

SECTION 01 10 00  
SUMMARY OF WORK

**PART 1 GENERAL**

**1.1 RELATED DOCUMENTS**

- A. General provisions of the Contract, including City of Portland Standard Construction Specifications Revised except where it conflicts with the Portland Development Commission General and Supplementary Conditions which shall take precedence. Drawings and all other Specification Sections apply to this Section.

**1.2 SUMMARY**

- A. This Section Includes:
- 1.3 Work Covered by Contract
  - 1.4 Project Schedule
  - 1.5 Special Work Requirements
  - 1.6 Work by Owners and Others
  - 1.7 Contractor Use of the Site
  - 1.8 Work Hours, Noise and Temporary Cleanup
  - 1.9 Site Survey and Staking
  - 1.10 Staging, Access, Sanitation and Deliveries
  - 1.11 Pest Control
  - 1.12 Security
  - 1.13 Utilities
  - 1.14 Sustainability and Waste
  - 1.15 Permits
  - 1.16 Materials Testing & Special Inspections
  - 1.17 Warranty

**1.3 WORK COVERED by CONTRACT**

- A. Project Description:
1. Project Identification: "Selective Demolition and Salvage of Centennial Mills" generally consists of, but is not limited to Base Bid set forth below and Alternate Bid Item set forth in Section 01 11 00 as further described therein in the Drawings and Technical Specifications.

2. Project Location:  
Centennial Mills, 1362 NW Naito Boulevard, Portland, Oregon 97209
3. Project Owner: Portland Development Commission (“Commission, PDC or Owner”). Primary Owner’s Project Representative is William Thier, Senior Project Manager, 503-823-3193. E-mail: [Thierw@pdc.us](mailto:Thierw@pdc.us)
4. Architect/Engineer Identification: Drawings and Specifications prepared by KPFF located at 111 SW Fifth Avenue, Suite 2500 Portland, OR 97204. Engineer of Record: Nathan Ingraffea.
5. Base Bid Work: The scope of the Project includes selective demolition of all structures, excluding the Feed and Flour Mills, in two phases. Phase One will include demolition of structures located above the basement slab level. Phase Two will consist of demolition of all structures riverward of the existing sea wall, to include approximately 700-900 in-water wood pilings. In addition to demolition, the work includes salvage, erosion control, historic preservation, and reinforcement of the remaining buildings and structures as required in order to secure the site and ready it for potential redevelopment.
6. Alternate Bid Item:

**Bid Alternate Item #1:** Demolition and salvage of the Feed and Flour Mill Buildings, down to the basement level.

Contractor to submit additional performance schedule estimate with lump sum price.

Owner reserves the exclusive right to accept any, all or none of the Alternate Bid Items. No modifications to Contract Performance Time will be provided by Owner approval of any Alternate bid items, except as shown in the description of the Alternate bid item. Owner further reserves the right to reject any alternate bid item that appears to be unbalanced bid pricing or bid loading

7. Base Bid Allowance, Unit Prices and/or Design Build Items:

No bid allowance, unit prices or specific design/build unit items are established for the base bid.

8. Contract: Project will be constructed under a Public Construction Contract issued and managed by the Portland Development Commission. All Base Bid Work is lump sum. All Alternative Bid Items unless otherwise indicated are lump sum. All quantities and measurements shown on the Drawings or otherwise set forth in Technical Specifications are estimates only. Contractor is solely responsible to verify all measurements, drawings and site conditions.
- B. Contractor shall perform all duties and responsibilities as set forth in the Contract Documents including, but not limited to:
1. Providing and paying for labor, materials, tools, equipment, superintendence, temporary facilities and other services necessary for proper execution and completion of the Work.
  2. Paying all required sales, consumer and use taxes.
  3. Securing and paying for all Permits, as may be required for this Work, except as described elsewhere in this Section 01 10 00 as paid for by Owner.
  4. Complying with all building codes, ordinances and regulations of public authorities having jurisdiction including, but not limited to:
    - a. 2010 Oregon Structural Specialty Code, 2010 Oregon Fire Code, 2010 Oregon Plumbing Specialty Code, 2010 Oregon Electrical Specialty Code, and 2010 Oregon Mechanical Specialty Code, and 2010 Oregon Energy Efficiency Specialty Code and all amendments, unless otherwise modified by City of Portland.
    - b. Applicable portions of the City of Portland 2010 Standard Construction Specifications.
    - c. Drawings and Technical Specifications.
    - d. All other related Contract Documents and instructions by the Owner.
- C. Contractor Salvage, Furnish to Owner for Salvage materials:
1. Prior to Notice to Proceed, a list of items specified by the Owner to protect and preserve will be supplied to the Contractor.
- D. Contractor Protect, existing site improvements and materials:
1. Protect all the Feed and Flour Mill Structures, signs, and related work as noted to 'protect or preserve.'

- E. Owner-Furnished, Contractor-Installed materials: None
- F. Contractor Salvage and Recycling: see Construction Waste Management Section 01 74 19
- G. Required Mock-ups: None

#### **1.4 PROJECT SCHEDULE**

- A. Base Bid "Select Demolition and Salvage of Centennial Mills":
  1. Phase One shall be Substantially Complete on or before issuance of Notice to Proceed for Phase Two.
  2. The Work for Phase Two shall begin by July 01, 2016 and be Substantially Complete by October 31, 2016.
  3. Failure to reach Substantial Completion shall result in Liquidated Damages being assessed in the amount of \$1,000.00/day as further set forth in the Supplemental Conditions and the Contract.

#### **1.5 SPECIAL WORK REQUIREMENTS**

All work is next to or in close proximity of the Willamette River. The Contractor shall take special care to perform all work around and in the water in compliance with the Drawings, Specifications and all State and Federal regulations.

Contractor is responsible for the remediation of all Hazardous Building Materials. Work to be completed by a licensed abatement contractor in accordance with all applicable State and Federal regulations.

#### **1.6 WORK by OWNER and OTHERS**

- A. Owner may award separate contracts which will commence and be executed anytime during construction period of this Contract. Cooperate and coordinate with Owner's separate contractors. (See RFP and Supplemental Conditions)
- B. Items noted NIC (Not In Contract) or OFOI (Owner-Furnished, Owner Installed) will be furnished and installed by Owner during the construction period of the Contract.

#### **1.7 CONTRACTOR USE of SITE**

- A. Contractor shall have full use and control of the Project Site for construction, staging and other work during the construction period, unless otherwise directed by the Owner. Contractor's use of premises is limited only by Owner's right to perform work or to retain other Contractors on portions of Project.
- B. Contractor to submit staging plan prior to start of work.
- C. Contractor shall confine all operations at Project Site to areas identified and authorized by Owner.
- D. For temporary utilities, weather protection and other constraints for all on-site Work and/or operations, Contractor shall comply with the following:
  - 1. Limit use of premises for Work and storage to allow for work by Owner's separate Contractors, if any.
  - 2. Do not encumber Site with materials or equipment used on any other project.
  - 3. Assume full responsibility for protection and safekeeping of all materials, products and equipment stored on premises, as well as any and all improvements under construction.
  - 4. Move stored products which interfere with operations of Owner, or otherwise as directed by Owner.
  - 5. For temporary utilities, see Special Work Requirements, above.
- E. Special Precaution on Access and Use of Site.
  - 1. Work areas are adjacent to busy City streets with high volume of traffic. Contractor is required to use flaggers and deploy all required traffic control measures and devices as further set forth in Security Fence and Traffic control below. Contractor shall coordinate traffic control work.
  - 2. Work areas are adjacent to the Willamette River. Contractor shall comply with the specifications and drawings and take proactive measures to keep building materials and other debris away from and out of the river.

## **1.8 WORK HOURS, NOISE and TEMPORARY CLEANUP**

- A. Work to be performed during regular work hours. For any night work, Contractor as part of Base Bid costs shall sequence Work accordingly,

provide any and all light bars and related equipment and shall comply with any overtime requirements and pay any premium costs if any are accrued. Owner will obtain any required noise variance from City and Contractor shall comply with all terms and conditions.

- B. Contractor shall comply with Noise Variance requirements and the standard City of Portland Ordinance on Noise Title 18 Section 18.10.060 with respect to construction work hours as applied to Loading and Receiving Locations.
- C. Contractor may request the Owner consideration of overtime and weekend work hours. Note: Contractor to check Prevailing Wage requirements, if any, when considering overtime or weekend work. The Owner is not responsible to reimburse for any premium costs due to overtime or weekend work unless specifically agreed to in writing.
- D. Contractor's failure to promptly perform all temporary cleanup, remove debris or remove equipment may result in the Owner self-performing any and all actions necessary to restore the work area, and for Owner to Collect damages from the Contractor pursuant to the General Conditions

## **1.9 SITE SURVEY and STAKING**

- A. Owner shall make available to the Contractor an electronic copy of the Final Construction Drawings in AutoCAD format denoting base survey and layout points. At least one point on or adjacent to the site will be identified by Owner to provide project baseline control, N/E coordinates and elevations.
- B. Contractor is solely responsible as part of base bid cost for performing any and all construction layout and grade control to ensure the proposed project layout fits actual site conditions. Contractor to immediately notify Owner in writing by RFI of any potential survey or layout issues. Provide all necessary surveying required during construction using a surveyor licensed to perform work in the State of Oregon or other qualified construction worker capable of tie-in into reference point and setting grades. No claim will be considered by the Owner for any missing, damaged or otherwise altered Contractor-performed survey, except on the condition that Owner has other contractors on site whose actions disturb any existing survey markers.

## **1.10 STAGING, ACCESS, SANITATION and DELIVERIES**

- A. Contractor may use the site for necessary staging, stockpiling and performance of Work as set forth in Special Work Requirements.
- B. Prior to start of field work Contractor shall provide Owner with a detailed Staging Plan.
- C. Contractor shall provide for any/all garbage refuse pickup in compliance with OR-OSHA and other regulatory requirements prior to commencing Work.
- D. Contractor shall provide temporary sanitation as required by OR-OSHA within the designated staging area.
- E. Contractor is responsible for all subcontractor access and other deliveries to the site.

#### **1.11 PEST CONTROL**

- A. Provide services of a licensed pest extermination company from the time site Work starts until Substantial Completion for the purposes of preventing rodents and other vectors from migrating from the project site to the surrounding neighborhood during demolition activities.
- B. Pest control efforts shall be monitored and maintained regularly during the course of the project.
- C. Warning signs shall be posted, as necessary, for the protection of the public in accordance with the requirements of the authority having jurisdictions.
- D. Pest Control equipment shall be removed at Substantial Completion

#### **1.12 SECURITY and TRAFFIC CONTROL**

- A. Contractor is solely responsible for site security and site control, except for authorized Owner entry detailed herein. Contractor shall provide under the Base Bid any necessary site security to assure safety of the Work, of the public, and of the property.

- B. Contractor shall furnish, install and maintain on all lockable gates a lock intertwined with an Owner-furnished lock for purposes of complete access to the Work Site at all times by all parties requiring access.
- C. Entry to the staging area shall be restricted by the Contractor to only authorized workers, permit and regulatory agencies, and Owner-authorized personnel.
- D. All persons entering the work site will check in at job trailer and/or with the Contractor Superintendent and shall comply with any required PPE. Contractor shall have the authority to deny access to any personnel not specifically included on the Owner's Emergency Contact List, or lacking the proper PPE.
- E. Prior to start of Field Work, Contractor shall furnish a Temporary Control Plan to Owner for review and approval. Any and all required traffic control barriers, signs, markers, lighted markers etc are the sole responsibility of the Contractor and part of the Base Bid or any Alternate Bid work.
- F. Prior to start of Field Work, Contractor shall furnish and install all required Erosion Control Measures, temporary access roadways, temporary tree and plant protection measures as set forth in the Drawings, Technical Specifications and/or Permit Requirements.

### **1.13 UTILITIES**

- A. Utility Work by Contractor:
  - 1. Contractor is responsible for completion of all utility work as set forth in the Drawings and Technical Specifications: Contractor shall coordinate any and all utility service work, inspections etc. and furnish and install new pole and/or panels as part of the base bid cost. Contractor is responsible for installation and/removal of all temporary utility connections and services or providing temporary power.
  - 2. All temporary electrical and water used as part of the construction work shall be paid by the Contractor.
  - 3. Contractor is responsible for installation and removal of all temporary utility connections and services (if any)
- B. Utility Locates & Utility Protection:



1. Contractor shall perform all required utility locates to include notification of Oregon Utility Notification Center prior to any subsurface excavation 1 800-332-2344. Additional requirements are set forth under Oregon Revised Statutes ORS 757.542 and Administrative Rule OAR 952-001.
2. If buried utilities not shown on Drawings are discovered, Contractor shall notify Owner immediately without further impacting the utility. Contractor is responsible for protection of any exposed utilities in compliance with applicable utility/code requirements.

#### **1.14 SUSTAINABILITY and WASTE**

- A. The Owner values and supports the highest level of sustainability on all projects. Contractor shall to the maximum extent reasonable and practicable make every effort to reduce waste and minimize net waste to the landfill, and to enhance material reuse by salvage and/or recycling.
- B. Waste:
  1. Contractor is responsible for the lawful and appropriate disposal of all construction debris.
  2. Contractor shall to the extent practical segregate all construction debris for maximum recycling and/or salvage.
- C. Recycling:
  1. Contractor shall maximize recycling of all construction debris in the appropriate manner, as feasible in accordance with BDS General Building Permit as may be further specified by the Office of Sustainable Development.

#### **1.15 PERMITS**

- A. Contractor shall:
  1. Comply with all permit requirements,
  2. Call for any and all required inspections,
  3. Close out all permits at the conclusion of the Project.
- B. Permits Obtained by Owner:

1. Owner shall obtain and pay for General Building Permit
  2. All general permits shall be furnished to the Contractor and the Contractor shall comply with all permit requirements and call for any and all inspections and close out all permits as part of base bid costs.
- C. Permits Obtained by Contractor:
1. Contractor shall pay for as part of base bid and obtain prior to start of any Work, any and all trade permits that may be required including but not limited to new plumbing and electrical etc.

#### **1.16 MATERIALS TESTING and SPECIAL INSPECTIONS**

- A. The Owner shall retain and pay for all required and necessary testing and Special Inspector reviews. The Owner will provide the Contractor with the name and contact information of the testing agent , and the Contractor shall make all necessary arrangements with the testing agent for all required tests and inspections, including on-site or off-site inspections.
- B. The Contractor shall cooperate with the Special Inspector and follow all instructions consistent with the work outlined in the Contract as follows:
1. Any instructions by Special Inspector on work outside the terms of the Contract shall be immediately brought to the Owner's Representative attention.
  2. Any work performed outside the terms of the Contract without expressed prior approval of the Owner is not subject to reimbursement, claim and/or dispute.
  3. In the event that any test or inspection fails or otherwise deemed not satisfactory to the Special Inspector or General Building Permit, the Contractor is solely responsible for any and all actions necessary to pass the testing protocols including, but not limited to: materials, labor and/or equipment. Any retesting services necessary or required will be at Contractor's sole cost and responsibility, and shall be deducted from the final Contract payment.
- C. All Contractor coordination costs related to Special Inspections are considered part of the Base Contract Price or Alternative Bid work as general condition costs and no reimbursement or claim will be made for additional supervision, bonding or insurance or any other coordination.

#### **1.17 WARRANTY**

- A. As set forth in the Contract Documents, Contractor upon date of Substantial Completion issued by the Owner, shall warrant all Work to include but not limited to materials, fabrication and workmanship for one (1) calendar year and all plant materials (shrubs and trees) for two (2) calendar years. This provision shall supersede any conflicts (if any) in the other Technical Specification Divisions. (Contractor shall promptly respond to and perform any and all Owner requests for Warranty work.-stated in 9.B.3.)

**PART 2      PRODUCTS** (Not used)

**PART 3      EXECUTION** (Not used)

**END of SECTION 01 10 00**

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SECTION 01 26 00  
CONTRACT MODIFICATION PROCEDURES

**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 specifies administrative and procedural requirements for handling and processing Contract modifications. Other specific requirements for Changes in Work are set forth in General Conditions Section 4.

**1.3 MINOR CHANGES in the WORK**

- A. When necessary, Owner will issue supplemental instructions authorizing Minor Changes or Clarifications in the Work, not involving adjustment to either the Contract Sum or the Contract Time.

**1.4 PROPOSAL REQUESTS**

- A. Owner-Initiated Proposal Requests: Owner will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
  - 1. Proposal Requests issued by Owner are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
  - 2. Change Proposal Requests are not actionable until authorized in written form by either a Construction Change Field Directive or a Change Order.
  - 3. Within 5 working days after receipt of Proposal Request, Contractor shall submit to Owner proposal estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
    - a. Include a list of products and their quantities required or eliminated with unit costs, and the total amount of purchases or cred-

its to be made. If requested, furnish survey data to substantiate quantities.

- b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
- c. Include an updated Contractor's Construction Schedule that indicates the effect of the change.

B. Contractor-Initiated Proposals: Contractor may request Owner consideration of Changes in Work that may require adjustment to the Contract Sum or the Contract Time or both. If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change.

1. Include a complete description with reasons for the change on the Work, and the effect of the change. Indicate what, if any, impact there is of the proposed change on the Contract Sum and the Contract Time.
2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Include an updated Contractor's Construction Schedule that indicates the effect of the change.

## **1.5 CHANGE ORDER PROCEDURES**

A. Follow General Conditions Article 4 Changes in the Work.

**PART 2 PRODUCTS** (not used)

**PART 3 EXECUTION** (not used)

**END of SECTION 01 26 00**

SECTION 01 29 00  
PAYMENT PROCEDURES

**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 specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Reference Article 5 Payments in General Conditions for additional requirements.

**1.3 APPLICATIONS for PAYMENT**

- A. General Protocols:
  - 1. Each Application for Payment shall be consistent with previous applications and payments as certified by and reimbursed by Owner.
  - 2. Applications for Payment shall include only work initially included in the Base Bid Work, or work for which a properly executed Change Order has been affected.
  - 3. Payment Application Schedule: Monthly for the prior months work.
  - 4. Payment Application Forms: Use the Commission's forms 103 and 103a as form for Applications for Payment. Sample copies are available upon request.
  - 5. Application Preparation: Complete every entry on form. Owner will return incomplete applications without action.
  - 6. Only persons identified by the Contractor and authorized to sign legal documents on behalf of Contractor will be accepted for reimbursement.
  - 7. Transmittal: Submit two (2) signed and notarized original copies of each Application for Payment to Owner. One copy shall include waivers of lien, as required.

8. A Retainage of 5% may be set aside for all partial applications of payment. Retainage will be released upon final payment.
- B. Initial Application for Payment, Application for Payment at time of Substantial Completion, and Final Application for Payment involve respective requirements according to their order:
1. Application for Progress Payment: Administrative actions and submittals that coincide with submittal of an Application for Progress Payment include the following:
    - a. Two signed (original signatures) and notarized copies of the Payment Application
    - b. Schedule of Values corroborating percentage of work for which reimbursement is being requested.
    - c. Certified Payroll for all work for which reimbursement is being requested, as applicable.
    - d. Conditional Release and Waiver for Progress Payment.
  2. Application for Final Payment: After issuance of the Certificate of Substantial Completion, Final Acceptance is required for Final Payment and shall include submittal of all closeout materials required in Section 01 77 00 Closeout Procedures. Administrative actions and submittals that coincide with submittal of an Application for Final Payment include the following:
    - a. Two signed (original signatures) and notarized copies of the Payment Application.
    - b. Schedule of Values corroborating full value of work, including any and all Changes Orders affected during the project.
    - c. Certified Payroll for all work for which reimbursement is being requested, as applicable.
    - d. All required closeout materials.
    - e. Consent of Surety to Final Payment, as applicable.
    - f. Conditional Release and Waiver for Final Payment.
- C. For all projects in which Certified Payroll is required, all personnel, their job categories, dates, hours and rates must be accurate and consistent with the work for which reimbursement is being requested. This requirement includes any and all subcontractors utilized on the project.
- D. It is generally beneficial to provide the Owner a week in advance of a draft of the Proposed Payment Application for review to mitigate delays that may be the result of clarifications required by the reviewing process.

- E. Other specific requirements are set forth in General Conditions Article 5 Payments.

**PART 2 PRODUCTS** (not used)

**PART 3 EXECUTION** (not used)

**END of SECTION 01 29 00**

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SECTION 01 31 00  
PROJECT MANAGEMENT AND COORDINATION

**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 provisions for coordinating construction operations on the Project including, but not limited to, the following:
  - 1. General project coordination procedures
  - 2. Coordination of drawings
  - 3. Administrative and supervisory personnel
  - 4. Project meetings
- B. Related Sections: The following Sections contain requirements that relate to this section:
  - 1. Division 1 Section 01 10 00 Summary of Work
  - 2. Division 1 Section 01 32 00 Construction Progress Documentation (or 01 32 10 if applicable)
  - 3. Division 1 Section 01 77 00 Closeout Procedures

**1.3 COORDINATION**

- A. Coordinate construction operations included in various sections of the specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, quality control and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service and repair.
  3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Coordination with others: The contractor is required to accommodate and cooperate with construction performed by other utilities, agencies and contractors working in the area. If necessary, prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
- C. Administrative Procedures: Contractor shall coordinate scheduling and timing of required administrative procedures with other construction activities and activities with other contractors to avoid other conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of Contractor's Construction Schedule (and any other special project schedule requirements)
  2. Installation and removal of temporary facilities and controls
  3. Coordinating any and all permit inspections, coordination with special inspectors etc.
  4. Delivery and processing of submittals
  5. Submitting any RFI, PR/PC and other requests
  6. Attending and responding to issues in weekly progress meetings
  7. Submitting all Project Closeout

#### **1.4 SUBMITTALS**

- A. Staff Names: At the preconstruction meeting, prior to the start of construction operations, submit a list of principal staff assignments, including superintendent and other personnel in attendance at Project site.

- B. Identify individuals and their duties and responsibilities; list address and telephone numbers, including office telephone and cell phone numbers. Provide names, addresses and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone.
- C. Provide at the preconstruction meeting for Owner's approval prior to work commencing: proposed subcontractor list, work schedule, schedule of values, pre-demolition waste management plan and any other pre-construction work documentation required.
- D. Provide at the weekly progress meetings updated schedule, log information, issues open/closed and other status and update reports.

## **1.5 PROJECT MEETINGS**

- A. General: Owner in coordination with Contractor and others, shall schedule and conduct meetings and conferences at Project site, unless otherwise indicated.
- B. A preconstruction meeting is required with Owner as well as other preconstruction permit and regulatory agency meetings as may be further specified in Section 01 10 00.
- C. Meeting Attendees: Owner in coordination with Contractor and others, shall establish a date and time of each meeting. Upon mobilization on the site, weekly progress meetings shall be held unless otherwise specified in writing by Owner.
- D. Meeting Agenda: Owner in coordination with Contractor shall prepare an Agenda and distribute to all invited at least two (2) days prior to the meeting. The Agenda shall cover the following general topics:
  - 1. Review of Contractor's 3 week out short term schedule.
  - 2. Review of the Submittal Log.
  - 3. Review of RFI, ASI Logs.
  - 4. Review of PC/PR, Field Change Directive and Change Order Log.
  - 5. Issues Log indicating old/new issues, person to resolve, timeline to resolve and open/closed status.
- E. Meeting Minutes: Owner shall record significant discussions and agreements achieved. Distribute the meeting minutes to everyone

concerned, including Owner and Architect/Engineer, within two (2) days of meeting. Unless otherwise objected to, minutes will become final five (5) days after the meeting. Minutes may be used as basis for resolving any claims, disputes, quality control, deficient work, liquidated damages or other progress documentation.

- F. Cost Review Meetings: Owner and Contractor may establish other meetings to discuss cost PR/PC, T&M extra work sheets, changes to schedule etc as may be necessary. Results of these discussions will be shared between the parties.
- G. Other On-Site Meetings: Owner may convene any other on-site or off-site meetings with the Contractor as determined necessary and/or prudent.

**PART 2 PRODUCTS (Not Used)**

**PART 3 EXECUTION (Not Used)**

**END OF SECTION 01 31 00**

SECTION 01 32 00  
CONSTRUCTION PROGRESS DOCUMENTATION

**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 documenting the progress of construction during the performance of the Work, including, but not limited to the following:
  - 1. Contractor's Construction Schedule (baseline and 3 week look ahead)
  - 2. Field conditions reports
  - 3. Special reports
- B. Related Sections: The following Sections contain requirements that relate to this section:
  - 1. Division 1 Section 01 10 00 Summary of Work
  - 2. Division 1 Section 01 31 00 Project Management (or 01 32 10 if applicable)
  - 3. Division 1 Section 01 33 00 Submittal Procedures

**1.3 SUBMITTALS**

- A. Contractor's Construction Schedule: Follow requirements below or Section 01 32 10 Special Project Requirements (if applicable). Provide to Owner at preconstruction meeting Baseline Project Schedule. Owner will review and upon any necessary modifications, approve the Baseline Schedule. Provide to the Owner at the weekly progress meetings, a three week look ahead schedule that outlines key critical path Work that ties to the Baseline Schedule. Contractor will identify any critical work items, any slip/float, critical submittals, responses to RFI's, any delays etc. The

Baseline and three week look ahead schedule will be used by the Owner to consider any modifications to contract performance schedule and any liquidated damages (if any).

- B. Field Condition Reports: Submit electronic notice to Owner.
- C. Special Reports: Submit electronic PDF copies to Owner.

#### **1.4 COORDINATION**

- A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors, suppliers fabricators etc.
- B. Coordinate Contractor's Construction Schedule, list of subcontracts, progress reports, payment requests, and other required schedules and reports.
  - 1. Secure time commitments for performing critical elements of the Work from parties involved.
  - 2. Coordinate construction activities and schedule them in proper sequence.

### **PART 2 PRODUCTS**

#### **2.1 SCHEDULES**

- A. Submit Baseline and three week look ahead as required herein. See Section 01 32 10 Special Project Schedule Submittal for schedule submittal requirements (if applicable).

#### **2.2 REPORTS**

- A. Field Condition reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report for Owner. Submit with a Request for Information to Owner (electronic notice to Owner is acceptable). Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

#### **2.3 SPECIAL REPORTS**

- A. General: Submit special reports directly to Owner within one day of and occurrence (electronic notice to Owner is acceptable).

- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at the Project site, whether or not related directly to the Work, prepare and submit a report to Owner. (Electronic notice to Owner is acceptable). List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

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

**END OF SECTION 01 32 00**

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SECTION 01 33 00  
SUBMITTAL PROCEDURES

**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 all Submittals. Submittals will be grouped into Preconstruction, Construction and Closeout. Closeout submittals are detailed in Section 01 77 00. Special Project Schedule Submittals are detailed in Section 01 32 10, if applicable. Specific products Submittals are denoted in each Division of Work.
- B. It is the Contractor's sole responsibility to timely submit any and all required Submittals to the Owner for review. Contractor shall prioritize and indicate critical review timelines for all product, shop drawings etc. to assist in the timely review.
- C. Contractor shall retain and pay for as part of the Base Bid any necessary engineer or other specialist to prepare any required shop drawings, detail drawings, or other work necessary to comply with the Drawings and Technical Specifications. No extra payment for structural steel detailing, fabrication etc. will be made unless the Owner substantially changes the design.

**1.3 PRECONSTRUCTION LIST OF SUBMITTALS**

- A. Contractor shall provide to the Owner for review and approval the following materials at the Preconstruction Conference prior to commencement any site work:
  - 1. Baseline Construction Schedule: Detailing critical phases of the Work – Reference Section 01 32 00.
  - 2. Schedule of Values: Cost by each Division of work to enable the Owner to adequately make progress payments. Any division of work that exceeds \$50,000 value shall be further broken down in key work elements. Unbalanced schedule of values will be rejected and Contractor shall submit an updated Schedule of Values for Owner



approval. No payment will be made by Owner until Schedule of Values is approved.

3. Construction Waste Management Plan: Executed copy of Office of Sustainable Development form on construction waste and recycling as required under BDS General Building Permit.
4. List of Subcontractors: Complete listing of all subcontractors intended for use on the project.

Note: No subcontractors are authorized to work on this project without Owner's review and expressed approval.

5. Emergency List: Of key Contractor personnel associated with the project, and their 24-hour contact numbers.
6. List of Trade Permits: List of all anticipated trade and specialty permits anticipated for the project.
7. Other Submittals: As specified in other Divisions or by Permit Requirements to include but not limited to staging plan, traffic control plan, temporary utility connection etc.

#### **1.4 CONSTRUCTION LIST OF SUBMITTALS**

- A. Contractor shall provide to the Owner for review and approval the following materials at the weekly construction meeting.
  1. Updated Construction Schedule: Detailing critical phases of the Work – Reference Section 01 32 00.
  2. Other Submittals: As specified in other Divisions or by Permit Requirements to include but not limited to product submittals, shop drawings etc.

#### **1.5 POST CONSTRUCTION CLOSEOUT SUBMITTALS**

- A. Prepare and submit all submittals per Section 01 77 00.

### **PART 2 PRODUCTS (Not Used)**

### **PART 3 EXECUTION**

#### **3.1 Submittal Procedures**

- A. Contractor shall submit five (5) copies of all required Submittals to the Owner unless otherwise directed in writing. To the extent possible all

Submittals will be electronic except where it is impossible (i.e. product samples). Product samples shall to the extent practicable be available for A/E review at the weekly meetings.

- B. Identify Project, Submittal Number, Contractor, pertinent drawing number and specification section as appropriate.
- C. Apply Contractor's stamp or signature certifying that review, approval, verification of products required, field dimensions, adjacent construction work and coordination of information is in accordance with requirements of the Contract Work and Contract Documents.
- D. In general the Owner will make every effort to timely review all Submittals and shall respond to the Contractor in writing on the disposition. The standard review time is five (5) business days and urgent review three (3) business days. Owner will maintain a Submittal Log to track any and all submittals and will review this log with the Contractor at the progress meeting.
- E. Contractor shall faithfully and timely resubmit any additional information as may be required by the Owner. No claim for delay will be considered by the Owner for the Contractor's failure to timely provide to the Owner all complete and all required submittals nor shall the Contractor be entitled for additional contract performance time or dispensation on liquidated damages, if any.
- F. Significant or substantive review comments of Submittals by the Owner, Engineer or Regulating Agency that have impact on cost or schedule, Contractor shall promptly and in no event later than ten (10) calendar days after the Contractor knew or should have known of the impacts notify the Owner in writing. Any changes will be negotiated pursuant to General Conditions Change in Work.
- G. Owner will not review submittals to identify all omissions or errors. Owner will provide partial review of submittals when an error or omission is identified. Submittals containing errors or omissions will be returned to the Contractor for revision and re-submittal.
- H. Revise and resubmit submittals as required, and identify all changes made since previous submittal. Except as specified otherwise in individual specification sections, submittals shall be resubmitted to the Owner within five (5) calendar days of return of initial reviewed submittals.

**END of SECTION 01 33 00**

SECTION 01 46 00  
LEAD-BASED PAINT NOTIFICATION

**PART 1 GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

**1.2 SUMMARY**

- A. This Section serves as a disclaimer that certain building materials may possibly contain Lead-Based Paint (LBP) in some non-actionable quantity.
- B. As certain building materials may contain surfaces upon which LBP may be present, demolition or renovation activities could potentially disturb those surfaces and release lead into the environment resulting in the risk of worker exposure. Therefore Contractor must assure that all workers follow a regimen of lead-safe work practices. Contractor must also abide by all prevailing rules and regulations of authorities having jurisdiction regarding worker safety.
- C. No specific LBP hazards have been identified, and no abatement work is either required or indicated during the course of this Project.
- D. If the Contractor encounters any substantive lead-based paint that is suspected to be actionable and in “poor” condition that may require any type of abatement, immediately notify the Owner.
- E. Any lead-based paint abatement work must be undertaken in conformance of the State of Oregon, Department of Human Services (“DHS”) regulations. All lead-based paint abatement work shall be undertaken by a DHS Certified Lead Based Paint Abatement Firm who is certified for “abatement work” and further certified to undertake such work in “residential and non-residential structures.”
- F. The Contractor is responsible for the health and safety of its workers regarding the release of lead into the environment from disturbing building components containing any quantity of LBP. Costs incurred for protection of the health of workers shall be included in the total bid schedule price for this Project. The Owner accepts no responsibility for the Contractor’s employee monitoring, and is to be held harmless from any legal action taken with regard to exposure to lead as a result of the work on this Project.

- G. Where there is a conflict in requirements set forth in these regulations and standards and those of all prevailing authorities having jurisdiction, the Contractor is to meet the more stringent requirement.
- H. References for Lead Related Work:
  - 1. Code of Federal Regulations: 29 CFR 1910.20; 29 CFR 1910.134; 29 CFR 1910.1025; 29 CFR 1926.62; 29 CFR 1926.59; 49 CFR 173, 178, and 179.
  - 2. Oregon Administrative Rules: OAR 437 1926.62.
  - 3. State of Oregon Department of Human Services (“DHS”)
  - 4. National Institute for Occupational Safety and Health (NIOSH).
  - 5. Occupational Safety and Health Administration (OSHA)
  - 6. Lead Paint Safety – A Field Guide for Painting, Home Maintenance, and Renovation Work: [www.hud.gov/lea/LBPguide.pdf](http://www.hud.gov/lea/LBPguide.pdf)

### **1.3 GENERAL REQUIREMENTS**

- A. Contractor shall follow all applicable local, State and Federal laws and regulations regarding potential worker exposure to LBP during building demolition or renovation.
- B. Contractor shall employ lead-safe work practices (as found in the Field Guide – *Lead Paint Safety*) and all necessary precautions to prevent or minimize the potential release of lead into the air or into the surrounding environment in the form of chips, flakes, dust, fumes or mist from activities that disturb building materials containing any quantity of lead.
- C. Contractor shall inform all workers and supervisory personnel who will be at the job site of the potential presence of lead, of the hazards in working with building materials that contain lead in any quantity, and of the necessary precautions and lead-safe work practices required to reduce the potential for exposure when working with building components where lead may potentially be present.
- D. Review background environmental information thoroughly, and inspect the Site thoroughly before commencing demolition or renovation activities.
- E. The Contractor shall follow all applicable Oregon OSHA prescriptions, and provide personal air monitoring and a medical surveillance program, when required, for regulatory compliance.

- F. Contractor shall control airborne particulates at all times. If airborne particulates are not adequately controlled, and if the Owner has any cause to suspect that the particulates may potentially contain LBP in any quantity, the Owner may direct the Contractor to modify or cease operations, as necessary, and at no additional cost to the Owner, until particulate emissions are adequately controlled.
- G. Contractor shall perform at Contractor's sole expense any required tests for proper disposal of building materials.

#### 1.4 NOTIFICATIONS

- A. The Contractor is responsible for alerting any reclamation or salvage operation that would receive salvage or recycled building materials generated from this Site of the potential that the materials may contain non-actionable LBP in some quantity.

#### 1.5 DEFINITIONS

- A. Actionable: A condition where the quantity of lead in the paint on a building component triggers the component as a lead-based paint hazard by the Environmental Protection Agency if the paint is disturbed. LBP that is in "poor" condition, peeling and flaking requires abatement actions to minimize impacts.
- B. Non-Actionable: The condition of a component containing a quantity of leaded paint that does not trigger the component as a lead-based paint hazard as identified by the Environmental Protection Agency, although disturbing the paint may be regulated by OSHA or Oregon OSHA.
- C. Lead-Based Paint: Paint in which the quantity of lead is at or greater than 5000 parts per million, or 5000 micrograms per gram.
- D. Lead Paint Hazard: A condition when the quantity of lead in the paint on a building component exceeds the minimum threshold of 5000 parts per million, and is therefore is considered actionable by the Environmental Protection Agency if the paint is disturbed. LBP that is in "poor" condition peeling and flaking requires abatement actions to minimize impacts.
- E. Lead-Safe Work Practices: Work methods utilized to minimize contamination of the environment when disturbing paint that is either known or suspected of containing lead in any quantity. Lead-safe work practices include, but are not limited to: working wet, not employing mechanical sanding or sandblasting equipment without a HEPA filter, not using a heat gun over 750 watts to remove paint, using containments and barriers to keep dust and chips from migrating from the work site into the

environment. Lead-Safe work practices may be found in the HUD brochure *Lead Paint Safety – A Field Guide for Painting, Home Maintenance, and Renovation Work*.

## **PART 2 PRODUCTS**

### **2.1 PERSONAL PROTECTIVE EQUIPMENT (PPE)**

- A. Contractor shall provide all workers with the necessary personal protective equipment and training necessary to protect them from potential exposure to lead hazards including, but not limited to: protective clothing, respirators, eye protection and sanitary facilities including compliance with all OR-OSHA requirements.
- B. Contractor shall use the proper equipment when employing lead-safe work practices when working with building materials suspected of containing lead in any form or quantity.
- C. Contractor is responsible for any disclosure of lead based paint in any materials salvaged or recycled by the Contractor for disposal and/or reuse off site.

## **PART 3 EXECUTION (Not used)**

**END of SECTION 01 46 00**

SECTION 01 74 19  
CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

**1.2 SUMMARY**

- A. This Section includes administrative and procedural requirements for the following:
  - 1. Salvaging non-hazardous demolition waste.
  - 2. Recycling non-hazardous demolition waste.
  - 3. Reusing non-hazardous demolition waste.
  - 4. Disposing of non-hazardous demolition waste.
- B. Specifically this section does not cover any requirements for handling hazardous or regulated waste. Contractor shall contact Owner immediately when any hazardous or regulated waste is encountered pursuant to the General Conditions.
- C. Owner encourages to the maximum extent practicable Salvage for Reuse, Recycling and only if necessary net waste disposal at landfill.

**1.3 DEFINITIONS**

- A. Demolition Waste: Solid wastes typically including building materials, trash, debris and rubble resulting from demolition activities. Demolition Waste may be recyclable, salvageable, or otherwise destined as Net Landfill Waste.
- B. General Disposal/Trash: Any product or material unable to be reused, recycled or salvaged. General Disposal/Trash will ultimately terminate as Net Landfill Waste.
- C. Net Landfill Waste: Materials destined for General Disposal that have no value or benefit in being either recycled, reused or salvaged.

- D. Recycle: Recovery of demolition waste for subsequent processing into a new usable material.
- E. Salvage: Recovery of demolition waste to be employed in its original purpose or function. This includes all salvage of demolition work that is not otherwise specifically identified for salvage for the Owner and/or salvage for reuse as part of the Work.
- F. Waste Management Plan: Plan to make maximum environmental and economic use of Demolition Waste in a safe and efficient manner.

#### **1.4 PERFORMANCE REQUIREMENTS**

- A. General: Develop Pre-Demolition Waste Management Plan that results in efficient use and reuse of resources.
  - 1. Salvage: (as may be applicable to the project)
    - a. None expected.
  - 2. Recycling: (as may be applicable to the project)
    - a. All wood materials not salvageable. Manifest in tonnage.
    - b. All concrete, CMU, brick and A/C material. Manifest in tonnage.
    - c. All metal, by type. Manifest in tonnage.
    - d. All other recyclable materials of value. Manifest in tonnage.
  - 3. Divert as net landfill waste only non-salvageable or non-recyclable materials. Manifest in tonnage.
- B. Contractor shall provide total of salvaged and recycled materials as a percentage of total demolition waste documented on *Pre-Demolition and Post-Demolition Waste Reduction Forms*. This form shall be submitted as part of closeout documents.

#### **1.5 SUBMITTALS**

- A. Waste Management Plan: Contractor shall execute the Office of Sustainable Development Commercial Construction Project form and provide Owner a copy. In addition, Contractor shall submit five (5) copies of a detailed Pre Demolition Waste Management Plan prior to commencing demolition activities.
- B. Waste Reduction forms: Contractor shall submit waste reduction form (supplied by Owner) as follows:



1. With the initial Waste Management Plan the Contractor shall submit a Pre-Demolition Waste Reduction form indicating the amount of recycling and general disposal that is estimated to occur on the project.
  2. With the final payment the Contractor shall submit a Post-Demolition Waste Reduction form indicating the actual amount of recycling and general disposal that actually occurred on the Project.
- C. Recycling and Processing Facility Records: Indicate receipt and acceptance of recyclable waste by recycling and processing facilities licensed to accept them. Include manifests, weight tickets, receipts and invoices.
- D. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts and invoices.

## **1.6 QUALITY ASSURANCE**

- A. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Waste Management Conference: Prior to commencement of demolition activities the Contractor shall meet with crew and pertinent subcontractors at the Project Site to review methods and procedures related to waste management including, but not limited to:
1. Reviewing and discussing the Waste Management Plan.
  2. Reviewing the process of documenting the quantities of each type of waste and its disposition.
  3. Reviewing and finalizing procedures for materials separation.

## **1.7 WASTE MANAGEMENT PLAN**

- A. General: By submitting a bid the Contractor agrees to develop a plan consisting of waste identification and waste reduction. The Plan will indicate quantities by either weight or volume, and the Contractor will use the same units of measures consistently throughout the Waste Management Plan.
- B. Waste Identification: Indicate anticipated types and quantities of demolition waste generated by the Work. Include estimated quantities, and the assumptions made for the estimates.

- C. Waste Reduction Work Plan: List each type of waste and whether it will be recycled or disposed of either as net landfill waste or incinerated. Include points of waste generation, total quantity of each type of waste, quantity for each means of recovery, and handling and transportation procedures.
  - 1. Recycled Materials: Include list of receivers and processors and type of recycled materials each will accept. Include lists of their names, their addresses and their telephone numbers.
  - 2. Disposed Materials: Indicate how and where materials will be disposed of. Include lists of their names, their addresses and their telephone numbers.
  - 3. Handling and Transportation Procedures: Include method that will be used for separating all recoverable waste. The Plan may include sizes of containers, container labeling and designated location(s) on Project site where materials separation will be located.
- D. Forms: Prepare and submit to the Owner with completed Pre- and Post-Waste Reduction forms.

## **PART 2 - PRODUCTS (Not used)**

## **PART 3 - EXECUTION**

### **3.1 PLAN IMPLEMENTATION**

- A. General: Implement Waste Management Plan as approved by Owner. Provide handling, containers, storage, signage, transportation and other items as required to implement waste management operations during the entire duration of the Contract.
- B. Training: Train workers, subcontractors and suppliers on proper waste management procedures as appropriate for the Work occurring at Project Site.

1. Distribute Waste Management Plan to everyone concerned within three days of return of approved submittal.
  2. Distribute Waste Management Plan to crew members and pertinent subcontractors when they first begin work on Site. Review plan procedures and locations established for salvage, recycling and disposal.
  3. Distribute to new crew members and pertinent subcontractors before they commence demolition activities.
- C. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways and other adjacent occupied and used facilities.

### **3.2 ON-SITE SALE of DEMOLITION WASTE**

- A. Salvage items (if any) shall not be sold on the Project Site.

### **3.3 RECYCLING and SALVAGE DEMOLITION WASTE**

- A. Ownership:
1. Unless otherwise noted, all demolition recycling and or salvage belongs to the Contractor upon removal from the site. Any revenue generated from selling the materials belongs to the Contractor with no subsequent credit to the Owner.
  2. When applicable, Contractor is responsible for notifying all parties that receive demolition waste that the materials may potentially contain hazardous substances.
- B. Procedures:
1. Separate recyclable and salvageable demolition waste from general disposal waste, trash and debris to the maximum extent practical.
  2. Inspect stockpiles for contamination, and remove contaminated materials if found.
  3. Stockpile processed materials on site without intermixing with other materials. Place, grade and shape stockpiles to drain surface water. Cover to prevent windblown dust.
  4. Store components off the ground and protect from the weather, as necessary.

5. Remove recyclable waste off Owner's property, and transport to an approved recycling receiver salvage yard or other processor.

### **3.4 DISPOSAL of WASTE**

- A. General: Except for items or materials to be recycled, salvaged or reused, remove waste materials from Project Site and dispose of them appropriately and lawfully in a landfill or incinerator acceptable to authorities having jurisdiction.
- B. Accumulation: Except as otherwise specified, do not allow demolition waste to accumulate on site to the extent that it creates a work hazard.
- C. Burning: Waste materials shall only be burned at an approved incinerator acceptable to authorities having jurisdiction.
- D. Transportation: Remove and transport demolition waste materials in a manner that will prevent spillage or effluence onto adjacent environs on adjacent areas and public roadways.

**END of SECTION 01 74 19**

SECTION 01 77 00  
CLOSEOUT PROCEDURES

**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 contract closeout, including, but not limited to, the following:
  - 1. Inspection procedures.
  - 2. Final cleaning.
- B. Related Sections include the following:
  - 1. Division 1 Section 01 29 00 Payment Procedures for requirements for Applications for Payment for Substantial and Final Completion.

**1.3 SUBSTANTIAL COMPLETION**

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
  - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
  - 2. Terminate and remove temporary facilities from Project site, along with construction tools, and similar elements.
  - 3. Complete final cleaning requirements.
  - 4. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects, including perimeter features.
- B. Inspection: Submit a request for inspection for Substantial Completion. On receipt of request, Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Owner will prepare the Certificate

of Substantial Completion after inspection, or will notify Contractor of items that must be completed or corrected before certificate will be issued.

1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete has been completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

#### **1.4 FINAL COMPLETION**

- A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:
  1. Submit a final Application for Payment according to General Conditions Article 5 Payments.
  2. Submit certified copy of Substantial Completion inspection list of items to be completed or corrected (punch list). The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
  3. Submit all required close-out documentation.
- B. Inspection: Submit a request for final inspection for acceptance. On receipt of request, Owner will either proceed with inspection and prepare a final Certificate for Payment if Work is deemed complete and satisfactory, or notify Contractor of unfulfilled requirements that must be completed or corrected before certificate will be issued.
  1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.

#### **1.5 LIST of INCOMPLETE ITEMS (PUNCH LIST)**

- A. Preparation: Upon request, submit punchlist of uncompleted Work. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if applicable, areas disturbed by Contractor that are outside the limits of construction.

#### **1.6 CLOSEOUT SUBMITTALS**

- A. Upon completion of the project, the following items must be provided to the Commission in order to achieve Final Acceptance, and for the Owner to process final payment:

1. Contractor's final pay application: two (2) copies with original signatures, signed and notarized.
2. Documents demonstrating required inspections have been completed and approved for all Permits.
  - a. Preliminary erosion control measures, if applicable
  - b. Special compaction testing, if applicable
  - c. Specialty permits, as applicable
3. All documentation concerning Construction Waste Management, including all required receipts for recycling, salvage and disposal.
4. Testing reports.
5. Completion documentation of any other permits.
6. Consent of Surety to Final Payment.
7. Final Waiver and Release.
8. As-Builts, and other items listed in the Contract as Submittals.

## **PART 2 - PRODUCTS (Not used)**

## **PART 3 - EXECUTION**

### **3.1 FINAL CLEANING**

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
  1. Clean Project site and grounds in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter and other foreign substances.
  2. Sweep paved areas broom clean. Remove petrochemical spills, stains and other foreign deposits.

3. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
  4. Remove tools, construction equipment, machinery and surplus material from Project site.
  5. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition free of stains, films and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces.
- C. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

**END of SECTION 01 77 00**



## SECTION 024119 - SELECTIVE DEMOLITION

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

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

## 1.2 SUMMARY

## A. Section Includes:

1. Demolition and removal of selected portions of building or structure.
2. Demolition and removal of selected site elements.
3. Salvage of existing items to be reused or recycled.

## B. Related Requirements:

1. Section 011000 "Summary" for restrictions on use of the premises, Owner-occupancy requirements, and phasing requirements.
2. Section 013200 "Construction Progress Documentation" for preconstruction photographs taken before building demolition.

## 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and dispose of them off-site unless indicated to be salvaged or reinstalled.
- B. Remove and Salvage: Detach items from existing construction, in a manner to prevent damage, and store.
- C. Remove and Reinstall: Detach items from existing construction, in a manner to prevent damage, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Leave existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.
- E. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; disposing of items unless indicated to be salvaged or reinstalled.

## 1.4 MATERIALS OWNERSHIP

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

- B. Historic items, relics, antiques, and similar items of interest or value to Owner that may be uncovered during demolition remain the property of Owner.
  - 1. Carefully salvage in a manner to prevent damage and promptly return to Owner.

#### 1.5 PREINSTALLATION MEETINGS

- A. Predemolition Conference: Conduct conference at project site.
  - 1. Inspect and discuss condition of construction to be selectively demolished.
  - 2. Review structural load limitations of existing structure.
  - 3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
  - 4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
  - 5. Review areas where existing construction is to remain and requires protection.

#### 1.6 SUBMITTALS

- A. Provide certificate of United States Longshoremen's and Harbors Workers Act (Jones Act) insurance in the amount required by law as deemed necessary for applicable work.
- B. Proposed Protection Measures: Submit report that indicates the measures proposed for protecting individuals and property for environmental protection, for dust control and for noise control. Indicate proposed locations and construction of barriers.
- C. Schedule of Selective Demolition Activities: Indicate the following:
  - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity.
  - 2. Interruption of utility services. Indicate how long utility services will be interrupted.
  - 3. Coordination for shutoff, capping, and continuation of utility services.
  - 4. Use of elevator and stairs.
  - 5. Coordination of Owner's tenant continuing occupancy of portions of existing buildings during demolition work.
- D. Predemolition Photographs or Video: Show existing conditions of adjoining construction, including finish surfaces that might be misconstrued as damage caused by demolition operations. Comply with Section 013233 "Photographic Documentation." Submit before Work begins.

#### 1.7 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.

## 1.8 FIELD CONDITIONS

- A. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- B. Notify Owner of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- C. Hazardous Materials: It is expected that hazardous materials will be encountered in the Work.
  - 1. Hazardous materials to be removed by Contractor.
- D. Storage or sale of removed items or materials on-site is not permitted.
- E. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
  - 1. Maintain fire-protection facilities in service during selective demolition operations.
  - 2. Provide alternate or relocated utility services prior to start of demolition operations where it is not practical to maintain locations of existing services due to the demolition plan.

## 1.9 COORDINATION

- A. Arrange selective demolition schedule so as not to interfere with Owner's operations.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ASSE A10.6 and NFPA 241.
- C. Demolition shall be carried out in accordance with U.S. Green Building Council (USGBC) standards for construction waste management.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

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

- B. Review Existing Condition Plans and surveys and any other existing condition and hazardous material information provided by Owner. Owner does not guarantee that existing conditions are the same as those indicated in plans and surveys.
- C. Consult with project structural engineer to determine whether removing elements might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective building demolition operations.
  - 1. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.
- D. Verify that hazardous materials have been remediated before proceeding with building demolition operations in those areas.
- E. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs or video
  - 1. Comply with requirements specified in Section 013233 "Photographic Documentation."
  - 2. Inventory and record the condition of items to be removed and salvaged. Provide photographs or video of conditions that might be misconstrued as damage caused by salvage operations.

### 3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

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

### 3.3 PROTECTION

- A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
  - 1. Provide protection to ensure safe passage of people around selective demolition area.
- B. Temporary Shoring: Design, provide, and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
  - 1. Strengthen or add new supports when required during progress of selective demolition.
- C. Remove temporary barricades and protections where hazards no longer exist.

### 3.4 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction to the extent indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
  - 1. Proceed with selective demolition systematically, from higher to lower level. Complete demolition operations above each floor or tier before disturbing supporting members on the next lower level.
  - 2. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
  - 3. Maintain fire watch during and for at least 2 hours after flame-cutting operations.
  - 4. Maintain adequate ventilation when using cutting torches.
  - 5. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
  - 6. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
  - 7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
  - 8. Dispose of demolished items and materials promptly.
- B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
  - 1. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed trafficways if required by authorities having jurisdiction.
  - 2. Use water mist and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations. Do not use water when it may damage adjacent construction or create hazardous or objectionable conditions, such as ice, flooding, and pollution.

- C. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition.

### 3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals using power-driven saw, and then remove concrete between saw cuts.
- B. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, and then remove masonry between saw cuts.
- C. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, and then break up and remove.

### 3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction.
  - 1. Do not allow demolished materials to accumulate on-site.
  - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces, properties or water.
  - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- B. Burning: Do not burn demolished materials.

### 3.7 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 024119