contractor's responsive Proposal as mutually agreed between Owner and Contractor.
 - 2. Contractor's Proposal for a change, as recommended by Architect.
- B. Owner and Architect will sign and date the Change Order as authorization for the Contractor to proceed with the changes.
- C. Contractor shall sign and date the Change Order to indicate agreement with the terms therein.

1.9 UNIT PRICE CHANGE ORDER

- A. Content of Change Orders will be based on, either:
 - 1. Architect definition of the scope of the required changes.
 - 2. Contractor's Proposal for a change, as recommended by Architect.
 - 3. Survey of completed work.
- B. The amount of the unit prices to be:
 - 1. Those stated in the Agreement.
 - 2. Those mutually agreed upon between Owner and Contractor, if not identified in Agreement.
- C. When quantities of each of the items affected by the Change Order can be determined prior to start of the work:
 - 1. Owner and Architect will sign and date the Change Order as authorization for Contractor to proceed with the changes.
 - 2. Contractor shall sign and date the Change Order to indicate agreement with the terms therein.
- D. When quantities of the items cannot be determined prior to start of the work:
 - 1. Architect will issue a Construction Change Directive directing Contractor to proceed with the change on the basis of Unit Prices, and will cite the applicable unit prices.

2. At completion of the change, Architect will determine the cost of such work based on the unit prices and quantities used.
 - a. Contractor shall submit documentation to Architect to establish the number of units of each item and any claims for a change in Contract Time on a daily basis.
3. Architect will sign and date the Change Order to establish the change in Contract Sum and in Contract Time.
4. Owner and Contractor will sign and date the Change Order to indicate their agreement with the terms therein.

1.10 TIME AND MATERIAL / FORCE ACCOUNT CHANGE ORDER / CONSTRUCTION CHANGE AUTHORIZATION

- A. Architect and Owner will issue a Construction Change Directive directing Contractor to proceed with the changes.
- B. Contractor will submit to the Architect on all inclusive list of labor rates within 20 days from issuance of Contract Documents and prior to the start of any time and material work.
- C. Should time allow, prior to commencement of work, Contractor shall submit to the Architect a "not to exceed quotation" for extra work being done on a time and material force account change order.
- D. Contractor will submit daily work sheets to the Architect for approval by the following day.
- E. At completion of the change, Contractor shall submit itemized accounting and supporting data as provided in the Article "Documentation of Proposals and Claims" of this section. Supporting data shall include daily worksheets signed by Architect.
- F. Architect will determine the allowable cost of such work including overhead and profit, as provided in the General Conditions and Supplementary Conditions.
- G. Architect will sign and date the Change Order to establish the change in Contract Sum and in Contract Time.
- H. Owner and Contractor will sign and date the Change Order to indicate their agreement therewith.

1.11 CORRELATION WITH CONTRACTOR'S SUBMITTALS

- A. Contractor will periodically revise Schedule of Values and Request for Payment forms to record each change as a separate item of work, and to record the adjusted Contract Sum.

- B. General Contractor will revise the Construction Schedule to reflect each change in Contract Time.
 - 1. Revise sub-schedules to show changes for other items of work affected by the changes.
- C. Upon completion of work under a Change Order, Contractor will enter pertinent changes in Record Documents.

1.12 UNJUST ENRICHMENT

- A. In no event shall Owner be subject to a claim of unjust enrichment or quantum meruit, regardless of whether Owner has been unjustly enriched.
- B. Contractor hereby waves any right to make or bring a claim of unjust enrichment on quantum meruit.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 012500

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of Contract, including General Conditions and other Division 1, Specifications Sections, apply to this Section.

1. Provisions of this section apply to the work of the Prime Contract.

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements governing the Contractor's Applications for Payment.

B. This Section specifies administrative and procedural requirements governing each Prime Contractor's Applications for Payment.

1. Coordinate the Schedule of Values and Applications for Payment with the Contractor's Construction Schedule. List of Subcontracts, and Submittal Schedule.

C. The Contractor's Construction Schedule and Submittal Schedule are included in Section "Submittals".

1.3 SCHEDULE OF VALUES

A. Coordinate preparation of the Schedule of Values with preparation of the Contractor's Construction Schedule.

B. The Contractor shall coordinate preparation of its Schedule of Values for its part of the work with preparation of the Contractor's Construction Schedule.

1. Correlate the items in the Schedule of Values with other required administrative schedules and forms, including:

- a. Contractor's construction schedule.
- b. Application for Payment form.
- c. List of subcontractors.
- d. Schedule of alternates.
- e. List of products.
- f. List of principal suppliers and fabricators, if items purchased by Contractor.
- g. Schedule of submittals.

2. Submit the Schedule of Values within 10 days of award of contract.

3. Sub-Schedules: Where the work is separated into phases, areas or floors that require separate payments, provide sub-schedules showing values correlated with portion of the work.
- C. Format: Use the Project Manual Table of Contents as a guide to establish the format for the Schedule of Values.
1. Type Schedule on AIA Document G703 - Continuation Sheet for Application and Certificate for Payment or on 8-1/2 x 11 in. white bond paper.
 2. Contractor's standard forms or media driven printout will be considered upon request.
 3. Follow Table of Contents or Project Manual for listing component parts. Identify each line item by number and title of major Specification Section. Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of the Architect.
 - c. Project number.
 - d. Contractor's name and address.
 - e. Date of submittal.

D. Content:

1. List each "Major Item of Work" and each "Subcontracted Item of Work" and each item covered under "General Conditions": As a separate line item to serve as a basis for computing values for Progress Payments.
2. For each major line item, list sub-values of products operations under the item.
3. For the various portions of the Work:
 - a. Each item shall include a directly proportional amount of the Contractor's overhead and profit.
 - b. For items on which progress payments will be requested for stored materials, breakdown the value into:
 1. The cost of the materials, delivered and unloaded, with taxes paid.
 2. The total installed value.
 - c. Contractor shall include in various items a proportional amount of overhead and profit on Owner's direct purchased materials which were included in Contractor's bid.
4. Submit a "Sub-Schedule" of unit costs and quantities for each separate stage, phase or portion of Work with unit values for the materials to be purchased by Contractor broken down into:
 - a. Cost of the material, delivered and unloaded at the site, with taxes paid.
 - b. Installation costs, including Contractor's overhead and profit.

5. The installed unit volume multiplied by the quantity listed shall equal the cost of that item in the Schedule of Values.
6. The sum of all values listed in the schedule shall equal the total Contract Sum.

1.4 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by the Architect and paid for by the Owner.
 1. The initial Application for Payment, the Application for Payment at time of Substantial Completion, and the final Application for Payment involve additional requirements.
- B. Payment: After the Architect has issued a Project Certificate for Payment, the Owner shall make payment within the time provided in the Contract Documents.
- C. Payment Application Times: Pencil copies of pay applications are due to be submitted to the Architect on the 25th day of each month for work completed up to that day. Upon approval by the Architect, three (3) notarized originals shall be sent to the Architect for further processing. Originals must be received by the Architect by the 1st of each month. Contractors will receive payment in accordance with the general conditions to the contract.
- D. Payment Application Forms: Use AIA Document G702/CMA and Continuation Sheets G703 as the form for Application for Payment.
- E. Application Preparation: Complete every entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Contractor. Incomplete applications will be returned without action.
 1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions have been made.
 2. Include amounts of Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.
- F. Transmittal: Submit FOUR (4) executed copies of each Application for Payment to the Architect by means ensuring receipt by the 1st of the month.
- G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of the first Application for Payment include the following:
 1. Contractor's Construction Schedule per Section 013200.
 2. List of subcontractors.

3. List of principal suppliers and fabricators for both Owner's direct purchase of Materials and Contractors.
 4. Schedule of Values.
 5. Schedule of principal products.
 6. Schedule of unit prices.
 7. Submittal Schedule.
 8. Copies of authorizations and licenses from governing authorities for performance of the work.
 9. Certificates of insurance and insurance policies.
 10. Performance and payment bonds.
- H. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment; this application shall reflect any Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the work. Administrative actions and submittals that shall proceed or coincide with this application include:
1. Occupancy permits and similar approvals.
 2. Warranties (guarantees) and maintenance agreement.
 3. Test/adjust/balance records.
 4. Maintenance instructions.
 5. Meter readings.
 6. Start-up performance reports.
 7. Change-over information related to Owner's occupancy, use, operation and maintenance.
 8. Final cleaning.
 9. Application for reduction of retainage, and consent of surety.
 10. List of incomplete work, recognized as exceptions to Architect's Certificate of Substantial Completion.
- I. Final Payment Application: Administrative actions and submittals which must precede or coincide with submittal of the final payment Application for Payment include the following:
1. Completion of Project close-out requirements.
 2. Completion of Punchlist items.
 3. Transmittal of required Project construction records to Owner.
 4. Resolution of all Claims
 5. Execution of all Change Orders
 6. Assessment of Liquidated Damages
 7. Removal of temporary facilities and services.
 8. Removal of surplus materials, rubbish and similar elements.
 9. Change of door locks to Owner's access.
 10. Consent of Surety to release final payment.
 11. Executed final waiver
- J. Owner Payment

- A. Notwithstanding anything to the contrary, in no event shall Contractor stop the Work in connection with any withholding of payment for an item on failure to make payment relating to an item in connection with a good faith dispute.
- B. Owner reserves the right, at its sole discretion, to issue joint checks. In no event shall joint payment create any obligations or contracts between Owner and a sub-contractor's supplier.

1.5 PAYMENT FOR STORED MATERIALS

The Owner may pay for off site stored materials to be purchased by Contractor, at their discretion and through consultation with the Architect, provided the following requirements are met:

- 1. The Contractor must provide insurance certificate indicating such materials specifically insured. Materials remain the Contractor's insurance responsibility until they are delivered to the job site, which is when the Owner's Builders Risk goes into effect. Reference insurance specifications.
- 2. Materials shall be segregated and clearly marked with the Owner's name and project name.
- 3. The Contractor must provide a fully executed "Bill of Sale".
- 4. The Contractor must provide proof (through personal inspection by Owner's representative) that materials noted can be physically verified. The Contractor shall reimburse the Owner and Architect for all reasonable expenses associated with representative's inspection trip.

END OF SECTION 012900

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 013110 - PROJECT MEETINGS

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Contractor participation in Preconstruction Meeting and Project Meetings.

1.2 RELATED REQUIREMENTS

- A. Section 013200: CONSTRUCTION PROGRESS DOCUMENTATION
- B. Section 013300: SUBMITTAL PROCEDURES
- C. Section 017800: PROJECT RECORD DOCUMENTS

1.3 PRECONSTRUCTION CONFERENCE (Initial Job Conference)

- A. The Architect and or the Owner's designated Project Representative will schedule THE PRE-CONSTRUCTION CONFERENCE after Notice to Award.
- B. Location: To be determined as determined by the Owners designated project representative.
- C. Attendance:
 - 1. Owner/Owner's Representative.
 - 2. Architect's Representative.
 - 3. Contractor's Representative, as appropriate.
 - 4. Contractor's major Subcontractors' Representatives as deemed appropriate by Contractor.
- D. Agenda: Use this format:
 - 1. Distribution of Contract Documents.
 - 2. Submittal of Source of Supply Forms listing subcontractors, proposed products, Schedule of Values, and progress schedule.
 - 3. Designation of responsible personnel.
 - 4. Procedures and processing of field decisions, required submittals, substitutions, applications for payment, proposal requests, change orders, and Contract close-out procedures.
 - 5. Scheduling, major equipment and component deliveries, and priorities.
 - 6. Use of premises by Owner and Contractor(s).
 - 7. Owner's requirements, and when appropriate, occupancy.
 - 8. Temporary facilities.
 - 9. Security and housekeeping.
 - 10. Procedures for testing.
 - 11. Requirements for start-up of equipment.

12. Inspection and acceptance of equipment put into service during construction.

1.4 PROGRESS MEETINGS

- A. The Owners designated project representative will schedule regular progress meetings as needed and bi-weekly at a minimum.
- B. Called meetings and/or special meetings shall be as appropriate by progress of the work, in the discretion of the Owner, the Owner's Representative or the Architect.
- C. Location of the progress meetings: Job site trailer provided by the GC as noted in specification Section 011200, Multiple Contract Summary.
- D. Attendance:
 1. Owner/Owner's Representative.
 2. Architect's Representative.
 3. Contractors working on site or necessary for coordination of upcoming work (mandatory).
 4. Suppliers or subcontractors if appropriate to the agenda.
- E. Agenda:
 1. Review, approval of minutes of previous meeting.
 2. Review of work progress since previous meeting.
 3. Field observation, problems, conflicts.
 4. Problems which impede Construction Schedule.
 5. Review of off-site fabrication, delivery schedules.
 6. Corrective measures and procedures to regain project's schedule.
 7. Revisions to Construction Schedule.
 8. Progress, schedule, during succeeding work period.
 9. Coordination of schedules.
 10. Review submittal schedules; expedite as required.
 11. Maintenance of quality standards.
 12. Pending changes and substitutions.
 13. Review proposed changes for:
 - a. Effect on Construction Schedule and on Completion date.
 - b. Effect on other contracts of the Project.
 14. Other business.
 15. Discuss outstanding proposal requests, RFI's, change orders, etc.
 16. Safety Issues

1.5 PROJECT SUPERINTENDENT MEETINGS

- A. Will be held by all prime contractors on a weekly basis to be determined.

- B. Called meetings and/or special meetings shall be held as required by progress of the work.
- C. Location of the superintendent meetings: General Contractors construction trailer or as designated by Owner's project representative.
- D. Attendance:
 - 1. Designated Owner's Project Representative.
 - 2. Contractor's superintendent working on site or necessary for coordination of upcoming work (mandatory).
 - 3. Subcontractors Representative as required by Designated Owner's Project Representative or Job Condition.
 - 4. Representative of Prime Contractors not yet mobilized as required by Designated Owner's Project Representative.
 - 5. Suppliers as required.
- E. Agenda:
 - 1. Review, approval of minutes of previous meetings.
 - 2. Review of work progress since previous meetings.
 - 3. Review of upcoming work.
 - 4. Problems/conflicts.
 - 5. Old business/new business.
 - 6. Safety.
 - 7. Daily required manpower report submittals.

1.6 PRE-INSTALLATION MEETINGS

- A. When required in individual specification sections, the respective Contractor shall convene a Preinstallation meeting at the site prior to commencing work of the section.
- B. All Contractors directly affecting, or affected by the work of the specific section shall be required to attend.
- C. The responsible Contractor shall notify the Construction Manager, Architect/Engineer Owner and other affected Contractors five days in advance of the meeting.
- D. The Contractor shall prepare the agenda and preside at the meeting.
 - 1. Review the conditions of installation, preparation and installation procedures.
 - 2. Review the coordination of other work.
- E. The Contractor shall record minutes and distribute copies within five days after the meeting to all participants, with two copies to the Construction Manager, and single copies to the Architect/Engineer, Owner and those affected by the decisions made and information provided.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 013110

SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Pre-bid Schedule
- B. Procedures for preparation, development and updating of CPM CONSTRUCTION SCHEDULE.

1.2 RELATED REQUIREMENTS

- A. Section 011200 - MULTIPLE CONTRACT SUMMARY
- B. Section 013300 - SUBMITTAL PROCEDURES

PART 2 – PROJECT SCHEDULE

2.1 GENERAL

- A. Upon Notice to Proceed the overall Project CPM Schedule will be prepared by the General Contractor in accordance with the following.

PART 3 - CPM CONSTRUCTION SCHEDULING

3.1 GENERAL

- A. The CPM Schedule network plan including any appropriate milestone dates and the computer-produced reports shall be part of the Owner/Contractor agreement as stipulated herein.
- B. The Prime Contractors shall provide all information required by the General Contractor for development of a network plan and schedule for this in accordance with the requirements of this section of the General Requirements.
- C. The purpose of the plan and schedule will be to assure adequate planning and execution of the work of the Prime Contractor, and to assist the Architect in monitoring the progress of the work and evaluating proposed changes to the contract and schedule.
- D. The project management tool commonly called the Critical Path Method (CPM) shall be employed for the planning, scheduling and reporting of all work to be performed under the contract.
- E. Changes to the construction schedule affecting start and completion dates of activities or durations shall not automatically mean that an extension of the

Contract Completion Date is warranted or due the Contractor. A Contract Modification or delay may not affect existing critical activities or may cause non-critical activities to become critical, resulting only in absorbing a part of the available total float that may exist within an activity chain on the Network and no change to the interim milestone dates or the Contract Completion Date.

- F. Total float is defined as the amount of time between the early start date and the late start date, or the early finish date and the late finish date, for each and every activity in the schedule. Float is not for the exclusive use or benefit of either the Owner or any of the Prime Contractors. Extensions of time to interim milestone dates or the Contract Completion Date under the Contract will be granted only to the extent that equitable time adjustment to the activity or activities affected by the Contract Modification or delay exceeds the total float of the affected or subsequent paths and extends any interim milestone date or the Contract Completion Date.
- G. In no event shall any progress report or updated schedule constitute an extension or change of the Contract Time, a milestone date or the Contract Sum unless any such adjustment is agreed to by the Owner and authorized pursuant to a change order.

3.2 INITIAL SUBMITTAL AND NETWORK PREPARATION

- A. To the extent necessary for the General Contractor to reflect in a computerized CPM Schedule network diagram the Prime Contractor's proposed plan for completion of their work, the Prime Contractors shall be prepared to meet with and assist the General Contractor, and furnish information subsequent to award of the contract.
- B. Following the Contract Award, the General Contractor will meet with the other Prime Contractors and conduct a review meeting to assure their understanding of said schedule and contractual milestone dates.
- C. Within ten (10) calendar days after the meeting to review the Project Schedule, the Prime Contractors will provide their proposed plans of operation to the General Contractor. The Contractor's plan of operations shall consist of, but not limited to, the following:
 - 1. List of proposed Construction Activities.
 - 2. List of Proposed Duration's for Construction Activities (in work days).
 - 3. List of proposed Duration's for major procurement items (in work days).
 - 4. Proposed Sequencing of Construction Activities.
- D. The General Contractor and other Prime Contractors will then meet and jointly develop the CPM project schedule, based on all of the Prime Contractor's proposed plans and sequences of operation. Any areas of such plans which conflict with timely completion of the project will be subject to revision unless adequate justification for these plans, duration's and logic.

- E. The Prime Contractor will be responsible for assuring that any and all subcontractor work, as well as his own work, is included and that the diagram shows a coordinated plan of work.
- F. Proposed durations assigned to each activity shall reflect the Prime Contractor's best estimate of time required to complete activity considering the scope and resources planned for activity.
- H. Failure by the Prime Contractors to include the element of work required for performance of the contract shall not excuse any of the Prime Contractors from completing all their work within the Contract Completion Date. If the General Contractor questions any of the Prime Contractor's proposed durations, said Prime Contractor shall within five (5) calendar days provide estimates of his labor and intended crew and/or equipment sizes required for the activity which support the proposed duration.
- I. Seasonal weather conditions will be considered in the planning and scheduling of all work influenced by high or low ambient temperatures to insure the completion of all contract work within the allotted contract time milestone completion dates.

3.3. REVIEW AND APPROVAL

- A. Within ten (10) calendar days after receipt of the CPM Schedule and reports provided by the General Contractor, each Prime Contractor shall meet with the General Contractor, if required, for joint review, correction, or adjustment of the proposed plan and schedule. After these joint meetings, the CPM Schedule and reports will be revised in accordance with agreements reached during the joint reviews. Two (2) copies each of the CPM Schedule and reports will be provided to the Prime Contractors and the Architect. The General Contractor shall provide, on compact disk, an electronic version of the schedule in the native software format to the Architect for verification of conformance with the contract documents. The revised CPM Schedule will be reviewed by the Prime Contractors, and if found to be as previously agreed upon, will be accepted within three (3) working days.
- B. Upon establishment of an agreed upon schedule, the Prime Contractor will sign the CPM Schedule network drawings and computer produced reports, which will then indicate the acceptance and approval of the project schedule, sequence of activities and times for completion. Receipt of the approved project schedule by the Prime Contractor and the Architect will be a condition precedent to the making of any partial payments under the Contract.

3.4 SCHEDULING UPDATING AND REVISIONS

- A. The Approved Project Schedule will be updated by the General Contractor on a monthly basis for the purpose of recording and monitoring the progress of work. The other Prime Contractors shall meet with the General Contractor monthly at a minimum upon request to review actual progress made to date, dates of activities started and completed, and the percentage of work completed to date on each activity started by not completed.

- B. Upon completion of the joint reviews, the General Contractor will revise the schedule to reflect progress of the work to date and provide a copy to the other Prime Contractors.
- C. Based on the result of the progress update, when the approved project schedule no longer represents the actual prosecution and progress of the work, a revision to the schedule logic sequence and the precedence diagram may be required by the Architect or requested by the Prime Contractors.
- D. The Prime Contractors may also request revisions to the logic sequence and precedence diagram in the event his planning for the project is revised. If the Prime Contractor desires to make changes in the Approved Project Schedule to reflect revisions in this method of operating and scheduling, he shall notify the General Contractor in writing two weeks prior to the next schedule update, stating the reasons for the proposed revision.
- E. The General Contractor will give consideration to reasonable requests for changes to the schedule logic sequence.
- F. The General Contractor will prepare a revised construction schedule incorporating the necessary or agreed to changes to the logic sequence and distribute it to all Prime Contractors.
- G. General Contractor shall complete updates & submit updated schedule in paper and electronic format in the native software format to the Architect by the 25th of each month. Failure to submit can be grounds for withholding payment. Prime Contractor not providing updated information to the General Contractor in a timely manner may have payment withheld.
- H. Updating the schedule to reflect actual progress made up to the date of an update shall not be considered revisions to logic sequence and schedule.
- I. If the Prime Contractor does not record any exceptions to the published Project Schedule update or the revised construction schedule within five (5) calendar days of its receipt, he will be deemed to have accepted and approved it.

3.5 RESPONSIBILITY FOR COMPLETION

- A. The Prime Contractor shall furnish sufficient forces, plan and equipment, and shall work such hours including night shift and overtime operations, as necessary to ensure the prosecution of the work in accordance with the most current update of the Project Schedule. If, in the opinion of the Architect, the Prime Contractor falls behind in meeting the schedule as presented in the most current update, the Prime Contractor shall take steps as may be necessary to improve his progress, and the Architect and/or Owner's designated project representative may require him to increase the hours of work, the number of shifts, overtime operations and/or the amount of construction plant and equipment without additional cost to the Owner. All additional expenses incurred by the Owner due to such work will be deducted

from the amount due the Prime Contractor. The provisions of this section shall not be construed as prohibiting work on Saturdays, Sundays, and holidays if the Prime Contractor so elects and if approved by the Architect or the Owner's designated project representative.

- B. Failure of the Prime Contractor to comply with the requirements of this subsection shall be a basis for determination by the Owner that the Prime Contractor is not prosecuting the work with such diligence as will ensure completion within the time stipulated. Upon such determination, the Owner may terminate the Prime Contractor's right to proceed with the Work or any separable part thereof, in accordance with the provisions of Article 14.2 of the General Conditions, or may take such other actions as may be deemed appropriate.
- C. Failure of the prime contractor to comply with the requirements of this subsection shall be a basis for determination by the owner that the prime contractor is not prosecuting the work with such diligence as will ensure completion within the time stipulated. Upon such determination, the owner may terminate the prime contractor's right to proceed with the work or any separable part thereof, in accordance with the provisions of the General Conditions, or may take such other actions as may be deemed appropriate.

3.6 STIPULATIONS

- A. Each prime contractor shall be responsible for understanding the scheduling terminology employed.
- B. The value of creating and maintaining the schedule shall be included in the schedule of values.
- C. Acceptance of the approved baseline construction schedule by each prime contractor shall be a condition precedent to the making of any progress payments under the contract.
- D. The schedule may be used in evaluating proposed changes to the contract and/or to the schedule itself.
- E. Float is not for the exclusive use or benefit of either the owner or any of the prime contractors.
- F. Extensions of time to interim milestone dates or the contract completion date under the contract will be granted only to the extent that equitable time adjustment to the activity or activities affected by the contract modification or delay exceeds the total float of the affected or subsequent paths and extends any interim milestone date or the contract completion date.
- G. Changes to the schedule affecting start and completion dates of activities or durations shall not automatically mean that an extension of the Contract

Completion Date is warranted or due the contractor. A Contract Modification or delay may not affect existing critical activities or may cause non-critical activities to become critical, resulting only in absorbing a part of the available total float that may exist within an activity chain on the network and no change to the interim milestone dates or the Contract Completion Date.

- H. In no event shall any progress report or updated schedule constitute an extension or change of the Contract Time, a milestone date or the Contract Sum unless any such adjustment is agreed to by the owner and authorized pursuant to a change order.
- I. Updating the schedule to reflect actual progress made up to the date of an update shall not be considered revisions to logic sequence and schedule.
- J. If any prime contractor does not record any exceptions to the published project schedule update or the revised construction schedule within five work days of its receipt, he will be deemed to have accepted and approved it.

3.7 SCHEDULING TOOLS AND PROCESSES

- A. The project management tool commonly known as the critical path method (CPM) will be employed for the planning, scheduling and reporting of all work to be performed under the contract.
- B. The scheduling work will be performed within the principles and practices described in The Practice Standard for Scheduling and ANSI/PMI 99-001-2004, cited at the end of this specification section. Other reference books cited there will provide additional clarification and instruction.
- D. Each time the schedule is updated it will be saved and copied. The copy will be used for the next update. Each schedule update will be assigned a unique project ID to differentiate it from other updates in the series.
- E. The primary printed schedule presentation will be in the form of a Gantt Chart (bar chart). The activities will be organized by phases and work areas, according to the configuration of the specific project. In the column section the displayed data will include activity description, original duration, remaining duration (on an updated schedule, but not a baseline), (early) start and (early) finish dates, and total float. The title block will include the unique project ID.

3.8 REFERENCE DOCUMENTS

- A. The Practice Standard for Scheduling. Published by the Project Management Institute, Newtown Square PA, ISBN 13: 978-1-930699-84-7, ISBN 10: 1-930699-84-0.
- B. A Guide to the Project Management Body of Knowledge, ANSI/PMI 99-001-2004, Section III, Chapter 6, Project Time Management. Published by the Project Management Institute, Newtown Square PA,

- C. CPM in Construction Management, 5th Edition. Written by James J. O'Brien and Fredric L. Plotnick, published by McGraw-Hill, ISBN 0071344403.
- D. Project Management: A Systems Approach to Planning, Scheduling and Controlling, 8th Edition. Written by Harold Kerzner, published by John Wiley & Sons, ISBN 0471225770.

END OF SECTION 013200

THIS PAGE LEFT BLANK INTENTIONALLY

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Procedures for preparation and submittal of Shop Drawings, Product Data, and Samples.
- B. Contractor review and approval, and distribution of copies.
- C. SchraderGroup's Sharefile website will be used for submitting Shop Drawings and Product Data.
- D. All contractors are required to use the Procore software system to its fullest reasonable extent. This will include at a minimum, the submission and tracking of all shop drawings, processing of RFI's and completion and submission of daily field reports by the applicable prime contractor.

1.2 RELATED REQUIREMENTS

- A. GENERAL CONDITIONS of the CONTRACT: Definitions and basic responsibilities of entities.
- B. Section 013200 - CONSTRUCTION PROGRESS DOCUMENTATION: Schedule for submittals.
- C. Section 017800 - PROJECT RECORD DOCUMENTS
- D. Section 017810 – WARRANTIES AND BONDS

1.3 SHOP DRAWINGS

- A. Present in a clear and thorough manner in CADD (not hand drawn). Title each drawing with Project name and number.
 - 1. Architect's Shop Drawing, Product Data and Sample Submissions cover sheet shall be fully completed for each submission and permanently attached as the first sheet for all product data, shop drawing, and sample submissions. Submittals not complying with this requirement will be returned to the contractor for non-compliance with the submittal procedures.
- B. Identify field dimensions; show relation to adjacent or critical feature of work or products.

1. Elements of drawings shall be identified by reference to sheet number and detail, schedule or room numbers shown on Contract Drawings.
- C. Minimum sheet size: Manufacturer's standard; adequate to clearly illustrate.
- D. Each contractor submitting shop drawings is required to submit their initial submittal information in pdf format to the Submittal Exchange software that will be utilized by all team members for this project.
- E. Each Contractor submitting shop drawings is required to submit one record hard copy of all final approved submittal information to the Designated Owner's Project Representative until the project completion and then be turned over to the Owner for their use.

1.4 PRODUCT DATA

- A. Submit only pages which are pertinent.
 1. Architect's Shop Drawing, Product Data and Sample Submissions cover sheet shall be fully completed for each submission and permanently attached as the first sheet for all product data, shop drawing, and sample submissions. Submittals not complying with this requirement will be returned to the contractor for non-compliance with the submittal procedures.
 2. Clearly mark each copy of printed data to identify applicable Products, models, options, and other data, referenced to Specification Section and Article number.
 3. Show reference standards, performance characteristics and capacities.
 4. Show dimensions and clearances required.
 5. Show wiring or piping diagrams and controls.
 6. Show component parts, and finishes.
- B. Manufacturer's standard schematic drawings and diagrams:
 1. Modify drawings and diagrams to delete information which is not applicable to the Work.
 2. Supplement standard information to provide information specifically applicable to the Work.
 3. Delete information not applicable.
 4. Provide manufacturer's preparation, assembly, and installation instructions when required by the Specification Section.
- C. Electronic Distribution of Submittals:
 1. When and only if instructed by the Architect or Designated Owner's Project Representative, provide electronic media versions of submittals including but not limited to shop drawings, diagrams and relevant product

data. Information shall be provided by the Contractor in the format specified by the Architect through the use of construction management software for information exchange known as Procore.

1.5 SAMPLES

- A. Office Samples: Limit to items requiring color, pattern and similar selections and shall be sufficient size and quantity to clearly illustrate:
 - 1. Full range of color, texture, and pattern for Architect/Engineer selection.
 - 2. Submit samples for selection of finishes within 20 days after the date of contract.
 - 3. Submit a minimum of two items.
- B. Label each sample with identification required for transmittal letter.
- C. Approved samples which may be used in the Work are indicated in the respective Specification Section.

1.6 COLOR SELECTIONS

- A. The Contractor, as soon as possible, shall assemble from appropriate subcontractors and material suppliers, the manufacturer's names of all material requiring color selection by the Designated Owner's Project Representative/Architect including those already defined on the drawings. Color charts shall be supplied to the Architect and Designated Owner's Project Representative. After the required information has been supplied, the Architect will prepare a complete color schedule based on the approved samples of materials submitted. The Architect will not begin to prepare a color schedule or approve colors of any items until complete information on all items requiring color selection has been supplied by all Contractors.

1.7 MANUFACTURER'S CERTIFICATES

- A. Submit Certificates, in duplicate, in accordance with requirements of each Specification Section.

1.8 CONTRACTOR RESPONSIBILITIES

- A. Review and approve Shop Drawings, Product Data, and Samples PRIOR to submission to Architect and Engineer.
- B. Determine and verify:
 - 1. Field measurements.
 - 2. Field construction criteria.
 - 3. Manufacturer's catalog numbers and similar data.
 - 4. Conformance of submittal with requirements of Contract Documents.

- C. Coordinate each submittal with requirements of the Work and of the Contract Documents.
- D. Sign or initial each sheet of shop drawings and product data and each sample label to certify approval and compliance with requirements of Contract Documents.
- E. Notify the Architect in writing, at time of submission, of ANY AND ALL DEVIATIONS in the submittals from requirements of the Contract Documents.
- F. DO NOT FABRICATE PRODUCTS or begin work which requires submittals until return of submittals with Architect/Engineer review stamp.

1.9 SUBMITTAL REQUIREMENTS

- A. Transmit submittals promptly in accordance with approved Progress Schedule, and in such sequence as to cause NO DELAY in the work or in the work of any other Contractor.
 - 1. The Contractor shall transmit submittals directly to the Architect with a copy to the Owner's Representative.
 - 2. The Contractor shall transmit all submittals using the submittal sheet supplied by the Architect.
 - 3. All submittals shall be made within 20 days of the date of the Notice to Proceed, or as required to maintain the project schedule.

- B. Contractor shall prepare for his use on this project a shop drawing stamp or a permanent stick on label as required in Division 1 and shall contain the following:

 Contractor approves and submits these shop drawings and samples and thereby represents that he has determined and verified all field measurements, field construction criteria, materials, catalog numbers and similar data and that he has checked and coordinated each shop drawing and sample with the requirements of the work and of the Contract Documents and with work of other Contractors.

Date	Contractor
Specification Section _____	Contract No.
Submittal No.	

The above stamp or permanent stick on label shall be affixed by the Contractor to all shop drawings and data submitted by the Contractor thus indicating that the Contractor has thoroughly reviewed same and approves of their content. Drawings not stamped in this manner will be returned to Contractor as "not reviewed" for resubmission and no action shall be taken.

- C. Number of submittals required:

1. Shop Drawings: One (1) copy of all shop drawings will be entered into the Procore system. Shop drawings bearing review comments will be returned to the Contractor digitally by the Architectural / Engineering professional. Submit one final approved hard copy to the Designated Owner's Project Representative for a record copy.
2. Product Data: Submit one (1) copy digitally into the Procore System. Review comments will be returned to the Contractor electronically by the Architectural / Engineering professional. Submit one final approved hard copy to the Designated Owner's Project Representative for a record copy.
3. Samples: Submit Shop Drawing Cover Sheet and Digital photo of sample to SchraderGroup's Sharefile website. Mail one (1) physical copy by any means that includes package tracking to:

ATTN: Renovations to GVSD District Administration Office (Mark Hitchcock)
Schrader Group Architecture LLC
161 Leverington, Avenue, Suite 105
Philadelphia, PA. 19127
215.482.7440

- a. Include Physical copy of shop drawing cover sheet for EACH sample submittal.
- b. All Physical sample submittals remain the property of Schrader Group Architecture.
- c. Upon receipt of Approved digital sample shop review via Submittal Exchange, Contractor shall maintain one physical sample for their records on site and deliver on APPROVED Sample to the Designated Owner's Project Representative on site.
- d. Interior color sample selections will be provided following receipt of all interior color samples listed on 'Interior Color Section Chart'.
- e. Exterior color sample selections will be provided following receipt of all exterior color samples listed on 'Exterior Color Section Chart'.

D. Submittals shall contain:

1. The date of submission and the dates of any previous submissions.
2. The Project title and number.
3. Contract identification.
4. The name of:
 - a. Contractor
 - b. Supplier
 - c. Manufacturer
5. Identification of the project, with the specification section number.
6. Field dimensions, clearly identified as such.

7. Relation to adjacent or critical features of the Work or materials.
8. Applicable standards, such as ASTM or Federal Specification numbers.
9. Identification of deviations from Contract Documents.
10. Identification of revisions on re-submittals.
11. An 8 in. x 3 in. blank space for Contractor and Architect/Engineer stamps.

1.10 RESUBMISSION REQUIREMENTS

- A. Make any corrections or changes in the submittals required by the Architect/Engineer and resubmit under procedures specified for initial submittals.
- B. Indicate any changes which have been made other than those requested by the Architect/Engineer.

1.11 ARCHITECT/ENGINEER REVIEW

- A. Architect's/Engineer's review of submittals is for GENERAL CONFORMANCE ONLY AND IS NOT IMPLIED OR EXPRESSED AS ACCEPTANCE OR APPROVAL of the submission.
- B. Submittals will be reviewed and returned to the Contractor within two (2) weeks following the date of receipt from the Contractor to the Architect.

1.12 DISTRIBUTION

- A. Shop Drawings and copies of Product Data will be available to all Prime Contractors through Submittal Exchange. All contractors and sub-contractors are required to access and review all applicable information provided by other trades on a regular basis. Each Contractor is required to coordinate their work with the other trades through the shop drawing process. No claims will be paid by the Owner for re-work that is required as a result of a failure to coordinate one trade contractor's work with another trade contractor.
- B. Distribute samples which carry the Architect/Engineer stamp of review as directed by the Architect/Engineer.
- C. Contractor will be required to submit one hard copy of all approved shop drawings to the Designated Owner's Project Representative. This hard copy will be turned over to the Owner at the completion of construction.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 013300

SECTION 013500 - SAFETY

PART 1 - GENERAL

1.1 SUMMARY

- A. It is recognized that the safety of all personnel is the responsibility of all participants involved directly in the construction of this Project. It is the contractual obligation of the Contractor to adhere to all requirements of the Occupational Health and Safety Act (OSHA), as well as Local and State safety rules and regulations. The Contractor shall assure the safety of his personnel by providing all protection and safety devices, covers, etc. as they relate to the safe conduct of his work in accordance with all Local, State and Federal regulations. The Contractor is responsible for any safety requirements that are contractually those of any Contractor.
- B. The General Contractor shall be designated as the "Lead Contractor" with respect to jobsite safety. Responsibilities and authority of the Contractor shall be as follows:
1. This Contractor will be responsible to inspect and maintain safe working conditions on the jobsite.
 2. Where the work of one (1) Contractor places another contractor's workers in jeopardy, the "Lead Contractor" shall direct and coordinate the effort of the Contractor to ensure that jobsite safety is maintained.
 3. This contractor will maintain an OSHA Certified "competent person" on site at all times designated to make safety inspections and to serve as the designated representative in charge of safety during the inspection by OSHA employees.
 4. This Contractor may direct another Subcontractor to make corrections in the event of a safety violation. Failure of another Subcontractor to take prompt action (within 24 hours following written notice) to correct a safety violation will empower this Contractor to make the necessary corrections and to receive full compensation for such corrections directly from the Subcontractor.
 5. This Contractor's responsibilities and corresponding authority will be as defined in the General Conditions of the Contract for Construction.
 6. The Prime Contractor will maintain primary responsibility for the safety of their workers. The "Lead Contractor" will serve to identify areas of concern and will endeavor to accomplish required corrections through cooperation of other Prime Contractor. In the event this effort is unsuccessful, the "Lead Contractor" will take action as defined above.
 7. The Owner will support the decisions and action taken by the "Lead Contractor" to maintain jobsite safety. The Owner will promptly make payment to the "Lead Contractor" when corrective action has been taken on behalf of an offending Contractor, and the "Lead Contractor" has provided appropriate documentation.

8. Lead Safety Contractor shall provide regular and periodic safety inspections and reports by an independent safety professional. Inspections and reports shall be performed at least once each month.
9. The contractor shall provide a safety representative who is trained in First Aid and CPR.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION

3.1 ACCIDENTS

- A. The Contractor shall notify the Owner of any personal injury that could require medical treatment of any Contractor or his subcontractor's employees at the project site. Also, any damage to property arising in connection with the Contractor's performance should be told to the Owner as promptly as possible after the occurrence of such injury or damage but at the maximum 24 hours. Within 48 hours of such occurrence, the Contractor shall furnish to the Owner a complete written report of such injury or damage. Accident Reports shall include specific actions taken by Contractor to preclude recurrence of similar incidents.

3.2 EMERGENCY DATA

- A. The Contractor shall provide the Owner with the following emergency data prior to beginning work at the project site:
 1. Emergency care facility to be utilized, address and telephone number.
 2. Insurance Company and local agent/name, address and telephone number.
 3. Detailed description of overall corporation or company safety program.
 4. Employees qualified in any type of first aid, list employee and associated skill.
 5. Detailed description of specifically tailored job site safety program.
 6. Identify corporate and job site safety officer.
 7. Submit weekly TOOL BOX SAFETY TALK program/meeting minutes including;
 - a. Day of week.
 - b. Time of day.
 - c. Location.
 - d. Attendance record.
 - e. Agenda.
 - f. Unsafe items previously discussed, date of correction.
 - g. Identify on site personnel with FIRST AID training.

- 8. All applicable MSDS Program sheets. (Include numbered pages and table of Contents.)
- 9. Submit completed hazardous substance survey form.
- 10. Review project "Emergency Response Plan" with Construction Manager.

3.3 SAFETY AGREEMENT

- A. Contractor shall review and comply with the following Safety Agreement before beginning work: (This will be issued as a separate document with a signatory line)

As a Contractor under this Contract, you have, by accepting this Contract, obligated yourself to conduct all your operations within this Safety Agreement

The Contractor agrees that the prevention of accidents to employees engaged in the Work under this Agreement is the responsibility of the Contractor.

The Contractor agrees to comply with all laws, regulations and codes concerning safety as shall be applicable to the Work and to the safety standards established during the progress of the Work. When so ordered, the Contractor agrees to stop any part of the Work which the "Lead Contractor" or any other applicable agency may deem unsafe until corrective measures satisfactory to the Owner and in accordance with the applicable Federal and/or State regulations have been taken and further agrees to make no claim for damages growing out of such stoppages. Should the Contractor neglect to adopt such corrective measures, the Owner, may elect to hire an entity, perform the corrections and deduct the cost from payments due or to become due the Contractor. Failure on the part of the Owner to stop unsafe practices shall in no way relieve the Contractor of his responsibility.

The Contractor realizes that an effective accident prevention program is to the mutual benefit of all Contractor through improved employee and public relations and through increased efficiency and production. Further, no accident prevention activity can be truly effective without the sincere cooperation of the Contractor performing on the site. Your attention is directed, but not limited to the following items:

Signature: _____

Date: _____

3.4 HOUSEKEEPING

- A. Indiscriminate accumulations of debris, waste or scrap in work areas will not be permitted. (Areas will be designated for storage or disposal.) All materials, tools and equipment must be stored in an orderly manner in designated areas.
- B. Daily clean-up is expected with a weekly inspection by the Owners Designated Project Representative.

3.5 PERSONAL PROTECTION EQUIPMENT

- A. Contractor must furnish their employees with the proper type of personal protective equipment as required by the operations being performed, including, but not necessarily limited to the following:
 - 1. Hard Hats must be furnished to employees and worn at ALL times when on this project, whether or not an overhead hazard exists or what state the project may be in.
 - 2. The Owner requires that appropriate attire be worn at all times while employees are working on-site. Appropriate attire shall be as deemed necessary by the Owner and in accordance with all applicable OSHA regulations.
 - 3. No shorts, no tank-tops, no clothing with inappropriate verbiage or images allowed. This is an educational facility with children aged 5-12, appropriate action is required at all times.

3.6 SAFETY MEETINGS

- A. The Contractor is required to conduct and all employees are required to attend a "Tool Box" type safety meeting at the beginning of each week. The meetings may either be presided over by Contractor's foreman or another competent representative designated by the Contractor.

3.7 FIRE PROTECTION

- A. When necessary, the Contractor must supply approved type fire extinguisher for emergency use within his own immediate area of operation, including the Contractor's office, tool and storage enclosures.

3.8 TREATMENT OF INJURIES

- A. The Contractor shall require that all employees injured (no matter how slight) while working on this project, report immediately for First Aid Treatment. The Contractor shall maintain adequate First Aid Facilities in the field.

3.9 COOPERATION

- A. Any deviation from this course of action will be called to the attention of the Contractor for immediate correction. Conversely, the Contractor should call attention to any unsafe conditions or unsafe practice by other Contractor at the site.

3.10 INSTALLED SAFETY APPARATUS

- A. The Contractor is responsible for the reinstallation of safety apparatus installed by other Contractor if removed to facilitate the installation of their own contract work. The Contractor is to return the safety cables to an OSHA approved condition without slack.

3.11 WEAPONS POLICY

- A. PA State law requires that all persons are prohibited from carrying, possessing or storing a handgun firearm, or weapon of any kind while on the project, regardless of whether the person has registered the weapon or is licensed to carry a concealed weapon.
- B. Failure to abide all terms and conditions of the policy will result in discipline up to and including termination. Further, carrying any weapon onto the owner's property in violation of this policy will be considered an act of criminal trespass and possession of a weapon will be grounds for immediate removal of the person from the Project Site, and may result in prosecution.

3.13 RADIOS

- A. The playing of radios will not be permitted on this project.

3.14 SMOKING

- A. No smoking or vaping shall be allowed on school property or surrounding within property within sight of the District property.

END OF SECTION 013500

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 014100 - REGULATORY REQUIREMENTS

PART 1 - GENERAL

1.1 DESCRIPTION OF REQUIREMENTS

- A. This section specifies procedural and administrative requirements for the compliance with governing regulations and imposed codes and standards, including the obtaining of permits, licenses, inspections, releases and similar requirements associated with regulations, codes and standards. "Regulations" is defined to include those rules, conventions and agreements within the construction industry which effectively control the performance of the work, regardless of whether lawfully imposed by governing authority.
- B. Refer to the General Conditions and Statutory Requirements for requirements related to the compliance with governing regulations.

1.2 RELATED REQUIREMENTS

- A. General Conditions
- B. Section 014200 - REFERENCE STANDARDS AND DEFINITIONS

1.3 STANDARDS

- A. Except to the extent more explicit or more stringent requirements are written directly into the Contract Documents, applicable standards of the construction industry have the same force and effect (and are made a part of the Contract Documents by reference) as if copied directly into the Contract Documents, or as if published copies were bound herewith.
 - 1. Referenced standards, referenced directly in the Contract Documents or by governing regulations have precedence over non-referenced standards which are recognized in the industry for applicability to the work.
 - 2. Non-referenced standards are hereby defined to have no particular applicability to the work, except as a general measurement of whether work complies with standards recognized in the construction industry.
- B. Except as otherwise indicated, where compliance with an industry standard is required, comply with the standard in effect as of the date of the Contract Documents.
- C. Where compliance with two or more standards is specified, and the standards may establish different or conflicting requirements for minimum quantities or quality levels, implement the requirement which is of greater quality.

- D. The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. In complying with these requirements, indicated numeric values are minimum or maximum, as appropriate for the context of the requirements. Refer uncertainties to the Architect for a decision before proceeding.
- E. Copies of Standards: Each entity engaged in construction on the project is required to be familiar with industry standards applicable to that entity's construction activity. Copies of applicable standards are not bound with the Contract Documents.
1. Where copies of standards are needed for performance of a required construction activity, the Contractor shall obtain copies directly from the publication source.
- F. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. Where such acronyms or abbreviations are used in the Specifications or Contract Documents, they mean the recognized name of the trade association, standards generating organization, authority having jurisdiction, or other entity applicable to the context of the text provision. Refer to the "Encyclopedia of Associations", published by Gale Research Co., available in most libraries.

1.4 GOVERNING REGULATIONS/AUTHORITIES

- A. The procedure followed by the Architect/Engineer has been to contact governing authorities where necessary to obtain information needed for the purpose of preparing the Contract Documents, recognizing that such information may or may not be of significance in relation to the Contractor's responsibilities for performing the work. Contact governing authorities directly for necessary information and decisions having a bearing on the performance of the work. Advise the Architect of any and all changes.
1. Copies of Correspondence: During preparation of Contract Documents, the Architect/Engineer may have maintained a file of correspondence with governing authorities. This file may therefore be available at the A/E office for reference by bidders/contractors.
- B. The Contractor shall observe all laws and regulations, pertaining to his work including regulations of the Department of Labor and Industry, the Department of Health, and any other local laws or ordinances, and shall furnish as required, any permits, licenses, and certificates and pay any fees incidental thereto.
- C. The Contractor shall comply with all applicable tax laws and shall pay for all permits, fees, and notices required in the performance of the work. The Contractor shall give all notices and comply with all applicable laws, ordinances, regulations, rules, and orders of any public authority bearing on the performance of the work.

The Contractor shall be responsible for the acts and/or omissions of all his employees and all subcontractors, their agents and employees, and all other persons performing any of the work under a contract with the Contractor.

- D. The Contractor shall comply with all applicable, laws, ordinances, rules, regulations, and orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss. Contractor shall erect and maintain as required by existing conditions and progress of the work, until the acceptance of the completion of their portion of the project, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying Owners and users of adjacent utilities. In no event shall Owner have control over or be responsible for acts or omissions of the Contractor. At all times shall Contractor be the controlling employer responsible for the safety programs and precautions applicable to its own Work and the activities of other's work in areas designed to be controlled by Contractor. Contractor shall control the activities of its employees and any other persons or entities for whom Contractor is responsible. Contractor shall be liable for each hazardous condition which Contractor either creates or controls, whether or not the persons exposed to the hazard are the Contractor's employees or agents.
- E. In the event an action is undertaken against the Owner for violations of law as a result of conditions allegedly created or controlled in whole or in part by Contractor or its sub-contractors, regardless of their, or any other person or entity for whom Contractor is responsible, Contractor shall defend, indemnify and hold harmless the Owner and Architect from any and all costs on damages which may be assessed as the result of such action, including attorney's fees and disbursements incurred in the defense and/or appeal of such action.

1.5 CODES AND REGULATIONS

- A. The Contractor shall comply with all Federal, State and Local codes and ordinances including, but not limited to, the following:
1. 2018 Edition of International Building Code, and the locally adopted amendments, including Plumbing and Electrical codes.
 2. Pennsylvania Department of Labor and Industry "Building Regulations for Protection from Fire and Panic".
 3. NFPA - National Fire Protection Association.
 4. NEC - National Electrical Code
 5. EPA - Environmental Protection Administration
- B. The Contractor for the work hereunder shall be totally responsible for compliance with regulations established under the Federal Occupational Safety and Health Act of 1970 including agreements with the U.S. Department of Labor and the Commonwealth of Pennsylvania under the State plan section of the act and any applicable amendments or revisions thereof whether associated with the furnishings or equipment and/or systems, the furnishing and installation of the

equipment and/or systems, the construction of facilities, the performance of services or any other similar contractual relations.

- C. The Contractor shall be responsible and shall indemnify and hold harmless the Owner and Architect for any violations of the Regulations including payment of costs involved with correction of violations, hearing or appeal procedures, claims and/or fines associated with said violations.

1.6 REGULATIONS GOVERNING ASBESTOS

- A. Should material known or suspected to contain asbestos be encountered, the Contractor shall cease operations in that area and notify the Owner's representative or Architect immediately. In this event, the Owner will:
1. Restrict or deny access to all or part of the site if deemed necessary for protection of workers and occupants during testing and removal operations.
 2. Have material tested to verify presence or absence of ACM if such testing has not previously been performed.
 3. If ACM is present, contract to have the material removed by a qualified contractor in accordance with the latest applicable statutes and regulations of the Commonwealth of Pennsylvania and the latest rules and regulations of the United States Environment Protection Agency as they pertain to the emission of asbestos into the air during construction and demolition work.
- B. Should asbestos material be encountered on the job, each contractor shall comply with all of the latest statutes and regulations of the Commonwealth of Pennsylvania and all of the latest rules and regulations of the United States Environmental Protection Agency as they pertain to the emission of asbestos into the air during construction and demolition work and the disposal of material asbestos. Particular attention is drawn to Code of Federal Regulations, Title 40, Part 61, "Section 112 of Clean Air Act".

"Each contractor shall comply fully with the latest regulations of OSHA as they pertain to the protection of workers exposed to the emission of asbestos fibers and shall take all steps necessary to protect his employees, as well as all other people engaged in the building, from exposure to asbestos fibers resulting from his work."

1.7 SUBMITTALS

- A. For the Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, and similar documents, correspondence and records established in conjunction with compliance with standards and regulations bearing upon the performance of the work.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 014100

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 014200 - REFERENCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 DEFINITIONS

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.
- C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "approved," "required," and "permitted" have the same meaning as "directed."
- D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."
- E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.
- F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. "Install": Operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- H. "Provide": Furnish and install, complete and ready for the intended use.
- I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

1.3 INDUSTRY STANDARDS

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.
- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents, unless otherwise indicated.
- C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.
- D. Abbreviations and Acronyms for Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. Names, telephone numbers, and Web-site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

ADAAG	Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities Available from Access Board www.access-board.gov	(800) 872-2253 (202) 272-0080
CFR	Code of Federal Regulations Available from Government Printing Office www.access.gpo.gov/nara/cfr	(888) 293-6498 (202) 512-1530
CRD	Handbook for Concrete and Cement Available from Army Corps of Engineers Waterways Experiment Station www.wes.army.mil	(601) 634-2355
FED-STD	Federal Standard (See FS)	
FTMS	Federal Test Method Standard (See FS)	
UFAS	Uniform Federal Accessibility Standards Available from Access Board www.access-board.gov	(800) 872-2253 (202) 272-0080

1.4 ABBREVIATIONS AND ACRONYMS

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Gale Research's "Encyclopedia of Associations" or in Columbia Books' "National Trade & Professional Associations of the U.S."

- B. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web-site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

AA	Aluminum Association, Inc. (The) www.aluminum.org	(202) 862-5100
AAADM	American Association of Automatic Door Manufacturers www.aaadm.com	(216) 241-7333
AABC	Associated Air Balance Council www.aabchq.com	(202) 737-0202
AAMA	American Architectural Manufacturers Association www.aamanet.org	(847) 303-5664
AASHTO	American Association of State Highway and Transportation Officials www.transportation.org	(202) 624-5800
AATCC	American Association of Textile Chemists and Colorists (The) www.aatcc.org	(919) 549-8141
ABMA	American Bearing Manufacturers Association www.abma-dc.org	(202) 367-1155
ACI	ACI International (American Concrete Institute) www.aci-int.org	(248) 848-3700
ACPA	American Concrete Pipe Association www.concrete-pipe.org	(972) 506-7216
AEIC	Association of Edison Illuminating Companies, Inc. (The) www.aeic.org	(205) 257-2530
AFPA	American Forest & Paper Association (See AF&PA)	

AF&PA	American Forest & Paper Association www.afandpa.org	(800) 878-8878 (202) 463-2700
AGA	American Gas Association www.aga.org	(202) 824-7000
AGC	Associated General Contractors of America (The) www.agc.org	(703) 548-3118
AHA	American Hardboard Association (Now part of CPA)	
AHAM	Association of Home Appliance Manufacturers www.aham.org	(202) 872-5955
AI	Asphalt Institute www.asphaltinstitute.org	(859) 288-4960
AIA	American Institute of Architects (The) www.aia.org	(800) 242-3837 (202) 626-7300
AISC	American Institute of Steel Construction www.aisc.org	(800) 644-2400 (312) 670-2400
ISI	American Iron and Steel Institute www.steel.org	(202) 452-7100
AITC	American Institute of Timber Construction www.aitc-glulam.org	(303) 792-9559
ALCA	Associated Landscape Contractors of America www.alca.org	(800) 395-2522 (703) 736-9666
ALSC	American Lumber Standard Committee, Incorporated www.alsc.org	(301) 972-1700
AMCA	Air Movement and Control Association International, Inc. www.amca.org	(847) 394-0150
ANSI	American National Standards Institute www.ansi.org	(202) 293-8020
AOSA	Association of Official Seed Analysts www.aosaseed.com	(505) 522-1437
APA	APA - The Engineered Wood Association www.apawood.org	(253) 565-6600

APA	Architectural Precast Association www.archprecast.org	(239) 454-6989
API	American Petroleum Institute www.api.org	(202) 682-8000
ARI	Air-Conditioning & Refrigeration Institute www.ari.org	(703) 524-8800
ARMA	Asphalt Roofing Manufacturers Association www.asphaltroofing.org	(202) 207-0917
ASCE	American Society of Civil Engineers www.asce.org	(800) 548-2723 (703) 295-6300
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers www.ashrae.org	(800) 527-4723 (404) 636-8400
ASME	ASME International (The American Society of Mechanical Engineers International) www.asme.org	(800) 843-2763 (212) 591-7722
ASSE	American Society of Sanitary Engineering www.asse-plumbing.org	(440) 835-3040
ASTM	ASTM International (American Society for Testing and Materials International) www.astm.org	(610) 832-9585
AWCI	AWCI International (Association of the Wall and Ceiling Industries International) www.awci.org	(703) 534-8300
AWCMA	American Window Covering Manufacturers Association (See WCSC)	
AWI	Architectural Woodwork Institute www.awinet.org	(800) 449-8811 (703) 733-0600
AWPA	American Wood-Preservers' Association www.awpa.com	(334) 874-9800
AWS	American Welding Society www.aws.org	(800) 443-9353 (305) 443-9353
AWWA	American Water Works Association www.awwa.org	(800) 926-7337 (303) 794-7711

BHMA	Builders Hardware Manufacturers Association www.buildershardware.com	(212) 297-2122
BIA	Brick Industry Association (The) www.bia.org	(703) 620-0010
BICSI	BICSI www.bicsi.org	(813) 979-1991
BIFMA	BIFMA International (Business and Institutional Furniture Manufacturer's Association International) www.bifma.com	(616) 285-3963
CCC	Carpet Cushion Council www.carpetcushion.org	(203) 637-1312
CCFSS	Center for Cold-Formed Steel Structures www.umn.edu/~ccfss	(573) 341-4471
CDA	Copper Development Association Inc. www.copper.org	(800) 232-3282 (212) 251-7200
CEA	Canadian Electricity Association www.canelect.ca	(613) 230-9263
CFFA	Chemical Fabrics & Film Association, Inc. www.chemicalfabricsandfilm.com	(216) 241-7333
CGA	Compressed Gas Association www.cganet.com	(703) 788-2700
CGSB	Canadian General Standards Board www.pwgsc.gc.ca/cgsb	(800) 665-2472 (819) 956-0425
CIMA	Cellulose Insulation Manufacturers Association www.cellulose.org	(888) 881-2462 (937) 222-2462
CISCA	Ceilings & Interior Systems Construction Association www.cisca.org	(630) 584-1919
CISPI	Cast Iron Soil Pipe Institute www.cispi.org	(423) 892-0137
CLFMI	Chain Link Fence Manufacturers Institute www.chainlinkinfo.org	(301) 596-2583
CPA	Composite Panel Association	(301) 670-0604

	www.pbmdf.com	
CPPA	Corrugated Polyethylene Pipe Association www.cppa-info.org	(800) 510-2772 (202) 462-9607
CRI	Carpet & Rug Institute (The) www.carpet-rug.com	(800) 882-8846 (706) 278-3176
CRSI	Concrete Reinforcing Steel Institute www.crsi.org	(847) 517-1200
CSA	CSA International (Formerly: IAS - International Approval Services) www.csa-international.org	(800) 463-6727 (416) 747-4000
CSI	Construction Specifications Institute (The) www.csinet.org	(800) 689-2900 (703) 684-0300
CSSB	Cedar Shake & Shingle Bureau www.cedarbureau.org	(604) 820-7700
CTI	Cooling Technology Institute (Formerly: Cooling Tower Institute) www.cti.org	(281) 583-4087
DHI	Door and Hardware Institute www.dhi.org	(703) 222-2010
EIA	Electronic Industries Alliance www.eia.org	(703) 907-7500
EIMA	EIFS Industry Members Association www.eima.com	(800) 294-3462 (770) 968-7945
EJCDC	Engineers Joint Contract Documents Committee www.asce.org	(800) 548-2723 (703) 295-6300
EJMA	Expansion Joint Manufacturers Association, Inc. www.ejma.org	(914) 332-0040
ESD	ESD Association	(315) 339-6937
FCI	Fluid Controls Institute www.fluidcontrolsinstitute.org	(216) 241-7333
FIBA	Federation Internationale de Basketball Amateur (The International Basketball Federation) www.fiba.com	41 22 545 00 00

FIVB	Federation Internationale de Volleyball (The International Volleyball Federation) www.fivb.ch	41 21 345 35 35
FM FMG	Factory Mutual System (See FMG) FM Global (Formerly: FM - Factory Mutual System) www.fmglobal.com	(401) 275-3000
FRSA	Florida Roofing, Sheet Metal & Air Conditioning Contractors Association, Inc. www.floridarooft.com	(407) 671-3772
FSA	Fluid Sealing Association www.fluidsealing.com	(610) 971-4850
FSC	Forest Stewardship Council www.fscoax.org	52 951 5146905
GA	Gypsum Association www.gypsum.org	(202) 289-5440
GANA	Glass Association of North America www.glasswebsite.com	(785) 271-0208
GRI	Geosynthetic Research Institute (See GSI)	
GS	Green Seal www.greenseal.org	(202) 872-6400
GSI	Geosynthetic Institute www.geosynthetic-institute.org	(610) 522-8440
HI	Hydraulic Institute www.pumps.org	(888) 786-7744 (973) 267-9700
HI	Hydronics Institute www.gamanet.org	(908) 464-8200
HMMA	Hollow Metal Manufacturers Association (See NAAMM)	
HPVA	Hardwood Plywood & Veneer Association www.hpva.org	(703) 435-2900
HPW	H. P. White Laboratory, Inc. www.hpwhite.com	(410) 838-6550

IAS	International Approval Services (See CSA)	
IBF	International Badminton Federation www.intbadfed.org	(441-24) 223-4904
ICEA	Insulated Cable Engineers Association, Inc. www.icea.net	(770) 830-0369
ICRI	International Concrete Repair Institute, Inc. www.icri.org	(847) 827-0830
IEC	International Electrotechnical Commission www.iec.ch	41 22 919 02 11
IEEE	Institute of Electrical and Electronics Engineers, Inc. (The) www.ieee.org	(212) 419-7900
IESNA	Illuminating Engineering Society of North America www.iesna.org	(212) 248-5000
IGCC	Insulating Glass Certification Council www.igcc.org	(315) 646-2234
IGMA	Insulating Glass Manufacturers Alliance (The) www.igmaonline.org	(613) 233-1510
ILI	Indiana Limestone Institute of America, Inc. www.iliai.com	(812) 275-4426
ISO	International Organization for Standardization www.iso.ch	41 22 749 01 11
ISSFA	International Solid Surface Fabricators Association www.issfa.net	(702) 567-8150
ITS	Intertek www.intertek.com	(800) 345-3851 (607) 753-6711
ITU	International Telecommunication Union www.itu.int/home	41 22 730 51 11
KCMA	Kitchen Cabinet Manufacturers Association www.kcma.org	(703) 264-1690
LMA	Laminating Materials Association www.lma.org	(201) 664-2700

LPI	Lightning Protection Institute www.lightning.org	(800) 488-6864 (847) 577-7200
MBMA	Metal Building Manufacturers Association www.mbma.com	(216) 241-7333
MFMA	Maple Flooring Manufacturers Association www.maplefloor.org	(847) 480-9138
MFMA	Metal Framing Manufacturers Association www.metalframingmfg.org	(312) 644-6610
MH	Material Handling Industry of America (See MHIA)	
MHIA	Material Handling Industry of America www.mhia.org	(800) 345-1815 (704) 676-1190
MIA	Marble Institute of America www.marble-institute.com	(440) 250-9222
MPI	Master Painters Institute www.paintinfo.com	(888) 674-8937
MSS	Manufacturers Standardization Society of The Valve and Fittings Industry Inc. www.mss-hq.com	(703) 281-6613
NAAMM	National Association of Architectural Metal Manufacturers www.naamm.org	(312) 332-0405
NACE	NACE International (National Association of Corrosion Engineers International) www.nace.org	(281) 228-6200
NADCA	National Air Duct Cleaners Association www.nadca.com	(202) 737-2926
NAGWS	National Association for Girls and Women in Sport www.aahperd.org/nagws/	(800) 213-7193, ext. 453
NAIMA	North American Insulation Manufacturers Association (The) www.naima.org	(703) 684-0084
NBGQA	National Building Granite Quarries Association, Inc. www.nbgqa.com	(800) 557-2848
NCAA	National Collegiate Athletic Association (The)	(317) 917-6222

	www.ncaa.org	
NCMA	National Concrete Masonry Association www.ncma.org	(703) 713-1900
NCPI	National Clay Pipe Institute www.ncpi.org	(262) 248-9094
NCTA	National Cable & Telecommunications Association www.ncta.com	(202) 775-3550
NEBB	National Environmental Balancing Bureau www.nebb.org	(301) 977-3698
NECA	National Electrical Contractors Association www.necanet.org	(301) 657-3110
NeLMA	Northeastern Lumber Manufacturers' Association www.nelma.org	(207) 829-6901
NEMA	National Electrical Manufacturers Association www.nema.org	(703) 841-3200
NETA	InterNational Electrical Testing Association www.netaworld.org	(303) 697-8441
NFHS	National Federation of State High School Associations www.nfhs.org	(317) 972-6900
NFPA	NFPA www.nfpa.org	(800) 344-3555 (617) 770-3000
NFRC	National Fenestration Rating Council www.nfrc.org	(301) 589-1776
NGA	National Glass Association www.glass.org	(703) 442-4890
NHLA	National Hardwood Lumber Association www.natlhardwood.org	(800) 933-0318 (901) 377-1818
NLGA	National Lumber Grades Authority www.nlga.org	(604) 524-2393
NOFMA	National Oak Flooring Manufacturers Association www.nofma.org	(901) 526-5016
NRCA	National Roofing Contractors Association www.nrca.net	(800) 323-9545 (847) 299-9070

NRMCA	National Ready Mixed Concrete Association www.nrmca.org	(888) 846-7622 (301) 587-1400
NSF	NSF International (National Sanitation Foundation International) www.nsf.org	(800) 673-6275 (734) 769-8010
NSSGA	National Stone, Sand & Gravel Association www.nssga.org	(800) 342-1415 (703) 525-8788
NTMA	National Terrazzo & Mosaic Association, Inc. www.ntma.com	(800) 323-9736 (540) 751-0930
NTRMA	National Tile Roofing Manufacturers Association (See RTI)	
NWWDA	National Wood Window and Door Association (See WDMA)	
OPL	Omega Point Laboratories, Inc. www.opl.com	(800) 966-5253 (210) 635-8100
PCI	Precast/Prestressed Concrete Institute www.pci.org	(312) 786-0300
PDCA	Painting & Decorating Contractors of America www.pdca.com	(800) 332-7322 (314) 514-7322
PDI	Plumbing & Drainage Institute www.pdionline.org	(800) 589-8956 (978) 557-0720
PGI	PVC Geomembrane Institute www.pgi-tp.ce.uiuc.edu	(217) 333-3929
PTI	Post-Tensioning Institute www.post-tensioning.org	(602) 870-7540
RCSC	Research Council on Structural Connections www.boltcouncil.org	(800) 644-2400 (312) 670-2400
RFCI	Resilient Floor Covering Institute www.rfci.com	(301) 340-8580
RIS	Redwood Inspection Service www.calredwood.org	(888) 225-7339 (415) 382-0662
RTI	Roof Tile Institute (Formerly: NTRMA - National Tile Roofing Manufacturers)	(312) 670-4177

	Association) www.ntrma.org	
SAE	SAE International www.sae.org	(724) 776-4841
SDI	Steel Deck Institute www.sdi.org	(847) 462-1930
SDI	Steel Door Institute www.steeldoor.org	(440) 899-0010
SEFA	Scientific Equipment and Furniture Association www.sefalabs.com	(516) 294-5424
SGCC	Safety Glazing Certification Council www.sgcc.org	(315) 646-2234
SIA	Security Industry Association www.siaonline.org	(703) 683-2075
SIGMA	Sealed Insulating Glass Manufacturers Association (See IGMA)	
SJI	Steel Joist Institute www.steeljoist.org	(843) 626-1995
SMA	Screen Manufacturers Association www.smacentral.org	(561) 533-0991
SMACNA	Sheet Metal and Air Conditioning Contractors' National Association www.smacna.org	(703) 803-2980
SMPTE	Society of Motion Picture and Television Engineers www.smpte.org	(914) 761-1100
SPFA	Spray Polyurethane Foam Alliance (Formerly: SPI/SPFD - The Society of the Plastics Industry, Inc.; Spray Polyurethane Foam Division) www.sprayfoam.org	(800) 523-6154
SPIB	Southern Pine Inspection Bureau (The) www.spib.org	(850) 434-2611
SPI/SPFD	Society of the Plastics Industry, Inc. (The) Spray Polyurethane Foam Division (See SPFA)	

SPRI	SPRI (Single Ply Roofing Institute) www.spri.org	(781) 647-7026
SSINA	Specialty Steel Industry of North America www.ssina.com	(800) 982-0355 (202) 342-8630
SSPC	SSPC: The Society for Protective Coatings www.sspc.org	(877) 281-7772 (412) 281-2331
STI	Steel Tank Institute www.steeltank.com	(847) 438-8265
SWI	Steel Window Institute www.steelwindows.com	(216) 241-7333
SWRI	Sealant, Waterproofing, & Restoration Institute www.swrionline.org	(816) 472-7974
TCA	Tile Council of America, Inc. www.tileusa.com	(864) 646-8453
TIA/EIA	Telecommunications Industry Association/Electronic Industries Alliance www.tiaonline.org	(703) 907-7700
TMS	The Masonry Society www.masonrysociety.org	(303) 939-9700
TPI	Truss Plate Institute, Inc. www.tpinst.org	(608) 833-5900
TPI	Turfgrass Producers International www.turfgrassod.org	(800) 405-8873 (847) 705-9898
UL	Underwriters Laboratories Inc. www.ul.com	(800) 285-4476 (847) 272-8800
UNI	Uni-Bell PVC Pipe Association www.uni-bell.org	(972) 243-3902
USAV	USA Volleyball www.usavolleyball.org	(888) 786-5539 (719) 228-6800
USGBC	U.S. Green Building Council www.usgbc.org	(202) 828-7422
USITT	United States Institute for Theatre Technology, Inc. www.usitt.org	(800) 938-7488 (315) 463-6463

WASTEC	Waste Equipment Technology Association www.wastec.org	(800) 424-2869 (202) 244-4700
WCLIB	West Coast Lumber Inspection Bureau www.wclib.org	(800) 283-1486 (503) 639-0651
WCMA	Window Covering Manufacturers Association (See WCSC)	
WCSC	Window Covering Safety Council (Formerly: WCMA - Window Covering Manufacturers Association) www.windowcoverings.org	(800) 506-4636 (212) 661-4261
WDMA	Window & Door Manufacturers Association (Formerly: NWWDA - National Wood Window and Door Association) www.wdma.com	(800) 223-2301 (847) 299-5200
WI	Woodwork Institute (Formerly: WIC - Woodwork Institute of California) www.wicnet.org	(916) 372-9943
WIC	Woodwork Institute of California (See WI)	
WMMPA	Wood Moulding & Millwork Producers Association www.wmmpa.com	(800) 550-7889 (530) 661-9591
WSRCA	Western States Roofing Contractors Association www.wsrca.com	(800) 725-0333 (650) 548-0112
WWPA	Western Wood Products Association www.wwpa.org	(503) 224-3930

C. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web-site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

IAPMO	International Association of Plumbing and Mechanical Officials www.iapmo.org	(909) 472-4100
ICBO	International Conference of Building Officials (See ICC)	

ICBO ES	ICBO Evaluation Service, Inc. (See ICC-ES)	
ICC	International Code Council (Formerly: CABO - Council of American Building Officials) www.iccsafe.org	(703) 931-4533
ICC-ES	ICC Evaluation Service, Inc. www.icc-es.org	(800) 423-6587 (562) 699-0543

D. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web-site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

CE	Army Corps of Engineers www.usace.army.mil	
CPSC	Consumer Product Safety Commission www.cpsc.gov	(800) 638-2772 (301) 504-6816
DOC	Department of Commerce www.commerce.gov	(202) 482-2000
DOE	Department of Energy www.eren.doe.gov	(202) 586-9220
EPA	Environmental Protection Agency www.epa.gov	(202) 272-0167
GSA	General Services Administration www.gsa.gov	(800) 488-3111 (202) 501-1888
LBL	Lawrence Berkeley Laboratory www.lbl.gov	(510) 486-4000
NCHRP	National Cooperative Highway Research Program (See TRB)	
NIST	National Institute of Standards and Technology www.nist.gov	(301) 975-6478
OSHA	Occupational Safety & Health Administration www.osha.gov	(800) 321-6742 (202) 693-1999

- E. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web-site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 014200

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 014500 - QUALITY CONTROL

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Provision of specified Testing Laboratory Services.
- B. All testing is to be provided by the appropriate Contractor as required for their work unless otherwise noted.

1.2 RELATED REQUIREMENTS

- A. GENERAL CONDITIONS of the CONTRACT: Inspections, testing, and approvals required by public authorities.
- B. INDIVIDUAL SPECIFICATION SECTIONS: Inspections and tests required, and standards for testing.

1.3 DESCRIPTION

- A. The Owner, through the Architect, will coordinate and pay for concrete compressive strength testing, soils compaction testing, bituminous paving compaction testing, masonry strength testing and inspections and structural steel field inspections for the purpose of quality assurance. All other required testing shall be coordinated and paid for by the Prime Contractor requiring such testing to complete their work.
- B. Employment of testing laboratory shall in NO WAY RELIEVE Contractor of obligation to perform Work in accordance with requirements of Contract Documents and to perform necessary testing and inspections for purposes of quality control.

1.4 REFERENCE STANDARDS

- A. American National Standards Institute (ANSI)/American Society for Testing and Materials (ASTM).
 - 1. ANSI / ASTM D3740 - Practice for Evaluation of Agencies Engaged in Testing and/or Inspection of Soil and Rock as used in Engineering Design and Construction.
 - 2. ANSI / ASTM E329 - Standard Recommended Practice for Inspection and Testing Agencies for Concrete, Steel, and Bituminous Materials as Used in Construction.
- B. 2015 International Building Code (IBC), Chapter 17 – Structural Tests and Special Inspections

- C. American Concrete Institute Building Code – ACI 318
- D. American Welding Society - AWS D1.1

1.5 QUALITY ASSURANCE

- A. Comply with requirements of ANSI / ASTM D3740 and ANSI/ASTM E329.
- B. Testing Laboratory Qualification: Shall have been inspected by a nationally recognized inspection agency, acceptable to Architect/Engineer. Evidence of such inspection and current status shall be provided to Architect/Engineer. In addition, the approved lab shall document participation in a nationally recognized soils and concrete reference testing program during the twelve (12) months preceding the start of work on this project. Results of reference testing shall indicate an average or above rating for the laboratory to be acceptable.
 - 1. Laboratory authorized to operate in State in which Project is located.
- C. Laboratory Representative: Laboratory shall maintain a full-time registered Engineer on staff to review services.
- D. Field Technicians shall be fully certified to perform the field tests and inspections to which they are assigned. At a minimum they shall possess the following certifications:
 - 1. Concrete – ACI Field Technician Level 1
 - 2. Welding – AWS Certification
 - 3. Nuclear Density Probe – Trained and Certified by an agency acceptable to the NRC or other governing body.
- E. Testing Equipment: Shall be calibrated at reasonable intervals with devices of accuracy, traceable to either NBS standards or accepted values of natural physical constants.

1.6 CONTRACTOR SUBMITTALS

- A. PRIOR TO START OF WORK, submit testing laboratory name, address, and telephone number, and names of full-time registered Engineer and responsible officer to Architect. Include qualification data to demonstrate their capabilities and experience.
- B. Submit copy of report of laboratory facilities inspection made by Materials Reference Laboratory of National Bureau of Standards during most recent tour of inspection, with memorandum of remedies of any deficiencies reported by the inspection.
- C. Schedule all tests and inspections, except concrete compressive strength tests, soils compaction tests, bituminous paving compaction tests, and structural steel weld and bolt tests; prepare a schedule of tests, inspections and similar quality

control services required by the Contract Documents. Submit schedule within 30 days of Notice to Proceed.

1.7 LABORATORY RESPONSIBILITIES

- A. Test samples of mixes submitted by Contractor.
- B. Provide qualified personnel at site after due notice; cooperate with Architect/Engineer and Contractor in performance of services.
- C. Perform specified inspections, sampling, and testing of products in accordance with specified standards.
- D. Ascertain compliance of materials and mixes with requirements of Contract Documents.
- E. Promptly notify the Architect and Contractor of observed irregularities or non-conformance of Work or products.
- F. Perform additional inspections and tests required by Architect/Engineer.
- G. Obtain samples at the Project Site or source of the materials to be tested.

1.8 LABORATORY REPORTS

- A. After each inspection and test, promptly submit four (4) copies of laboratory reports to Architect and to Contractor. Report shall include:
 - 1. Date issued.
 - 2. Project title and number.
 - 3. Name of inspector.
 - 4. Date and time of sampling or inspection.
 - 5. Identification of product and Specification section.
 - 6. Location of sample or test in the Project.
 - 7. Type of inspection or test. Date of test. Time of test.
 - 8. Results of tests and compliance with Contract Documents.
- B. Daily Field Reports shall be prepared at the close of each day and distributed to all parties within 24 hours via fax or e-mail.

1.9 LIMITS ON TESTING LABORATORY AUTHORITY

- A. Laboratory MAY NOT release, revoke, alter or enlarge on requirements of Contract Documents.
- B. Laboratory MAY NOT approve or accept any portion of the Work.
- C. Laboratory MAY NOT assume any duties of the Contractor.
- D. Laboratory HAS NO authority to stop Work.

1.10 CONTRACTOR RESPONSIBILITIES

- A. Notify testing agencies at least 24 hours in advance of time when work that requires testing or inspection will be performed.
- B. Cooperate with laboratory personnel, and provide access to Work, and to manufacturer's facilities.
- C. Provide incidental labor and facilities to:
 - 1. Provide access to Work to be tested.
 - 2. To facilitate inspections and tests.
 - 3. Provide for proper storage and curing of test samples in accordance with direction from testing agency.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 014500

SECTION 015100 - TEMPORARY UTILITIES AND FACILITIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies requirements for temporary services and facilities including utilities, construction and support facilities, security and protection, as specified below. The scope of work includes installation, maintenance, and removal of utilities.
- B. Temporary utilities required include, but are not limited to:
 - 1. The Plumbing Contractor shall furnish temporary water service and distribution.
 - 2. Temporary utilities for the field offices is to be provided at the location noted on the Contract Documents or as directed by the Owner's project representative. This includes all work associated with the temporary electric to this location. Each Contractor will make arrangements with the Electrical Contractor to have their trailers connected into the temporary electrical service. The Contractors will be responsible to pay all the labor and material costs and any connection fees used to connect the trailer. The designated Owner's project representative trailer is considered to be part of the temporary power for the project and will be paid for under the power provisions (base bid) in this section. Complete connection of designated Owner's project representative trailer is to be by the Electrical Contractor.
 - 3. Install cabling on proposed temporary electric service poles that will be installed as part of this contract. Electrical Contractor shall provide terminations and required hardware and include any Telephone Company connection fee in the base bid. Individual Contractors shall provide all wiring and costs from central location to trailers, along with telephones and fax machines. Electrical Contractor shall provide DSL or Cable high speed internet access to Owners Representative's trailer. Each Prime Contractor shall be responsible for their own monthly telephone bills. Temporary power for electric services shall be provided at the locations or as directed by the Architect and/or Owner's designated project representative. This includes all work associated with the temporary electric to these locations. Each Contractor will make arrangements with the Electrical Contractor to have their trailers connected into the temporary electrical service. The Contractors will be responsible to pay all the labor and material costs used to connect the trailer.
 - 4. The Electrical Contractor shall provide 400 amp, 277/480V, 3-phase service, including 400 amp 277/480V panelboard, step-down transformer, 400 amp

120/208V, and all feeders and breakers as required located on a service pole near the Owners Representative's trailer. The Electrical Contractor shall provide temporary electric for the building in accordance with OSHA, NEMA and UL compliance installed per the National Electrical Code. Provide two (2) dusk to dawn light fixtures (500 watt min.) located on temporary poles at the lay down area. Refer to the site logistics plan for additional information. Coordinate equipment location with the Owner's designated project representative.

C. Temporary Construction and Support Facilities required include, but not limited to:

1. Temporary heating, dehumidification and ventilating of the building following enclosure shall be furnished by, General Contractor unless otherwise noted in the summary of work. Including but not limited to dehumidification required to install flooring, acoustical, millwork & casework.
2. Negative air pressure requirements, field offices and storage facilities shall be provided by each Prime Contractor. Locations will be coordinated with the Architect and/or Owner's designated project representative. A Site Utilization Plan shall be developed by the Contractors and Owner's Representative following the Preconstruction Meeting.
3. Temporary roads, parking lots & laydown areas shall be provided by General Contractor for the duration of the project
4. Temporary sanitary facilities shall be provided by General Contractor.
5. The General Contractor shall be responsible for all dewatering to perform their work, including the building pads. The General Contractor shall be responsible for all dewatering of foundations in each area except for HVAC, Plumbing, and Electrical Contractors shall provide dewatering for their own work. Any and all mud removals and/or "cave-ins" shall also be excavated and the responsibility of the General Contractor.
6. Temporary building enclosure shall be provided by General Contractor unless noted otherwise in the summary of the work. This is to include all temporary window openings and temporary doorways and roof openings required to ensure temporary weather protection throughout the duration of the project.
7. Each Prime Contractor shall provide for their own hoisting and scaffolding.
8. Temporary project identification signs, including signs for directions, warnings, deliveries and safety shall be provided, posted, and maintained by General Contractor and shall be coordinated by the Architect and/or Owner's designated project representative.
9. Each Prime Contractor shall furnish their own safety and first aid supplies.

D. Security and Protection Facilities required included, but are not limited to:

1. General Contractor shall provide all temporary fire protection and extinguishers and all updated inspections of the same.
2. The General Contractor shall provide barricades, warning signs, and lights.
3. Environmental protection shall be provided by all Trades.
4. Temporary Site Security Fence and Gates shall be provided by the General Contractor. (Refer to Site Logistics Plan for more detail.)

5. Securing of the building and property shall be provided by General Contractor at ALL times.
6. Temporary stairs, ladders, and temporary railings will be installed and maintained at all openings and building perimeter, as required by OSHA. This will be the responsibility of the General Contractor. Roof perimeter protection shall be provided by General Contractor.
7. Special requirements for ventilation & exhaust are the responsibility of the Prime Contractor requiring ventilation for their work.
8. General trades contractor to provide temporary fencing on site where indicated. It must be maintained during the process and removed after completion of that work.

E. Quality Assurance

1. Regulations: All trades shall comply with industry standards and applicable laws and regulations of authority having jurisdiction, including but not limited to:
 - a. Municipal and State Building Code Requirements.
 - b. State building codes.
 - c. Health and Safety Regulations.
 - d. Utility Company Regulations.
 - e. Police, Fire Department, and Rescue Squad rules.
 - f. Environmental Protection Regulations.
 - g. Chester County Conservation District

- F. Inspections: The Prime Contractor furnishing the temporary utility shall arrange for authorities having jurisdiction to inspect and test each temporary utility before use and obtain required certifications, fees and permits. Provide copies of the results of all inspections and tests to the Owner and Architect and/or Owner's designated project representative.

1.3 PROJECT CONDITIONS

- A. Conditions of Use: Each Prime Contractor shall keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Take necessary fire prevention measures including all required 'Fire-Watches'. Do not overload facilities, or permit them to interfere with progress. Do not allow hazardous or unsanitary conditions or public nuisances to develop or persist on the site. Report any unsafe conditions noticed to the General Contractor and to the Architect and/or Owner's designated project representative immediately.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Provide new materials or, if acceptable to the Architect and Architect and/or Owner's designated project representative beforehand, undamaged previously used materials in serviceable condition may be used for temporary construction. Provide materials suitable for the use intended.

- B. Lumber and Plywood: Comply with requirements in Division 6, Section "Rough Carpentry".
- C. Tarpaulins: Provide waterproof, fire-resistant, UL labeled tarpaulins with flame spread rating of 15 or less. For temporary enclosures, provide translucent nylon reinforced laminated polyethylene or polyvinyl chloride fire retardant tarpaulins.
- D. Water: Provide potable water approved by local Health Authorities. Each Prime Contractor is responsible for providing potable water as approved by local health authorities for their personnel.
- E. Construction Safety Fence: Four-foot (4') high plastic orange fence and approved supports as required. Removal by installed party at work completion.
- F. Site Security Fence: Provide eight-foot (8') high chain link fence throughout the project. Posts shall be either driven or have movable bases. Provide 20'-0" wide vehicular entrance gates where indicated on Site Logistics Plan. General Contractor is to provide fence, gates and locks as required. Rental for said fencing shall be for the duration of the project. Should the fencing be reduced and or removed prior to the completion of the project, the General Contractor shall provide the appropriate credit to the Owner for the unused portion of the rental fees. All temporary fences and gates to be in new condition.

2.2 EQUIPMENT

- A. General: Provide new equipment or, if acceptable to the Architect/Architect and/or Owner's designated project representative, undamaged previously used equipment in serviceable and safe condition may be used for temporary construction. Provide equipment suitable for use intended.
- B. Water Hoses: The Plumbing Contractor shall provide 3/4" heavy duty abrasion resistant, flexible rubber hoses 200-feet long, with pressure rating greater than the maximum pressure of the water distribution system. Provide adjustable shut off nozzles at hose discharge. Additional hose bibs will be located and maintained at entrances and exits for construction vehicles.
- C. Electrical Outlets: The Electrical Contractor shall provide properly configured NEA polarized outlets to prevent insertion of 110-120 volt plugs into higher voltage outlets. Provide receptacle outlets equipped with ground fault circuit interrupters, reset button and pilot light, for connection of power tools and equipment. EC will also supply and furnish any 3 phase power requirements for other trades, i.e. welding equipment.
- D. Electrical Power Cords: Each Prime Contractor shall provide grounded extension cords. Use hard service cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords, if single lengths will not reach areas where Construction activities are in progress. Do not exceed safe length-voltage ratio.

- E. Lamps and Light Fixtures: The Electrical Contractor shall provide rough service incandescent lamps of wattage required for adequate illumination. Provide guard cages or tempered glass enclosures, where exposed to breakage. Provide exterior fixtures where exposed to moisture. Electrical Contractor shall provide rough service incandescent lights of wattage no less than 150 watts in each room and on each landing. Lighting and receptacles will not be on the same circuits. EC will also maintain all lighting throughout the project duration. Temporary lighting to be removed prior to the completion of the Work.
- F. Heating Units: Provide temporary heating units that have been tested and labeled by UL, FM, or another recognized trade association related to the type of fuel being consumed. No open flame allowed.
- G. Temporary Office: Provide pre-fabricated or mobile units or similar job built Construction offices with lockable entrances, operable window and serviceable finishes. Provide heated and air-conditioned units on foundations adequate for normal loading. GC to supply a field office trailer complete (minimum size 500 sq.ft.) for Design Team and meeting locations. All utilities will be included and maintained, cleaned up until final completion.
- H. Temporary Toilet Units: Provide self-contained single occupant toilet units of the chemical, aerated re-circulation, or combustion type, properly vented and fully enclosed with a glass fiber reinforced polyester shell or similar non-absorbent material. Provide one (1) unit for every fifteen (15) workmen on the project. There will be no use of new or existing toilet facilities.
- I. First Aid Supplies: All Contractors shall comply with governing regulations. All Contractors shall have a first aid kit and comply with all governing regulations.
- J. Fire Extinguishers: Provide hand carried, portable UL rated, Class "A" Fire extinguishers for temporary office and similar spaces. In other locations, provide hand carried, portable, UL rated, Class "ABC" dry chemical extinguishers, or a combination of extinguishers of NFPA recommended classed for the exposures. Comply with NFPA 10 classification, extinguishing agent and size required by location and class of fire exposure. Inspections testing certifications are by the trade contractor.

PART 3 - EXECUTION

3.1 TEMPORARY UTILITY INSTALLATION

- A. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the project adequately and result in minimum interference with performance of the work. Relocate and modify facilities as required.
- B. Provide each facility ready for use when needed to avoid delay. Maintain and modify as required. Do not remove until facilities are no longer needed or are replaced by completed permanent facilities that have been authorized for use.

- C. Permanent Facility Warranties: Use of permanent facilities prior to substantial completion shall not reduce the one (1) year warranty period for permanent facilities from the date of substantial completion. This includes, but is not limited to, HVAC systems, electrical systems and plumbing systems and elevator.
- D. Water Service: The Plumbing Contractor to connect to the new domestic water service provided by the General Contractor and shall also install distribution piping of sizes and pressures adequate for construction until permanent water service is in use. Provide 3/4" hose bib termination at each area of construction work, located so that any area of the building construction can be reached with a 200-foot length of hose.
1. Sterilization: Sterilize temporary water piping prior to use.
 2. Protect system from freezing.
 3. Maintain 30 psig. Water pressure with 12 gpm. flow rate.
 4. Provide a three-quarter inch (3/4") ground hydrants, stone drain base, required anchors and support, three feet (3'-0") burial depth and a three-quarter inch (3/4") hose bib connection. Underground mains to have a minimum of three feet (3'-0") of cover. Provide required isolation valves and "Non-Potable Water" signs. Maintain for entire construction period or until directed by the Architect and/or Owner's designated project representative to remove and then remove and restore area.
 5. General Contractor shall pay for all temporary water consumption and hookup fees throughout the course of construction until substantial completion.
- E. Temporary Electric Power Distribution
1. As soon as Architect and/or Owner's designated project representative notifies the Electrical Contractor after the start of the work at the project site, the Electrical Contractor shall provide temporary electrical power distribution system, sufficient to accommodate temporary lighting and construction operations including the use of power tools, but not including heavy duty electrical welding units, terrazzo grinders, elevator, electrical heating units, and start up of specified building equipment which must be tested, started or placed into use prior to completion of its permanent power connections, Provide weatherproof, grounded wiring with overload protection, with direct wired connections, where feasible, and for all voltages over 120 volts. Locate multiple outlets, not less than 4 gang, where not already accessible in the building, spaced so that entire area of construction can be reached by power tools on a single extension cord of 100' maximum length.
 - a. The Electrical Contractor shall pay for all temporary building project power usage including hookup fees and field offices until substantial completion. This shall include power consumption through the permanent electrical service.
 - b. The Electrical Contractor will install new metering as required and or directed by the local Power Company.
 - c. All Field Office trailer power usage and lighting is part of the project

- power usage.
- d. Electrical Contractor shall provide and pay for all installation, maintenance, servicing, operation and supervision of lines installed unless other wise noted.
 - e. The Electrical Contractor shall provide service with ground fault circuit interrupter feature, activated from each circuit of 20 amp or less rating.
 - f. Where a service of a type other than herein mentioned is required, the Contractor requiring the same shall install and pay all costs for such special service, including power requirements for temporary offices. Each Contractor shall also be responsible for their own generator for temporary electric where power cannot be obtained within a reasonable distance from the temporary electric services indicated on the Site Utilization Plan.
 - g. As permanent power distribution system is accepted as substantially complete, either entire system or usable portions thereof, the Electrical Contractor shall make suitable provisions for temporary use thereof, and remove unused portions of temporary system including old wire and hangers, etc.
 - h. The Electrical Contractor shall maintain and operate permanent electrical supply and distribution system until time of final acceptance and transfer of operation to Owner's personnel.
 - i. The Electrical Contractor shall provide the necessary wiring and circuit breakers for the connection of temporary dehumidification units, if required, to closest new panel box location having ample power to run units.

F. Temporary Lighting

- 1. Electrical Contractor shall provide temporary lighting with local switching throughout each phase of construction. Furnish and install sufficient lighting to ensure proper workmanship everywhere by combined daylight, general lighting and portable plug in task lighting. Electrical Contractor shall provide rough service incandescent or compact fluorescent lights of wattage no less than 150 watts in each room on each landing and or a minimum of 15 foot-candles. Lighting and receptacles shall not be on the same circuits.
- 2. Limit lighting installation to intensities which will accommodate normal access and workmanship requirements, recognizing that each Individual Contractor performing work requiring higher intensity lighting will provide supplementary plug in temporary lighting and localized areas where such work is in progress.
- 3. As permanent lighting system is substantially complete, for each area or usable portion thereof make suitable provisions for temporary use thereof and remove unused portions of all temporary lighting systems.
- 4. Electrical Contractor shall maintain and operate permanent lighting system until time of final acceptance and transfer of operation to Owner's personnel.
- 5. Electrical Contractor shall replace all lamps in permanent light fixtures that are burned out or noticeably dimmed by substantial use. Must be maintained regularly.

G. Temporary Electric Overhead Service

1. The following description of the overhead pole service scope is not a complete description of the Electrical Contractors requirements or obligations. The Electrical Contractor is reminded to review and familiarize themselves with all relevant Contract Documents including the site plans. Coordinate equipment locations with the Owner's designated project representative. It is highly recommended that the Electrical Contractor visit the existing site to familiarize himself with existing conditions prior to submitting a bid. The Electrical Contractor will be responsible to coordinate and verify that any existing overhead Electrical Lines be protected from construction, if required and coordinated upon completion.
2. The Electrical Contractor shall provide (1) 225 amp 120/208 3 phase service or one (1) 400 amp single phase service panel located on a service pole near the Construction Manager's trailer. The Electrical Contractor shall provide temporary electric for the building in accordance with OSHA, NEMA and UL compliance installed per the National Electrical Code Provide two (2) dusk to dawn light fixtures (500 watt min.) located on temporary poles at the lay down area. Refer to the site plans for additional information. Coordinate equipment location with the Owner's designated project representative.
3. Furnish and install necessary hangers, supports, conduit, cabling, ground rods, grounding, disconnect switches, transformers, wall penetrations, poles, backboards, hardware, guy wires, anchors, etc required for overhead electric service.
4. Furnish and install necessary hangers, supports, conduit, cabling, ground rods, grounding, disconnect switches, transformers, wall penetrations, poles, backboards, hardware, guy wires, anchors, etc required for overhead electric services.
5. Provide an electrical inspection agency for the temporary electric pole service. Provide copies to the Architect and/or Owner's designated project representative.
6. The Electrical Contractor shall patch construction materials where temporary power has penetrated walls including brackets and support hardware. Landscape, grass areas, paved areas, concrete, etc where temporary poles were removed or underground duct banks installed shall be restored to the original or new surface.

H. Storm Sewers and Drainage

1. Comply with the soil erosion and sedimentation control plan and locate authorities having jurisdiction.

3.2 TEMPORARY CONSTRUCTION AND SUPPORT FACILITIES INSTALLATION

A. General

1. Locate field offices, storage, sanitary facilities, and other temporary construction and support facilities for easy access and as directed by the Architect and/or Owner's designated project representative.

2. Provide noncombustible construction for offices, shops, and sheds located within the construction area, or within 30 feet of building lines.

B. Temporary Heating, Ventilating and Air Conditioning

1. Once the structure is enclosed, the General Contractor shall provide temporary heat, ventilation, dehumidification as necessary or required by construction activities, for curing or drying of completed installation or protection of installed construction from adverse effects of low or high temperatures or high humidity. The Architect and Architect and/or Owner's designated project representative will determine when the building is considered enclosed. The minimum requirements for enclosure will be when the block walls are erected, the roof insulation is on, and all openings are either temporarily or permanently filled. It is the responsibility of the General Contractor to make the building enclosed as soon as feasible and in accordance with the project schedule and/or as recommended by the Architect and/or Owner's designated project representative. Fire Alarm systems must be operational for all equipment that will be in operation.
2. Select safe equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation and exhaust requirements to produce the ambient condition required and minimize consumption of energy once the structure is enclosed.
3. Once the structure is enclosed, maintain acceptable temperatures to allow for the installation of all finishes and a minimum temperature of 55 degree F inside temperature when the outside temperature is 0 degree F.
4. Provide temporary humidity control for installation of materials requiring permanently conditioned spaces (acoustic ceiling, flooring, casework etc).
5. Provide vented self-contained LP gas or fuel oil heaters with individual space thermostatic control. Use of electric resistance, gasoline burning space heaters, open flame, or salamander type heating units is prohibited. General Contractor shall not be permitted to use the permanent HVAC system for temporary heat, ventilating or air conditioning.
6. The General Contractor shall pay for all fuel and electricity required for providing temporary heat and air conditioning.
7. The General Contractor shall remove all soot, smudges, and other deposits from the walls, ceilings, and all exposed surfaces that are the result of the use of temporary heating equipment including the use of the permanent heating system for temporary heat purposes. The General Contractor shall not do any finish work until all such surfaces are properly cleaned.
8. The HVAC contractor shall replace all the filters in the air handlers during the temporary heat and A/C period on an as needed basis as determined by the Owner's designated project representative.

- C. Temporary Ventilation: The trade requiring ventilation for work to expel fumes or to provide circulation of air is required to provide their own methods to induce the circulation or ventilation.

D. Field Offices

1. Contractors may, at their own option and expense including utilities, provide

offices for their personnel if there is room available on site. Each Prime must maintain on the site a copy of all Contract Documents, Change Orders, supplemental drawings, shop drawings, and submissions, and a set of as-built prints.

2. Each Contractor shall maintain in their field office all OSHA required up to date Hazardous Communications Standards, MSDS information and emergency phone numbers and contract information.
3. The General Contractor must provide a construction trailer with conference space capable of holding all project meetings and Owners Staff Reps. Space and/or trailer will be no smaller than 500 sq.ft.

E. Storage and Fabrication Sheds: Each Contractor shall provide storage and fabrication sheds or trailers, sized, furnished, and equipped to accommodate materials and equipment involved, including temporary utility service. Sheds may be open shelters or fully enclosed spaces and lockable.

F. Temporary Roads and Laydown Areas

1. General Contractor shall construct and maintain temporary roads to adequately support the indicated loading and to withstand exposure to traffic during the construction period. Locate temporary roads, storage areas, and parking where the same permanent facilities will be located.
2. General Contractor will be responsible for all snow removal at all temporary roads, lay down areas and building footprint, if applicable. Should the General Contractor create elevation changes due to the removal of mud or other unstable materials, the General Contractor shall restore these areas to design elevations prior to the placement of topsoil or the installation of any non-pervious materials. See Paragraph 3.2.N of this section for additional information on snow removal.
3. General Contractor shall clear topsoil, grade and provide stone base for temporary construction activities. Areas include space designated for Field Offices and for material storage and laydown. General Contractor will maintain areas during construction and will restore areas to original condition, or as provided for in Contract Documents, at the end of Project.
4. Paved surfaces on the project are intended to be used for laydown, parking and storage as indicated on the site logistics plan. The General Contractor shall prepare these areas and install the stone sub-base and the asphalt base course as soon as practical. Upon substantial completion of the buildings the General Contractor shall inspect the surfaces for soft spots. If identified these areas shall be repaired at no additional cost to the owner prior to the placement of the wearing surface. General Contractor shall clean asphalt binder and apply tack coat prior to installation of final wearing surface.

G. Sanitary Facilities

1. General Contractor shall provide temporary toilets. Comply with regulations and health codes for the type, number, location, operation and maintenance of fixtures and facilities. Install where facilities will best serve the Project's

needs at a rate of one (1) unit for every fifteen (15) workmen.

- a. Provide toilet tissue and similar disposable materials for each facility.
2. Toilets: Install self contained toilet units of appropriate quantity dictated by manpower on site. Shield toilets to ensure privacy. Use of pit type privies will not be permitted. Provide means of locking toilet facilities when construction is not in progress.
 - a. Provide separate facilities for male and female personnel when both sexes are working in any capacity at the project site.
3. Drinking Water Facilities: Each Prime Contractor shall provide containerized tap dispenser bottle water type drinking water units, including paper supply. Where power is accessible, provide electric water coolers to maintain dispensed water temperature at 45 degrees to 55 degrees F.

H. Dewatering Facilities and Drains

1. Provide temporary drainage and dewatering facilities and operations not directly associated with construction activities included under individual Section, comply with dewatering requirements of applicable Division 2 Sections. Where feasible, utilize the same facilities. The General Contractor shall be responsible to maintain the site, and building pad free of water.
2. Plumbing Contractor shall provide temporary storm water drainage lines within the building, including roof drainage and downspout collection from the existing roof to bring it outside the building until permanent drainage lines are installed and shall remove storm water from building to an approved discharge area.

I. Temporary Enclosures

1. The General Contractor shall provide temporary enclosure, which shall include window openings, door openings or any other openings in the exterior wall or roof. The definition of enclosed structure shall mean the block walls shall have been run and the roof decking and the roof insulation will have been installed before temporary heat and enclosures are to begin. It is not necessary for the exterior brickwork to be installed before enclosure work to begin. All activities are to be under the approval of the Architect and/or Owner's designated project representative and building enclosures shall take place in the time frame as determined by the General Contractor and shall be provided in phases as required.
2. Where heat is needed and the permanent building enclosure is not complete, each Prime Contractor shall provide temporary enclosures where there is not other provision for containment of heat. Coordinate enclosure with ventilating and material drying or curing requirements to avoid dangerous conditions an effects.
3. Install tarpaulins securely with fire retardant wood framing and other materials. Close all openings with plywood or similar materials.
4. Dust control partitions are to be provided by the Contractor who is creating dust and dirt in order to protect the surrounding conditions. Contractors are

required to clean up debris caused by any operation.

5. Temporary partitions, including relocation and removal, will be provided by the General Contractor for phased construction, as directed by the Architect and/or Owner's designated project representative.
 6. Interior temporary partitions will be constructed as directed by the Architect and/or Owner's designated project representative to include 1/2" plywood on 2 x 4 framing, insulated, with plastic to contain dust (if required), and from floor to deck and sealed completely.
- J. Temporary Lifts and Hoists: Truck cranes and similar devices used for hoisting materials are considered "tools and equipment", and shall be provided by the Contractor requiring same. Owner will require Insurance Certificates and inspection certificates.

K. Project Identification and Temporary Signs

1. General Contractor shall provide project identification and other signs of the size indicated. Install signs where indicated to inform the public and persons seeking entrance to the Project. Support on posts or framing of preservative treated wood or steel. Owner will not permit installation of unauthorized signs and/or advertising.
2. Provide one (1) project identification sign erected on the site, where directed to identify the project. Sign shall include Project Name, Owner's Name, Architect's Name, Architect and/or Owner's designated project representatives Name, all Engineers names, and the names of all Prime Contractors. Refer to contract drawings for the project signs layout, construction, colors, lettering style and specifications. Owner approval prior to ordering/installation.
3. Engage an experienced sign painter to apply graphics.
4. Temporary Signs: Furnish and install signs to provide directional information to construction personnel and visitors.
5. Project Safety Sign: General Contractor shall provide a 4' x 8' plywood temporary safety sign mounted on 2-4 "x4"x10' posts. Sign shall be professionally painted and shall contain safety language as agreed upon with the Architect and/or Owner's designated project representative.
6. General Contractor to submit for approval a list of project signage prior to ordering and installation. If at any time signage will need to be replaced, the GC will replace them at no cost to the Owner.

L. Collection and Disposal of Waste

1. The General Contractor shall serve as the lead contractor for coordinating and maintaining a clean project site.
2. Each Prime Contractor is responsible for general clean up and trash removal resulting from the work or employees of that contract. The General Contractor shall provide all dumpster(s) as required for the purpose of trash removal for all Prime Contractors and Owner's contractors and vendors. Hazardous materials shall not be placed in dumpster but should be removed from site by Prime Contractor responsible for the material. Do not hold

materials more than seven (7) days during normal weather or three (3) days when the temperature is expected to rise above 80 degrees F. (27 degrees C). Handle hazardous, dangerous, or unsanitary water material separately from other waste, by containerizing properly. Dispose of material in a lawful manner.

3. It shall be the General Contractor's responsibilities to broom sweep the project on a weekly basis including trailers and cleanup of laydown areas. This does not eliminate the responsibility of other Contractors for clean up of material and waste caused by their actions or installation of work.
4. In a case where a Prime Contractor fails to adequately clean up, the General Contractor shall notify the Architect and/or Owner's designated project representative and the violating contractor, in writing. The notification shall include the name of the Prime Contractor(s), and indicate the areas of the project that are in violation. Upon review, the Architect and/or Owner's designated project representative may take corrective action, and back-charge the responsible Prime Contractor without further written notification to the violating contractor.
5. Each prime contractor is responsible to maintain a clean, safe and organized site. This includes, but is not limited to, clean up on an as needed basis, but not less than weekly as coordinated by the Architect and/or Owner's designated project representative.
6. If cleaning is not being performed in an acceptable manner to the Owner and all parties relax at this requirement, the Owner has the right to hire a third-party cleaning company and back charge all prime contractors for the cost of this work.

M. Debris Control: The General Contractor shall daily clean all mud, dirt, and debris resulting from all trades operations from the adjacent streets, sidewalks, drives, parking areas and shall repair all damage caused by the cleaning when the Site Contractor is on site. The General Contractor is responsible once the Site Contractor is no longer on the site.

N. Snow Removal

1. The General Contractor is responsible for snow removal to allow access to the building, contractor parking area and site for construction activities, until demobilization.
2. The General Contractor is responsible for snow removal for the walkways once constructed and within the building once foundation work has begun.
3. The General Contractor will be responsible for snow removal and material protection as required to execute roofing work.

3.3 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Do not change over from use of temporary security and protection facilities to permanent facilities until substantial completion or longer if requested by the Architect, except for the use of the permanent fire protection which shall be put into use as soon as available.
- B. Temporary Fire Protection: Until fire protection needs are supplied by permanent facilities, the General Contractor shall install and maintain temporary fire protection

facilities of the types needed to protect against reasonable predictable and controllable fire losses. Comply with NFPA 10 "Standard for Portable Fire Extinguishers".

1. Locate fire extinguishers where convenient and efficient for their intended purpose, but not less than two (2) extinguishers on each floor or 1 at each usable stairwell whichever is greater.
 2. Store combustible materials in containers in fire safe locations.
 3. Maintain unobstructed access to fire extinguishers, fire hydrants, temporary fire protection facilities, stairways, and other access routes for fighting fires. Prohibit smoking in at all times.
 4. Provide supervision of welding operations, combustion type temporary heating units, and similar sources of fire ignition.
 5. Each Prime Contractor is responsible for providing fire protection mats, a man assigned to fire watch, temporary fire extinguishers, and proper notification to other trades during any welding process.
- C. Permanent Fire Protection: At the earliest feasible date in each area of the project, the respective Prime Contractor shall complete installation of the permanent fire protection facility, including connected services, and place into operation and use. Instruct key personnel on use of facilities. Provide attendance record of each contractor's attendance to the Owner.
- D. Barricades, Warning Signs and Lights: The General Contractor shall comply with standards and code requirements for erection of structurally adequate barricades. Paint with appropriate colors, graphics, and warning signs to inform personnel and the public of the hazard being protected against. Where appropriate and/or needed, provide lighting including flashing red or amber lights.
- E. Security Enclosure and Lock Up
1. The General Contractor shall install substantial temporary enclosure of partially completed areas of construction. Provide locking entrances to prevent unauthorized entrance, vandalism, theft and similar violations of security. Owner will not be responsible for any loss.
 2. Each Prime Contractor is responsible for the secure storage to their own material and equipment on and off the site. Owner will not be responsible for any loss.
- F. Environmental Protection: Provide protection, operate temporary facilities and conduct construction in ways and methods that comply with environmental regulations, and minimize the possibility that air, waterways, and subsoil might be contaminated or polluted or that other undesirable effects might result. Avoid use of tools and equipment, which produce harmful noise. Restrict use of noise making tools and equipment to hours that will minimize complaints from persons or firms near the site.

3.4 OPERATION, TERMINATION AND REMOVAL

- A. Supervision: Enforce discipline in use of temporary facilities. Limit availability of

temporary facilities to essential and intended uses to minimize waste and abuse.

- B. Maintenance: Maintain temporary facilities in good operating condition until removal. Protect from damage by freezing temperatures and similar elements. Maintain operation of temporary enclosures, heating, cooling humidity control, ventilation and similar facilities on a twenty-four (24) hour day basis where required to achieve indicted results and to avoid possibility of damage.
 - 1. Protection: Prevent water filled piping from freezing. Maintain markers for underground lines. Protect from damage during excavation operations.
- C. Termination and Removal: Unless the Architect or Architect and/or Owner's designated project representative request that it be maintained longer, remove each temporary facility when the need has ended. This is normally when replaced by authorized use of a permanent facility or no later than substantial completion. Complete, or if necessary, restore permanent construction that may have been delayed because of interference with the temporary facility. Repair damaged work, clean exposed surfaces and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are property of the Contractor. The Owner reserves the right to take possession of project identification signs.
 - 2. General Contractor shall remove soil and aggregate fill that does not comply with requirements for fill or subsoil in the area. Remove materials contaminated with road oil, asphalt, other petrochemical compounds, and other substances, which might impair growth of plant materials or lawns. Repair or replace street paving, curbs and sidewalks at the temporary entrances, as required by the governing authority.
- D. At Substantial Completion, clean and renovate permanent facilities that have been used during the construction period. Including but not limited to:
 - 1. The HVAC Contractor shall replace air filters and clean inside of ductwork and housings.
 - 2. The HVAC Contractor shall replace significantly worn parts and parts that have been subject to unusual operating conditions.
 - 3. The Electrical Contractor shall replace lamps that are burned out or noticeably dimmed by substantial hours or use.

All Contractors, Vendors and Material Suppliers will be required to meet all Township Rules and Regulations that are mandatory for working in their surrounding areas. The ordinances will be enforced by the surrounding government authorities.

END OF SECTION 015100

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 015300 - TEMPORARY BARRIERS AND ENCLOSURES

PART 1 - GENERAL

1.1 DESCRIPTION

- A. Suitable barriers to prevent public entry, and to protect the Work and existing facilities shall be provided by General Trades Contractor as required and/or requested by the Construction Manager.
- B. Temporary enclosures barriers to protect the Work or existing facilities shall be provided by General Trades Contractor as required and/or requested by the Construction Manager.
- C. Remove when no longer needed, or at completion of Work.

1.2 RELATED REQUIREMENTS

- A. Section 011200 - MULTIPLE CONTRACT SUMMARY
- B. Section 015100 – TEMPORARY UTILITIES AND FACILITIES
- C. Section 015800 - PROJECT IDENTIFICATION AND SIGNS

1.3 REQUIREMENTS OF REGULATORY AGENCIES

- A. Comply with Federal, State and local codes and regulations.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

- A. Materials MAY BE new or used, suitable for intended purpose, but MUST NOT violate requirements of applicable codes and standards.

2.2 BARRIERS

- A. All Temporary barrier or partitions shall be plywood and wood stud framed, insulated with plywood on both sides.

PART 3 - EXECUTION

3.1 GENERAL

- A. Install facilities of a neat and reasonable uniform appearance, structurally adequate for the required purposes.
- B. Maintain barriers during entire construction period.

- C. Relocate barriers as required by progress of construction.

3.2 TREE AND PLANT PROTECTION

- A. When appropriate or as indicated on Site Development Drawings, preserve and protect existing trees and plants at site which are designated to remain, and those adjacent to site.
- B. Consult with Architect and School District representative; remove agreed-on roots and branches which interfere with construction.
- C. Protect root zones of trees and plants:
 - 1. Do not allow vehicular traffic or parking.
 - 2. Do not store materials or products.
 - 3. Prevent dumping or refuse or chemically injurious materials or liquids.
 - 4. Prevent puddling or continuous running water.
- D. Carefully supervise excavating, grading and filling, and subsequent construction operations to prevent damage.
- E. Replace, or suitably repair, trees and plants designated to remain which are damaged or destroyed due to construction operations.

3.3 REMOVAL

- A. Completely remove barricades, including foundations, when construction has progressed to the point that they are no longer needed, and when approved by Architect/Engineer/Project rep.
- B. Clean and repair damage caused by installation, fill and grade areas of the site to elevations and slopes as may be required, and clean the area.

END OF SECTION 015300

SECTION 015800 - PROJECT IDENTIFICATION AND SIGNS

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. General Construction Contractor shall provide temporary on-site information signs:
 - 1. As may be required by local codes, laws and regulatory agencies.
 - 2. To identify key elements of the construction facilities.
 - 3. To direct traffic.
 - 4. To facilitate trade gate system if required.
 - 5. Provide other signs as may be required such as No Trespassing, No Parking, Safety Signs, and directional signs as directed by the School District's Project Representative.
 - 6. Project Identification Sign.
- B. Remove signs on completion of construction or as directed by the School District's Project Representative.
- C. Allow no other signs to be displayed.

1.2 RELATED REQUIREMENTS

- A. Section 011200 - MULTIPLE CONTRACT SUMMARY

1.3 INFORMATION SIGNS

- A. Painted signs with painted lettering, or standard products.
 - 1. Size of Signs and Lettering: As required by regulatory agencies, or as appropriate to usage.
 - 2. Colors: As required by regulatory agencies, otherwise of uniform color throughout Project.
- B. Erect at appropriate locations to provide required information or as directed by the School District's Project Representative.

1.5 QUALITY ASSURANCE

- A. Sign Painter: Professional Experience in type of work required.
- B. Paint Finishes: Adequate to resist weathering and fading for scheduled construction period.

1.6 PROJECT PROFESSIONAL SIGNS

- A. Install and maintain signs provided by the School District's Project Representative and Architect as required by the School District's Project Representative..

PART 2 - PRODUCTS

2.1 SIGN MATERIALS

- A. Structure and Framing: May be new or used, wood or metal, in sound condition structurally adequate to work and suitable for specified finish.
- B. Sign Surfaces: Exterior softwood plywood with medium density overlay, standard large sizes to minimize joints.
 - 1. Thickness: In accordance with details.
- C. Rough Hardware: Galvanized.
- D. Paint: Exterior quality.
 - 1. Use Bulletin colors for graphics.
 - 2. Colors for structure, framing, sign surfaces and graphics: In accordance with details.

PART 3 - EXECUTION

3.1 PROJECT IDENTIFICATION SIGN

- A. Paint exposed surfaces of supports, framing and surface material; one coat of prime and one coat of exterior paint.
- B. Paint graphics in styles, sizes and colors indicated.

3.2 INFORMATIONAL SIGNS

- A. Paint exposed surfaces: One coat of primer and one coat of exterior paint.
- B. Paint graphics in styles, sizes and colors selected.
- C. Install at a height for optimum visibility, on ground-mounted poles of attached to temporary structural surfaces.

3.3 MAINTENANCE

- A. Maintain signs and supports in a neat, clean condition; repair damages to structure, framing or sign.
- B. Relocate informational signs as required by progress of the work.

3.4 REMOVAL

- A. Remove signs, framing, support and foundations at completion of the project.

END OF SECTION 015800

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 016100 - BASIC PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for selection of products for use in Project including the following.

- 1. Workmanship.
- 2. Manufacturer's Instructions.
- 3. Transportation and Handling.
- 4. Storage and Protection.
- 5. Contractor Options.
- 6. Material Source and Subcontractor Approval.

- B. Related Sections include the following:

- 1. Division 1 Section "Submittal Procedures" for submittal of manufacturer's drawings, descriptive literature, samples and certificates.
- 2. Division 1 Section "Reference Standards and Definitions" for Provision and identification of publication source for referenced standards.
- 3. Division 1 Section "Product Substitution Procedures" for general requirements regarding products, product handling, product compliance, and substitutions, including submittal procedures.
- 4. Division 1 Section "Cleaning" for manufacturer's recommendation and procedures for cleaning.
- 5. Division 1 Section "Warranties and Bonds" for form and time of submission.

1.3 PRODUCTS

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
- B. Comply with Specifications and referenced standards as minimum requirements.
- C. Manufactured and fabricated components required to be supplied in quantity within a Specification section shall be of the same manufacturer, and shall be interchangeable.

- D. When work of Project involves alteration and addition work, DO NOT use materials and equipment removed from existing structure, except as specifically allowed by notation or indication by Contract Documents.

1.4 WORKMANSHIP

- A. Comply with industry standards when more restrictive tolerance or specified requirements indicate more rigid standards or more precise workmanship.
- B. Perform work by persons qualified to produce workmanship of specified quality.
- C. Secure Products in place with positive anchorage devices designed and sized to withstand stresses, vibration and racking.

1.5 MANUFACTURERS' INSTRUCTION

- A. When work is specified to comply with manufacturer's printed instructions, obtain and distribute copies to persons involved, and maintain one set at job site in field office.
- B. Perform work in accordance with manufacturer's instructions and specified requirements.
- C. Should a conflict exist between Specifications and instructions, consult with Architect/Engineer.
- D. All materials must be installed by skilled mechanics in accordance with the best practices of the industry.

1.6 TRANSPORTATION AND HANDLING

- A. Arrange deliveries of Products in accord pursuant to the Owner Sales Tax Recovery Plan with construction schedules, coordinate to avoid delay of progress, conflict with work and conditions at the site. Coordinate with the Architect and Owner for the direct purchase of certain materials by the Owner.
- B. Transport Products by methods to avoid Product damage; deliver in undamaged condition in manufacturer's unopened containers or packaging, dry.
- C. Provide equipment and personnel to handle Product by methods to prevent soiling or damage.
- D. Promptly inspect shipments to assure that Products comply with requirements, quantities are correct, and Products are undamaged.
- E. Complete a "Contractor Acceptance of Owner Furnished Material" form for each delivery of the Owner purchased material.

1.7 STORAGE AND PROTECTION

- A. Store Products in accordance with manufacturer's instructions, with seals and labels intact and legible.
- B. Store sensitive Products in weather-tight enclosures; maintain within temperature and humidity ranges required by manufacturer's instructions.
- C. For exterior storage of fabricated Products, place on sloped supports above ground. Cover Products subject to deterioration with impervious sheet covering; provide ventilation to avoid condensation.
- D. Store loose granular materials on solid surfaces in a well-drained area; prevent mixing with foreign matter.
- E. Arrange storage to provide access for inspection. Periodically inspect to assure Products are undamaged, and are maintained under required conditions.
- F. After installation, provide coverings to protect Products from damage from traffic and construction operations, remove when no longer needed.
- G. All contractors must coordinate and schedule the storage of materials in the laydown area and in the building with the Owner and Architect.

1.8 CONTRACTORS OPTIONS

- A. Products Specified by Reference Standards or By Description Only: ANY PRODUCT meeting those standards.
- B. Product Specified by Naming Several Manufacturers: Products of named manufacturers meeting specifications; NO OPTIONS, NO SUBSTITUTIONS.
- C. Products Specified by Naming One or More Manufacturers With "Or Equal": SUBMIT A REQUEST FOR SUBSTITUTION for any manufacturer not specifically named.
- D. Products Specified by Naming Only One Manufacturer: NO OPTIONS; NO SUBSTITUTION allowed.
- E. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

1.9 MATERIAL SOURCE AND SUBCONTRACTOR APPROVAL

- A. Submit, on forms provided by the Architect, the names and addresses of subcontractors, testing laboratories, and manufacturing sources of materials to be incorporated into or used on this project.
- B. Tabulate products by Specifications section number, title and Article number.
- C. These forms shall be properly completed and must be submitted to the Architect within ten (10) calendar days after date of Contract.
- D. The Architect upon receipt of properly completed copies of the forms, will promptly review for approval or disapproval and subsequent distribution.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, that are new at time of installation.
 - 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 - 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 - 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 - 4. Where products are accompanied by the term "as selected," Architect will make selection.
 - 5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
 - 6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
 - 7. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in Part 2 "Comparable Products" Article to obtain approval for use of an unnamed product.

PART 3 - EXECUTION (Not applicable).

END OF SECTION 016100

SECTION 016300 - PRODUCTS SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division 01 Specification sections, apply to requirements of this Section.
- B. Closely-related requirements specified in other Sections:
 - 1. Specific provisions relative to certain products, and specific requirements relative to acceptability of certain products, are specified in Divisions 02 through 14.
 - 2. Product substitutions will not be considered prior to receipt of bid.

1.2 DESCRIPTION OF REQUIREMENTS

- A. This Section specifies general requirements regarding products, product handling, product compliance, and substitutions, including submittal procedures.

1.3 DEFINITIONS

- A. Definitions used in this paragraph are not intended to negate the meaning of other terms used in the Contract Documents.
- B. "Products" are items purchased for incorporation in the Work, either by Owner or Contractor and whether specifically purchased for this project or taken from the Contractor's stock. The term "product" as used includes the terms "material", "equipment", "system" and other similar terms.
 - 1. "Named Products" are products identified by use of the manufacturer's name for a product, including make or model designation, as published in product literature, current as of the date of the Contract Documents.
 - 2. "Materials" are products that must be substantially cut, shaped, worked, mixed, finished, refined, fabricated or processed to form units of work.
 - 3. "Equipment" includes products with operational parts, whether motorized or manually operated; products that require service connections such as wiring or piping; and other products identified as "equipment" by the Specifications.
- C. Substitutions: Products and methods of construction differing from those required or identified as acceptable by the Contract Documents and requested by the Contractor to be deemed acceptable. The following are NOT subject to the substitutions requirements of this Section:
 - 1. Revisions to the Contract Documents, where requested by the Owner or his representative; these are considered as "changes".

2. Contractor options on products and construction methods included in the Contract Documents.
3. The Contractor's determination of and compliance with governing regulations and orders as issued by governing authorities; these do not constitute "substitutions" and do not constitute a basis for Change Orders.

1.4 REQUIREMENTS

- A. Comply with the requirements of this Section relative to the selection, coordination, handling and installation of products, except where more stringent or more specific requirements are specified in Division 02 through 16.
- B. Comply with the requirements of this Section relative to requests for substitutions.

1.5 SUBMITTAL OF SUBSTITUTION REQUEST

- A. Make request for substitution only as specified. DO NOT request substitutions by the submittals procedure specified in Section 01330: Submittal Procedures.
- B. Requests for Substitutions:
 1. Submit 3 copies of each request for substitution.
 2. Identify the product or fabrication or installation method to be replaced by the substitution, including related Specification Section and Drawing numbers.
 3. Include the following information, as appropriate, with each request:
 - a. Reason for proposed substitution.
 - b. Complete product data, drawings and descriptions of products, and fabrication and installation procedures.
 - c. Samples where applicable or requested.
 - d. A detailed comparison of the proposed substitution with the work specified. Include significant qualities such as size, weight, performance characteristics, compliance with requirements and standards, and visual characteristics. Submit in same terms and same order as specified work, to facilitate comparison.
 - e. Complete coordination information. Identify changes required in other elements of the work to accommodate the substitution, including work performed by other Contractors.
 - 1) Include one of the following:
 - a) A statement by the Contractor proposing the substitution that he will pay for any additional costs to other Contractors.
 - b) A statement by each Contractor affected, that identifies changes to the costs, time, arrangement or performance characteristics of his work, and a statement by all other Contractors that the proposed substitution will require no change to the

cost, time, arrangement or performance characteristics of their work.

- f. A statement that the Contractor agrees to pay design costs or other costs incurred by the Owner in connection with the substitution.
- g. A statement indicating the effect the substitution would have on the work schedule including total Contract Time, in comparison to the schedule without the proposed substitution.
- h. Complete cost information, including a proposal of the net change in the Contract Sum.
- i. Certification by the Contractor to the effect that, in the Contractor's opinion, the proposed substitution shall result in work that in every significant respect is equal to or better than the work required by the Contract Documents, and that it shall perform adequately in the application indicated. Include in this certification the Contractor's waiver of rights to additional payment or time, which may subsequently be necessary because of the failure of the substitution to perform adequately.

C. Architect Action:

- 1. Within one week of receipt of the Contractor's request for substitution, the Architect will advise the Contractor of additional information or documentation needed for evaluation of the request, and an estimate of design costs, administrative costs, or other costs to be incurred by Owner.
- 2. Within 3 weeks of receipt of the request, or within 2 weeks of receipt of the requested additional information or documentation, whichever is later, the Architect will notify the Contractor of either the acceptance or rejection of the proposed substitution.
 - a. Acceptance will be in the form of a letter, including a statement that a Change Order will or will not be required, and, if required, the changes in cost and time to be included in that Change Order. The Change Order, if required, will be issued within a reasonable time.
 - b. Rejection will include a statement giving reason for the rejection.

1.6 QUALITY ASSURANCE

- A. Source Limitations: To the fullest extent possible, provide products of the same generic kind from a single source.
- B. Compatibility of Options: Compatibility of products is a basic requirement of product selection. Select products to be compatible with other products previously selected. The complete compatibility between the various choices available to the Contractor is not assured by the various requirements of the Contract Documents, but must be provided by the Contractor.

1.7 REFERENCED STANDARDS

- A. Comply with the applicable provisions of codes, standards and specifications referenced in the Section specifying each product.
 - 1. Where products are shown on Drawings but not described in these Specifications, comply with industry standards and regulations applicable to such products.

PART 2 - PRODUCTS

2.1 GENERAL PRODUCT COMPLIANCE

- A. Procedures for Selecting Products: The Contractor's options in selecting products are limited by requirements of the Contract Documents and governing regulations. They are not controlled by industry traditions or procedures experienced by the Contractor on previous construction projects. Required procedures include:
 - 1. Specifications including Named Products:
 - a. Where only a single product or manufacturer is named, provide the product named, unless the Specifications, by use of the term "Reference Product", "Design Product", or otherwise, indicate possible consideration of other products.
 - 1) Comply with the "substitutions" procedures of this Section if proposing unnamed product.
 - b. Where two or more products or manufacturers are named, provide one of the products named, at the Contractor's option. Do not provide or offer to provide an unnamed product, except as follows:
 - 1) Where the Specifications name products or manufacturers that are available and may be incorporated in the Work, but do not restrict the Contractor to the use of these products only nor require pre-bid substitution, the Contractor may, at his option, propose an unnamed product that complies with Contract requirements in accordance with the "Substitutions" procedures of this Section.
 - 2. Specifications which do not name products:
 - a. Where the Specifications describe a product or assembly by listing characteristics required, but without use of a brand or trade name, provide product or assembly that provides the specified characteristics and otherwise complies with Contract requirements.
 - b. Where the Specifications do not name products, but require compliance with specific performance requirements, provide products that comply with those requirements, and that are recommended by the manufacturer for each specific application. The manufacturer's recommendations may be contained in

- published product literature, or by the manufacturer's project-specific certification of performance.
- c. Where the Specifications require only compliance with an imposed standard, code or regulation, the Contractor has the option of selecting a product that complies with specified requirements, including the standards, codes and regulations.
3. Specifications requiring matching an established sample: The final judgment of whether a product proposed by the Contractor matches the sample satisfactorily will be determined by the Architect.
- B. Accommodation of Selected Products: Where the Contract Documents indicate details or other requirements based on a specified product, and the Specifications name two or more products or manufacturers for the Contractor's selection, the Contractor shall be responsible for adjustment in details and other requirements to accommodate the product of his selection, at no change to the Contract Sum or Contract Time.

2.2 GENERAL PRODUCT REQUIREMENTS

- A. General: Provide products that comply with the requirements of the Contract Documents and that are undamaged. Unless specifically required by the Contract Documents to be salvaged, re-used or otherwise restored, provide products that are unused at the time of installation. Provide products that are complete with accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for the intended use and effect.
- B. Standard Products: To comply with the requirements of the Contract Documents, provide standard products of types that have been produced and used successfully in similar applications on other projects.
- C. Continued Availability: Where, because of the nature of its application, the Owner is likely to need replacement parts or additional amounts of a product at a later date, either for maintenance and repair or replacement, provide standard, domestically produced product for which the manufacturer has published assurances that the product and its parts shall be available to the Owner at a later date. A reasonable doubt regarding such future availability will be grounds for rejection of products other than named products.
- D. Nameplates: Except for required labels and operating data, do not permanently attach or imprint manufacturers' or producers' nameplates or trademarks on exposed surfaces to view in occupied spaces or on the exterior of the completed project.
1. Labels: Locate required product labels and stamps on a concealed surface or, where required for observation after installation, on an accessible surface which, in occupied spaces, is not conspicuous.
 2. Equipment Nameplates: Provide a permanent nameplate on each item of service-connected or power-operated equipment. Locate the nameplate on an easily accessible surface which is inconspicuous in occupied spaces. The nameplate shall contain product identification and essential

operating data, including information specified for particular nameplates in Divisions 02 through 16.

2.3 SUBSTITUTIONS

- A. General: A request for a substitution will be received and considered when extensive revisions to the Contract Documents are not required, when the proposed changes are in keeping with the general intent of the Contract Documents, when the requests are timely, fully documented and properly submitted, and when one or more of the following conditions is satisfied, as judged by the Architect; otherwise the requests will be returned without action except to record non-compliance with these requirements.
- B. Conditions: The Architect will consider a request for substitution when the following conditions are met:
 - 1. The request is for the use of a product not named in the Specifications, and where product selection is not limited to named products.
 - 2. The specified product or method is no longer available or cannot be provided in time to comply with the Contract Schedule. The request shall not be considered if the effect on the schedule is a result of the Contractor's failure to place an order within 30 days of award of Contract, to pursue the work expeditiously, or to properly coordinate the work.
 - 3. A substantial net advantage, as determined by the Architect, is offered the Owner, in terms of cost, time, operating efficiency or other factors, after deducting negative factors such as additional compensation to the Architect for redesign and evaluation services, increased costs of other work by other Contractors, or adverse effects on maintenance.

PART 3 - EXECUTION

3.1 INSTALLATION OF PRODUCTS

- A. Except where project-specific or more stringent requirements are set forth in the Contract Documents, comply with the manufacturer's instructions and recommendations for installation of products in each application.
- B. Anchor each product securely in place, accurately located and aligned with other work.
- C. Clean exposed surfaces and protect surfaces as necessary to ensure freedom from damage and deterioration at time of acceptance.

END OF SECTION 016300

SECTION 017400 – CLEANING

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Execute cleaning and disposal of waste materials, debris and rubbish during construction.
- B. Final cleaning of project site.

1.2 RELATED REQUIREMENTS

- A. SECTION 007000 – GENERAL CONDITIONS OF THE CONTRACT
- B. Section 017700 - CLOSEOUT PROCEDURES.
- C. Individual Specifications Sections: Specific cleaning for product or work.

1.3 REQUIREMENTS OF REGULATORY AGENCIES

- A. Conduct cleaning and disposal operations to comply with codes, ordinances, regulations and anti-pollution laws.

1.4 DESCRIPTIONS

- A. CONTRACTOR IS RESPONSIBLE FOR CLEAN UP OF ALL WASTE MATERIALS, DEBRIS AND RUBBISH FROM HIS WORK AND THE WORK OF HIS SUB-CONTRACTORS. Maintain areas under Contractor's control-free of waste materials, debris and rubbish. Maintain site in a clean and orderly condition.
- B. Dumpster and Covered Containers for deposit of debris and rubbish shall be provided including periodic disposal of accumulations or extraneous materials. Separate dumpsters will be provided for each type of recyclable material.
- C. The Contractor shall clean up daily and remove to a dumpster all scrap, trash and debris resulting from the Contractor's activities. Should Contractor fail to perform such clean-up within a twenty-four (24) hour written or verbal notice or fail to keep all material and equipment stored in a neat and orderly manner, the Owner shall seek a Contractor to perform this service on behalf of the Contractor and deduct this cost from any payments due the Contractor.
- D. Removal from site of all debris will be by the contractor performing the activity.

PART 2 - PRODUCTS

2.1 CLEANING PRODUCTS

- A. USE ONLY those materials which will not create hazards to health or property, and which will not damage finishes and surfaces.
- B. In order to control excess dust, the Contractor shall provide adequate supply of proper dust control additives / compounds. This dust control compound shall be utilized and made available for sweeping operations by all prime contractors.
- C. USE ONLY materials and methods recommended by manufacturer of material being cleaned.

PART 3 - EXECUTION

3.1 DURING CONSTRUCTION

- A. Execute daily cleaning, or as often as needed, to keep the Work, the site and adjacent properties free from accumulations of waste materials, rubbish and windblown debris resulting from construction operations.
- B. Dispose of waste materials, cartons, crating, debris and rubbish at designated waste receptor provided by the Contractor (i.e. dumpster, truck, etc.) and which shall be disposed of at legal disposal areas away from the site.

3.2 DISPOSAL

- A. Unless stated otherwise in Bid Package Description, the Contractor will remove collected waste materials, debris and rubbish from site as soon as dumpster/truck is full and dispose of off-site, in a lawful manner. This project requires that recyclable refuse materials be recycled when possible.

3.3 FINAL CLEANING

- A. Prior to final cleaning at the end of each Phase, the Contractor shall remove all debris, extra material etc. from the building to the dumpsters provided by the Contractor. The Contractor will provide final cleaning of the site.
- B. The Contractor shall clean Project site, yard and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter and other foreign substances. Sweep paved areas broom clean. Remove petrochemical spills, stains and other foreign deposits. Rake grounds that are neither planted nor paved to a smooth, even textured surface. This process will need to occur at the end of construction prior to turning construction over to the owner.

END OF SECTION 017400

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Administrative provisions for Substantial Completion and for Final Acceptance.

1.2 RELATED REQUIREMENTS

- A. Section 002000 – INSTRUCTIONS TO BIDDERS: Liquidated damages may be applicable.
- B. Section 007000 – GENERAL CONDITIONS OF THE CONTRACT: Fiscal provisions, legal submittals, and additional administrative requirements.
- C. Section 017400 – CLEANING.
- D. Section 017800 – PROJECT RECORD DOCUMENTS.
- E. Section 017810 – WARRANTIES AND BONDS.

1.3 SUBSTANTIAL COMPLETION

- A. When Contractor considers his Work is substantially complete, he shall submit to Architect:
 - 1. A written notice that the Work, or designated portion thereof, is substantially complete.
 - 2. A list of items to be completed or corrected.
- B. Should Architect/Engineer determine that the Work IS NOT substantially complete, Architect will notify Contractor in writing, listing observed deficiencies.
- C. Contractor shall remedy deficiencies and send a second written notice of Substantial Completion to the Architect.
- D. When Architect/Engineer finds Work is substantially complete, he will prepare a Certificate of Substantial Completion in accordance with provision of General Conditions.

1.4 FINAL INSPECTION

- A. When contractor considers the Work is complete, he shall submit to Architect certification that:

1. Contract Documents have been reviewed.
 2. Work has been inspected for compliance with Contract Documents.
 3. Work has been completed in accordance with Contract Documents, and deficiencies listed with Certificate of Substantial Completion have been corrected.
 4. Equipment and systems have been tested, adjusted, and balanced, and are fully operational.
 5. Operation of systems has been demonstrated to Owner's personnel.
 6. Work is completed and ready for final inspection.
- B. Should Architect/Engineer inspection find Work incomplete Architect will promptly notify Contractor, in writing, listing observed deficiencies.
- C. Contractor shall remedy deficiencies and send a second written Certification of Final Completion to Architect.
- D. When Architect/Engineer finds Work is complete, he will consider closeout submittals.

1.5 CLOSEOUT SUBMITTALS

- A. Submit following documents to Architect:
1. Certificates of Inspection required for equipment, mechanical and electrical systems of each respective Section throughout Project Manual.
- B. Project Record Documents: In accordance with Section 017800.
- C. Warranties and Bonds: In accordance with Section 017810.
- D. Evidence of Payment and Release of Waivers: In accordance with General Conditions of the Contract.
- E. Consent of Surety to Final Payment.
- F. Certificate of Insurance for Products and Completed Operations: In accordance with Supplementary Conditions.

1.6 STATEMENT OF ADJUSTMENT OF ACCOUNTS

- A. Submit to Architect a final statement reflecting adjustments to Contract Sum indicating:
1. Original Contract Sum.
 2. Previous Change Orders.
 3. Change under allowances.
 4. Changes under unit prices.
 5. Deductions for uncorrected Work.

6. Deductions for liquidated damages.
7. Deductions for re-inspection payments.
8. Adjustments for increased Owner costs for direct purchase of Major Materials beyond that set forth in Contractor's Bid
9. Other adjustments to.
10. Total Contract Sum as adjusted.
12. Previous payments.
13. Sum remaining due.

- B. The Architect will issue a Final Change Order, reflecting approved adjustments to the Contract Sum not previously made by Change Orders.

1.7 FINAL APPLICATION FOR PAYMENT

- A. Submit application for final payment in accordance with provisions of the General Conditions of the Contract.

PART 2 - PRODUCTS (Not applicable).

PART 3 - EXECUTION (Not applicable).

END OF SECTION 017700

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 017800 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Maintenance of Record Documents and Samples.
- B. Submittal of Record Documents and Samples.

1.2 RELATED REQUIREMENTS

- A. GENERAL CONDITIONS of the CONTRACT: Documents at the site.
- B. Section 017700 - CLOSEOUT PROCEDURES
- C. Individual Specifications Sections: Manufacturer's Certificates of Inspection.

1.3 MAINTENANCE OF DOCUMENTS AND SAMPLES

- A. Store Record Documents and Samples in field office apart from documents used for construction. Provide files, racks and secure storage for Record Documents and Samples.
- B. Label and file Record Documents and Samples in accordance with Section number listing in Table of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters.
- C. Maintain Record Documents in a clean, dry and legible condition. DO NOT use Record Documents for construction purposes.
- D. Keep Record Documents and Samples available for inspection by Architect/Engineer/Construction Manager.

1.4 RECORDING

- A. Label each document "PROJECT RECORD" in neat, large, printed letters.
- B. Provide felt tip marking pens, maintaining separate colors for each major system, for recording information on prints. The final plot shall show all pertinent changes and shall be marked "As Built", dated and signed by Contractor. Submit "As Built" documents to the Architect for their review.
- C. Record information concurrently with construction progress. DO NOT CONCEAL any work until required information is recorded.
- D. Contract Drawings and Shop Drawings: Legibly mark each item to record actual construction, including:

1. Measured depths of elements of foundation in relation to finish first floor datum.
 2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 3. Measured location of internal utilities and appurtenances concealed in the construction, referenced to visible and accessible features of the construction.
 4. Field changes of dimension and detail.
 5. Changes made by Modifications.
 6. Details not on original Contract Drawings.
 7. References to related Shop Drawings and Modifications.
 8. Revisions to electrical circuitry.
 9. Revisions to duct sizes and routing.
 10. Changes made by change orders.
 11. Changes made following Architect's written order.
- E. Specifications: Legibly mark each item to record actual construction, including:
1. Manufacturer, trade name, catalog number of each product actually installed, particularly optional items and substitute items.
 2. Changes made by Addenda and Modifications.
- F. Other Documents: Maintain manufacturer's certifications, inspection certifications, field test records and other similar items required by individual Specifications sections.

1.5 SUBMITTAL

- A. At Contract Closeout, deliver Record Documents and Samples under provisions of Section 017700.
- B. Transmit one (1) original complete set of marked-up prints to Architect with cover letter copied to Architect, listing: (along with one (1) electronic file in PDF format)
1. Date.
 2. Project title and number.
 3. Contractor's name, address and telephone number.
 4. Title and number of each Record Document.
 5. Signature of Contractor or his authorized representative.

PART 2 - PRODUCTS (Not applicable).

PART 3 - EXECUTION (Not applicable).

END OF SECTION 017800

SECTION 017810 - WARRANTIES AND BONDS

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. Preparation and submittal of warranties and bonds.
- B. Schedule of submittals.

1.2 RELATED REQUIREMENTS

- A. INSTRUCTIONS TO BIDDERS: Bid Bonds.
- B. GENERAL CONDITIONS of the CONTRACT: Performance Bond and Labor and Material Payment Bonds (AS REQUIRED), Warranty and Correction of Work.
- C. Section 017700 - CLOSEOUT PROCEDURES.
- D. Individual Specifications Sections: Warranties and bonds required for specific Products or Work.

1.3 FORMS OF SUBMITTALS

- A. Bind in commercial quality 8 1/2 x 11 inch three-ring side binders with hardback, cleanable, plastic covers.
- B. Label cover of each binder with typed or printed title "WARRANTIES AND BONDS", with title of Project, name, address and telephone number of contractor and name of responsible principal.
- C. Table of Contents: Neatly typed in the sequence of the Table of Contents of the Project Manual with each item identified with the number and title of the specification section in which specified and the name of Product or Work item.
- D. Separate each warranty or bond with index tab sheets keyed to Table of Contents listing. Provide full information using separate typed sheets as necessary. List subcontractor, supplier and manufacturer with name, address and telephone number of responsible principal.

1.4 PREPARATION OF SUBMITTALS

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

- B. Verify that documents are in proper form, contain full information and are notarized.
- C. Co-execute submittals when required.
- D. Retain warranties and bonds until time specified for submittal.

1.5 TIME OF SUBMITTALS

- A. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within ten (10) days after acceptance.
- B. Make other submittals within ten (10) days after Date of Substantial Completion prior to final Application for Payment.
- C. For items of Work when acceptance is delayed beyond Date of Substantial Completion, submit within ten (10) days after acceptance, listing the date of acceptance as the beginning of the warranty period.

1.6 SUBMITTALS REQUIRED

- A. Submit Warranties, Bonds, Service and Maintenance Contracts as specified in the respective Sections of the Specifications, "As Appropriate to This Project".

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 017800