

Specifications for

**GLENDORA PUBLIC LIBRARY
RESTROOMS
ADA COMPLIANCE RENOVATION**

FOR USE IN CONNECTION WITH THE
STANDARD SPECIFICATIONS FOR
PUBLICWORKS CONSTRUCTION,
LATEST EDITION,
UNIFORM BUILDING CODE, 1994 edition,
UNIFORM PLUMBING CODE, 1994 edition

BID OPENING
April 23, 1999
10:00 A.M.

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*** IMPORTANT - PLEASE NOTE ***

CITY OF GLENDORA BOND FORMS AND ESCROW AGREEMENT CONTAINED
IN THIS BID PACKAGE **MUST BE USED** BY BIDDERS.

AN EXTRA SET OF BID PROPOSALS AND BID BONDS HAVE BEEN INCLUDED
FOR YOUR USE IN RETURNING THE BIDS.

NOTICE INVITING BIDS

NOTICE IS HEREBY GIVEN that the City of Glendora, County of Los Angeles, California (hereinafter "City") will receive sealed bids in the office of the City Clerk at 116 E. Foothill Boulevard, Glendora, California, 91741 until **10:00 a.m.** on the **23rd** day of **April 1999** at which time all bids will be publicly opened and read aloud in the City Clerk's office at the above address for the construction of:

Glendora Library Restrooms ADA Compliance Renovation
(hereinafter "work").

Each bid must be on a Bid Proposal furnished by the City. The bid must conform and be responsive to all the Contract Documents, copies of which are now on file and open for public inspection in the office of the City Clerk at the above address.

The Contract Documents, including without limitation, the drawings and specifications, may be purchased at the office of the City Clerk at the above address upon the payment of \$10.00 per set and, if purchased by mail, an additional \$5.00 per set.

Each bid shall be accompanied by Bidder's Security in an amount equal to at least ten (10) percent of the bid amount, which security shall be lawful money of the United States of America and in one of the following forms: (i) cash; (ii) cashier's check made payable to the City; (iii) certified check made payable to the City; or (iv) bid bond executed by an admitted surety insurer and made payable to the City. **City Bid Bond form must be used.**

All bidders must attend a mandatory job walk to be held on **April 9, 1999 at 8:30 a.m.** at the Glendora Public Library, located at 140 S. Glendora Ave., Glendora, California 91741. For bidders unable to attend this job walk, the alternate date is **April 12, 1999 at 4:00 p.m.** at the same location.

Pursuant to California Labor Code Section 1770 et seq., copies of the determination of the Director of the Department of Industrial Relations of the general prevailing rate of per diem wages for each craft, classification and type of workman needed to execute the work are on file in, and available to any interested person on request, at the office of the City Engineer at 116 E. Foothill Boulevard, Glendora, California, 91741, and are hereby incorporated herein and made a part hereof as though set forth in full.

Pursuant to California Civil Code Section 3248, the successful bidder shall furnish to the City at the time of execution of the contract a payment bond in an amount equal to one hundred percent (100%) of the contract price. The successful bidder shall also furnish to the City at the time of execution of the contract faithful performance bond in an amount equal to one hundred percent (100%) of the contract price.

Pursuant to California Public Contract Code Section 22300, substitution of eligible and equivalent securities for any moneys withheld to insure performance under the contract for the work to be performed will be permitted at the request and expense of the successful bidder, unless otherwise prohibited by law.

CITY OF GLENDORA

Publish in: GLENDORA PRESS on: April 1st & 8th, 1999

[Labor Code Section 1770 et seq.
Civil Code Section 3248
P.C.C. Sections 20160 et seq., 22300]

end Section I - Notice Inviting Bids

Revised 03/16/99
NOTICE INVITING BIDS

SECTION I

Page 1

INSTRUCTIONS TO BIDDERS

WORK IDENTIFICATION: Glendora Library Restrooms ADA Compliance Renovation

1. Terms Defined

1.1 Terms used in this Instructions To Bidders which are defined in the General Conditions have the meaning assigned to them in the General Conditions.

1.2 The term "successful bidder" means the lowest, responsible bidder to whom the City makes an award of contract on the basis of the City's evaluation as hereinafter provided.

2. Copies of Contract Documents

2.1 Complete sets of Contract Documents may be purchased from the office of the City Clerk, as stated in the Notice Inviting Bids. Complete sets of Contract Documents shall be used in preparing bids. The bidder must satisfy for himself that he has received a complete set of Contract Documents. Neither the City nor its Engineer assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Contract Documents.

3. Qualifications of Bidder

3.1 Before submitting a bid, the bidder shall be licensed to perform as prime contractor in accordance with the provisions of the Contractor's State License Law, California Business and Professions Code Section 7000 et seq. As evidence of such qualification, the bidder shall record on his Bid Proposal the number, classification and termination date of all necessary State licenses. Necessary City licenses may be secured after the bids are opened, but prior to executing the contract. [P.C.C. Section 3300 & B. & P. Code Section 7000 et seq.]

3.2 In order for the City to determine the successful bidder, the bidder must be prepared to submit in writing, within five (5) days after being requested to do so by the City, such information and data as the City may request, including without limitation, financial data, and previous experience. The City reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the City that the bidder is the lowest responsible bidder properly qualified to carry out the contract.

4. Examination of Contract Documents and Site

4.1 Before submitting a bid, the bidder must (i) examine the Contract Documents thoroughly, including without limitation the Agreement wherein each of the other Contract Documents is identified; (ii) **attend job walk scheduled on Friday, April 9, 1999 at 8:30 a.m. or alternate date of Monday, April 12, 1999 at 4:00 p.m.** which requires a visit to the site and the locality where the work is to be performed to become familiar with local conditions that may in any manner affect the cost, progress or performance of the work in strict accordance with the Contract Documents; (iii) familiarize himself with federal, state and local laws, ordinances, rules and regulations that may in any manner affect the cost, progress or performance of the work in strict accordance with the Contract Documents; and (iv) study and carefully correlate bidder's observations with the Contract Documents.

4.2 Pursuant to Public Contract Code Section 3400 and the Contract Documents, all specifications shall be deemed to include the words "or equal", provided however, permissible exceptions hereto shall be specifically noted in the specifications. [P.C.C. Section 3400]

4.3 Reports, if any, of investigations and tests of subsurface and latent physical conditions at the work site or otherwise effecting cost, progress or performance of the work which have been relied upon by the Engineer in preparing the drawings and specifications are identified in the Special Conditions. City will make copies of such reports available to any bidder upon request. These reports are not guaranteed as to accuracy or completeness, nor are they part of the Contract Documents. Before submitting his bid, the bidder shall, at his own expense, make such additional investigations and tests as the bidder may deem necessary to determine his bid for performance of the work in strict accordance with the Contract Documents.

4.4 Upon request to the office of the Administrative Services Supervisor at 140 S. Glendora Ave., Glendora, (626) 852-4893, the City will provide each bidder access to the job site to conduct such investigations and tests as the bidder may deem necessary for submission of his bid.

4.5 The lands upon which the work is to be performed, rights-of-way for access thereto and other lands designated for use by contractor in performing the work are identified in the Drawings or Specifications.

4.6 By submitting a bid, the bidder warrants that he has complied with every requirement of this Article 4 and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work.

5. Interpretation

5.1 In the event of conflict between requirements as shown on the drawings and the specifications, the following order of precedence shall govern: drawings shall govern over specifications; special provisions shall govern over other parts of the specifications; and the specifications shall govern over any standard specifications incorporated by reference. In the event of any discrepancy between any drawings and the figures written thereon, the figures shall govern.

5.2 All questions about the meaning or intent of the Contract Documents shall be submitted to the Engineer in writing not less than five (5) days prior to the date for the opening of bids.

5.3 All interpretations shall be issued by written Addenda, which will be on file in the office of the City Engineer at 116 E. Foothill Boulevard, Glendora. In addition, Addenda shall be mailed to each bidder recorded by the City Clerk as having received the Contract Documents, but it shall be the bidder's responsibility to make inquiry as to Addenda issued. Failure of the bidder to receive any such Addenda shall not relieve the bidder from any obligation under his bid as submitted.

5.4 Only interpretations issued by written Addenda will be binding; all such Addenda shall become part of the Contract Documents. Interpretations issued orally or by any means other than as specified in this Article 5 shall be without legal effect.

6.1 Each bid must be on a Bid Proposal furnished by the City as part of the Contract Documents. Any change in, or addition to, the Bid Proposal or any other modification of the Bid Proposal which is not specifically called for in the Contract Documents or the omission from the Bid Proposal of any information or response which is specially called for in the Contract Documents may result in the City's rejection of the bid as not being responsive to the Notice Inviting Bids.

6.2 All blanks in the Bid Proposal must be appropriately responded to. If an answer or other response to a blank is not applicable, the blank shall be responded to with "N.A."

6.3 The Bid Proposal must be completed in ink or in typewritten form. The bid sum and all bid amounts on the form must be stated in words and numerals; in case of a conflict, words will take precedence.

6.4 The Bid Proposal must not contain any erasures, interlineations or other corrections, unless each such correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname(s) of the person(s) signing the bid.

6.5 The Bid Proposal and each Attachment thereto shall be executed in the manner required by the hereinafter Article 12.

6.6 No person, including without limitation, any individual, partnership or corporation, shall make, file or be interested in more than one bid for the work unless alternate bids are specifically called for in the Specifications. A person that has submitted a subbid to a bidder that has quoted prices of materials to a bidder is not disqualified from submitting a subbid or quoting price to other bidders or making a prime bid.

7. Submission of Bid

7.1 The bid shall be submitted within the time and at the place indicated in the Notice Inviting Bids.

7.2 The bid shall be accompanied by Bidder's Security in an amount equal to at least ten (10) percent of the bid amount, which security shall be lawful money of the United States of American and in one of the following forms: (i) cash; (ii) cashier's check made payable to the City; (iii) certified check made payable to the City; or (iv) bid bond executed by an admitted surety insurer and made payable to the City. If the security is a bid bond it shall be submitted on the form which is part of the Contract Documents; no substitutions shall be accepted. [P.C.C. Section 20170]

7.3 The bid shall be enclosed in an opaque, sealed envelope, marked with the project identification and the name and address of the bidder and shall be accompanied by the Bidder's Security and other required documents. If the bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face thereof.

7.4 Any bid received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.

8. Withdrawal of Bids

The Bidder may withdraw his bid by an appropriate document duly executed in the manner that a bid must be executed and delivered to the place where the bids are to be submitted at any time prior to the opening of bids.

9. Bids to Remain Open

All bids shall remain open for sixty (60) days after the date of the opening of bids. Prior to that date, the City: (i) may, at its sole discretion, release any bid and return the bidder's security, or (ii) shall release any bid and return all Bidder's Security, upon the successful bidder's furnishing the required bonds and certificate and any other required documents and return to the City all the required number of executed copies of the Agreement.

10. Award of Contract

10.1 The City reserves the right to reject any and all bids. The City also reserves the right to reject any bid that is not in strict accordance with the Contract Documents or, in the alternative, to waive any irregularity or informality in any bid or in the bidding. Discrepancies between words and numerals shall be resolved in favor of the correct sum. Discrepancies between the indicated sum of any column of figures and the correct sum thereof shall be resolved in favor of the correct sum. [P.C.C. Section 20166]

10.2 If alternate bids are called for in the Specifications, the contract may be awarded at the election of the City to the successful bidder on the base bid or on the base bid and any alternate or combination of alternates.

10.3 If the contract is to be awarded, it shall be awarded to the lowest responsible bidder. The City may conduct such investigations as it deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications and financial ability of the bidders. The award, if made, will be within sixty (60) days after the opening of bids.

11. Delivery of Agreement

11.1 Within fifteen (15) days after the award of the contract by the City Council, the successful bidder shall sign and deliver at least five (5) counterparts of the Agreement to the City Clerk together with the labor and materials bond, faithful performance bond, certificate regarding workers' compensation, insurance certificates, proof of a valid City of Glendora business license and any other documents required by the Contract Documents. The bonds and workers' compensation certificate shall be submitted on the forms which are part of the Contract Documents; no substitutions shall be accepted. Within fifteen (15) days thereafter, the City shall deliver one fully signed counterpart to the successful bidder.

11.2 The Agreement and each Attachment thereto shall be executed in the manner required by the hereinafter Article 12.

11.3 If the successful bidder fails to execute and deliver the Agreement and furnish the required bonds, certificates and other documents within fifteen (15) days after the award of the contract by the City Council, the City may annul the award of the contract and the Bidder's Security of the bidder shall be forfeited, except as provided by California Public Contract Code Section 20174. [P.C.C. Section 20174]

12. Signatures

12.1 The Contract Documents and all attachments thereto shall be executed in the following manner: If the bidder is:

(a) An individual, in the name of the individual and if doing business by a fictitious name, the fictitious name and, if the document is the Bid Proposal or Agreement, the business address and telephone number of the individual must be shown below the signature.

(b) A partnership, in the partnership name and signed by a general partner, whose title must appear under the signature and, if the document is the Bid Proposal or Agreement, the business address and telephone number of the partnership must be shown below the signature.

(c) A corporation, in the corporate name by a duly authorized officer or agent accompanied by evidence of authority to sign and the corporate seal must be affixed and attested by the secretary or an assistant secretary.

If the document is the Bid Proposal or Agreement, the state of incorporation shall be shown below the corporation name, and the corporate address and telephone number shall be shown below the signatures.

12.2 Attorneys in fact who sign any Contract Document or any attachment thereto must file with the document a certified copy of their power of attorney to sign said document.

12.3 All signatures must be in ink and all names must be typed or printed below the signature.

12.4 All signatures on the Bid Proposal and Agreement must be acknowledged before a notary public and a notary's certificate of each acknowledgment must be filed with the document.

13. Time for Commencement and Completion

13.1 Unless otherwise specified in the Special Conditions, the contractor shall:

(a) work shall commence the week of **August 2, 1999** pending the award of the contract by the City Council; after fully complying with Sections 11.1 and 11.2 hereof.

(b) diligently prosecute the work to completion within

Forty-five (45) calendar days after the commencement of work.

13.2 Upon written request of the contractor and if approved in writing by the Library Director, the time for commencement, completion or both may be extended.

end Section II - Instruction to Bidders

BID PROPOSAL

WORK IDENTIFICATION: Glendora Library Restrooms ADA Compliance Renovation

NAME OF BIDDER: _____

CA. CONTRACTOR'S LICENSE: _____

_____ No. Class Termination Date

1. Proposal

(a) Bidder has examined copies of all the Contract Documents, including without limitation the Agreement wherein each of the other Contract Documents is identified, and accepts all the terms and conditions thereof.

(b) Bidder proposes and agrees, if this bid is accepted, to enter into an agreement with City in the form included in the Contract Documents to complete all work as specified in the Agreement for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.

(c) This bid will remain open and not be withdrawn for the period specified in the Instructions to Bidders. If awarded the bid, bidder will sign the Agreement and submit the bonds, certificates and other documents required by the Contract Documents within fifteen (15) days after the date of the award of the contract by the City Council.

(d) Bidder has examined the site and locality where the work is to be performed and the legal requirements and conditions affecting the cost, progress and performance of the work in strict accordance with the Contract Documents.

2. Bid

Bidder agrees to construct and complete, ready for use, all work as required and made necessary by the Contract Documents for the sum of _____ dollars (\$ _____).

If the Contract Documents include a Unit Price List, Bidder acknowledges that the total bid sum shown in this paragraph 2 and the estimated quantities and amounts shown on the Unit Price List are for purposes of comparison of bids only. Bidder also acknowledges that the City does not expressly or by implication agree that the actual amount of work shall correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work as may be deemed necessary or expedient by the Engineer and that final payment shall be made at the unit prices bid, upon the basis of actual measured quantities as the same may be finally determined by the City Engineer.

Bidder acknowledges that the total bid sum shown in this paragraph 2, and all sums shown on any Unit Price List attached hereto, includes (i) all labor, materials, tools, equipment and services and all taxes, insurance, other general expenses, overhead and profit and (ii) all trenching, backfilling, grading, excavation and fill, resurfacing of every character, grubbing and clearing and removal of all obstructions necessary for the doing of the work, the preservation of existing structures where required, and the shoring, bridging and bracing required and incident to the doing of the work, together with all fittings and joints, of every character, connected in place, area clean-up, traffic protection, and the reconstruction and severances required in the doing of the work.

3. **Schedule**

Bidder understands that early completion is important to the City. Therefore, time being of the essence, bidder proposes that the work will be commenced and will be completed within the time specified in Article 13 of the Instruction to Bidders.

4. **Addenda**

Bidder acknowledges receipt of Addenda identified as: _____

5. **Bidder Information**

(a) Bidder has _____ years of experience as a contractor in construction work.

(b) Bidder has recently completed the three (3) following construction works:

<u>Contract Amount</u>	<u>Class of Work</u>	<u>Date Completed</u>	<u>Name & Address of Owner</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

6. **Designation of Subcontractors**

In compliance with the Subletting and Subcontracting Fair Practices Act, Public Contract Code Section 4100 et seq., listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one (0.5%) percent of the total bid.

In the case of bids or offers for the construction listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one (0.5%) percent of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

Also listed below is the portion of the work which will be done by each subcontractor. (List only one subcontractor for each portion of the work as defined by the bidder in this bid.) [P.C.C. Section 4100 et seq.]

<u>Subcontractor</u>	<u>Location of work</u>	<u>Portion of work</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Attachments

The following documents, signed in accordance with Article 12 of the Instructions to Bidders, are attached to, and made a part of, this bid:

- (a) Non Collusion Affidavit, as required by Public Contract Code Section 7106 and made a part of this Bid Proposal at page 5
- (b) Required Bid Security in the form of _____
- (c) Unit Price List, if required
- (d) Page 5 of the General Conditions initialed by the Contractor at Paragraph 4.03 Liquidated damages.
- (e) Other pertinent documents (list here and attach to this bid)

Dated this _____ day of _____ 19_____ .

IF BIDDER IS:

An Individual

By _____
(Individual's Name)

doing business as _____

Business address: _____

Phone No.: (_____) _____

A Partnership

(Firm Name)

By _____
(General Partner) (Title)

Business address: _____

Phone No.: (_____) _____

A Corporation

_____ (Corporation Name) _____ (State of Incorporation)

By _____ (Person Authorized to Sign) _____ (Title)

(Corporate Seal) Attest _____ (Secretary)

Business address: _____

Phone No.: (_____) _____

A Joint Venture

By _____ (Name)

_____ (Address & Phone No.)

By _____ (Name)

_____ (Address & Phone No.)

BID PROPOSAL

WORK IDENTIFICATION: Glendora Library Restrooms ADA Compliance Renovation

NAME OF BIDDER: _____

CA. CONTRACTOR'S LICENSE: _____

	No.	Class	Termination Date
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1. Proposal

- (a) Bidder has examined copies of all the Contract Documents, including without limitation the Agreement wherein each of the other Contract Documents is identified, and accepts all the terms and conditions thereof.
- (b) Bidder proposes and agrees, if this bid is accepted, to enter into an agreement with City in the form included in the Contract Documents to complete all work as specified in the Agreement for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.
- (c) This bid will remain open and not be withdrawn for the period specified in the Instructions to Bidders. If awarded the bid, bidder will sign the Agreement and submit the bonds, certificates and other documents required by the Contract Documents within fifteen (15) days after the date of the award of the contract by the City Council.
- (d) Bidder has examined the site and locality where the work is to be performed and the legal requirements and conditions affecting the cost, progress and performance of the work in strict accordance with the Contract Documents.

2. Bid

Bidder agrees to construct and complete, ready for use, all work as required and made necessary by the Contract Documents for the sum of _____ dollars (\$_____).

If the Contract Documents include a Unit Price List, Bidder acknowledges that the total bid sum shown in this paragraph 2 and the estimated quantities and amounts shown on the Unit Price List are for purposes of comparison of bids only. Bidder also acknowledges that the City does not expressly or by implication agree that the actual amount of work shall correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work as may be deemed necessary or expedient by the Engineer and that final payment shall be made at the unit prices bid, upon the basis of actual measured quantities as the same may be finally determined by the City Engineer.

Bidder acknowledges that the total bid sum shown in this paragraph 2, and all sums shown on any Unit Price List attached hereto, includes (i) all labor, materials, tools, equipment and services and all taxes, insurance, other general expenses, overhead and profit and (ii) all trenching, backfilling, grading, excavation and fill, resurfacing of every character, grubbing and clearing and removal of all obstructions necessary for the doing of the work, the preservation of existing structures where required, and the shoring, bridging and bracing required and incident to the doing of the work, together with all fittings and joints, of every character, connected in place, area clean-up, traffic protection, and the reconstruction and severances required in the doing of the work.

3. **Schedule**

Bidder understands that early completion is important to the City. Therefore, time being of the essence, bidder proposes that the work will be commenced and will be completed within the time specified in Article 13 of the Instruction to Bidders.

4. **Addenda**

Bidder acknowledges receipt of Addenda identified as: _____

5. **Bidder Information**

(a) Bidder has _____ years of experience as a contractor in construction work.

(b) Bidder has recently completed the three (3) following construction works:

<u>Contract Amount</u>	<u>Class of Work</u>	<u>Date Completed</u>	<u>Name & Address of Owner</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

6. **Designation of Subcontractors**

In compliance with the Subletting and Subcontracting Fair Practices Act, Public Contract Code Section 4100 et seq., listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one (0.5%) percent of the total bid.

In the case of bids or offers for the construction listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one (0.5%) percent of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

Also listed below is the portion of the work which will be done by each subcontractor. (List only one subcontractor for each portion of the work as defined by the bidder in this bid.) [P.C.C. Section 4100 et seq.]

<u>Subcontractor</u>	<u>Location of work</u>	<u>Portion of work</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Attachments

The following documents, signed in accordance with Article 12 of the Instructions to Bidders, are attached to, and made a part of, this bid:

- (a) Non Collusion Affidavit, as required by Public Contract Code Section 7106 and made a part of this Bid Proposal at page 5
- (b) Required Bid Security in the form of _____
- (c) Unit Price List, if required
- (d) Page 5 of the General Conditions initialed by the Contractor at Paragraph 4.03 Liquidated damages.
- (e) Other pertinent documents (list here and attach to this bid)

Dated this _____ day of _____ 19_____ .

IF BIDDER IS:

An Individual

By _____
(Individual's Name)

doing business as _____

Business address: _____

Phone No.: (_____) _____

A Partnership

(Firm Name)

By _____
(General Partner) (Title)

Business address: _____

Phone No.: (_____) _____

A Corporation

_____ (Corporation Name) _____ (State of Incorporation)

By _____ (Person Authorized to Sign) _____ (Title)

(Corporate Seal) Attest _____ (Secretary)

Business address: _____

Phone No.: (_____) _____

A Joint Venture

By _____ (Name)

_____ (Address & Phone No.)

By _____ (Name)

_____ (Address & Phone No.)

**NONCOLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND
SUBMITTED WITH BID**

State of California

ss.

County of Los Angeles

_____, being first duly sworn, deposes and says that he or she is
_____ of _____ the party making the
foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

[P.C.C. Section 7106]

end Section III - Proposal (Part 1)

**NONCOLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND
SUBMITTED WITH BID**

State of California

ss.

County of Los Angeles

_____, being first duly sworn, deposes and says that he or she is
_____ of _____ the party making the
foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

[P.C.C. Section 7106]

end Section III - Proposal (Part 1)

BID BOND

The following City of Glendora form for Bid Bond **must** be used in accordance with the instructions on the following pages.

Revised 03/16/99
BID BOND

SECTION IV

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, _____ (hereinafter "Contractor") intends to submit a bid to the City of Glendora, California, a municipal corporation, (hereinafter "City") for the work identified as follows: Glendora Library Restrooms ADA Compliance Renovation

NOW, THEREFORE, we, the Contractor, as Principal, and a corporation organized and existing under the laws of the State of California and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Obligee,

in the sum of _____ dollars (\$ _____) lawful money of the United States of America, said sum being not less than ten (10) percent of the bid amount for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said Obligee shall accept the bid of the said Principal and said Principal shall enter into an Agreement with said Obligee in accordance with the terms of the bid and shall give therewith such bonds, certificates and other documents as may be required in the Notice Inviting Bids or the other Contract Documents or in the event of the failure of said Principal to enter such Agreement and give any such bond, certificate or other document, if said Principal shall pay to said Obligee the difference not to exceed the penalty thereof between the amount specified in said bid and such larger amount for which said Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. In case suit is brought upon this bond, the court shall fix and award and the surety shall pay, in addition to the face amount hereof, costs and reasonable attorney's fees incurred by the City in successfully enforcing said obligation.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 1999.

(Corporate Seal)

(Principal)

By _____

Title

(Corporate Seal)

(Surety)

By _____

Title

[P.C.C. Sections 20170, 20171]

end Section IV - Bid Bond

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, _____ (hereinafter "Contractor") intends to submit a bid to the City of Glendora, California, a municipal corporation, (hereinafter "City") for the work identified as follows: Glendora Library Restrooms ADA Compliance Renovation

NOW, THEREFORE, we, the Contractor, as Principal, and a corporation organized and existing under the laws of the State of California and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Obligee,

in the sum of _____ dollars (\$ _____) lawful money of the United States of America, said sum being not less than ten (10) percent of the bid amount for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said Obligee shall accept the bid of the said Principal and said Principal shall enter into an Agreement with said Obligee in accordance with the terms of the bid and shall give therewith such bonds, certificates and other documents as may be required in the Notice Inviting Bids or the other Contract Documents or in the event of the failure of said Principal to enter such Agreement and give any such bond, certificate or other document, if said Principal shall pay to said Obligee the difference not to exceed the penalty thereof between the amount specified in said bid and such larger amount for which said Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. In case suit is brought upon this bond, the court shall fix and award and the surety shall pay, in addition to the face amount hereof, costs and reasonable attorney's fees incurred by the City in successfully enforcing said obligation.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 1999.

(Corporate Seal)

(Principal)

By _____

Title

(Corporate Seal)

(Surety)

By _____

Title

[P.C.C. Sections 20170, 20171]

end Section IV - Bid Bond

Revised 03/16/99

BID BOND

SECTION IV

Page 1

AGREEMENT
(Public Works Contract)

THIS AGREEMENT, made and entered into this _____ day of _____, 1999, that Contractor properly delivered this Agreement and all other required documents to the City Clerk, in the County of Los Angeles, State of California, by and between the CITY OF GLENDORA, a municipal corporation (hereinafter "City") and, _____ (hereinafter "Contractor").

WHEREAS, the City Council of the City at a meeting held on the _____ day of _____, 1999, authorized the Mayor and City Clerk to enter into this Agreement after Public bidding in accordance with California Public Contract Code Section 20160 et seq.

NOW, THEREFORE, it is hereby agreed by and between the parties that:

1. Defined Terms

1.1 Terms used in this Agreement which are defined in the General Conditions incorporated herein by reference by Section 7.1 have the meaning assigned to them in the General Conditions.

2. Performance of Work

2.1 The Contractor shall furnish all of the labor, materials, tools, equipment, services and transportation necessary to perform all of the work described as follows:

Glendora Library Restrooms ADA Compliance Renovation,
(hereinafter "work").

2.2 The Contractor shall perform all of the work in strict accordance with the Contract Documents as enumerated in Article 7 hereof.

2.3 The Contractor shall be liable to the City for any damages arising from, or as a result of, a failure to fully comply with the Contract Documents. Contractor shall not be excused with respect to any failure to so comply by any act or omission of the City, its officers, employees or agents, unless such act or omission actually prevents the Contractor from fully complying with the requirements of the Contract Document.

3. Schedule

3.1 Time being of the essence, the Contractor shall commence the work and shall diligently pursue the work to completion within the time stated in Article 13 of the Instructions to Bidders, and upon the work schedule, if any, as specified in the Special Conditions, except as such time may be extended in writing by the City in accordance with the provisions of the General Conditions.

4. Contract Price

4.1 The City shall pay to the Contractor as full consideration for the faithful performance of the contract entered into by this Agreement, subject to any additions or deductions as provided in the Contract Documents, the sum of _____ dollars (\$ _____).

4.2 If the Contract Documents include a Unit Price List, the Contract Price is determined by the unit prices contained in the Contractor's Bid. In accordance with Article 2 of the Bid Proposal, final payment shall be made at the unit prices bid upon the basis of actual measured quantities as the same may be finally determined by the City Engineer.

Payments

5. Payments

5.1 If the Special Conditions do not provide otherwise, progress payments shall be made. Said payments are to be made pursuant to the General Conditions. Each payment shall be made within thirty-five (35) days after Contractor furnishes the City with the applicable invoice and, if required by the City Engineer, a release of all undisputed contract amounts related to said invoice. Contractor shall not submit invoices more often than once every thirty (30) days.

5.2 If the Special Conditions provide that progress payments shall not be made, the Contractor shall be paid within thirty-five (35) days after Contractor furnishes the City with a release of all undisputed contract amounts, if required by the City Engineer, and final acceptance of the work by the City Engineer.

5.3 In the event there is any claim specifically excluded by Contractor from the operation of any release, there shall be retained by City an amount not to exceed the amount of the disputed claim. [P.C.C. Section 7100]

6. Legal Requirements

6.1 Pursuant to California Labor Code Section 1810 et. seq. eight (8) hours labor constitutes a legal day's work. Contractor shall forfeit as a penalty to City the sum of \$25.00 for each worker employed in the execution of the contract by Contractor or any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Labor Code Section 1810. [Labor Code Section 1813]

6.2 (A) Copies of the determination of the Director of the Department of Industrial Relations of the rate of per diem wages for each craft, classification or type of worker needed to execute the contract are on file in, and available at, the office of the City Engineer, at 116 E. Foothill Boulevard, Glendora. [Labor Code Section 1773.2]

(B) The Contractor shall post at the work site, for the duration of the contract, a copy of the determination of the Director of the specified prevailing rate of per diem wages. [Labor Code Section 1773.2]

(C) The Contractor, and any subcontractor, under the Contractor, shall pay not less than the specified prevailing rate of per diem wages to all workers employed in the execution of the contract. [Labor Code Section 1771] The Contractor shall have the responsibility for compliance with California Labor Code Section 1776 relative to the retention and inspection of payroll records. [Labor Code Section 1776]

6.3 Nothing in this contract shall prevent the Contractor or any subcontractor from employing properly registered apprentices in the execution of the contract. The Contractor shall have the responsibility for compliance with California Labor Code Section 1777.5 for all apprenticeable occupations. [Labor Code Section 1777.5]

6.4 Neither the Contractor, nor any subcontractor under the Contractor, shall discriminate in the employment of persons upon the work because of the race, religion, creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sex or age of such person, except as provided in Sections 12940 and 12941 of the Government Code. The Contractor shall have responsibility for compliance with this Section. [Government Code Sections 12940, 12941]

6.5 Contractor shall, at Contractor's sole expense, obtain all necessary permits and licenses for the work, including but not limited to a valid City business license, and give all necessary notices and pay all fees and taxes required by law.

7. Contract Documents

7.1 The contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the contract as if herein set forth in full or attached hereto:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Proposal, as accepted
- Notice of Award
- Agreement
- Payment Bond
- Performance Bond
- Contractor's Certificate Regarding Workers' Compensation
- Special Conditions
- General Conditions
- Specifications
- Plans and Standard Drawings
- Other Documents (list here).

8. Independent Contractor

8.1 The Contractor is and shall at all times remain as to the City a wholly-independent Contractor. Neither the City nor any of its officers, employees, or agents shall have control over the conduct of the Contractor or any of the Contractors officers, employees, servants, agents or subcontractors, except as set forth in the Contract Documents. The Contractor shall not at any time or in any manner represent that it or any of its officers, employees, agents or subcontractors, are in any manner officers, employees, agents or subcontractors of the City.

9. Indemnification

9.1 The Contractor shall indemnify, defend with counsel approved by the City and hold harmless the City and its officers, officials, employees, servants, agents and volunteers from any claim, demand, damage, liability, loss, cost or expense, for any damage whatsoever, including but not limited to, death or injury to any person and injury to any property, arising from, or in any way connected with, the performance of this agreement, except such damage that is caused by the sole negligence of the City or any of its officers, officials, employees, servants, agents or volunteers unless waived by the City's Risk Manager in writing.

9.2 The City does not, and shall not, waive any rights against Contractor which it may have by reason of the aforesaid indemnification agreement, because of the acceptance by the City, or the deposit with the City by Contractor, of any of the insurance policies specified in this Agreement or other Contract Document.

9.3 The aforesaid indemnification agreement shall apply regardless of whether or not the insurance policies specified in this Agreement or other Contract Document shall have been determined to be applicable to the claim, liability, loss, damage, cost or expense.

10. Insurance

10.1 Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. Insurer shall be an admitted carrier in the State of California.

10.2 Minimum Scope of Insurance - Coverage shall be at least as broad as:

1. Insurance Services Office Commercial Liability coverage (occurrence form CG 0001)
2. Insurance Services Office form number CA 0001 (Ed 1/87) covering Automobile Liability, code 1 (any auto).
3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance form providing coverage for "all risks" of loss.

10.3 Minimum Limits of Insurance - Contractor shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project / location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Course of Construction: Completed value of the project.

10.4 Deductibles and Self-Insured Retentions - Any deductibles and self-insured retentions must be declared to and approved by the City of Glendora. At the option of the City of Glendora either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of Glendora, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

10.5 Other Insurance Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Glendora, its officers, officials, employees, agents and volunteers are to be covered as insured as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Glendora, its officers, officials, employees, agents or volunteers.

2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the City of Glendora, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Glendora, its officers, officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Glendora, its officers, officials, employees, agents or volunteers.

4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) day's prior written notice by certified mail, return receipt requested, has been given to the City of Glendora.

Course of construction policies shall contain the following provisions:

1. The City of Glendora shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against entity.

10.6 Acceptability of Insurers - Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

10.7 Verification of Coverage - Contractor shall furnish the City of Glendora with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms provided by the City of Glendora. All endorsements are to be received and approved by the City of Glendora before work commences. As an alternative to the City of Glendora forms, the Contractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

10.8 Subcontractors - Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all the requirements stated herein.

10.9 Contractor, and every subcontractor, shall provide complete workers' compensation insurance consistent with the provisions of Section 10, or a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3800 of the California Labor Code. Contractor shall indemnify, defend and hold harmless the City and its officers, employees, servants and agents from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance. [Labor Code Section 3800]

11. City's Right to Terminate

11.1 If the Contractor refuses or fails to prosecute the work or any separable part thereof with such diligence as will insure its completion within the time specified or any extension thereof, or fails to complete said work within such time, or if the Contractor should be adjudged a bankrupt, or if he should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of his insolvency, or he should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to supply enough properly skilled workers or proper materials to complete the work in the time specified, or if he should fail to make prompt payment to subcontractors or for material or labor, or persistently disregard laws, ordinances or instruction

of the City, or otherwise breach this contract, the City Engineer shall serve written notice on the Contractor of the intention that this contract be terminated together with the reasons therefore. Unless within five (5) days after the service of such notice such condition or violation shall cease or satisfactory arrangements for the correction thereof be made, this contract shall upon the expiration of said five (5) days, cease and terminate. In such case, Contractor shall not be entitled to receive any further payment until the work is finished.

11.2 In event of any such termination, the City shall immediately serve written notice thereof upon surety and Contractor, and surety shall have the right to take over and perform this contract, provided, however, that if surety within five (5) days after service upon it of said notice of termination does not give the City written notice of its intention to take over and perform this contract or does not commence performance thereof within ten (10) days from the date serving such notice, the City may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable for the account and at the expense of Contractor, and he and his surety shall be liable to the City for any excess cost or other damages occasioned the City thereby.

11.3 If the City takes over the work as herein above provided, the City may, without liability for so doing, take possession of, and utilize in completing the work, such materials, appliances, plant, and other property belonging to the Contractor as may be on the site of the work and necessary therefor.

12. Waiver

12.1 No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

13. Notice

13.1 Whenever it shall be necessary for either party to serve notice on the other respecting the contract, such notice shall be served by registered mail, postage prepaid, return receipt requested, address to the Administrative Services Supervisor or Senior Librarian at Glendora Library, 140 S. Glendora Ave., Glendora, CA 91741 and to the Contractor at _____,

_____ () _____
unless and until different addresses may be furnished in writing by either party to the other.

13.2 Notice shall be deemed to have been served as of the third (3rd) day after the same has been deposited in the United States postal service. This shall be a valid and sufficient service of notice for all purposes.

14. Assignment

14.1 The Contractor shall not assign the performance of the contract, nor any part thereof, nor any monies due or to become due hereunder, without the prior written consent of the City. It is understood and acknowledged by the parties that the Contractor is the lowest bidder qualified to perform the work.

14.2 Subject to the provision of this Article regarding assignment, the contract shall be binding upon the heirs, executors, administrators, successors, and assigns of the Contractor.

15. Attorney's Fees

15.1 If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of the contract, the prevailing party shall be entitled to reasonable attorney's fees, court costs and necessary disbursement, in addition to any other relief to which it may be entitled. This agreement shall be governed by the laws of the State of California. If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, it shall be brought in the courts of the State of California.

16. Miscellaneous Provisions

16.1 Should a change be contemplated in the name or nature of the Contractor's legal entity, the Contractor shall first notify the City in order that proper steps may be taken to have the change reflected in the Contract Documents.

16.2 The contract shall be effective from and after the date that this Agreement is signed by the representatives of the City.

16.3 This Agreement is made in four (4) original counterparts.

16.4 The captions of the articles, sections, subsections, paragraphs and subparagraphs of the Contract Documents are for reference only and are not to be construed in any way as a part of the contract.

16.5 The remedies contained in this Agreement are cumulative, and in addition to and not in limitation of, any remedy at law or in equity to which the City may be entitled.

17. Entire Agreement

17.1 The Contract Documents integrate all terms and conditions in connection with the work called for herein and supersede all negotiations and prior understandings, either oral or in writing, in respect to the subject matter hereof.

17.2 The Contract Documents are intended to be complimentary. Work required by one of the Contract Documents and not by others shall be done as if required by all.

17.3 Each and every provisions of law and clause required to be inserted therein, and if through mistake or otherwise any such provision is not inserted, or is not inserted correctly, then upon application of either party, the Contract Documents shall forthwith be amended in writing to make such insertion or correction.

17.4 The Contract Documents shall not be amended except by a writing duly executed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF GLENDORA

CONTRACTOR

BY: _____
Mayor

ATTEST:

City Clerk

end Section V - Agreement

BOND FOR FAITHFUL PERFORMANCE

The following City of Glendora Form for Faithful Performance Bond **must** be used in accordance with the instructions on the following pages.

FAITHFUL PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of Glendora, California, a municipal corporation, (hereinafter "City") and _____ (hereinafter "Contractor") have entered into an Agreement dated _____, 1999, for work identified as Glendora Library Restrooms ADA Compliance Renovation, which Agreement is hereby incorporated into and made a part hereof; and

WHEREAS, pursuant to said Agreement, said Contractor is required to furnish a bond providing for the faithful performance thereof;

NOW, THEREFORE, we, the Contractor, as Principal, and _____, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Oblige, in the sum of _____ dollars (\$ _____), lawful money of the United States of America, said sum being not less than one hundred (100) percent of the estimated amount payable by the said Oblige under the terms of the Agreement for which payment well and truly to be made, the said Principal and the said Surety, bind ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the Principal, his or its heirs, executors, administrators, successors or assigns, his or its subcontractors, shall perform and fulfill all the undertakings, covenants, terms and conditions of said Agreement during the original term of the Agreement, any and all duly authorized extensions thereof, with or without notice thereof to the Surety, and during the life of any guaranty required under the agreement, and shall also perform and fulfill all the undertaking, covenants, terms, conditions and agreements of any and all duly authorized amendments of said Agreement that may hereafter be made, with or without notice thereof to the Surety, then this obligation shall be void and of no effect. In case suit is brought upon this bond, the court shall fix and award and the surety shall pay, in addition to the face amount hereof, costs and reasonable attorney's fees incurred by the City in successfully enforcing said obligation.

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

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 1999.

(Corporate Seal)

(Principal)
By _____ Title _____

(Corporate Seal)

(Surety)
By _____ Title _____

[Appropriate modifications shall be made in this form if the bond is being furnished for the performance of an act not provided for by agreement]

INDIVIDUAL ACKNOWLEDGMENT

State of _____)
County of _____) ss

On this _____ day of _____, in the year _____, before me, _____ personally appeared _____, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to this instrument, and acknowledged that he (she or they) executed it.

WITNESS my hand and official seal.

PARTNERSHIP ACKNOWLEDGEMENT

State of _____)
County of _____) ss

On this _____ day of _____, in the year _____, before me, _____ personally appeared _____, known to me (or proved to me on the basis of satisfactory evidence) to be the person that executed this instrument, on behalf of the partnership, and acknowledged that the partnership executed it.

WITNESS my hand and official seal.

CORPORATE ACKNOWLEDGEMENT

State of _____)
County of _____) ss

On this _____ day of _____, in the year _____, before me, _____ personally appeared _____, known to me (or proved to me on the basis of satisfactory evidence) to be the person who executed the within instrument as president (or secretary) or on behalf of the corporation therein named and acknowledged that the corporation executed it.

WITNESS my hand and official seal.

ATTORNEY IN FACT

State of _____)
County of _____) ss

On this _____ day of _____, in the year _____, before me, _____ personally appeared _____, known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to this instrument as the attorney in fact of _____, and acknowledged that he (she) subscribed the name of _____ thereto as principal, and his (her) own name as attorney in fact.

WITNESS my hand and official seal.

end Section VI - Bond for Faithful Performance

LABOR AND MATERIALS BOND

The following City of Glendora form for
Labor and Material Bond **must** be used
in accordance with the instructions
on the following pages

LABOR AND MATERIALS BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of Glendora, California, a municipal corporation, (hereinafter "City") and _____ (hereinafter "Contractor") have entered into an Agreement dated _____, 1999, for work identified as Glendora Library Restrooms ADA Compliance Renovation which Agreement is hereby incorporated into and made a part hereof; and

WHEREAS, pursuant to California Civil Code Section 3247, et seq., said Contractor is required to furnish a payment bond;

NOW, THEREFORE, we, the Contractor, as Principal, and _____, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Obligee, in the sum of _____ dollars (\$ _____), lawful money of the United States of America, said sum being not less than one hundred (100) percent of the estimated amount payable by the said Obligee under the terms of the Agreement for which payment well and truly to be made, the said Principal and the said Surety, bind ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said Principal, his or its heirs, executors, administrators, successors or assigns, or any of his or its sub- contractors, shall fail to pay for any materials, provisions, provender or other supplies or teams, implements or machinery used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, fails to pay to any of the persons named in Section 3181 of the Civil Code or fails to pay for amounts due under the Unemployment Insurance Act with respect to such work or labor performed in said Agreement and any and all duly authorized extensions and amendments thereto, with or without notice thereof to the Surety, or for any amount required to be deducted, withheld and paid over to the Employment Development Department for the wages of employees of the Contractor and subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work and labor the surety hereon shall pay for the same in an amount not exceeding the sum specified in this bond. In case suit is brought upon this bond, the Surety shall pay a reasonable attorney's fee to be fixed by the court. This bond will inure to the benefit of any and all persons, companies and corporations entitled to file claim under Section 3181 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond. The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 1999.

(Corporate Seal)

(Principal)

By _____

Title

(Corporate Seal)

(Surety)

By _____

Title

[Appropriate modifications shall be made in this form if the bond is being furnished for the performance of an act not provided for by agreement]

[C.C. Sections 3181, 3248, 3225]

end Section VII - Labor and Materials Bond

GENERAL CONDITIONS

WORK IDENTIFICATION: Glendora Library Restrooms ADA Compliance Renovation

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- 9.05 Certificate as to Compliance with Certain Regulations

1. Definitions

1.01 General Construction

(A) Terms defined in this Article which are used in other Contract Documents have the meaning assigned herein, unless the context requires a different meaning.

(B) Words used herein in masculine gender include the feminine and neuter, and vice versa; the singulars include the plural, and vice versa. The word "person" includes a corporation, association or partnership.

(C) Unless otherwise specifically defined herein, or unless the context requires a different meaning, all words, terms and phrases having a well-known or technical meaning shall be construed.

1.02 Terms Defined

- (A) City
The City of Glendora, or the Glendora Community Redevelopment Agency, County of Los Angeles, State of California.
- (B) City Clerk
The City Clerk or Secretary of the City.
- (C) City Council
The City Council or Agency of the City.
- (D) City Engineer/Engineer of Work/Engineer
The City Engineer of the City or his duly authorized deputies, agents, representatives, or inspectors.
- (E) Contractor
The successful bidder to whom the contract is awarded.
- (F) Days
Calendar days, unless business days or work days are expressly specified.
- (G) Materials
Any material, equipment, appliance, process, item or article of any nature whatsoever installed or incorporated into the work or provided to the City under the contract.
- (H) Project
The project is the total improvement, of which the work performed under the contract may be the whole or a part.
- (I) Special Conditions
Any Contract Document that supplements, modifies and, when in conflict, supersedes these General Conditions.
- (J) Standard Specifications/ Green Book
Standard Specifications for Public Works Construction, latest edition, written and promulgated by the Joint Committee of the Southern California Chapter, American Public Works Association, and the Southern California Districts, Associated General Contractors of California, Uniform Building Code, Uniform Plumbing Code.
- (K) Subcontractor
Any subcontractor under the Contractor.
- (L) Library Contact Staff
Administrative Services Supervisor, Senior Librarian, Library Director

(L) Work

That which is proposed to be constructed or done under the contract, in strict accordance with the Contract Documents, including the furnishing of all necessary or convenient tools, equipment, materials, labor and transportation.

1.03 Standard Specifications

The provisions of these General Conditions and any other Contract Document supersede the Standard Specifications to the extent that said provisions supplement, modify or conflict with the Standard Specifications.

2. Work and Material Requirements

2.01 Use of Premises

(A) The Contractor shall confine all tools and equipment, the storage of materials, and the operation of workers to areas designated by the City Engineer.

(B) With respect to any premises, tools or equipment of the City made use of in the performance of the contract, Contractor shall have inspected the same prior to use, have accepted them in good safe condition and have agreed to maintain them in a safe condition for the protection of workmen while using them during the performance of the work.

2.02 Or Equal

In the event Contractor furnishes and "or equal" material more expensive than that specified in the bid form, the difference in cost of such material so furnished shall be borne by Contractor, pursuant to California Public Contract Code Section 3400. [P.C.C. Section 3400]

2.03 Samples

Contractor shall furnish for approval, within thirty-five (35) days following notice of award of contract, all samples as required in specifications together with catalogs and supporting data required by the City Engineer. This provision shall not authorize any extension of time for performance of the contract. The City Engineer will review such samples only for conformance with design and concept of work and for compliance with information given in the Contract Documents. Work shall be in accordance with approved samples, pursuant to California Public Contract Code Section 3400. [P.C.C. Section 3400]

2.04 Warranty

(A) Besides warranties and guaranties otherwise required by the Contract Documents, Contractor warrants and guarantees all work for a period of one year after date of acceptance of work by the City and shall repair or replace any or all such work, together with any other work, which may be displaced in so doing, that may prove defective in workmanship, materials or both within one year from date of acceptance without expense whatsoever to the City, ordinary wear and tear, usual abuse or neglect excepted. The City Engineer will give notice of observed defects with reasonable promptness. Contractor shall notify the City Engineer upon completion of repairs.

(B) In the event Contractor fails to commence the corrective work within ten (10) days after being notified in writing to do so by the City Engineer and prosecute the corrective work to timely completion, the City may proceed to have defects corrected and made good at the expense of Contractor who shall pay costs and charges therefore immediately on demand.

(C) If, in the opinion of the City Engineer, defective work creates dangerous condition or requires immediate corrective work to prevent further loss to the City or to prevent interruption of operations of the City, the City Engineer shall attempt

to give the notice required by this section. If Contractor cannot be contacted or does not comply with the City's request for correction within a reasonable time as determined by the City Engineer, the City may, notwithstanding the provisions of this Section, proceed to make such corrective work, and the Contractor shall be liable for costs of such corrective work. Such action by the City will not relieve Contractor of the warranties and guaranties provided in this Section or elsewhere in the contract.

(D) This section does not in any way limit the warranty or guaranty on any material for which a longer warranty or guaranty is specified in the Contract Documents or on any items for which a manufacturer gives a warranty or guaranty for a longer period. Contractor shall furnish the City Engineer with all appropriate warranty and guaranty certificates upon completion of the work.

2.05 Liens

No materials, supplies, tools or equipment for work under this contract shall be purchased subject to any chattel mortgage or under a conditional sale or other agreement by which an interest herein or in any part thereof is retained by seller or supplier. Contractor warrants good title to all materials installed or incorporated in the work by Contractor or any subcontractor and agrees upon completion of all work to deliver premises, together with all improvements and appurtenances constructed or placed thereon by him or her, to the City free from any claims, liens; or charges. Contractor further agrees that neither he nor any person, firm, or corporation furnishing any materials, supplies, tools, equipment or labor for any work covered by this contract shall have any right to lien upon the premises or any improvement or appurtenance thereon, except that Contractor may install metering devices or other equipment of utility companies or of political subdivisions title to which is commonly retained by utility company or political subdivision. In event of installation of any such metering device or equipment, Contractor shall advise the City as to owner thereof. Nothing contained in this article, however, shall defeat or impair the rights of persons furnishing material or labor under any bond given by Contractor for their protection or any rights under any law permitting such persons to look to funds due Contractor in the hand of the City, and this provision shall be inserted in all subcontracts and material contracts and notice of its provisions shall be given to all persons furnishing material for work when no formal contract is entered into for such material.

3. Progress Payments to Contractor

3.01 Substitution of Securities

Pursuant to Public Contract Code Section 22300 and upon Contractor's request, the City will make payment of funds retained from progress payments for performance security, if Contractor deposits in escrow with the City Treasurer or with a state or federal chartered bank acceptable to the City as escrow agent, securities eligible for the investment of City funds under Government Code Section 16430 or bank or savings and loan certificates of deposit. [P.C.C. Section 22300] Securities shall be substituted upon the following terms and conditions:

- (1) Contractor shall bear the expense of the City and the escrow agent, either the City Treasurer or the bank, in connection with the escrow deposit made.
- (2) Securities or certificates of deposit shall be of a value equal to 100 percent of the amounts of retention to be paid to Contractor pursuant to this section.
- (3) Contractor shall enter into an Escrow Agreement in the form attached to these General Conditions as Exhibit "A".
- (4) Contractor shall obtain the written consent of the surety to the escrow Agreement.

4. Time for Completion

4.01 Payment for Delays to Contractor

Contractor will be compensated when any extension of time is granted for delays caused solely by action or

inaction of the City, which the City Engineer determines materially increases or decreases the costs of any portion of the work. If the City Engineer determines that compensation is not justified, Contractor will be so advised in writing. Contractor may then submit a notice of potential claim to the City Engineer, as provided in the Standard Specifications relative to disputed work.

4.02 Rights of City to Increase Working Days

If the such work is not completed within the time for completion, the City Council shall have the right to increase the number of working days in the amount it may determine will best serve the interests of the City, and if it desires to increase said number of working days it shall have the further right to charge the Contractor and deduct from the final payment for the work, the actual cost of engineering, inspection, superintendence, and other overhead expenses which are directly chargeable to Contractor, and which accrue during the period of such extension, except that the cost of the final service and preparation of the final estimates shall not be included in such charges.

4.03 Liquidated Damages

The sum that the Contractor shall pay to the City as liquidated damages in two hundred and fifty dollars (\$250.00) per calendar day. Liquidated damages shall be deducted from any payments due or to become due to the Contractor under the terms of this contract. {Government Code Section 53069.85} Progress payments made by the City after the time allowed to complete the work shall not constitute a waiver of liquidated damages by the City.

City

Contractor

5. Subcontracting

5.01 Subcontractors Bound by Contract

Contractor agrees to bind every subcontractor by the terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this contract, Contractor shall be as fully responsible to the City for acts and omissions of every subcontractor and of persons either directly or indirectly employed by every such subcontractor, as he is for acts and omissions of persons directly employed by himself. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and the City.

5.02 City Consent to Subcontractor

The City's consent to, or approval of, any subcontractor under the contract shall not in any way relieve Contractor of his obligations under the contract and no such subcontract or approval thereof shall be deemed to waive any provision of the contract between the City and Contractor.

6. Work by Others

6.01 City's Right to Award Other Contracts

(A) The City reserves the right to award other contract in connection with the project. Nothing herein contained shall be interpreted as granting to Contractor exclusive occupancy at the site of the project.

(B) The simultaneous execution of any contract is likely to cause interference with performance of some other contract or contracts, the City shall decide which contractor shall cease work temporarily and which contractor shall continue or whether work can be coordinated so that contractors may proceed simultaneously. Notwithstanding any other provision of these General Conditions, the City shall not be responsible for any damages suffered or extra costs incurred by Contractor resulting directly or indirectly from award or performance or attempted performance of any other contract or contracts on project, or caused by any decision or omission of the City respecting the order of precedence in performance on contracts.

6.02 Contractor's Responsibilities

Contractor shall ascertain to his own satisfaction the scope of the project and nature of any other contracts that have been or may be awarded by the City in prosecution of project to the end that Contractor may perform the contract in the light of such other contracts, if any. Contractor shall afford other contractors reasonable opportunity for introduction and storage of their materials and execution of their work and shall properly connect and coordinate his work with theirs. Contractor shall not cause any unnecessary hindrance or delay to any other contractor working on the project.

If any part of Contractor's work depends for proper execution or results upon work of any other contractor, Contractor shall inspect and promptly report to the City Engineer any defects in such work that render it unsuitable for such proper execution and results. His failure to do so shall constitute a waiver by Contractor of any claim of delay caused by events beyond Contractor's control.

7. Authority of The City Engineer

7.01 General Authority

The City Engineer shall decide any and all questions which may arise as to the quality or acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work, and shall decide all questions which may arise as to the interpretation of the Drawings and specifications, and all questions as to the acceptable fulfillment of the contract on the part of the Contractor, and as to compensation. His decisions shall be final and he shall have authority to enforce and make effective such decisions and orders.

7.02 Interpretation of Drawings and Specifications

The City Engineer shall interpret the meaning of any part of the Drawings and specifications about which any misunderstanding may arise and his decision will be final. Should there appear to be any error or discrepancy in or between the drawings and specifications, Contractor shall refer the matter to the City Engineer for adjustment before proceeding with the work. Should Contractor proceed with the work without so referring the matter, he does so at his own risk.

7.03 Inspection

The City Engineer shall have full access to all operations involving work under the contract and shall be provided reasonable advance notice of the time and place of operations which he desires to observe. He shall be provided with all requested samples of materials and work for testing purposes.

7.04 Disputes Pertaining to Payment for Work

Should any dispute arise respecting the true value of any work done, of any work omitted, or any extra work which Contractor may be required to do, or respecting the size of any payment to Contractor during the performance of this contract, such dispute shall be decided by the City Engineer.

8. General Provisions

8.01 Utilities

(A) All utilities, including but not limited to, electricity, water, gas, telephone used on the work shall be furnished at Contractor's sole expense. Contractor shall furnish and install necessary, temporary distribution systems, including meters, from distribution points to points on site where utility is necessary to carry on the work. Upon completion of work, Contractor shall remove all temporary distribution systems.

(B) If the contract is for an addition to an existing structure, Contractor may, with written permission of the City Engineer, use the City's existing utilities to carry on the work by making prearranged payments to the City.

8.02 Water Supply

In accordance with Glendora Municipal Code Section 14.20.090 and Section 14.28 et seq., City water will be made available to the Contractor as follows:

All water used other than through a service connection and meter shall be through a fire hydrant meter. Hydrant meters shall be installed by the Contractor and moved from one location to another only upon approval of the City Engineer and the Los Angeles County Fire Department. The applicant shall deposit one thousand dollars (\$1,000.00) with the City for such service and shall pay a twenty-five dollar (\$25.00) minimum charge per month or portion thereof for such use.

Water used shall be at the rate of fifty cents (.50) per one hundred cubic feet (100 cu. ft.).

8.03 Dust Control

Contractor shall provide such dust control equipment and methods as may be required to protect adjacent property from annoyance or damage from dust caused by his operations, and failure to control such dust shall be cause for the City Engineer to stop the work until said dust is controlled. Contractor shall have no recourse to collect from City for any loss of time or expense sustained by him due to such suspension of work.

8.04 Removal and Disposal of Structures and Obstructions

All fences, trees and obstructions of any nature to the execution of the work shall be removed by Contractor and be disposed of, reused or delivered to the City Yard as required. This work is to be included in the cost of other items bid on, if there is no item covering same. All such obstructions privately owned which are removed by Contractor shall be replaced or compensated for to the satisfaction of the City Engineer at the Contractor's sole expense.

8.05 Surveys

Surveys to determine location of property lines and corner will be supplied by the City. Surveys to determine locations of construction, grading and site work shall be provided by the City, unless otherwise provide in the Special Conditions.

The Contractor shall give twenty-four (24) hours notice in writing when he will require the services of the Engineer for laying out any portion of the work. The Contractor shall preserve all stakes set for the lines, grades or measurements of the work until authorized to remove them by the Engineer. Any expense incurred in replacing said stakes which the Contractor may have failed to preserve shall determine the type and amount of vertical and horizontal control needed to complete the work.

8.06 Layout and Field Engineering

All field Engineering required for layout of the work and establishing grades for earthwork operations shall be furnished by Contractor at his sole expense. Such work shall be done by a qualified civil engineer approved by the City Engineer. Any required "As Built" drawings of site development shall be prepared by the approved civil engineer at the Contractor's sole expense.

8.07 Traffic Requirements

(A) Standard References

(1) All warning signs, barricades, lights and performance of flagmen shall conform to the "Manual of Traffic Controls for Construction and Maintenance Work Zones" (latest edition) which is compiled in accordance with Section 21400 of the California Vehicle Code and issued by the State of California, Department of Transportation (Caltrans). All work area traffic control shall be provided, installed and maintained in good condition by the contractor.

(B) Minimum Requirements for Maintaining Traffic Flow

(1) Traffic in both directions shall be maintained on all streets at all times. The Contractor shall maintain a minimum lane width of ten (10) feet, a minimum clearance of three (3) feet to excavations, and a minimum of two (2) feet to curbs and other obstructions.

(2) The Contractor shall maintain all travel lanes on streets throughout the project free and clear of debris and/or construction equipment.

(C) Street Closures, Detours, and Barricades

(1) The Contractor shall submit to the City Engineer, for review and approval, a drawing for providing temporary traffic control during construction at least five (5) working days before closing or partially closing any street.

(2) The Contractor shall notify the following agencies at least forty eight (48) hours in advance of closing, partially closing or opening any street, alley or other thoroughfare within the City of Glendora.

Glendora Police Department	(626) 914-8250
Glendora Fire Department	(626) 963-2733
Public Works Department	(626) 914-8246

(3) Should the Contractor, in the opinion of the Engineer, fail to provide adequate work zone traffic control at any time during the course of the work, the City will have the necessary traffic control done either by City forces or by contract. The cost of such traffic control will be charged to the Contractor and the amount deducted from the contract.

(4) All costs for providing and maintaining traffic control during construction shall be included in the unit prices bid for the various related items of work and no additional compensation will be made therefor.

8.08 Tests and Inspections

(A) If the contract, laws, ordinances, regulators or any public authority requires any work to be specially inspected, tested or approved, Contractor shall give notice in accordance with such authority of its readiness for such inspection or test at least two (2) working days prior thereto. If inspection or testing is by authority other than the City, Contractor shall give at least two (2) working days prior written notice to the City Engineer of the date fixed therefor. Required certificates of inspection or approval shall be secured by Contractor. Observations by the City Engineer shall be promptly made, and where practicable at source of supply. If any work should be covered up without approval or consent of the City Engineer, it must, if required by the City Engineer, be uncovered for inspection or testing and satisfactorily reconstructed at Contractor's sole expense in strict accordance with the Contract Documents. Costs of tests and inspections of any materials found to be not in compliance with contract shall be paid for by Contractor at his sole expense. Other costs for tests and inspection of materials shall be paid by the City.

(B) Where such inspecting and testing are to be conducted by an independent laboratory or agency, such materials or samples of materials to be tested shall be selected by such laboratory or agency, or the City's Engineer, and not by Contractor.

(C) Contractor shall notify the City Engineer in writing a sufficient time in advance of manufacture of materials to be supplied by him under contract, which must by terms of contract be tested, in order that the City Engineer may arrange for testing of same at source of supply. Any materials shipped by Contractor from source of supply prior to having satisfactorily passed such testing and inspection, or prior to receipt of notice from the City Engineer that such testing and inspection will not be required, shall not be incorporated in the work without prior approval of the City Engineer and subsequent testing and inspections.

(D) Reexamination of questioned work may be ordered by the City Engineer and, if so ordered, work must be uncovered by Contractor. If such work be found in accordance with Contract Documents, the City shall pay costs of reexamination and replacement. If such work be found not in accordance with Contract Documents, Contractor shall pay such costs at his sole expense.

8.09 Soils Investigation Report

When a soils investigation report is available from the City, such report shall not be a part of the contract. Any information obtained from such report or any information given on drawings as to subsurface soil condition or to elevations of existing grades or elevations of underlying rock is approximate only, is not guaranteed, and does not form a part of the contract. Contractor is required to make a visual examination of site and must make whatever tests he deems appropriate to determine underground condition of soil. Contractor agrees that he will make no claim against the City for damages in event that during progress of the work, Contractor encounters subsurface or latent conditions at site materially differing from those shown on Drawings or indicated in specifications, or for unknown conditions of an unusual nature which differ materially from those ordinarily encountered and generally recognized as inherent in the work of the character provided for the drawings and specifications.

8.10 Compaction Tests

(A) The Contractor shall perform compaction tests as required by the City Engineer, in accordance with ASTM D-1557 or California Test Method No. 216.

(B) The Contractor shall bear the total expense of all failing tests.

8.11 Cutting and Patching

(A) Contractor shall do all cutting, fitting, or patching of the work as required to make its several parts come together properly and fit to receive or be received by work of other contractors showing upon, or reasonably implied by, the drawings and specifications for the completed project, and he shall make good after them as the City Engineer may direct. All cost caused by defective or ill-timed work shall be borne by party responsible therefor.

(B) Contractor shall not endanger any work by cutting, excavating, or otherwise altering work and shall not cut or alter work of any other contractor, except with written consent of the City Engineer.

9. Acceptance of Work

9.01 Fulfillment of Contract

Contractor shall, at his sole expense, protect and care for all work until the contract has been fulfilled to the satisfaction of, and the work has been accepted in writing by, the City Engineer. The date upon which the City Engineer accepts the work as complete shall be the date that the Contractor is relieved from responsibility to protect the work.

9.02 Correction of Work Before Acceptance

(A) Contractor shall promptly remove from premises all work condemned by the City Engineer as failing to conform to contract, whether or not installed or incorporated. Contractor shall promptly replace and re-execute the work to comply with the Contract Documents without additional expense to the City and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement.

(B) If Contractor does not remove such condemned work within a reasonable time, fixed by written notice, the City may remove it and may store the material at Contractor's expense. If contractor does not pay expenses of such removal within ten (10) days time thereafter, the City may, upon ten (10) days written notice, sell such materials at auction or at private sale and shall account for net proceeds thereof, after deducting all costs and expenses that should have been borne by Contractor.

9.03 Deductions for Uncorrected Work

If the City deems it inexpedient to correct work injured or done not in accordance with the contract, an equitable deduction from contract price be made thereof.

9.04 Final Cleaning Up

Upon completion of the work and before acceptance and final payment shall be made, Contractor, at his sole expense, shall clean the work and all premises occupied by him in connection with the work. All rubbish, excess materials, falsework, temporary structures, tools and equipment shall be removed and all parts of the work shall be left by removal of structures shall be filled with clean suitable soil acceptable to the City Engineer.

9.05 Certificate as to Compliance with Certain Regulations

The Contractor shall file with the City Engineer, prior to the acceptance of the work, a certificate in form substantially as follows:

I (We) hereby certify that all work has been performed and materials supplied in accordance with the specifications, drawings, and Contract documents for the above work and that:

(a) No less than the prevailing rates of per diem wages as ascertained by the Director of Industrial Relations has been paid to workers employed on this work and a copy of said rates has been posted and maintained at the work site at all times during the course of the work;

(b) There have been no unauthorized substitutions of subcontractors; nor have any unauthorized subcontracts been entered into;

(c) No subcontract was assigned or transferred or performed by anyone other than the original subcontractor, except as provided in the Subletting and Subcontracting Fair Practices Act, Public Contract Code, Section 4100, et. seq.

(d) All claims for materials and labor and other services performed in connection with the Contract Documents have been paid.

9.06 Recycled Materials Certificate

The Contractor shall file with the City Engineer, prior to the acceptance of the work, a Recycled Materials Certificate. The Recycled Materials Certificate shall list all recycled materials used in connection with work or delivered off-site for recycling. Certificate shall include for each recycled material type: a) Material description, b) Material quantity, c) Method of measurement, d) Material origination location, e) Material deposition location. Certificate shall comply with all AB939 requirements.

end Section VIII - General Conditions

**ESCROW AGREEMENT FOR SECURITY DEPOSITS
IN LIEU OF RETENTION**

This Escrow Agreement is made and entered into by and between City of Glendora whose address is 116 E. Foothill Boulevard, Glendora, CA 91741 hereinafter called "Owner,"

_____ whose address is _____
_____ hereinafter called "Contractor" and
_____ whose address is _____
_____ hereinafter called "Escrow Agent."

For the consideration hereinafter set forth, the Owner, Contractor, and Escrow Agent agree as follows:

- (1) Pursuant to Section 22200 of the Public Contract Code of the State of California, Contractor has the option to deposit securities with Escrow Agent as a substitute for retention earnings required to be withheld by Owner pursuant to the Construction Contract entered into between the Owner and Contractor for _____ in the amount of _____ dated _____ (hereinafter referred to as the "Contract"). When Contractor deposits the securities as a substitute for Contract earnings, the Escrow Agent shall notify the Owner within 10 days of the deposit. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention under the terms of the Contract between the Owner and Contractor. Securities shall be held in _____ in the name of _____ and shall designate the Contractor as the beneficial owner.
- (2) The Owner shall make progress payments to the Contractor for such funds which otherwise would be withheld from progress payments pursuant to the Contract provisions, provided that the Escrow Agent holds securities in the form and amount specified above.
- (3) Alternatively, the Owner may make payments directly to Escrow Agent in the amount of retention for the benefit of the Owner until such time as the escrow created hereunder is terminated.
- (4) Contractor shall be responsible for paying all fees for the expenses incurred by Escrow Agent in administering the escrow account. These expenses and payment terms shall be determined by the Contractor and Escrow Agent.
- (5) The interest earned on the securities or the money market accounts held in escrow and all interest earned on that interest shall be for the sole account of Contractor and shall be subject to withdrawal by Contractor at any time and from time to time without notice to the Owner.
- (6) Contractor shall have the right to withdraw all or any part of the principal in the Escrow Account only by written notice to Escrow Agent accompanied by written authorization from Owner to the Escrow Agent that Owner consents to the withdrawal of the amount sought to be withdrawn by Contractor.
- (7) The Owner shall have a right to draw upon the securities in the event of default by the contractor. Upon seven days' written notice to the escrow agent from the owner of the default, the escrow agent shall immediately convert the securities to cash and shall distribute the cash as instructed by the Owner.
- (8) Upon receipt of written notification from the Owner certifying that the Contract is final and complete, and that the Contractor has complied with all requirements and procedures applicable to the Contract, Escrow Agent shall release to Contractor all securities and interest on deposit less escrow fees and charges of the Escrow Account. The escrow shall be closed immediately upon disbursement of all moneys and securities on deposit and payments of fees and charges.
- (9) Escrow Agent shall rely on the written notifications from the Owner and the Contractor pursuant to Sections (4) to (6) inclusive, of this agreement and the Owner and Contractor shall hold Escrow Agent harmless from Escrow Agent's release and disbursement of the securities and interest as set forth above.
- (10) The names of the persons who are authorized to give written notice or to receive written notice on behalf of the Owner and on behalf of the Contractor in connection with the foregoing, and exemplars of their respective signatures are as follows:

On behalf of Owner:

On behalf of Contractor:

On behalf of Escrow Agent:

Title

Name

Signature

Address

Title

Name

Signature

Address

Title

Name

Signature

Address

At the time the Escrow Account is opened, the owner and Contractor shall deliver to the Escrow Agent a fully executed counterpart of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their proper officers on the date first set forth above.

Owner:

Title:

Name:

Signature:

Contractor:

Title:

Name:

Signature:

[P.C.C. Section 22300]

end Section IX - Escrow Agreement

SPECIAL CONDITIONS
DEFINITION OF BID ITEMS

Note:

All features and details required to complete work as shown per the Plans and Specifications and not specifically itemized in the Definition of Bid Items shall be considered included in and a part of the Unit Prices of all Bid Items and an aggregate of the Total Bid Amount.

ITEM 1

Glendora Library Restrooms ADA Compliance Renovation

This item shall be paid for on a lump sum basis and shall include any and all requirements specified in the entire Bid Proposal Package including the "Project Manual".

end Section X - Special Conditions

A CONSTRUCTION SCHEDULE / SEQUENCE shall be prepared
and submitted by the contractor after award of contract
to be reviewed and approved by library staff.

TECHNICAL SPECIFICATIONS are included and are hereby made a part of this bid package.
They are attached and entitled
"Project Manual for the Glendora Public Library Restroom ADA Renovation".

The Bidder / Contractor shall refer to any and all specifications
referenced on the Plan or in these Specifications

The Bidder / Contractor is responsible for obtaining all
Specifications referenced on the Plan and in the Specifications.

PROJECT MANUAL

For The

GLENDORA PUBLIC LIBRARY
RESTROOM ADA RENOVATION

140 South Glendora Boulevard
Glendora, California

For The

CITY OF GLENDORA

Prepared By

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February, 1999

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	Not Applicable	
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15400	Plumbing	1 - 13
DIVISION 16	ELECTRICAL	
	Not Applicable	

END OF TABLE OF CONTENTS

SECTION 01010

SUMMARY OF THE WORK

PART 1 - GENERAL

1.01 WORK COVERED BY THE CONTRACT DOCUMENTS: The Work to be done under this Contract includes the furnishing of all contractor administration, labor, materials, tools, and equipment required for the restroom ADA renovation, including restoration of surrounding surfaces, at Glendora Public Library, all in accordance with the Contract Documents.

1.02 PROJECT LOCATION: The Glendora Public Library is located at 140 South Glendora Boulevard, Glendora, California 91741.

1.03 TIME FOR COMPLETION OF PROJECT: As designated by the Owner.

1.04 CONTRACTORS USE OF THE PREMISES:

A. Access to Staging Areas by Owner: The Contractor shall allow access by the Owner and all its departments or authorized representatives to the Contractor's Staging Areas during regular working hours for purposes of maintenance of existing landscaping, use and operation of existing utilities, or for any other purpose the Owner Representative may determine.

B. The Contractor shall maintain clear access to all fire protection equipment at all times, including access to fire hydrants.

C. The Contractor shall maintain unobstructed exitways to public ways at all times during construction.

D. Utilities, Storage, and Field Office: Existing facilities may be used by the Contractor for utilities, storage, and field office requirements; conform connections to existing utilities to Code. Coordinate with Owner regarding location of Contractor's tool and equipment trailers.

1.05 DISPOSAL OF DEMOLISHED MATERIALS: The Contractor shall dispose of or recycle all materials in a lawful manner. He shall file with the Owner a demolition plan (listing) including an accounting of where he intends to dispose or recycle all materials removed from the Site.

1.06 EMERGENCY INFORMATION: The name, addresses, and telephone number of the Contractor, Subcontractors, or their representatives shall be filed with the Owner prior to beginning Work. A 24-hour Contractor Representative will have their phone numbers issued to the Owner Representative for purposes of Non-Workday emergency or information contact.

1.07 DISCREPANCIES: In the event of a discrepancy between small scale drawings and large scale details, or between the Drawings and Specifications, or within the Specifications, immediately bring the discrepancy to Architect's attention for decision before proceeding with the particular Work involved. Work carried out disregarding this instruction is subject to removal and replacement at the expense of the Contractor.

END OF SECTION

SECTION 01015

INTERPRETATION OF CONTRACT DOCUMENTS DURING BIDDING

PART - GENERAL

1.01 INTERPRETATION OF CONTRACT DOCUMENTS: If any firm contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the Drawings, Specifications, or other Contract Documents, or finds discrepancies in, or omissions from the Drawings or Specifications, he may submit to the Agency a written request for an interpretation or correction thereof not later than ten calendar days before the date bids will be opened. Person submitting the request will be responsible for its prompt delivery. Any interpretation or correction of the Contract Documents will be made only by Addendum and will be faxed and mailed to each person receiving a set of such documents. Agency will not be responsible for any other explanations or interpretations of the Contract Documents.

1.02 REQUESTS FOR INTERPRETATION:

A. Page 2 of Section 01015 is a form titled, "Request for Interpretation of Documents". Bidders are to use this form to submit written requests for interpretation or correction to the Architect at (818) 546-8503. To expedite the interpretation process all interpretations will be faxed to bidders as addendum with follow-up hard copies delivered by registered mail. No interpretations will be given over the telephone.

B. All information must be filled out on the form as pertains to the Contractor's information: Company name, address, telephone, contact person, date, and time of request. Questions or Requests for Clarification are to be printed or typed on these forms. If bidders have several questions which will not fit on one form, the bidder is to photo copy the form, number each page, and submit multiple forms.

1.03 DEADLINE FOR REQUESTS FOR INTERPRETATION: All requests for interpretation must be received by 12:00 noon on the tenth calendar day preceding the Bid Date.

REQUEST FOR INTERPRETATION OF CONTRACT DOCUMENTS

TO: _____

ATTN: _____

FAX: _____

DATE: _____ TIME: _____

COMPANY: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

PLANSHEET: _____ SPECIFICATION SECTION: _____

INTERPRETATION REQUESTED:

REPLY:

TO A/E: _____

END OF SECTION

SECTION 01016

RFI PROCESS

PART - GENERAL

1.01 REQUEST FOR INFORMATION (RFI): After Award of Bid, the RFI process shall proceed as directed by the Architect. In no case will an RFI submitted by a Subcontractor be responded to by the Architect or the Owner.

1.02 PROCESS: RFI answers from the Architect, Consultants, or Agency will be on a form provided by the Contractor. The answers on the form will be the total response required unless additional Drawings are provided by the Architect or Agency. No time or cost impacts will be reviewed by the Architect on this form. Construction Documents will not be revised per RFI answers. Time and cost impacts will be determined through the change order process, not the RFI process.

1.03 RECORD DRAWINGS: The Contractor is required to record the RFI answers into the final Record Set.

END OF SECTION

SECTION 01035
MODIFICATION PROCEDURES

PART 1 - GENERAL

1.01 CHANGE ORDERS: Unless otherwise requested by the Owner, all Change Order and Change Order Requests shall be submitted as lump sum properly itemized, showing direct costs and markup, and supported by such substantiating data as may be required by the Owner or Architect to permit evaluation.

1.02 ALLOWABLE MARKUPS FOR CHANGE ORDERS AND CHANGE ORDER REQUESTS: Refer to General Conditions for allowable markups.

1.03 CHANGE ORDER PROCEDURES: Change Orders and Change Order Requests will be submitted, evaluated, and, if necessary, processed by one or more of the following procedures.

A. Change Order Procedure (Requested by Owner):

1. Request for Proposal: For changes requested by the Owner, the Owner will prepare a written Request for Proposal outlining the proposed changes in the Work and will present it to the Contractor for pricing and scheduling:

2. Request for Change Order: The Contractor shall then prepare a Change Order Request including the price of all the Work contained in the Request for Proposal as well as any request for an extension of Contract Time resulting from the changes. He will present this to the Owner for evaluation.

3. Request for Extension of Time: Any request for an extension of the Contract Time as the result of a Change Order Request must include a subnetwork schedule prepared in accordance with the Project Schedule Requirements.

4. Owner Evaluation: The Owner will then evaluate the Change Order Request. The Contractor will cooperate in submitting any additional substantiating data requested by Owner.

5. Preparation and Execution: After both parties agree to the scope, price and time of a Change Order Request, the Owner will prepare a Change Order for the Contractor. The Contractor shall sign and return the Change Order to the Owner. The Owner will then sign the Change Order. The Change Order will be considered executed only when signed by the Owner.

B. Change Order Procedure (Requested by Contractor):

1. Request for Change Order: The Contractor shall prepare a Change Order Request including the price of all the Work contained in the request as well as for any extension of Contract Time resulting from the changes. He will present this to the Owner for evaluation.

2. The form, allowable markups, and requests for time extension shall be as for Owner requested changes.

3. Owner Evaluation: The Owner will then evaluate the Change Order Request. The Contractor will cooperate in submitting any additional substantiating data requested by Owner.

4. Preparation and Execution: After both parties agree to the scope, price and time of a Change Order Request, the Owner will prepare a Change Order for the

Contractor. The Contractor shall sign and return the Change Order to the Owner. The Change order will be considered executed when signed by the Owner.

C. Change Order Procedure (Emergency Procedures):

1. Prior Authorization to Proceed: When necessary, in order to avoid delay to the Work, the Owner may direct the Contractor to proceed with the Work pending completion of a Change Order. This prior authorization may be oral; however it will be confirmed in writing as soon as possible by the Owner. Whenever Work is to proceed on the basis of such prior authorization, the Contractor will be notified in writing to proceed with the Work pending approval of the Change Order. In the case of a change order requested by the Contractor, the Owner must have positive assurance that the Contractor will execute the change order prior to allowing Work to proceed. Preparation and final approval of change orders for Work covered under prior authorization must be actively pursued by Contractor. Prior authorization to proceed does not include authority to make payment for the Work.

2. No claims for adjustment of Contract Price or time for delays or costs due to material shortage, transportation difficulties, labor shortage, or dewatering, will be paid by the Owner except as defined in this Section.

3. Work Done Without Prior Authorization: Additional Work performed by the Contractor shall be at his own expense. Contractor shall not be entitled to an increase in the Contract Price or an extension of Contract Time, except in the case of emergency for such Work performed without a Change Order.

4. Emergency Work Done Without a Change Order - Contractor's Duty to Notify Owner:

a. If the Contractor wishes to make a request for an adjustment to the Contract Price, or to the Contract Time, he shall provide the Owner with written notice thereof not later than five (5) days after the occurrence of the event giving rise to such claim. Within ten (10) days of expenditure of costs incurred as result of such occurrence, the Contractor shall supply all supporting documents for such costs, including but not limited to time slips for labor and time slips for equipment. Failure to provide all supporting documents shall constitute a waiver of such claim by Contractor. The Contractor hereby agrees that he shall have no right to additional compensation, whether in money or time, for any claim for which written notice was not filed in strict compliance with this paragraph.

b. The written notice shall set forth the justification of the emergency conditions which made proceeding with the construction activities imperative, the reasons for which the Contractor believes additional compensation is due, and the nature of the costs and time involved and the amount thereof.

c. Authorization by the Owner: The Owner Representative, as part of his required authorization to proceed and/or continue with the claimed additional Work, may require at his sole option, daily delivery to the Owner Representative by the Contractor all time card expenditures on the Work.

D. Change Order Procedure (Force Account Procedure):

1. Owner's Right to Order Changes in the Work: Notwithstanding any dispute or controversy which may arise in connection with a claim for adjustment of Contract Price, when the Owner and Contractor cannot agree upon the amount of compensation or change of time related to any pending Change Order, or if the Owner and the Contractor cannot reach agreement whether or not any part of the Work is required the Contract Documents, the Owner shall have the right to Order the Contractor to Proceed under "Force Account Procedure". Upon written Notice by the Owner the Contractor shall proceed promptly and diligently with the Work on a Time and Materials Basis as set forth below:

2. Force Account Procedure: Under Force Account Procedure, the Contractor shall provide records of all time expended and all materials and equipment used for the disputed Work, signed at the end of each day by both the Contractor's Superintendent and the Owner Representative, and the signed daily record shall be delivered to the office of the Owner Clerk by 4:30 PM each day for recording. A copy of each daily record shall be maintained by the Contractor and the Owner Representative.

E. Change Order Procedure (Severe Weather): There will be no time extensions for weather delays included in the Project Schedule. The Contractor will not be entitled to damages or to additional payment due to such delays.

END OF SECTION

SECTION 01043

JOB SITE ADMINISTRATION

PART 1 - GENERAL

1.01 GENERAL CONDUCT OF CONSTRUCTION OPERATION:

A. The Contractor shall ensure that all material and equipment shall be stored where it will not interfere with the free and safe passage of public traffic. At the end of each day's Work and at all other times when construction operations are suspended for any reason, the Contractor shall remove all equipment and other obstructions from any public right-of-way.

B. All spillage, dirt, or debris resulting from hauling operations, moving of equipment along or across any private or public property or public traveled way, shall be removed immediately by the Contractor at his own expense.

C. The Contractor shall protect all existing landscaping and utilities on the site or in the building whether or not they are in the Contractor's area of operation and shall restore all to the same condition that existed prior to the start of the project before completing construction.

D. The Contractor shall keep an emergency telephone listing of City Departments (Police, Fire, etc.) in his trailer at all times.

1.02 SUPERVISION AND COORDINATION:

A. The Contractor, at all times during performance and until the Work is completed and accepted, shall give his personal superintendence to the Work.

B. The Contractor shall supervise and direct the Work of all crafts and be responsible for all construction methods, sequences, and procedures.

C. In accordance with the General Conditions, the Contractor shall have a designated supervisor on the job at all times the Work is in progress. All directions given to the supervisor shall be as binding as if given to the Contractor.

D. The presence of the Architect, any of his designated representatives, or an Inspector at the job site, shall not relieve Contractor from his responsibility to control and supervise the performance of the Work, and the manner in which it is safely accomplished.

1.03 WORKING HOURS AND HOLIDAYS:

A. Unless specifically otherwise provided in the Contract Documents, the working hours for the Contractor shall conform to the following, all times other than the following shall be considered non-work hours or days:

1. The Contractor shall perform all job-site Work Monday through Saturday due to Calendar Day Contract, between the hours of 7:00 AM and 7:00 PM, except when required by the Contract Documents.

B. The holidays listed below shall also be nonwork days. In addition, when any of the holidays fall on a Saturday, the preceding Friday shall also be a nonwork day. When any of the holidays fall on Sunday, the following Monday shall also be a nonwork day.

New Years Day - January 1
Memorial Day - Last Monday in May

Independence Day - July 4
Labor Day - First Monday in September
Veterans Day - November 11
Thanksgiving Day - Fourth Thursday in November
Christmas Day - December 25

C. Work on Holidays listed above is prohibited unless prior authorization has been requested by the Contractor in writing and authorization been received from the Owner in writing.

D. The Contractor shall obtain approval for any deviation from the above regular working hours or days by submitting a written request to the Owner at least 5 working days in advance, for approval by the Owner. No Work shall be performed without such approval except for safeguarding life or property.

1.04 INSPECTIONS:

A. Any inspection request by the Contractor to any City Department including fire prevention or special inspection testing shall be made by the Contractor only through the on-site Resident Inspector a minimum of 48 hours in advance of the time requested.

B. Normal times for inspections by Fire Inspectors are Monday through Friday 8:30 AM to 4:30 PM.

1.05 AFTER HOURS WORK:

A. Payment for Inspections for Work Done After Hours:

1. If the Work is required to be done by the Contract Documents outside the Contractor's or Inspector's regular working hours, the costs of any inspections if required by the Owner or any other governmental or legal authority to be done outside normal working hours shall be borne by the Owner.

2. If the Owner allows the Contractor to do Work outside regular working hours for his own convenience, the costs of any inspections required by the Owner or any other governmental or legal authority outside regular working hours shall be borne by the Contractor.

3. If the Contractor elects to perform Work outside inspectors regular working hours, costs of any inspections required by the Owner or any other governmental or legal authority outside regular working hours shall be borne by the Contractor.

1.06 PERMITS: The Owner shall pay all permit fees required for the Work. The Contractor shall apply for and obtain all permits required under the Contract Documents unless otherwise indicated under individual specification Sections including but not limited to Building Permits, Temporary Facilities Permits, Cal OSHA Permits, Street Use Permits, Etc. Street traffic control permits shall be obtained through the City Engineer.

1.07 PARKING: The Contractor, his employees, Subcontractors etc, shall park on project site or where instructed by the Architect or Owner. Delivery trucks or other equipment shall not be permitted to park on City streets during non-regular working hours.

END OF SECTION

SECTION 01060

REGULATORY REQUIREMENTS

PART 1 - GENERAL

1.01 DESCRIPTION: This Section covers the general requirements for regulatory requirements pertaining to the Work and is supplementary to all other regulatory requirements mentioned or referenced elsewhere in the Contract Documents.

1.02 REQUIREMENTS OF REGULATORY AGENCIES: All pertaining statutes, ordinances, laws, rules, codes, regulations, standards, and the lawful orders of all public authorities having jurisdiction of the Work are hereby incorporated into these Contract Documents the same as if repeated in full herein and such are intended where any reference is made in either the singular or plural to Code or Building Code unless otherwise specified including, without limitation, those in the list below. Contractor shall make available at the site such copies of the listed documents applicable to the Work as the Architect or Owner may request including mentioned portions of the California Code of Regulations (CCR).

- A. Uniform Building Code (UBC), 1994 Edition as adopted and amended by the City of Glendora, including the research reports approved by the Building Department for materials, equipment, systems, and designs as applicable to the Work.
- B. Title 8 CCR, Industrial Relations, including without limitation Chapter 4, Division of Industrial Safety, Safety Orders (CAL-OSHA).
- C. Title 19 CCR, Public Safety.
- D. Title 24 CCR, Building Standards, including architectural barrier laws and regulations regarding handicapped persons.
- E. Uniform Mechanical Code (UMC).
- F. Uniform Plumbing Code (UPC).
- G. Uniform Fire Code (UFC).
- H. Uniform Electrical Code (UEC) and National Electrical Code (NEC).
- I. State and Local Public Health Codes.
- J. Other statutes, ordinances, laws, regulations, rules, orders, and codes specified in other Sections of the Specifications or bearing on the Work.

END OF SECTION

SECTION 01070

ABBREVIATIONS

PART 1 - GENERAL

1.01 DESCRIPTION: This Section covers abbreviations for documents mentioned or referenced elsewhere in the Contract Documents, and language abbreviations used in the text of the Specifications. Abbreviations in Drawings and Specifications shall be interpreted according to recognized and well-known technical, industry, or trade meanings.

1.02 ORGANIZATION NAME ABBREVIATIONS: These abbreviations include but are not limited to the following:

AA	Aluminum Association
AABC	Associated Air Balance Council
AAMA	Architectural Aluminum Manufacturers Association
AASHTO	American Association of State Highway and Traffic Officials
ACI	American Concrete Institute
ADC	Air Diffusion Council
AEIC	Association of Edison Illuminating Companies
AFBMA	Anti-Friction Bearing Manufacturers Association
AFI	Air Filter Institute
AGA	American Gas Association
AGMA	American Gear Manufacturers Association
AIA	American Institute of Architects
AIMA	Acoustical and Insulating Materials Association
AISC	American Institute of Steel Construction, Inc.
AISI	American Iron and Steel Institute
AMCA	Air Moving and Conditioning Association, Inc.
ANSI	American National Standards Institute
ARI	Air Conditioning and Refrigeration Institute
ASHRAE	American Society of Heating, Refrigerating and Air Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASSE	American Society of Sanitary Engineers
ASTM	American Society for Testing and Materials
AWPA	American Wood Preservers Association
AWPB	American Wood Preservers Bureau
AWPI	American Wood Preservers Institute
AWS	American Welding Society
AWWA	American Water Works Association
CAC	California Administrative Code
CBM	Certified Ballast Manufacturers
CCR	California Code of Regulations
CDA	Copper Development Association
CGA	Compressed Gas Association
CISPI	Cast-Iron Soil Pipe Institute
CS	Commercial Standard, US Department of Commerce
CTI	Cooling Tower Institute
DEMA	Diesel Engine Manufacturers Association
DOD-	Department of Defense (leading symbol)
DSA	Division of State Architect
EIA	Electronic Industries Association
EPA	Environmental Protection Agency
ETL	Electrical Testing Laboratories
FAA	Federal Aviation Administration
FCC	Federal Communications Commission

Fed Spec	Federal Specification or Standard
FIA	Factory Insurance Association
FM	Factory Mutual
HI	Hydraulic Institute
IEEE	Institute of Electrical and Electronic Engineers
IES	Illuminating Engineering Society
IPCEA	Insulated Power Cable Engineers Association
ISO	International Standards Organization
MIL-	Military Specification or Standard (leading symbol)
MSS	Manufacturers Standardization Society
NAAMM	National Association of Architectural Metal Manufacturers
NAFM	National Association of Fan Manufacturers
NBS	National Bureau of Standards
NEBB	National Environmental Balancing Bureau
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
NFC	National Fire Code
NFPA	National Fire Protection Association
NSF	National Sanitation Foundation
NWMA	National Woodwork Manufacturers Association
OSA	Office of the State Architect
PDI	Plumbing and Drainage Institute
PS	Product Standard, US Department of Commerce
REA	Rural Electrification Administration
RIS	Redwood Inspection Service
SAE	Society of Automotive Engineers
SFM	State Fire Marshal
SMACNA	Sheet Metal and Air Conditioning Contractors National Association
SSPC	Steel Structures Painting Council
UL	Underwriters' Laboratories, Inc.
WCLIB	West Coast Lumber Inspection Bureau
WIC	Woodwork Institute of California
WWPA	Western Wood Products Association

1.03 TEXT ABBREVIATIONS: Text abbreviations include but are not limited to the following:

AMP or amp	Ampere
CFM or cfm	Cubic feet per minute
CY or cy	Cubic yard
FPM or fpm	Feet per minute
FPS or fps	Feet per second
GPM or gpm	Gallons per minute
Kip or kip	Thousand pounds
Ksi or ksi	Thousand pounds per square inch
Ksf or ksf	Thousand pounds per square foot
KV or kv	Kilovolt
KVA or kva	Kilovolt amperes
KW or kw	Kilowatt
KWH or kwh	Kilowatt hour
LF or lf	Linear foot
MPH or mph	Miles per hour
PCF or pcf	Pounds per cubic foot
PSF or psf	Pounds per square foot
PSI or psi	Pounds per square inch
SF or sf	Square foot
SY or sy	Square yard

PARTS 2 AND 3 - PRODUCTS AND EXECUTION (Not applicable to this Section)

END OF SECTION

SECTION 01090

REFERENCE STANDARDS

PART 1 - GENERAL

1.01 CONFORMANCE TO REFERENCED Specifications: Wherever in the various Sections of the Specifications, material, or equipment to be furnished or Work to be done is required to conform to Federal Specifications, ASTM, AISC, ACI, or any other generally recognized authority, the latest revised edition of such specification in effect on the date of the invitation for bids shall apply, if the reference material is not dated.

1.02 REFERENCE DOCUMENTS:

A. Whenever possible standard industry reference documents have been incorporated into the Contract Documents. The reason for doing so is so as not to needlessly duplicate standard criteria and standards for products and methods used in the Work that are or should be familiar to contractors and tradespeople familiar with the requirements of their respective trades.

1. Uniform Building Code, 1994 Edition.
2. Uniform Building Code Standards, 1994 Edition.
3. ACI 301: Specifications for Concrete Buildings, Current Edition.
4. ACI 318: Building Code Requirements for Reinforced Concrete, Current Edition.
5. ASTM Standards in Building Codes, Current Edition.
6. CRSI Manual of Standard Practice, Current Edition.
7. AWS Structural Welding Code, Current Edition.
8. AISC Manual of Steel Construction, Eighth Edition.
9. Gypsum Association Publication GA 216: Recommended Specifications for the Application and Finishing of Gypsum Board, Current Edition.
10. The Lathing and Plastering Reference Data and Specifications Guide published by the Plastering Information Bureau, Current Edition.
11. Woodwork Institute of California Manual of Millwork, 1992 Edition
12. Standard Specifications for Public Works Construction, Current Edition.
13. National Fire Protection Association Number 13 Standards (NFPA-13), Current Edition.
14. National Electric Code, Current Edition.
15. Uniform Mechanical Code, Current Edition.
16. Uniform Plumbing Code, Current Edition.

END OF SECTION

SECTION 01120

ALTERATION PROCEDURES

PART 1 - GENERAL

1.01 DESCRIPTION: The requirements of all other Sections of the Specifications apply to this Section. This Section covers the general requirements for special project procedures pertaining to the alteration of existing construction, and is complementary to like requirements indicated or specified elsewhere.

A. Work In This Section: Principal items include:

1. Removals, cutting, alterations, and repairs to existing facilities as required to complete the Work.
2. Relocation and reinstallation of existing construction and finish.
3. Salvage, storage, and protection of existing items to be reinstalled.
4. Salvage and delivery to Owner of designated removed items as directed.

1.02 SUBMITTALS: Refer to Section 01340 for procedures.

A. Work Schedule: Perform Work in existing facilities during such hours and by methods as are approved by Owner. Submit proposed schedules itemizing dates and hours that the various items of Work in existing facilities will be started and completed. The Owner reserves the right to modify the proposed schedules to eliminate conflicts and ensure use of the existing facilities during the Work. Exactly follow the schedule as finally approved by Owner. No extra payment will be made to the Contractor for the portions of the Work required to be performed during night, Saturday, Sunday, or holiday hours. Revise and resubmit schedules when timing or sequence changes occur or are ordered by Owner.

B. Asbestos and PCB Removal: If Contractor encounters any type of substance or material reasonably believed to be asbestos or polychlorinated biphenyl (PCB) or to contain either of these substances, which has not been rendered harmless, except those specific items scheduled for removal as part of the Work of this Project as specified below, the Contractor shall immediately stop the Work in the area affected and report the condition to the Owner. Work in the affected area shall not thereafter be resumed until such time as the Owner has determined whether or not questioned material or substance is either asbestos or PCB and, if so, arranged for removal or rendering harmless of any such hazardous material or substance. Work shall not restart in the involved areas until a written order to proceed is issued by the Owner.

1.03 JOB CONDITIONS:

A. General: Coordinate Work of all trades and with the Owner to assure the correct sequence, limits, methods, and times of performance. Arrange the Work to impose minimum of hardship on operation and use of the facilities. Install protection for existing facilities, contents, and new Work against dust, dirt, weather, damage, and vandalism, and maintain and relocate as Work progresses.

B. Access: Confine entrance and exit operations to access routes designated by the Owner.

C. Existing Portable Items: Owner will remove portable equipment, furniture, and supplies from involved existing areas prior to start of Work therein. Cover and protect remaining items.

D. Existing Conditions: Intent of the Drawings is to show existing site and facility conditions with information developed from the original construction documents, field

surveys, and Owner's records, and to generally show amount and type of demolition and removals required to prepare existing areas for new Work.

E. Verification of Conditions: Perform a detailed survey of existing site and building conditions pertaining to the Work before starting Work. Report to Architect discrepancies or conflicts between the Drawings and actual conditions in writing for clarification and instructions and do not perform Work where such discrepancies or conflicts occur prior to receipt of Architect's instructions.

F. Special Noise Restrictions: Use care to prevent generation of unnecessary noise and keep noise levels to the minimum possible. When ordered by Owner or Architect, immediately discontinue such methods that produce noise disruptive or harmful to facility functions and occupants, and employ unobjectionable methods. Equip air compressors, tractors, cranes, hoists, vehicles, and other internal combustion engined equipment with "residential" grade mufflers, and muffle the unloading cycle of compressors. Remove from the site any equipment producing objectionable noise as determined by Owner or Architect.

G. Shoring and Bracing: Provide supports, shoring, and bracing required to preserve the structural integrity and prevent collapse of existing construction that is cut into or altered as a part of the Work.

H. Overloading: Do not overload any part of the structures beyond the safe carrying capacity by placing of materials, equipment, tools, machinery, or any other item thereon.

I. Building Security: Secure building entrances and exits with locking or another approved method in accordance with the Owner's instructions.

J. Safeguarding of Owner's Property: Contractor shall assume care, custody, and responsibility for safeguarding all of the Owner's property of every kind, whether fixed or portable, remaining in rooms and spaces vacated and turned over to the Contractor by the Owner for his exclusive use in performance of the Work until the Work therein or related thereto is completed and the rooms or spaces are reoccupied by Owner. Furnish all forms of security and protection necessary to protect the Owner's property. Regardless of cause, Contractor shall repair, replace, or otherwise acceptably make good all of the Owner's property under the Contractor's care, custody, and safeguarding that is damaged, injured, missing, lost, or stolen from time each such room or space is turned over to Contractor for the Work until re-occupied by Owner, at Contractor's expense and as directed by the Owner.

1. Property Inventories: Owner's property that Owner intends to remove will be removed at no cost to Contractor before a room or space is vacated for the Work. Before performing any Work in each room or space Owner and Contractor shall prepare a detailed initial written inventory of Owner's property remaining therein and the condition thereof including equipment and telephone instruments, and each shall retain a copy of the inventory dated and signed by both. In same manner, prior to the Owner's re-occupancy of each such room or space the parties shall again inventory Owner's property therein and all discrepancies between the inventories shall be the Contractor's responsibility as specified above.

2. Covering and Cleaning: Cover and protect surfaces of rooms and spaces turned over for the Work, including the Owner's property remaining therein, as required to prevent soiling or damage by dust, dirt, water, fumes, or otherwise, and protect other

areas where Work is performed in same manner, all as deemed adequate by the Owner. Prior to Owner's re-occupancy of any such room or space, clean all surfaces including Owner's property in accordance with Section 01700 and other cleaning instructions as may be specified in other Sections.

K. Use of Owner's Telephones: Do not use nor allow anyone other than Owner's employees to use telephone in rooms and spaces turned over to Contractor for the Work except in the case of a bona fide emergency. Install temporary dial locks on telephone instruments to prevent all unauthorized use, or arrange and pay for temporary removal and reinstallation of instruments. Reimburse to the Owner all telephone toll charges originating from the telephones in such rooms and spaces except those arising from emergencies or use by Owner's employees.

L. Welding: Conform to following requirements where welding is performed in or on existing facilities.

1. Protection During Welding: Conform to Title 8, CCR. Further protect occupants and the public with portable solid vision barricades around locations where welding is performed plus signs warning against looking at welding without proper eye protection, or equivalent.

2. Fire Extinguishers: Maintain a fully charged UL-labeled minimum 10 pound ABC fire extinguisher at every location where welding is performed within or on the facilities.

3. Welding Smoke Control: Verify locations of existing smoke detectors. Perform welding operations by methods that produce the minimum feasible smoke and fumes. Furnish portable type smoke collection and ventilating equipment as required to prevent smoke and fume nuisances. Notify Owner at least 48 hours in advance if temporary deactivation of any smoke detector is required to prevent false alarms from the welding operations. The Owner's personnel will deactivate detectors only for the time welding is actually in progress.

4. Fire Prevention: Before welding, examine existing construction and backing for all combustible materials and finishes and for conditions where heat conduction in metals may bring adjoining materials to ignition temperature. Use positive fire prevention measures including temporary removal and reinstallation of combustible materials, installation of temporary shields and/or heat sinks, and other necessary means. When actual field conditions are such that positive fire prevention measures cannot be achieved, notify Architect and do not proceed with the involved Work until receipt of Architect's instructions,

M. Protection of Floors: Use care to protect all floor surfaces and coverings from damage. Equip mobile equipment with pneumatic tires,

PART 2 - PRODUCTS (Not applicable to this Section)

PART 3 - EXECUTION

3.01 REMOVALS, ALTERATIONS, AND REPAIRS:

A. Basic Requirement: Restore and refinish all new and existing construction and improvements that are cut into, altered, damaged, relocated, reinstalled, or left unfinished by removals to original condition or to match adjoining Work and finishes unless otherwise shown, specified, directed, or required. Workmanship and materials shall conform to applicable provisions of other Sections. Provide new fasteners, connectors, adhesives, and other accessory materials as required to fully complete approved reinstallations and restorations. Where restorations and refinishing are

defective or are otherwise not acceptable to Owner, remove all the defective or rejected materials and provide new acceptable materials and finish at no extra cost to Owner.

B. Extent: Perform removals to extent required plus such additional removals as are necessary for completion even though not indicated or specified. More or less of the existing construction may be removed if such variation will expedite the Work and reduce cost to the Owner, subject to prior approval in each case.

C. Removals: Carefully remove Work to be salvaged or reinstalled and store under cover.

1. Walls, Partitions, and Ceilings: Remove by cutting down and not by tumbling, throwing, or dropping.

2. Concrete: Saw with powered concrete saw, or chip where sawing is not feasible, to prevent spalling of concrete to remain. Cut off reinforcing bars, except where bonded into new concrete or masonry, and paint ends with bituminous paint before enclosing.

3. Woodwork: Cut or remove to a joint or panel line. Undamaged removed material may be reused.

4. Sheet Metal: Remove back to joint, lap, or connection. Secure loose or unfastened ends or edges and make watertight.

5. Glass: Remove broken or damaged glass and clean rebates and stops of setting materials.

6. Plaster: Cut back to sound plaster on straight lines, and back-bevel edges of remaining plaster. Trim existing lath and prepare for new lath.

7. Gypsum Wallboard: Cut back on straight lines to undamaged surfaces, with at least two opposite cut edges centered on supports.

8. Miscellaneous Items: Remove items not mentioned but required to be removed in such manner as minimizes damage to Work to remain.

D. Patching, Repairing, and Finishing:

1. Concrete: Keep the cut edges damp for 24 hours and scrub with a neat portland cement mortar just before new concrete is placed; epoxy adhesive may be used in lieu of cement mortar. Finish new concrete to match existing. Provide 3,000 psi concrete for repairs except 2,000 psi concrete may be used for slabs on grade. At cut concrete edges to remain exposed, apply adhesive and restore with minimum 3/4" thick cement mortar finished to match adjoining surfaces.

2. Openings To Be Closed: Trim edges square and straight, and dampen and grout scrub or treat with an adhesive as specified above for cut concrete edges. Provide 3,000 psi concrete. Provide reinforcement as required to match existing concrete. Where installation of concrete is impracticable, fill openings with dry-packed non-shrink grout. Finish to match adjoining surfaces.

3. Masonry: Repair with matching materials, reinforcing, jointing, and tooling.

4. Metal Items: Grind cut edges to remain exposed smooth and rounded.

5. Woodwork: Trim back to joint lines or splices, retrim cut surfaces, and patch with new matching or undamaged removed materials. Refer to Section 06200.

6. Sheet Metal: Restore removed or damaged sheet metal items as required or directed.

7. Waterproofing Membranes: Trim back to sound undamaged membrane, seal cut edges, and apply new waterproofing lapped 36" minimum on existing membranes using matching materials and methods.

8. Glass: Install new matching glass in conformance with Section 08800.

9. Lath and Plaster: As specified in Section 09220.

10. Tile: As specified in Section 09300.

11. Gypsum Wallboard: Refasten cut edges of existing wallboard. Apply patches with at least two opposite edges centered on supports and secure at 6" centers. Tape and finish joints and fastener heads. Make patching non-apparent when painted.

11. Resilient Flooring: Completely remove damaged flooring and clean off all old cement as specified. Install new flooring of color, pattern, and type to match existing floors. If an approved match cannot be made between existing and new flooring, remove all flooring in involved room or space and install new flooring at no extra cost to Owner. Clean and wax new and existing resilient tile flooring in alteration areas and patched areas, and in the adjoining areas as directed. Use brand of wax in regular use by Owner.

13. Painted Surfaces: Prepare patched areas and refinish as specified in Section 09900.

14. Miscellaneous Items: Patch and repair as required and approved.

3.02 PREPARATION OF EXISTING WORK:

A. Holes: Drill holes through existing concrete or masonry for new conduit and/or piping, and do not jack-hammer.

B. Sandblasting: Work includes sandblasting of existing surfaces to receive materials secured by cementitious, adhesive, or chemical bond (such as concrete, toppings, elastomeric coatings, plaster, mortar, etc.), and the sandblasting of other surfaces as shown, specified, directed, or required for proper preparation of surfaces. Completely remove existing finishes, stains, oil, grease, bitumen, penetrated mastics and adhesives including primers, and substances deleterious to bond or connection of new materials, and expose clean sound surfaces. Employ wet sandblasting for interior surfaces, and for exterior surfaces where directed or necessary to prevent creation of a dust nuisance or required by Code.

3.03 SALVAGE: Existing removed items not indicated or specified to be reused or reinstalled that Owner intends to retain will be designated by Owner prior to start of removals in pertaining area. Carefully remove, salvage, box or bundle as approved, and deliver such items to storage at the site as Owner directs.

3.04 DISPOSAL: Conform to Section 01700. Dispose of removed material off the Owner's property except existing items to be salvaged or reinstalled. Promptly remove waste and debris and do not accumulate within facilities or on site.

END OF SECTION

SECTION 01200
PROJECT MEETINGS

PART 1 - GENERAL

1.01 PRECONSTRUCTION CONFERENCE:

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

1.02 PROJECT PROGRESS MEETINGS:

- A. Schedule and hold bi-weekly meetings or as required by the Owner Representative (agenda to be prepared and submitted 48 hours prior to meeting).
- B. Location: As designated by the Owner.
- C. Attending shall be:
 - 1. Contractor and/or fully designated representative.
 - 2. Contractor's Superintendent.
 - 3. Subcontractors, as appropriate to the agenda.
 - 4. Suppliers, as appropriate to the agenda.
 - 5. Others, as appropriate to the agenda.
 - 6. Owner Representative.
 - 7. Inspector, Owner and Project Coordinator.
- D. Attending at the discretion of the Owner Representative in response to the Agenda will be:
 - 1. Architect.
 - 2. Owner's and Architect's Consultants as required.
 - 3. Inspectors as required.
- E. Contractor will take and distribute meeting notes to the attendees. Those taking exception to anything in the meeting notes shall state same in writing, within 5 working days following receipt of meeting notes.
- F. Requests for Information (RFI): The Contractor shall deliver requests for information only to the Architect. In case all reasonable attempts to resolve an item in question have been unsuccessful, typewritten RFI's will be accepted by the Architect at the Construction Progress Meetings. In no case will an RFI submitted by a Subcontractor be responded to by the Architect.

1.03 PROJECT PROGRESS PAYMENT MEETINGS:

A. As part of the last progress meeting each month, schedule and hold a billing meeting with the Owner's Representative and the on-site Inspector for the purpose of agreeing on the percentage of the Work completed up to that date and establishing the amount to be requested in the Application for Payment.

B. Location: As designated by Owner.

C. Attending shall be:

1. The Owner Representative.
2. Resident Inspector.
3. Contractor.
4. Architect's Representative.

D. Prepare an itemized draft of the month's proposed billing for review with the Owner Representative, and the Architect's Representative at the billing meeting.

E. Following review of the proposed billing, revise as required, prepare Application for Payment, and submit to the Owner Representative. The Owner Representative will certify and forward it to the Owner, who will authorize payment upon receipt of partial waivers of lien from the Contractor and all Subcontractors for previous payment.

1.04 GUARANTEE/WARRANTIES, BONDS AND SERVICE AND MAINTENANCE CONTRACTS REVIEW MEETING:

A. Eleven months following date of final acceptance, the Contractor shall arrange to hold a meeting at Project Site for the purpose of review of guaranties/warranties, bonds, and service and maintenance contracts for materials and equipment. Contractor shall notify the following attenders of the date and time at least seven (7) days in advance. Take action as appropriate to implement repair or replacement of defective items, and to extend service and maintenance contracts.

B. Attending shall be:

1. The Owner Representative.
2. The Contractor.
3. The Architect.

END OF SECTION

SECTION 01340

SHOP DRAWINGS, PRODUCT DATA, SAMPLES AND OTHER SUBMITTALS

PART 1 - GENERAL

1.01 SHOP DRAWINGS AND OTHER SUBMITTALS:

A. Intent and Purpose of Shop Drawings: Shop Drawings and related Submittals translate the design intent of the Contract Documents into a standardized form familiar to the particular fabricators and workmen employed on the job, such translation being necessary for their businesses to run efficiently.

B. Status in Relation to the Contract Documents: Shop Drawings, Product Data, and Samples and other Submittals are not Contract Documents. The purpose of their submittal is to demonstrate for those portions of the Work for which Submittals are required the way the Contractor proposes to conform to the information given and the design concept given in the Contract Documents.

C. Shop Drawing Information: Information on Shop Drawings and Related Submittals include but are not limited to the following: information indicated and required by the Contract Documents but not specifically shown; miscellaneous fasteners, etc. required for a complete installation; actual field dimensions which may vary from those on the Contract Documents due to normal construction tolerances or other causes.

1.02 COMPLETENESS OF SUBMITTALS:

A. Unless specifically noted otherwise, all Submittals under each technical Section of the Specifications shall be submitted complete and as a "Package", i.e. at the same time. It shall be the responsibility of the Contractor to ensure that he and all his subcontractors and suppliers comply with this requirement.

B. "Piecemeal" Submittals which are obviously only partially complete are prohibited.

C. Neither the Architect nor the Owner shall be required to take any action upon receipt of such incomplete Submittals.

D. Any minor discrepancies or omissions in any Submittal shall be noted by the Contractor on the Submittal Transmittal Form for each Submittal.

1.03 SUBMITTAL OF EQUIVALENT OR "EQUAL" PRODUCTS (SUBSTITUTIONS):

A. If the Contractor has not submitted a proposal for any item as "an equal" with his bid or has not submitted data substantiating his bid proposal for any item as "an equal" within thirty-five (35) days after award of the Contract, or if any item which his bid proposed as "an equal" is not found by the Architect or the Owner to be equal to that specified or indicated, then the Contractor shall furnish and install the item specified or indicated by name. For any item proposed as "an equal" with his bid, the Contractor, at his own expense and within the thirty-five (35) day period after award of the contract, shall furnish adequate information or data or shall have any such item tested as necessary to substantiate a request for a substitution of "an equal" item.

1. The burden of proof as to the equality of any material, process or article shall rest with the Contractor.

2. All proposed substitutions shall exactly match specified materials and finishes with regard to color, texture, and quality, in opinion of the Architect who will be the sole authority with regard to approval of substitutions.

3. The Contractor shall submit along with his proposed substitution complete information on the products or items presently specified in the Contract Documents.

4. The Contractor shall specifically list all deviations from the Contract Documents on the Submittal Transmittal Form (following this Section) and also shall note such deviations on any drawing or data submitted.

5. The Contractor shall bear all costs of meeting the above requirements for presenting a proposed substitution, and whether or not any substitution is accepted, the Contractor shall also bear all costs involved in or arising from the submittal of any proposed substitution or in adapting or integrating any proposed substitution into the Work including the costs of the following:

- a. Any services of the Architect (or his employees or consultants).
- b. Any services of the Engineer (or his employees or consultants).
- c. Any services of the Owner (or their employees or consultants).

6. If the Substitution is permitted, the Contractor shall remain solely and directly responsible for fitting any substituted material or equipment into the Work and for the proper operation of any such substituted material or equipment with all other materials or equipment in the Work with which it may be associated.

7. Review of Submitted Drawings: When drawings are submitted by the Contractor for the purpose of showing the installation in greater detail, any review or acceptance of these drawings shall not excuse the Contractor from any and all requirements shown on the Drawings and Specifications or as may be required to properly install the Work.

8. The time stipulated for completion of the Work under the Contract shall not be affected by any circumstances whatsoever of, or developing from, any circumstances arising as the result of any substitution or request for substitution.

B. Approval or Rejection: Approval or rejection of proposed substitutions is at the Owner's discretion. The Owner's judgement will be final and will include consideration of the following factors among others in comparing the equality of proposed substitutions with indicated or specified requirements:

1. All exterior and interior finish materials have been approved by the Owner agencies and public review boards. No variation in color, texture, or finish will be accepted in substitutions. Criteria for specified materials will be strictly adhered to during review of proposed substitutions.
2. Quality of materials, structural strength, construction, fabrication, and performance and function, mechanically and technically.
3. Appearance and finish, or surface characteristics permitting required finish to be applied.
4. If proposed substitutions require altering arrangement of adjoining or related Work, the resulting arrangements must be equal in convenience, practicality, and appearance to original arrangement.
5. Products equal in quality and utility are usually competitive products and nominally equal in price. If approval is requested for materials or equipment more economical than the specified products the Owner may require the specified products with no increase to the Contract Sum.
6. An inequality in the availability of replacement parts or maintenance services may be a determining factor.
7. Code approvals and service history.

C. Resubmission of Proposed Substitutions: Do not resubmit any previously rejected proposed substitutions in modified form. Upon rejection of a proposed substitution, Bidder may submit another proposed substitution within time limits stated above. If the second proposed substitution is rejected or not received by the Architect within the

specified time, provide only indicated and specified Work at no additional cost to Owner.

D. If the Contractor has not submitted a proposal for any item as "an equivalent" with his bid or has not submitted data substantiating his bid proposal for any item as "an equivalent" within thirty-five (35) days after the notice to proceed is issued, or if any item which his bid proposed as "an equivalent" is not found by the Architect or Owner Representative to be equivalent to that specified or indicated, then the Contractor shall furnish and install the item specified or indicated by name.

E. Exceptions: Exceptions to the above requirements for substitutions shall only be made where the material, product, or equipment specified is no longer manufactured or available, and there is no successor material, product, or equipment manufactured or available. The fact that any material, product, or equipment presently specified has a "long lead time" shall not be construed by anyone as making it "unavailable" for the purposes of this exception.

F. Architect's Review of Contractor Submittals:

1. The Architect will provide the Contractor with normal review of alternates, substitutions, change orders, requests for information, etc., according to the Specifications. However, in the event the Contractor causes the Architect undue review time because of:

- a. Improperly prepared forms.
- b. Request for Information (R.F.I.'s) where information or data is already on the Drawings or in the Specifications.
- c. Evaluation of Owner-authorized substitutions 35 or more days after the Award of Contract.
- d. Improperly prepared submittals, change orders, and other information requiring the Architect's review, including incomplete, phased, or partial Shop Drawings or submittals.
- e. Three or more reviews of a Shop Drawing submittal.

2. The Owner will bill the Contractor for the services of the Architect and/or the Architect's Consultants, to perform these reviews and evaluations on the basis of 2.75 times the direct cost of the Architect and/or his Consultant. The Contractor, upon receipt of the Owner's billing, shall promptly reimburse the Owner for the Architect's extra services, whether or not the Architect approves the proposed substitution, change order, etc.

3. The time required for these additional reviews will not be cause for the Contractor to add time to the project completion date.

1.04 CONTRACTOR'S SUBMITTAL REPRESENTATIONS:

A. By submitting Shop Drawings, Product Data, Samples, any proposed Substitutions, and other Submittals, the Contractor represents that he has reviewed and approves such Submittals and has determined and verified materials, quantities, field measurements, and field construction criteria related thereto, or will do so, and has checked and coordinated the information contained within such Submittals with the requirements of the Contract Documents.

B. The Contractor further represents that he has specifically informed the Architect in writing of any deviations from the Contract Documents in Shop Drawings or Submittals at the time of their submittal by noting all deviations on the Submittal Transmittal Form and on all drawings or other data submitted.

1.05 CONTRACTOR'S SUBMITTAL:

A. The Contractor shall transmit all Shop Drawings, Product Data, and other Submittals required under the Contract Documents to the Owner Representative, who shall then transmit them to the Architect. The Architect after completing his review shall submit to the Owner upon approval copies of all Shop Drawings and Submittals to the Owner for their review, retaining such copies as necessary for his records. The Owner shall return all Submittals to the Contractor, retaining such copies as necessary for their records. All Submittals shall be accompanied by the Submittal Transmittal Form (following this Section), properly filled out and signed.

NOTE: The Architect will not be required to begin his review of any Submittal without his receipt of this transmittal form properly filled out and signed for each Submittal made by the Contractor.

B. If Shop Drawings or Submittals deviate from Contract requirements because of standard Shop practice or any other reason, the Contractor shall make specific mention of such variations on the Submittal transmittal Form, as well as on any submitted drawings.

1.06 CERTIFICATIONS OF PERFORMANCE: When professional certification of performance criteria of materials, systems, or equipment is required by the Contract Documents, The Architect and Owner shall be entitled to rely upon the accuracy and completeness of such calculations and certificates.

1.07 THE ARCHITECT'S REVIEW:

A. The Architect will review Shop Drawings, product data, and samples only for their conformance to the design intent of the Contract Documents, and will provide its notation in accordance with the Contract Documents.

B. The Architect's review shall not be construed by the Contractor as a review of material quantities, nor field dimensions to check to see if they conform to what is on the Shop Drawings, nor approval for or acceptance of any deviations from the Contract Documents not specifically described by the Contractor.

C. The Architect will complete his review of each Submittal required under the Contract Documents within 15 calendar days after receipt from the Owner Representative.

1.08 SPECIFIC NOTICE REQUIRED FOR DEVIATIONS: The Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's or Owner's review or acceptance of any Submittal unless he has specifically informed the Architect in writing of such deviation at the time of Submittal and the Architect has given written approval to the specific deviation.

1.09 ERRORS AND OMISSIONS IN SHOP DRAWINGS: The Contractor shall not be relieved of responsibility for his errors or omissions in Shop Drawings, Product Data, Samples, or other Submittals by the Architect's review or acceptance thereof.

1.10 MAINTENANCE OF DOCUMENTS AND SAMPLES AT THE SITE: The Contractor shall maintain at Site for the Owner one record copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to record changes and selections during construction, and in addition approved Shop Drawings, Product Data, Samples and similar required Submittals. These shall be made available at all times to the Architect and Owner for inspection and shall be delivered to the Owner upon completion of the Work.

1.11 SUPPLEMENTARY SUBMITTAL SCHEDULE:

A. Prior to the Notice to Proceed being issued by the Owner, the Contractor shall submit, in conjunction with and in the same format as the project construction schedule,

a supplemental schedule listing all Shop Drawings, product data, and samples required by the Contract Documents to be furnished for review.

B. Such schedule shall indicate type of item, reference to where it is found in the Contract Documents, Contractor's schedule dates for Submittal, and projected needs for procurement. In preparing the schedule, the Contractor shall also allow adequate time for review and possible resubmittals.

C. Submittal Scheduling:

1. The Contractor shall allow in his scheduling of the project as a minimum, sufficient time for the his initial submittal for any item, for the Owner to transmit that Submittal to the Architect, for the Architect's review, for delivery back to the Owner; and for retransmittal to and correction by the Contractor.

2. In addition, The Contractor shall allow in his scheduling time for a second submittal and review.

3. It is expected the Contractor shall have made any necessary corrections to any item by the time he makes his second submittal.

D. Delay Due to Incomplete Submittals: Neither the Owner nor the Architect shall be held responsible for any delay caused by incomplete or incorrect Submittals requiring more than two reviews.

E. Scheduling of Submittals shall be coordinated with the approved construction progress chart. The Contractor shall revise and update this schedule each month or as directed by the Owner.

1.12 SUBMITTAL DESCRIPTIONS (SD):

A. The term "shop drawings" or "submittal descriptions" includes drawings, diagrams, layouts, schematics, descriptive literature, illustrations, schedules, performance and test data, and similar materials furnished by the Contractor to explain in detail specific portions of the Work required by the Contract.

B. The following items designated "SD" are descriptions and definitions of data to be submitted under the term "shop Drawings" or "submittal descriptions". The requirements to actually furnish the applicable items will be called out in the technical Specifications.

C. Except as otherwise specified, Submittals shall contain information required by the following general descriptions and additionally, such special information required by the individual technical Sections.

SD-05, Certificates of Compliance:

Certificates of Compliance shall include material supplier's or equipment manufacturer's statement that the supplied material or equipment meets all specified requirements. Each certificate shall be signed by an official authorized to certify, in behalf of material supplier or product manufacturer and shall identify quantity and date or dates of shipment or delivery to which the certificates apply. Certification shall not be construed as relieving the Contractor from furnishing materials and products conforming to contract requirements.

SD-07, Special Warranties:

Special warranties are warranties with special provisions and/or time periods not specified in the General Conditions or General Requirements. Specific requirements for warranties will be found under "submittals", "warranties" or "guarantees" in each technical Section of Specifications.

SD-08, Work Plans:

Written narrative describing the Contractor's describing and scheduling of an aspect of Work so that the Owner, or outside contractors, or others may coordinate their efforts or duties with respect to the project.

SD-10, Connection Diagrams:

Connection diagrams shall indicate the relations and connections of devices and apparatus. They shall show the general physical layout of all controls, the interconnection of one system, or portion of system, with another and all internal tubing, wiring, and other devices.

SD-15, Control Diagrams:

Control diagrams shall show the physical and functional relationship of equipment. Electrical diagrams shall show size, type and capacity of the systems. Pneumatic diagrams shall be furnished where air or gas systems are used.

SD-17, Coordination Drawings:

Coordination drawings shall be composite drawings showing coordination of Work of one trade with that of other trades and to the structural and architectural elements of the Work. Composite drawings shall be in sufficient detail to show overall dimensions of related items, clearances, and relative locations of Work in allotted spaces. Drawings shall indicate conflicts or clearance problems between the various trades.

SD-20, Detail Drawings:

Detail drawings shall consist of fabrication and assembly drawings for all parts of the Work in such detail that will enable the Architect to understand and check conformity with the requirements of the contract documents.

SD-25, Elementary Diagrams:

Elementary diagrams shall indicate, in straight-line form, without regard for physical relationship, all supporting systems and elements of equipment and associated apparatus.

SD-30, Equipment Data:

Equipment data shall provide information regarding use life, system functional flows, safety features, mechanical automated details, automatic interlocks, and such features as electrical system protective device ratings.

SD-35, Fabrication/Erection/Installation Drawings:

Fabrication, erection, installation, and checkout drawings and Specifications shall indicate equipment arrangement and shall include elevations, sections, and enlarged details showing proper methods of field fabrication, construction, and installation.

SD-37, Record of Existing Conditions:

Verify areas, conditions and features of existing structures and facilities.

SD-40, Equipment Foundation Data:

Equipment foundation data shall include equipment weight and operating loads; horizontal and vertical loads (dead load, light load, and impact); starting tongues and their direction; RPM of equipment; size, location and projection of anchor bolts; horizontal and vertical clearances for installation, operation, and maintenance; plan dimensions of foundations and relative elevations; and installation requirements such as noise abatement, vibration isolation, and utility services.

SD-45, Interconnection Diagrams:

Interconnection diagrams shall indicate, to scale, interface between associated units of equipment and between equipment and systems. Internal equipment connection shall be shown on SD-10. For simple installations, SD-10 and SD-45 may be combined on a single drawing.

SD-48, Listing of Product Installations:

A manufacturer's certified list shall include a minimum of 5 of his installed units, similar to those proposed for use, which have been in successful service for a minimum period of 5 years, unless other requirements are specified. The list shall include purchaser, address of installation, service organization, and date of installation.

SD-55, Manufacturer's Catalog Data:

Manufacturer's catalog data shall include in sufficient detail and scope to verify compliance with requirements of the contract documents.

Manufacturer's catalog data shall include recommended installation instructions and shall include catalog cuts, brochures, circulars, Specifications and other product data and printed information in sufficient detail and scope to verify compliance with requirements of the contract documents.

SD-57, Manufacturer's Standard Color Charts:

Except where otherwise specified, color charts shall provide manufacturer's standard colors.

SD-60, Material, Equipment and Fixture Lists:

List of materials, equipment and fixtures shall include materials, equipment, and fixtures to be incorporated in the Work. This list shall include manufacturer's style or catalog numbers, specification and Drawings reference numbers.

SD-62, Spare Parts Data:

As soon as practicable after approval of the list of materials and equipment, the Contractor shall furnish spare-parts data for each different item of material and equipment listed. Data shall include a complete list of parts and supplies, with current unit prices and source of supply; a list of parts and supplies that are either normally furnished at no extra cost with the purchase of equipment, or specified hereinafter to be furnished as part of the Contract; and a list of additional items recommended by the manufacturer to assure efficient operation for a period of one year at the particular installation. The foregoing shall not relieve the Contractor of any responsibilities under warranty provisions.

SD-63. Operation and Maintenance Instructions, Parts and Testing:

The technical Specifications identify requirements for operation, maintenance instructions, and parts, and describe specific testing requirements for certain items of equipment and/or systems. Where such requirements exist, the Contractor shall furnish commercially available standard operation and maintenance data, including operating instructions, maintenance instructions and parts listings. Testing procedures shall be furnished as required to demonstrate full compliance with the technical provisions. Detailed requirements for these items are as follows:

Information required for the preparation of operation and maintenance manuals may be furnished in the form of manufacturers standard brochures, schematics, and other printed instructions. Data shall include as a minimum the following items:

- a. Recommended procedures and frequencies for preventive maintenance; inspection, calibration, adjustment, lubrication, cleaning, etc.
- b. Special tools and equipment required for testing and maintenance.
- c. Parts lists reflecting the true manufacturer's name, part number, and nomenclature.
- d. Recommended spares by part number and nomenclature and spare stocking levels.
- e. Integrated mechanical and electrical system schematics and diagrams to permit operation and troubleshooting after acceptance of the system.
- f. Troubleshooting, checkout, repair, and replacement procurement procedures.
- g. Operating instruction including start-up and shut-down procedures.
- h. Safety considerations including load limits, speed, temperature, and pressure.
- i. Installation and connection instructions, procedures, sequences, and precautions, including tolerances for level, horizontal, and vertical alignments, and grouting requirements including grout spaces and materials.

SD-65. Outline Drawings:

Outline drawings shall indicate overall physical features, dimensions, ratings, service requirements, and weights of equipment.

SD-70. Performance Data:

Curves shall indicate tested and certified equipment response and performance characteristics.

SD-75. Samples:

Samples shall include both fabricated and unfabricated physical examples of materials, products, and units of Work as complete units and as smaller portions of units of Work.

SD-80. Schematics:

Schematic drawings shall show the functional flow of systems and their interfaces with facilities and other systems. Functional and physical interfaces shall be indicated. Schematics need not be to scale. Schematics may be structural, mechanical, or electrical or any combination of these with respect to equipment.

SD-90, Test Reports:

Except as otherwise specified, an independent testing agency shall prepare reports of inspections and laboratory tests, including analysis and interpretation of test results, where applicable. Each report shall be properly identified and, where required, the testing agency's certifications of test results shall be provided. Test methods used and compliance with recognized test standards shall be described.

1.13 PREPARATION:

A. Marking: Permanent marking shall be provided on each Submittal to identify it by project; transmittal date; Contractor's, subcontractor's, and supplier's name, address and telephone number; Submittal name; Specification and/or Drawings reference; and similar information to distinguish it from other Submittals. Submittal identification shall include a space to receive the review action by the Architect.

B. Shop Drawings: Shop Drawings Submittals shall be prepared on translucent, reproducible sheets, not less than 8-1/2 by 11 inches in size, nor larger than 30 x 42 inches in size, except for full size patterns or templates. Shop Drawings shall be prepared to accurate size, with scale indicated, except where other form is required.

C. Product Data: Required product data for each specific material, product, unit of Work, or system shall be collected into a single Submittal and marked to indicate which choices, options and portions are applicable to the Submittal. Marking of each copy of product data submitted shall be identical.

D. Samples: Except as otherwise specified or approved, samples shall be physically identical with the proposed material or product to be incorporated in the Work, fully fabricated and finished in the manner specified, and at full scale. Where variations in color, finish, pattern or texture are inherent in the material or product represented by the sample, multiple units of the sample, which will show the near-limits of the variations and the "average" of the whole range (not less than 3 units), shall be submitted. Each unit shall be marked to describe its relation to the range of the variation. Where samples are specified for selection of color, finish, pattern or texture, the full set of available choices shall be submitted for the material or product as specified. Sizes and quantities of samples shall be of their respective standard unit, insofar as possible or practical.

1.14 SUBMISSION REQUIREMENTS:

A. Shop Drawings: Except as otherwise specified, Submittals shall include a minimum of one reproducible transparency of each original and six (6) ozalid prints of each original. Each original drawing shall be identified with the name and location of the project, name of Contractor, Owner Work order and contract numbers and shall be cross-referenced to the Contract Documents. Number Shop Drawings consecutively. Make Drawings legible and complete in every respect.

B. Product Data: Except as otherwise specified, three (3) complete sets of indexed and bound product data shall be submitted.

C. Samples: Except as otherwise specified, three (3) sets of identified samples shall be submitted. A copy of the transmittal form, marked with review notations including selections by the Architect will be returned to the Contractor.

D. Operation and Maintenance Data/Manuals: Such data shall be submitted in 6 copies 30 days prior to testing the system involved and shall be updated and submitted for final approval not later than 30 days prior to date of substantial completion. Test data shall be legible and of good quality. Light sensitive reproduction techniques are acceptable provided finished pages are clear, legible, and not subject to fading. Pages for vendor data and/or manuals shall be bound in 3-ring, loose leaf binders and have 3/8 inch holes. Data shall be organized by separate index and tabbed sheets, in a loose leaf binder. The binder shall lay flat and sheets printed so as to be readily readable. NOTE: Caution and warning indications shall be clear and well labeled.

END OF SECTION

GLENDORA PUBLIC LIBRARY
SUBMITTAL TRANSMITTAL FORM

Specification No. _____

(Shall accompany all Submittals)

I hereby submit the following items for review:

Description of Items:	Specification Section & Drawing Reference:
-----------------------	---

(use added sheets if necessary)
____ This is the first Submittal of these items.
____ This is a resubmittal. _____ number of previous submittals

Name and address of Subcontractor (if any):

Telephone: _____

Name of address of Supplier (if any):

Telephone: _____

- Continued on Next Page -

GLENDORA PUBLIC LIBRARY
SUBMITTAL TRANSMITTAL FORM

Specification No. _____

Specific Deviations From The Contract Documents:

(Describe Here)

Description of Items:	Specification Section
Reference:	& Drawing

(use added sheets if necessary)

CERTIFICATION:

By submitting Shop Drawings, Product Data, Samples, and other Submittals, I represent that I have reviewed and approve all Submittals as listed on this form, and have determined and verified materials, quantities, field measurements, and field construction criteria related thereto, or will do so, and I have checked and coordinated the information contained within such Submittals with the requirements of the Contract Documents.

I further represent that I have specifically informed the Architect in writing on this form of any deviations from the Contract Documents in Shop Drawings or Submittals at the time of their submittal.

Contractor

Date

SECTION 01400
QUALITY CONTROL

PART 1 - GENERAL

1.01 TESTING FURNISHED BY THE Owner: The Owner will employ and pay for the services of qualified independent testing consultants to perform specified testing services for the testing and inspection of the following:

A. Testing (Where Required):

1. Welding: Contractor shall furnish ICBO approved welding inspection at time of shop fabrication as required; on-site field fabrication inspection will be furnished by Owner.

B. Inspections (Where Required):

1. Concrete (Cast-In-Place)
2. Placement of Reinforcing Steel.

1.02 TESTING WHICH REMAINS RESPONSIBILITY OF THE CONTRACTOR: The following testing for proper operation of building systems according to the Contract Documents shall remain the responsibility of and shall be paid for by the Contractor.

A. All testing of the building exterior for water and air leakage, including window systems, flashing and expansion joints, sealants, etc.

B. Any testing required as a part of any Submittal under any Section of these Specifications, or testing of any proposed substitution to establish conformance with any requirement of the Contract Documents, shall be the responsibility of and shall be paid for by the Contractor.

1.03 GENERAL QUALITY CONTROL REQUIREMENTS:

A. General Test Requirements: Materials to be furnished under the Contract are subject to testing and inspection for compliance with the requirements of Drawings and Specifications.

B. Testing Laboratory: The licensed Testing Laboratory certified as meeting requirements of ASTM D3666, D3740, E329, E543, and E548, as applicable to Work involved and approved by Owner, referred to hereafter as the Testing Laboratory. Perform all testing under the supervision and control of a California registered civil or structural engineer employed by the Testing Laboratory.

C. Disqualified Material: Any material shipped or delivered to the site by Contractor from the source of supply prior to having satisfactorily passed the required testing and inspection, or prior to the receipt of a notice from the Architect that such testing and inspection will not be required, shall not be incorporated in the Work.

1.04 TEST SAMPLES AND PROCEDURES:

A. Test Samples: Furnish and deliver Samples of materials to be tested at no extra cost to Owner. Test samples will be selected by the city Representative, Inspector, or Testing Laboratory and not by the Contractor.

B. Test Procedures: Testing Laboratory shall perform tests according to ASTM or other methods of test specified for various materials in other Sections. If no procedure or

1.08 SCHEDULING OF INSPECTIONS AND TESTS:

A. The Contractor shall notify the Owner Representative a minimum of 48 hours in advance of when he will need inspections required under this Section for either material or Work to complete his obligations to fulfill the Contract. The Contractor will then coordinate and schedule with testing consultants needed.

B. Inspections shall also be scheduled during normal working hours whenever possible. The normal working hours for inspection are 7:00 AM to 4:00 PM Mondays through Fridays excluding holidays.

C. Inspection by Resident Inspector will be scheduled 48 hours before inspection is needed, via a Request for Inspection Form.

1.09 PAYMENT FOR INSPECTIONS OR TESTS FOR WORK DONE AFTER HOURS:

A. If the Work is required to be done by the Contract Documents outside regular working hours, the costs of any inspections if required by the Owner or any other governmental or legal authority to be done outside normal working hours will be borne by the Owner.

B. If the Owner allows the Contractor to do Work outside regular working hours for his own convenience, the costs of any inspections required by the Owner or any other governmental or legal authority outside regular working hours shall be borne by and paid for by the Contractor.

1.10 UNCOVERING OF WORK: If a portion of the Work is covered contrary to the Architect's or Owner Representative's request, or to requirements expressed in the Contract Documents, or to requirements of any governmental agency having jurisdiction of the Project, it must, if required by any of the above parties, be uncovered for observation, inspection, or testing at the Contractor's expense without change to the Contract Time.

1.11 DEFECTIVE MATERIALS: All Work not conforming to the requirements of the Contract Documents shall be considered as defective and all such Work, whether or not fabricated, installed, or completed, shall be rejected and shall be immediately removed from the site of the Work unless otherwise specifically permitted by the Owner Representative whose direction in this matter shall be final. No rejected materials, the defects of which have been subsequently corrected, shall be used until approval in writing has been given by the Owner Representative. Upon failure on the part of the Contractor to comply forthwith with any order of the Owner Representative made under provisions of this article, the Owner Representative shall have authority to remove and replace defective material and to deduct the cost of replacement and approval from any monies due or to become due the Contractor.

1.12 VERIFICATION OF CONDITIONS: Prior to installing any portion of the Work, the installing Contractor, Subcontractor, or Subsubcontractor shall inspect the Work in place to receive the Work to be installed and arrange for correction of defects in the existing workmanship, material, or conditions that may adversely affect Work to be installed. Such inspections shall include test applications of the materials to be installed as required to establish the correct condition of surfaces involved. Installation of materials on Work in place constitutes acceptance by the installing Contractor, Subcontractor, or Subsubcontractor of such Work in place as being in proper condition to receive the materials to be applied and waiver of claim that the Work in place is defective as pertains to warranty requirements, excluding unascertainable or concealed conditions. Where the Specifications require a material to be installed under the supervision or inspection of the material manufacturer or his representative, the

test method is specified, testing shall conform to the material specification referenced except as otherwise directed. Testing Laboratory shall tag, seal, label, record, or otherwise adequately identify materials for testing and no such materials shall be used or installed in the Work until test result reports are submitted and approved, excepting only those materials specified to be placed or installed prior to testing.

C. Test Repeating: Repeat applicable tests at specified intervals, whenever source of supply is changed, or whenever the characteristics of materials change or vary in the opinion of the Owner Representative.

1.05 TEST REPORTS: Furnish and deliver copies of each test report, signed and certified by the Testing Laboratory supervising engineer, as follows:

	Copies:
Owner Representative	2
Architect	1
Structural Engineer (structural tests only)	1
Other Consultants as appropriate	1
Contractor	2
Building Department	1
Owner and State agencies as appropriate	

1.06 INSPECTIONS, CONTINUOUS AND SPECIAL:

A. Inspections: Inspections, continuous and special, shall be performed by Registered Deputy or Special Inspectors (hereinafter referred to as Inspector) as required by the Contract Documents and Building Code. During course of Work under inspection, each Inspector shall submit detailed reports relative to the progress and condition of the Work including variances from Contract Documents, and stipulating dates, hours, and locations of the inspections.

B. Reimbursement of Inspection Cost: Contractor shall reimburse to the Owner all or any part, as the Owner may deem just and proper, of the actual excessive inspection costs incurred by the Owner due to any or all of the following:

1. Contractor's failure to complete entire Work within the Contract Time stated in Agreement, and any previously authorized extensions thereof.
2. Claims between separate contractors.
3. Covering of Work before required inspections or tests are performed.
4. Extra inspections for Contractor's correction of defective Work.
5. Overtime costs for acceleration of Work for Contractor's convenience.

C. Approvals Required by Others: If the laws, ordinances, rules, regulations or orders of any public agency having jurisdiction require any of the Work to be specifically inspected, tested, or approved by some authority other than Owner, Architect, or Contractor, the Contractor shall give required notices, make all arrangements, deliver to the Architect certificates of inspection, testing, or approval of such authority, and pay all costs therefor unless otherwise provided in the Contract Documents.

1.07 CONTRACTOR'S DUTY TO COOPERATE WITH TESTING CONSULTANTS: The Contractor shall fully cooperate with all testing consultants, provide them with access to the site and Work, and provide samples of materials for testing for them as required at his own expense.

manufacturer or his representative also shall inspect the Work in place and issue a letter of approval to Architect.

1.13 NO SHOW OF WORKERS: Inspection Costs for "no show" of workers for scheduled Work involving inspection, or cancellation of Work by subcontractors for scheduled Work involving inspection, will be backcharged to Contractor for payment back to Owner.

1.14 MANPOWER SCHEDULE:

A. Work for which deputy inspection is required and such inspection is being paid by the Owner, Contractor shall employ sufficient manpower to maintain a reasonable progress on that portion of the Work.

B. The Owner Representative shall notify the Contractor if in his opinion sufficient manpower has not been provided. If Contractor fails to adjust manpower to the satisfaction of the Owner Representative within one working day then the Owner will cancel inspection and Contractor will be charged for inspection from date of notice of insufficient manpower. Inspection will not resume until Contractor has scheduled manpower to the satisfaction of the Owner Representative.

C. No adjustment to Contract time or sum shall be permitted for cancelation of inspection due to the Contractor's failure to provide inadequate manpower.

END OF SECTION

SECTION 01500

TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS

PART 1 - GENERAL

1.01 GENERAL:

A. Furnish, install, and maintain temporary facilities and controls as required and approved to perform the Work; relocate as required by the progress of the Work.

B. Materials for temporary facilities and controls may be new or used, and suitable for the purposes intended.

C. Materials, installation, and maintenance of temporary facilities and controls shall be in compliance with applicable regulatory requirements. Secure and pay for building and street use permits and inspections required by law.

D. Maintain temporary facilities in sound, neat and clean condition.

E. Remove temporary facilities and controls, including associated materials and equipment, when their use is no longer required. Restore and recondition areas of the site damaged and disturbed by temporary facilities and controls and their installation. Remove and properly dispose of debris resulting from removal and reconditioning operations.

1.02 CALIFORNIA - OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION:

A. All Work performed under this contract shall be done in strict compliance with the Cal-OSHA Rules and Regulations, latest edition. Apply for all required shoring or scaffolding permits.

B. All contractor's personnel are required to wear OSHA approved hard hats while on jobsite, throughout the execution of the contract.

1.03 PROTECTION OF WORK AND PROPERTY:

A. SD-08, Work Plan: The Contractor shall provide a written narrative describing what steps he will make to secure the site and his areas of Work secure. The Contractor shall prepare and submit this narrative to the City Police Department and secure their approval before beginning Work on the project. He shall update this narrative as requested by the Police Department or the Owner Representative.

B. Sidewalks: The Contractor shall protect all sidewalks and paving on this project not shown to be demolished or removed. If they are damaged, he shall restore all of them to their former condition before final completion of the project.

END OF SECTION

SECTION 01510

TEMPORARY UTILITIES

PART 1 - GENERAL

1.01 GENERAL: The Contractor shall provide, install, and maintain temporary utilities required for construction of the Work, and remove them on completion of the Work. Materials may be new or used, shall be adequate for the required usage, shall not create unsafe conditions, and shall not violate applicable codes and standards.

1.02 ELECTRICITY: Contractor shall provide connections to existing power at locations designated by the Owner; verify with Architect. Provide connections and wiring so that power is available throughout the project site by the use of power cords, and provide lighting as required. Electricity used will be paid for by the Owner.

1.03 TEMPORARY LIGHTING:

A. Provide and maintain lighting for construction operations to achieve a minimum lighting for construction operations.

B. Provide and maintain lighting to exterior areas after dark in accordance with City of Glendale Security Ordinances.

C. Provide and maintain 0.25 watts per square foot H.I.D. lighting to interior work areas after dark for security purposes.

D. Provide branch wiring from power source to distribution boxes with lighting conductors, pigtails, and lamps as required.

1.04 TEMPORARY HEATING, COOLING, AND VENTILATING:

A. Provide temporary heating/cooling to maintain environmental conditions to facilitate progress of the Work, to meet specified minimum conditions for the installation and curing of materials, and to protect materials and finishes from damage due to improper temperature and humidity conditions. Portable heaters shall be standard units complete with controls.

B. Building heating system may be used for temporary heating as approved by the Owner. Furnish a competent engineer to operate system. Contractor shall be solely responsible for damage to the heating equipment and system during such temporary heating operations. Operate heating system as necessary to maintain correct temperatures within the building during finishing operations.

C. Drywall: Maintain building temperature at minimum 55 degrees F for not less than 7 days prior to drywall application and during application, drying of tape, and finishing. Maintain adequate ventilation for drying of tape and finish.

D. Finishes: Maintain the building temperature at minimum 65 degrees F before finish lumber and millwork are delivered and during the placing of finish and finishing operations such as painting.

E. Provide forced ventilation of enclosed areas for proper installation and curing of materials, to disperse humidity, and to prevent hazardous accumulations of dust, fumes, vapors and gases.

F. Filters: During temporary heating and ventilating, equip air distribution systems with temporary throwaway filters to prevent dust entering air supply and return systems. Be responsible for delivering air systems free of dust and lint

at time of final acceptance.

1.05 TEMPORARY TELEPHONE: Contractor shall provide and pay for his own temporary telephone service.

1.06 TEMPORARY WATER:

A. All water necessary for the prosecution of the Work shall be paid for by the Owner and will be furnished by the Owner as designated by the Owner and Architect.

B. Furnish necessary temporary piping or hoses from meter to points on the site where water is used. As applicable, provide Code conforming backflow prevention devices to prevent contamination of water source.

1.07 TEMPORARY GAS: Contractor shall connect gas service to existing gas service in the manner indicated and as approved. Gas used will be paid for by the Owner. Provide Code conforming temporary distribution piping as required.

1.08 TEMPORARY SANITARY FACILITIES: Use of site building restrooms by workmen will be permitted, except restrooms may not be used for disposal of chemicals, debris, or other construction waste. The Contractor shall maintain restrooms in a clean and sanitary condition.

1.09 TEMPORARY FIRE PROTECTION:

A. The Contractor shall provide a minimum of three portable fire extinguishers at Work locations at all times; and additional extinguishers as required by the Fire Inspector.

B. The Contractor shall provide temporary exits from his construction area as required by the Fire Inspector.

END OF SECTION

SECTION 01530

TEMPORARY BARRIERS AND ENCLOSURES

PART 1 - GENERAL

1.01 BARRICADES AND FENCES:

A. Contractor shall provide temporary barricades and enclosures to fully contain the site for the duration of the Project and as required to protect the safety of the public at all times.

B. Prevent public entry to construction areas at all times.

C. The Contractor shall provide, as a minimum, a six-foot high chain link fence entirely surrounding the site as follows:

1. Posts & rails shall be galvanized steel conforming to ASTM F1083 , or equal strength per ASTM F669.
2. Fabric shall be aluminum coated steel per ASTM A491.
3. Concrete shall be per Division 3.
4. Install in accordance with ASTM F567.

D. Provide other barricades and covered walkways as required by governing authorities for public rights-of-way and for public access to existing buildings.

E. Provide barriers around existing features designated to remain. Protect against vehicular traffic, stored materials, dumping, chemically injurious materials, and puddling of running water.

1.02 TEMPORARY FACILITIES FOR WORK IN EXISTING BUILDINGS:

A. Noise and Dust Control Barriers: Prior to start of Work, coordinate with the Owner as to location for barriers to ensure that no interference is caused to use of occupied portions of buildings.

1. Barriers: To the extent indicated or directed, provide dustproof and sound-deadening barriers between the new Work areas and occupied portions of the existing facilities before Work is commenced. Construct barriers of 1/2" thick gypsum wallboard on a metal stud frame, or equal. Provide a filler of 2" thick batt insulation and a covering ply of kraft paper. Seal joints in barriers and to existing work with pressure-sensitive masking tape. Maintain all barriers in a clean, neat, dustproof and sound-deadened condition until their need is fully satisfied and barrier removal is approved or directed by Owner. Install doors with weatherstripping and locking hardware where directed by the Owner. Locate all barriers so as not to obstruct use of existing room doors, doors to existing stairways, or access to and through legal exitways.

2. Temporary Filters for Air Systems: Provide temporary filters over all existing air conditioning or ventilating return air systems where dust or fumes may spread from new Work areas into existing buildings. Use commercial viscous-coated throw-away filters, or equal. Clean existing ducts and plenums that are soiled from lack of proper protection as directed, at no extra cost to Owner.

1.03 TREE AND PLANT PROTECTION:

A. Prepare and protect existing trees and plants which are not designated or required to be removed and those adjacent to the site.

B. Consult with the Owner's Representative prior to removal of roots and branches which interfere with construction operations.

1. Prevent dumping of refuse and chemically injurious materials and liquids.
2. Prevent puddling and continuously running water.

C. Carefully supervise excavating, grading, filling and subsequent construction operations to prevent damage.

D. At no increase in Contract Sum, replace or suitably restore trees and plants designated to remain which are damaged or destroyed as a result of construction operations.

E. Remove soil that has been contaminated during the performance of the Work by oil, solvents and other materials which could be harmful to trees and plants, and replace with approved clean soil at no increase in Contract Sum.

END OF SECTION

SECTION 01560

TEMPORARY CONTROLS

PART 1 - GENERAL

1.01 CONSTRUCTION CLEANING:

A. Contractor's Duty to Keep Premises Clean: The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work the Contractor shall remove from and about the Project waste materials, rubbish, the contractor's tools, construction equipment, machinery, and surplus materials.

B. Owner's Right to Clean Up: If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the cost thereof shall be charged to the Contractor.

1.02 DUST CONTROL:

A. Conduct construction operations to minimize the generation of dust and dirt, and prevent dust and dirt from interfering with the progress of the Work and from accumulating in Work and adjacent areas.

B. Periodically water exterior demolition and construction areas to minimize the generation of dust and dirt.

C. To additionally minimize the generation of dust and dirt, hauling equipment and trucks carrying loads of soil and debris shall have their loads sprayed with water or covered with tarpaulins.

D. Prevent dust and dirt from accumulating on walks, roadways, parking areas and planting, and from washing into sewer and storm drain lines.

1.03 AIR POLLUTION CONTROL: The Contractor is put on notice that he must abide by all existing rules and regulations of the AQMD (Air Quality Management District) of the County of San Luis Obispo, relating to all operations or equipment which discharge visible emissions or solid or liquid particles to the atmosphere.

1.04 SOUND CONTROL:

A. General: The Contractor shall comply with all local sound control and noise level rules, regulations and ordinances which apply to any Work performed pursuant to the contract. Each internal combustion engine, used for any purpose on the job or related to the job, shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the project without said muffler. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety laws for the protection of personnel.

B. No Construction Equipment shall be running prior to 7 AM or after 7 PM.

1.05 ENVIRONMENTAL CONTROL:

A. Site Conditions: Throughout all phases of construction, including suspension of Work and until final acceptance of the Project, the Contractor shall keep the Work site clean and free from rubbish and debris. The Contractor shall also abate dust nuisance by cleaning, sweeping and sprinkling with water or other means as necessary. The use of water resulting in mud on public streets will not be permitted as a substitute for sweeping or other methods. During inclement weather, the Contractor shall preserve all

access roadways and walkways in serviceable conditions through the maintenance of adequate drainage provisions and the placement of crushed rock. Existing drainage facilities shall be kept free of debris and silt and water shall not be allowed to accumulate and stand upon the site. Should the Contractor fail to take measures necessary, in the opinion of the Owner Representative, to control dust, and/or drainage within six hours or written notification that such measures are required, the Owner reserves the right to implement the necessary actions and deduct all costs from payments due the Contractor.

END OF SECTION

SECTION 01570

TRAFFIC REGULATION

1.01 SUMMARY: This Section covers Submittals stating parking and access locations, and access routes.

A. Work In This Section: Principal items include:

1. Traffic Regulation:
2. Site Access:
3. Pedestrian Protection:

B. Related Work Not In This Section:

1. Temporary Construction Facilities and Controls - Section 01500.

1.03 SUBMITTALS: Refer to Section 01340 regarding procedures.

A. SD-08, Work Plans: Written narrative (i.e. list) explaining what vehicles and persons will be coming to the site, at what times of day, and where he proposes those vehicles and persons will be parked. This Submittal shall be prepared and given to the Owner at each regular project meetings (generally each week) and will cover the Contractor's proposed access for the coming week.

1.04 VEHICULAR ACCESS: All routes must be approved by the Owner Representative

1.05 PEDESTRIAN ACCESS AND SIDEWALKS: At no time shall the sidewalk be utilized for the purpose of storing materials.

1.06 SIGNS: Contractor shall provide eight 2' x 3' lettered signs redirecting pedestrian and/or vehicular traffic away from the construction site. Location and wording of signs shall be as directed by the Owner Representative.

END OF SECTION

SECTION 01590
FIELD OFFICES AND SHEDS

PART 1 - GENERAL

1.01 FIELD OFFICE:

A. Field Office Required: Field office to provide trailer. Maintain Contractor's field office until Project completion at which times Contractor shall remove field office at no extra cost to Owner. Equip office as follows:

1. Contractor's Field Office: The Contractor shall provide and maintain, throughout the project duration, for use by the Contractor a separate suitable, Class "B" (according to "Standard Specifications for Public Works Construction", 1994 Edition) field office, with adequate heat, cooling, light, telephone service (including a FAX machine and copier, adequate built-in plan table, plan rack and plan file, file cabinets, office desk and chairs, shelves, lockable storage closet, bottled water with dispenser, furniture and supplies to properly keep project documents, records, and communications, with office walls, shelves, and plan table. The offices, equipment, and furniture shall remain the property of the Contractor.

2. Hardhats: Contractor shall furnish Owner's Representative with 12 new hardhats with appropriate project identification lettered on hat.

B. Maintenance of Office: The Contractor shall maintain storage sheds, trailers, and other facilities as necessary to protect materials, tools, and equipment.

C. Temporary Storage Facilities: Provide such temporary storage facilities as are necessary to protect materials and equipment delivered to the site from damage. Locate temporary storage facilities in areas as shown on the Drawings. Maintain sheds in a clean and sightly condition. Distribute materials stored within the permanent structures to prevent overloading of the floors or structure. If on-site storage area is inadequate, arrange and pay for necessary off-site facilities.

D. Required Permits: The Contractor shall obtain a permit from the Owner prior to the placement of any equipment, trailer, or other facilities within the public right-of way.

E. The Owner shall not assume any responsibility for security of these offices or storage facilities. The Contractor shall remain responsible for any damage to any right-of-way resulting from placement of any equipment, trailer, or office.

END OF SECTION

SECTION 01600

MATERIAL AND EQUIPMENT

PART 1 - GENERAL

1.01 TRANSPORTATION AND HANDLING:

A. Delivery of Materials:

1. Condition of Materials Upon Delivery: Materials, products, and equipment shall be delivered to the project site in undamaged condition, in manufacturer's original, unopened containers or packaging with identifying labels intact and legible.

2. Scheduling of Deliveries: Arrange deliveries in accordance with the Construction Schedule and in ample time to facilitate required inspections prior to installation.

B. Storage and Protection of Materials:

1. General: Store and handle materials and products as prescribed by the manufacturer unless otherwise specified in the Specifications in a manner so as to protect them from damage by moisture, weather, abuse, or construction operations, and so as to insure the preservation of their quality and fitness for the Work.

2. Additional Protection: When necessary for their protection or when directed by the Owner Representative, the Contractor shall place materials on wooden platforms or other hard, clean, and dry surfaces and not on the ground. Materials shall be placed under cover when necessary for their protection or when directed by Owner Representative.

3. Storage Location: The Contractor shall store materials in a location so as to facilitate prompt inspection, and provide for their security. Stolen or damaged material will be replaced at no additional cost to Owner.

C. Defective Materials:

1. Removal Required: All materials not conforming to the requirements of the Specifications shall be considered as defective and all such materials, whether in place or not shall be removed immediately from the job site unless permitted by the Owner Representative whose direction in this matter shall be final.

2. Subsequent Correction of Defects: No rejected materials, the defects of which have been subsequently corrected, shall be used until approval in writing has been given by the Owner Representative.

3. Contractor's Failure to Comply: Upon failure on the part of the Contractor to comply forthwith with any order of the Owner Representative regarding defective materials, the Owner shall have authority to remove and replace defective material and to deduct the cost of approval and replacement from any monies due or to become due the Contractor.

1.02 MATERIALS: Provide new materials and equipment unless otherwise indicated or specified.

A. Equals: Those materials, products, and equipment specified by name of the manufacturer, brand name, model, type, or by similar proprietary identification shall be deemed to be followed by the phrase "or equal as approved in writing by the Architect"; refer to Section 01340 for information regarding substitutions and equivalent products.

For the materials, products, and equipment specified to conform to requirements of a "Reference Standard" (such as ASTM, ANSI, NEMA, UL, etc.), Contractor may provide any material, product, or equipment item that conforms to the Reference Standard as evidenced by manufacturer's data, label, test reports, and like data, but subject to all other requirements indicated and specified.

B. Optional Materials: Wherever any material, product, or equipment item is specified by more than one proprietary or brand name, the Contractor may provide any one of the material or equipment items so specified. Before placing orders, advise the Architect in writing of each named material, appliance, or equipment item proposed and its intended use. Provide only one brand, kind, or make of material or equipment for each purpose throughout the Work notwithstanding that similar material or equipment of two or more manufacturers may be specified for the same purpose.

C. Plurality of Terms: For materials, products, or equipment referred to by singular number, it is intended, unless otherwise limited, that such references apply to as much or as many material, product, or equipment items as are needed to complete the Work.

D. Factory Finish Colors: Colors of materials specified to be furnished with a factory finish are subject to Architect's approval. If the available colors are not approved, modify the factory finish color to conform to the Architect's color instructions or provide another manufacturer's approved product which has an acceptable finish color, at no extra cost to Owner.

END OF SECTION

SECTION 01700

CONTRACT CLOSEOUT

PART 1 - GENERAL

1.01 PROJECT RECORD DRAWINGS: See Section 01720.

1.02 SUBSTANTIAL COMPLETION:

A. Preparation of the Punch List: When the Contractor considers that the Work, or a portion thereof which the Owner will occupy separately, is substantially complete, the Contractor shall prepare and submit to the Owner a comprehensive list of items to be completed or corrected. The Contractor shall proceed promptly to complete and correct items on the list. Failure of the Contractor to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

B. Architects Inspection: The Owner and the Architect will schedule and make an inspection within a reasonable time to determine whether the Work or designated portion thereof is substantially complete. They will add additional items as they see fit to the Punch List. Failure of the Owner or Architect to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

C. Final Cleaning: The Contractor shall, prior to the Occupancy of the Project or portion thereof by the Owner, and as a condition of further payment, clean the Work to be occupied.

1. Clean Up and Disposal: Requirements herein are part of all other Sections of the Specifications and shall be coordinated with such additional clean up and disposal requirements as may be specified in other Sections. Leave the entire Work broom clean except where vacuum clean or other condition is specified.

a. Control During Work: Refer to Section 01560. Take care to avoid spread of dust, dirt, debris, water, paint, cement, sprayed materials, and other substances about the site or to adjacent property. Clean up splatterings or spills of materials at time of occurrence. Remove dirt, debris, waste, and rubbish frequently, and do not allow to accumulate in the structure or on the site. Do not store flammable or toxic materials in the structure.

b. Contractor's Supervision: Inform all trades and workmen of cleaning up requirements specified, and monitor where Work is in progress to ensure full compliance with all clean up requirements in this and other Sections.

c. Architect's Inspection: Give the Architect at least 3 working days advance notice of readiness for inspection as each phase or area of the Work is completed for occupancy. Correct deficient cleaning operations, as determined and directed by Architect.

d. Disposal: Do not dispose of any rubbish or waste material in fills or backfills. Remove debris, rubbish, and waste material from Owner's property to a lawful disposal area and pay hauling and dumping charges. Conform to Federal, State, and local laws, ordinances, rules, regulations, and orders pertaining.

2. Final Clean Up - Exterior: Clean surfaces of the construction and site including fixtures, walls, soffits, floors, hardware, roofs, window and opening ledges and sills, horizontal projections, steps and platforms, walkways, rails, and all like

surfaces, and adjoining private and public property to the extent soiled by the Contractor's operations.

3. Final Clean Up - Interior: Leave surfaces in vacuum clean condition with all dust, dirt, stains, handmarks, paint spots, droppings, and other blemishes and defects completely removed, and conform to following requirements:

- a. Hard Floors: Wash and dry concrete, tile, elastomeric, and similar floors, free of streaks or stains.
- b. Resilient Flooring: Freshly wax and buff all flooring specified to be waxed in accordance with requirements in Division 9.
- c. Resilient Bases: Clean off adhesive smears and dirt, and wipe clean.
- d. Carpet: Vacuum clean free of lint, soil, and dust.
- e. Bare and Painted Surfaces: Clean of dust, lint, streaks, or stains.
- f. Tile Walls: Clean and polish.
- g. Wall Coverings: Remove all adhesive, dirt, or stains on surfaces.
- h. Hardware and Natural Metal: Clean and polish all the exposed surfaces using non-corrosive and non-abrasive materials.
- i. Ceilings: Clean and free of stains, handmarks, and defacing.
- j. Fixture and Equipment Items: Clean and polish all plumbing fixtures, air diffusers, grilles, and registers, mechanical and electrical fixtures and devices, and like items. Leave lighting fixtures free of dust, dirt, stains, or waste material, diffusers cleaned both sides and reflectors polished. Clean and service operating equipment and machinery, ready for use.

4. Glass: Wash and polish all vision glass both sides, free of dirt, spots, streaks, and labels. Remove labels and clean and polish mirrors.

5. Surfaces Not Mentioned: Clean according to the intent of this Section and as required for Architect's approval.

6. Contaminated Earth: Final clean up includes removal and disposal of earth that is contaminated or unsuitable for support of plant life in planting areas, and filling of resulting excavations with suitable approved soil as directed and approved. Contaminated areas include those used for disposal of waste concrete, mortar, plaster, masonry, and similar materials, areas in which washing out of concrete and plaster mixers or washing of tools and similar cleaning operations have been performed, and all areas that are oiled, paved, or chemically treated. Do not dispose of waste oil, solvents, paints, solutions, or similar penetrating materials by depositing or burying on Owner's property.

D. Correction of Work: If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not in accordance with the requirements of the Contract Documents, the Contractor shall before issuance of the certificate of Substantial Completion, complete and correct such item or items upon the written notification of the Architect transmitted through the Owner Representative.

E. Maintenance Materials: Furnish and deliver special tools and instruments, accessories, spare parts, and other maintenance materials required by Contract Documents, and furnish and deliver the special tools, instruments, accessories, and the

special lifting and handling devices shown in the manuals approved under Section 01340. Unless otherwise specified or directed, deliver the items to the Owner, with Contractor's written transmittal accompanying each shipment, in the manufacturer's original containers labeled to describe contents and equipment for which it is furnished. Deliver a copy of each transmittal to Architect for record purposes.

F. Building Inspection: All final inspections shall be completed and "Signed-Off" by appropriate inspection agency before the Owner will consider the Project to be Substantially Complete.

1.03 FINAL COMPLETION AND ACCEPTANCE:

A. Until the formal acceptance of the Work by the Owner, the Contractor shall have the charge and care and shall bear risk of injury or damage to any part thereof regardless of cause, whether arising from the execution or from the non-execution of the Work. The Contractor shall rebuild, repair, restore and make good all injuries or damages to any portion of the Work occasioned by any of the above causes before its completion and acceptance and shall bear the expense thereof. In the case of suspension of the Work for any cause whatsoever, the Contractor shall be responsible for all materials and shall properly store them if necessary and shall erect temporary structures where necessary.

B. Notice of Completion: The Contractor will certify in writing to the Owner, prior to final payment, that the entire Project is substantially complete, and request that the Owner issue a Notice of Completion. Within a reasonable time thereafter, the Owner and the Contractor shall make a joint inspection. If the Owner determines that the Work is not substantially complete, it will notify the Contractor in writing and state its reasons. If the Owner deems the Work substantially complete, it will prepare a provisional Notice of Completion which shall fix the tentative date of Substantial Completion and the responsibilities for maintenance and utilities. There shall be attached to the provisional certificate a list of items to be completed or corrected before final payment, and the provisional certificate shall fix the time within such items, said time to be within the Contract time.

C. Submittals: The Contractor shall submit with or prior to Application for Final Payment, Consent of Surety to final Payment and remaining releases, waivers, guarantees, and all project data required by the Contract Documents.

D. Post Construction Inspection: Prior to the expiration of one year from the date of substantial completion, the Owner will make an inspection of the project to determine whether correction or repair Work is required. The Contractor shall attend such inspection if requested by the Owner.

1.03 FINAL PAYMENT:

A. The Owner Representative, seven days after the completion of the Contract, shall make a final estimate of the amount of Work done thereunder, and the value of such Work, and the Owner shall pay the entire sum so found to be due after deducting therefrom all previous payments and all amounts to be kept and all amounts to be retained under the provisions of the Contract. The prior partial payment and estimates shall be subject to correction in the final estimate and payment.

B. The Owner shall notify the Contractor of any properly filed claims and / or liens which will be retained from final payment.

C. The Owner Representative shall make his determination of the final estimate at the end of the above seven calendar days' period and shall submit this to the Owner.

D. The final payment shall not be made before forty (30) days after the recording of the Notice of Completion of the Work by the Owner. Payment shall not be construed to be an acceptance of any defective Work or improper materials.

E. Before the Owner shall be obligated to release the retention and deposited securities to the Contractor after the recording of the Notice of Completion, the Owner must be satisfied that the Work has been completed in accordance with the contract and that all issues in dispute or which may result in a claim by the Contractor against the Owner or its representatives have been conclusively resolved and waived. Release by the Owner does not waive the Owner's right to recover from the Contractor any known or unknown breach of contract or default arising from the Contractor's Work on the Project.

F. All monies due the Contractor under the Contract will be paid by demand on the Owner, prepared and approved as required by law. Any delay in the preparation, approval, and payment of these demands will not constitute a breach of contract on the part of the Owner.

END OF SECTION

SECTION 01720
PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.01 DESCRIPTION

A. Work In This Section: Principal items include:

1. Throughout progress of the Work, maintain an accurate record of changes in the Contract Documents, as described in Article 3.1 below.
2. Upon completion of the Work, transfer the recorded changes to a set of Record Documents, as described in Article 3.2 below.

B. Related Work Not In This Section:

1. Documents affecting Work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Other requirements affecting Project Record Documents may appear in pertinent other Sections of these Specifications.

1.02 QUALITY ASSURANCE

A. Delegate the responsibility for maintenance of Record Documents to one person on the Contractor's staff as approved by the Architect.

B. Accuracy of records:

1. Thoroughly coordinate changes within the Record Documents, making adequate and proper entries on each page of Specifications and each sheet of Drawings and other Documents where such entry is required to show the change properly.
2. Accuracy of records shall be such that future search for items shown in the Contract Documents may rely reasonably on information obtained from the approved Project Record Documents.

C. Make entries within 24 hours after receipt of information that the change has occurred.

1.03 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. The Architect's approval of the current status of Project Record Documents may be a prerequisite to the Architect's approval of request for progress payment and request for final payment under the Contract.

C. Prior to submitting each request for progress payment, secure the Architect's approval of the current status of the Project Record Documents.

D. Prior to submitting request for final payment, submit the final Project Record Documents to the Architect and secure his approval.

1.04 RECORD DOCUMENT PROTECTION AND HANDLING

A. Maintain the job set of Record Documents completely protected from deterioration and from loss and damage until completion of the Work and transfer of all recorded data to the final Project Record Documents.

B. In the event of loss of recorded data, use means necessary to again secure the data to the Architect's approval.

1. Such means shall include, if necessary in the opinion of the Architect, removal and replacement of concealing materials.

2. In such case, provide replacements to the standards originally required by the Contract Documents.

PART 2 - PRODUCTS

2.01 RECORD DOCUMENTS

A. Job set: Promptly following receipt of the Owner's Notice to Proceed, secure from the Owner at no charge to the Contractor, one complete set of all plans and Specifications comprising the Contract.

B. Final Record Documents: At a time nearing the completion of the Work, secure from the Owner at no charge to the Contractor, one complete set of sepia transparencies of all Drawings in the Contract.

PART 3 - EXECUTION

3.01 MAINTENANCE OF JOB SET:

A. Immediately upon receipt of the job set described in Paragraph 2.1-A above, identify each of the Documents with the Title, "RECORD DOCUMENTS JOB SET."

B. Preservation:

1. Considering the Contract completion time, the probable number of occasions upon which the job set must be taken out for new entries and for examination, and the conditions under which these activities will be performed, devise a suitable method for protecting the job set to the approval of the Architect.

2. Do not use the job set for any purpose except entry of new data and for review by the Architect, until start of transfer of data to final Project Record Documents.

3. Maintain the job set at the site of Work as that site is designated by the Architect.

C. Making entries on Drawings:

1. Using an erasable colored pencil (not ink or indelible pencil), clearly describe the change by graphic line and note as required.

2. Date all entries.

3. Call attention to the entry by a "cloud" drawn around the area or areas affected.

4. In the event of overlapping changes, use different colors for the overlapping changes.

D. Make entries in the pertinent other Documents as approved by the Architect.

E. Conversion of schematic layouts:

1. In some cases on the Drawings, arrangements of conduits, circuits, piping, ducts, and similar items, is shown schematically and is not intended to portray precise physical layout.

a. Final physical arrangement is determined by the Contractor, subject to the Architect's approval.

b. However, design of future modifications of the facility may require accurate information as to the final physical layout of items which are shown only schematically on the Drawings.

2. Show on the job set of Record Drawings, by dimension accurate to within one inch, the centerline of each run of items such as are described in subparagraph 3.1-E-1 above.

a. Clearly identify the item by accurate note such as "cast iron drain," "galv. water," and the like.

b. Show, by symbol or note, the vertical location of the item ("under slab," "in ceiling plenum," "exposed," and the like).

c. Make all identification sufficiently descriptive that it may be related reliably to the Specifications.

3. The Architect may waive the requirements for conversion of schematic layouts where, in the Architect's judgement, conversion serves no useful purpose. However, do not rely upon waivers being issued except as specifically issued in writing by the Architect.

3.02 FINAL PROJECT RECORD DOCUMENTS

A. The purpose of the final Project Record Documents is to provide factual information regarding all aspect of the Work, both concealed and visible, to enable future modification of the Work to proceed without lengthy and expensive site measurement, investigation, and examination.

B. Approval of recorded data prior to transfer:

1. Following receipt of the transparencies described in Paragraph 2.1-B above, and prior to start of transfer of recorded data thereto, secure the Architect's approval of all recorded data.

2. Make required revisions.

C. Transfer of data to Drawings:

1. Carefully transfer change data shown on the job set of Record Drawings to the corresponding transparencies, coordinating the changes as required.

2. Clearly indicate at each affected detail and other Drawing a full description of changes made during construction, and the actual location of items described in subparagraph 3.1-E-1 above.

3. Call attention to each entry by drawing a "cloud" around the area or areas affected.

4. Make changes neatly, consistently, and with the proper media to assure longevity and clear reproduction.

D. Transfer of data to other Documents:

1. If the Documents other than Drawings have been kept clean during progress of the Work, and if entries thereon have been orderly to the approval of the Architect, the job set of those Documents other than Drawings will be accepted as final Record Documents.

2. If any such Document is not so approved by the Architect, secure a new copy of that Document from the Architect at the Architect's usual charge for reproduction and handling, and carefully transfer the change data to the new copy to the approval of the Architect.

E. Review and Submittal:

1. Submit the completed set of Project Record Documents to the Architect as described in Paragraph 1.3-D above.

2. The Contractor and any of the Subcontractors involved shall attend post-construction conferences to clarify the Final Record Documents as may be required by Architect or Owner, at no extra cost to Owner.

3. Make required changes and promptly deliver the final Project Record Documents to the Architect.

3.03 CHANGES SUBSEQUENT TO ACCEPTANCE: The Contractor has no responsibility for recording changes in the Work subsequent to Final Completion, except for changes resulting from Work performed under Warranty.

END OF SECTION

SECTION 01740

PROJECT WARRANTIES & BONDS

PART 1 - GENERAL

1.01 WARRANTY:

A. The Contractor shall warrant the construction in any portion of the Work against defects in materials and workmanship for a period of one year from the date of Final Completion of the Contract. Damage due to Acts of God or from sabotage and/or vandalism are specifically excepted from this Warranty.

B. The Contractor shall provide a warranty bond as described in the Notice To Bidders.

C. When defective material or workmanship is discovered, requiring replacements or repairs to be made under this Warranty, all such Work shall be done by the Contractor at his own expense within five (5) days after written notice of any defect has been given to him by the Owner. Should the Contractor fail to repair such defective material or workmanship within five (5) days thereafter, the Owner may make the necessary replacements or repairs and charge the Contractor with the total cost of all labor, materials, and equipment required.

D. In emergencies demanding immediate attention, the Owner shall have the right to repair any defects and charge the Contractor with the total cost of all labor, materials, and equipment required. Any settling of backfilled trenches which may occur during the warranty period shall be repaired by the Contractor at no additional expense to the Owner, including the complete restoration of all damaged planting, paving, or other improvements of any kind.

1.02 MANUFACTURERS' WARRANTIES AND GUARANTEES: Deliver all the manufacturers' warranties and guarantees required by the Contract Documents, with Owner named as beneficiary. In addition, for such equipment and machinery, or components thereof, bearing a manufacturers' warranty or guarantee extending for a longer time period than the Contractor's warranty and guarantee, deliver manufacturers' extended warranties or guarantees in the same manner. Refer to Section 01340 for submission of manufacturers' special warranty or guarantee data.

1.03 FORM OF WARRANTIES OR GUARANTEES: All written warranties and guarantees, excepting manufacturers' standard printed warranties and guarantees, shall be submitted on the Contractor's letterhead or the Subcontractor's, supplier's, or manufacturer's letterhead countersigned by the Contractor, all addressed to the Owner. Warranties and guarantees shall be submitted in duplicate, and in form shown on the following page, signed by all pertinent parties and by Contractor in every case, with modifications as may be approved by Owner to suit conditions pertaining to the warranty or guarantee.

1.04 SUBMISSION OF WARRANTIES: Contractor shall collect and assemble written warranties and guarantees into a bound booklet form, and deliver the bound book to Architect for delivery to the Owner's attorney for final review and approval.

WARRANTY/GUARANTEE FOR _____ WORK

We, the undersigned, do hereby warranty and guarantee that the parts of the Work described above which we have furnished and/or installed for:

Glendora Public Library
Restroom ADA Renovation
140 South Glendora Blvd.
Glendora, California 91741

is in accordance with the Contract Documents and that all said Work as installed will fulfill or exceed all of the Warranty and Guarantee requirements. We agree to repair or replace Work installed by us, together with any adjacent Work which is displaced or damaged by so doing, that proves to be defective in workmanship, material, or operation within a period of _____ () year(s) from the date of final acceptance by Owner or from the Date of Certificate of Substantial Completion, whichever is the earlier, ordinary wear and tear and unusual neglect or abuse excepted.

In the event of our failure to comply with the above-mentioned conditions within a reasonable time period determined by the Owner, after notification in writing, we, the undersigned, all collectively and separately, hereby authorize the Owner to have said defective Work repaired and/or replaced and made good, and agree to pay to the Owner upon demand all moneys that the Owner may expend in making good said defective Work including collection costs and reasonable attorney's fees.

Date: _____
(Subcontractor, Subsubcontractor, Manufacturer, or Supplier)

By _____

Title _____

State License No. _____

Date: _____
(Contractor)

By _____

State License No. _____

Local Representative: For maintenance, repair, or replacement service, contact:

Name: _____

Address: _____

Phone Number: _____

END OF SECTION

SECTION 01800

GENERAL SAFETY REQUIREMENTS

PART 1 - GENERAL

1.01 GENERAL SAFETY PROVISIONS:

A. The Contractor shall take safety and health measures in performing Work under this Contract. It shall be the Contractor's sole responsibility to provide for safety of persons and property under this Contract. The Contractor shall meet with the Owner's Representative to develop a mutual understanding relative to administration of the safety plan. The Contractor is subject to applicable federal, state and local laws, regulations, ordinances, codes and orders relating to safety and health in effect on the date of the Contract. Attention is directed to the regulations issued by CAL-OSHA, the Secretary of labor pursuant to the Contract Work Hours and Safety Standards Act and the Safety and Health Regulations for Construction. The Contractor shall comply with all regulations as applicable and shall comply with safety requirements stated.

B. During the performance of Work under this Contract, the Contractor shall comply with procedures prescribed for control and safety of persons visiting the project site

C. Contractor is responsible for his personnel and for familiarizing each of his subcontractors with safety requirements.

D. The Contractor shall advise the Owner of any special safety requirements he has established for this project so that all appropriate Owner personnel can be notified of these restrictions.

1.02 SUBMITTALS: The Contractor shall prepare and submit a detailed Safety Plan (SD-08) at the Pre-Construction meeting. The Safety Plan will be reviewed by the Owner. The Contractor shall meet with the Owner Representative prior to beginning Work to discuss in detail the various stages of the Work and the Contractor's procedures for insuring the safety and health requirements for the project.

1.03 FIRST AID FACILITIES: The Contractor shall designate the location of the First Aid dispensary and shall post emergency first aid and ambulance information at the project site.

1.04 ACCIDENT REPORTING: The Contractor shall immediately report to the Owner any accident, incident or exposure resulting in fatality, injury or occupational disease or contamination of the property. The Contractor shall investigate all Work related incidents or accidents to persons or property to the extent necessary to positively conclude what cause or causes resulted in said accident or incident, and furnish the Owner with a report in such form as the Owner may require, of the investigative findings, together with proposed or completed corrective actions.

1.05 OWNER REPRESENTATIVE VISITING WORK SITE: The Contractor agrees that authorized Owner representatives shall have access to, and the right to examine the site or areas where Work is being performed.

1.06 FIRE PREVENTION AND PROTECTION:

A. Open-flame heating devices will not be permitted except by written approval. Such permission will not be granted unless the Contractor has taken reasonable precautions to make such devices safe. Burning trash, brush or wood on the project site will not be permitted. Approval for the use of open fires and open-flame heating devices will in no way relieve the Contractor from the responsibility for any damage incurred because of fires. Flammable liquids shall be stored and handled in accordance with the Flammable and Combustible Liquids Code, NFPA 30.

B. Open fires will not be permitted in construction areas. Smoking shall not be permitted in areas such as paint storage, fuel storage, and posted no smoking areas.

1.07 USE OF EXPLOSIVES: Explosives shall not be used or brought to the project site without prior written approval. Such approval shall not be construed as relieving the Contractor of responsibility for any injury to persons or property due to blasting operations. Blasting shall be performed by skilled personnel in accordance with state laws and as approved. Minimum safety requirements for blasting shall be in accordance with ANSI A10.7

1.08 BARRICADES AND TRAFFIC CONTROL: The Work shall be conducted so as to minimize obstruction of traffic, and traffic shall be maintained on at least one half of the roadway with at all times. Approval shall be obtained prior to starting any activity that will obstruct traffic. Any reduction in street, or any alleyway, or parking lots or parking areas shall require a written plan from the Contractor which must be approved by the Architect prior to closure. The plan shall include the posting of Public notice of the modification or closure date.

END OF SECTION

SECTION 06100

ROUGH CARPENTRY

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide rough carpentry as indicated, specified, and required.

A. Work In This Section: Principal items include:

1. Rough construction wood and plywood framing as required.
2. Blocking, backing, nailers, grounds, stripping, and like items as indicated and required for securing other Work.
3. Rough hardware.
4. Lumber treatments as specified.

PART 2 - PRODUCTS

2.01 LUMBER:

A. Lumber: Douglas fir and Larch, S4S unless otherwise shown or specified, manufactured, graded, and bearing grade mark of WCLIB Standard Grading Rules 16 or WPA Grading Rules, moisture content at time of installation not over 19% or less than 7%.

B. Standard Grade Douglas Fir: For non-structural wood furring, blocking, stripping, grounds, and miscellaneous nailers and backing, grademarked per WCLIB Grading Rules 16 or equivalent grade-mark by WPA.

C. Plywood: Douglas fir plywood conforming to PS 1-83, Group I, "Exterior" type, grade marked, grades as noted on Structural Drawings.

D. Wood Grounds: Milled to size and profile shown or required by thickness of lath and plaster, of heart redwood, pressure preservative treated Douglas fir, or equal.

2.02 ROUGH HARDWARE: Provide rough hardware required to complete Work shown and specified. Rough hardware includes bolts, nuts, nails, washers, lag screws, washers, plates, post and beam anchors, framing hangers, wood connectors, and similar hardware used for construction of the rough wood framing. Non-standard steel framing connectors are specified in Division 5 and installed under this Section.

A. Nails: Provide common wire nails, sizes as indicated. Provide ring-shank nails for plywood on floors.

B. Adhesive: Elastomeric adhesive conforming to American Plywood Association Specification AFG-01 for "APA Glued Floor System".

C. Bolts and Nuts: ASTM A307, galvanized for exterior or exposed use.

D. Washers: As noted on Drawings, galvanized for exterior or exposed use.

E. Stock Framing Connectors: By "Simpson", "Newton", "Timfast", "Teco", or equal, types shown or required, galvanized, nails furnished by manufacturer of anchors used. Fully drive nails in all holes in anchors. If other than Simpson connectors are proposed for use, submit Code approval catalog data with proposed substitutions circled.

2.03 LUMBER TREATMENTS:

A. Pressure Preservative Treatment: Pressure treat wood items resting on or embedded in concrete or masonry, and blocking and nailers for roof insulation and flashings, in accordance with American Wood Preservers Association Standard C2 and American Wood Preservers Bureau Standard LP-2, with each piece of treated lumber bearing mark of approved testing agency. Do not use creosote. Re-dry as necessary to maximum 14% moisture content.

B. Fire-Retardant Treatment: Required for all blocking and nailers in metal framed walls, partitions, and ceilings, and where required by the Building Code. Pressure treat to flame spread rating of 25 or less and fuel contribution of 30 or less when tested in accordance with ASTM E84, each piece bearing the UL label of conformance. Re-dry to maximum 14% moisture content.

PART 3 - EXECUTION

3.01 GENERAL INSTALLATION REQUIREMENTS: Fabricate, size, install, connect and fasten, bore, notch, and cut wood and plywood framing with joints true, tight, and well-nailed, screwed, or bolted as required, all members with solid bearing without being shimmed. Set horizontal members subject to bending with crown up. Install framing plumb, square, true, and cut for full bearing. Splices are not permitted between bearings. Use full lengths except as detailed. The notching, drilling, splicing, or cutting of any structural member is not permitted without prior approval. Reinforce or replace wood framing members damaged by erroneous cutting as directed. Perform cutting for other trades under direction of trade involved. Wherever necessary to avoid splitting, sub-drill for nails and screws with diameter of hole smaller than that of nails or screws.

3.02 NAILING: Use nails or spikes of such lengths that penetration into second piece of wood is not less than one-half nail or spike length, except 16d nails may connect pieces of 2" nominal thickness. Set nails no closer together than one-half nail length, nor closer to wood edges than one-fourth the nail length. Sub-drill holes where necessary to prevent splitting. Demonstrate satisfactory installation of machine nailing at the site and obtain approval by Architect or Structural Engineer before using machine-applied nails; such approval is subject to continued satisfactory performance.

3.03 LAG SCREWS: Place by screwing; do not hammer drive into place. Install screws with anchorage embedment into piece lagged of not less than 60% of screw length or 8 diameters. Provide standard malleable iron or steel plate washers under heads. Bore a hole of same diameter and depth as the shank. For threaded portion of screw, bore the hole with a bit not larger than base of thread.

3.04 BOLTS: Clamp wood members together and bore holes true to line and 1/32" larger than the bolt diameter. Provide standard malleable iron or steel washers under heads and nuts when bearing on wood. Draw nuts up tight as installed and again just prior to being enclosed with other materials or at completion.

3.05 SILLS ON CONCRETE OR MASONRY: Anchor as indicated or required by Code. Tighten with washers and nuts to level bearing. Use pressure treated lumber or approved redwood.

3.06 WOOD STUD WALLS, PARTITIONS, AND FURRING: Studs of sizes and spacings shown, with single plate at bottom and doubled plate at top unless otherwise shown. Stagger joints in double members of top plate at least 4-feet. Provide diagonal bracing as indicated or required by Code.

A. Blocking: Provide one horizontal row of nominal 2" thick blocking of same width as stud, fitted snugly and spiked into studs at midheight of partitions or walls over 7-feet high.

B. Fire Stops: Provide 2" thick wood firestops at furred spaces, same width as the furred space, installed at ceiling line and midheight of partitions other than free-standing partitions. If width of opening is such that more than one piece of lumber is necessary, provide two thicknesses of 1" material with offset joints. Provide vertical and horizontal firestops on maximum 8'-0" centers.

C. Angles and Openings: Form angles at corners, and where stud partitions and wood vertical furring meet, of blocked triple studs or as detailed. Form openings in wood stud partitions with doubled studs at each side, and doubled headers across top resting on short studs at each end. Place doubled headers on edge and truss above.

3.07 NAILING STRIPS AND PLATES: Provide wood blocking, nailing strips, plates, and the like as shown or required, securely nailed or screw fastened in place. Bolt wood strips and plates to metal. Use treated lumber for wood on concrete or masonry.

3.08 WOOD BACKING: Provide to receive mechanical or electrical equipment and fixtures, bases, cabinets, door stops, wall plates, toilet accessories, toilet partitions, and other fixed equipment, as indicated or required, securely nailed or screw fastened to framework. Coordinate locations with related trades.

END OF SECTION

SECTION 07210

BUILDING INSULATION

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide batt type insulation, complete.

A. Work In This Section: Principal items include:

1. Sound insulation in interior partitions.
2. Safing and firestopping insulation systems for all locations shown and required by Code or governing Fire Marshal.
3. Electrical outlet box pads.

1.02 QUALITY ASSURANCE:

A. Certification: Furnish insulation manufacturer's certification that each insulating material installed conforms with the California Quality Standards for Insulating Material in accordance with the requirements of the California Energy Conservation Standards Section 2-5311(a).

B. Installation Requirements: All insulating materials shall be installed in compliance with flame spread rating and smoke density requirements of Sections 1712 and 1713 of the Uniform Building Code, as required by the California Energy Conservation Standards Section 2-5311(b).

1.02 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-55) General Materials: Submit each insulation and prong anchor manufacturers' printed specifications and instructions.

B. (SD-55, SD-35) Firestopping Materials: Submit manufacturer's detailed preparation and installation instructions covering all conditions of the Work, with copies of UL and ICBO approvals.

PART 2 - PRODUCTS

2.01 MATERIALS:

A. Sound Insulation: ASTM C665 friction fit type incombustible fibrous glass batts or blankets, minimum thickness equal to stud depth to entirely fill the void space, flame spread of 25 or less and smoke developed of 50 or less per ASTM E84 test. Furnish unfaced type batts and blankets, equal to OCF unfaced "Noise Barrier Batt" and "Friction Fit Building Insulation", Manville "Sound Control" batts, or equal.

B. Safing and Firestopping Materials: Furnish UL labeled and listed fire and smoke barrier systems, complete with metal collars, incombustible mineral wool or fibrous glass packings and seals, and other accessories required for complete sealing of penetrations. In the fire safing system as required, include polymer firestopping sealant that has been tested in accordance with ASTM E814, is UL

listed and labeled, and that meets the 1-hour, 2-hour, or 3-hour fire resistive requirements for the location where installed. Provide system selected to meet actual conditions at the site, one or more of the following:

1. USG Thermafiber Fire/Smoke Stop System including 2" thick Smoke Seal Caulking Compound.
2. 3M Fire Barrier Penetration Sealing System, intumescent type, non-sag and self-leveling types as required.
3. Dow Corning Fire Stop Sealants #2000 and Foam #2001.

C. Staples: Stainless steel, monel, or copper-coated steel, size directed by batt manufacturer or required by Code.

D. String Wires: Minimum 18 gage galvanized steel wire.

E. Electrical Outlet Box Pads: For all types of electrical and communication outlet boxes in located sound insulated walls and partitions, provide "Lowry's Outlet Box Pads" by Harry A Lowry & Associates, 213/875-0223, "Sound Pad #68" by L.H. Dottie Co. (213) 269-3161, or equal, sizes and types as required.

PART 3 - EXECUTION

3.01 INSTALLATION OF BATTS: Install batts with close fit, free of gaps, holes, or sagging. Maintain nominal 3/4" air space between the insulation and interior wall or ceiling finish. Supplement the installation with wire ties, adhesive, spindle anchors, or staples where required to prevent sagging. Provide spindle anchors where shown or necessary in accordance with manufacturer's instructions, including required setting time, spaced at maximum 12" centers both ways.

A. Batts In Wood Framing: Staple the flanges to sides of wood supports at 4" centers and ensure batt facings form a continuous vapor barrier. Provide tight stretched string wires along center of horizontal or sloping batts where support spacings exceed 16" on centers.

3.02 SOUND INSULATED PARTITIONS: Install sound insulation continuously between studs from the finish floor to top of wall. Snugly fit all sound insulation in place free of gaps or holes. Install outlet box pads at electrical type outlet boxes in sound insulated walls; plug unused knock-outs in boxes with knock-out caps before installing pads.

3.03 SAFING AND FIRESTOPPING INSTALLATION: Install metal collar and/or packing required to fill penetration openings and form a firm support for firestopping and safing insulation materials. Conform to Code and UL approvals and install materials according to the manufacturer's instructions to provide 2-hour and/or 3-hour fire-resistant and smokeproof seals at penetrations through fire-rated floors, walls, ceilings, and roofs, and elsewhere required by governing codes. Include all penetrations through fire-rated construction that are not fire-safed under other Sections. Coordinate with the requirements specified in Divisions 15 and 16.

END OF SECTION

SECTION 07920

SEALANTS AND CALKING

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. This Section covers the calking of openings and joints indicated, specified, and required to make the entire building weatherproof and watertight, covers calking requirements for the entire Work, and pertains to any Section requiring calking, unless specified otherwise.

1.02 QUALITY ASSURANCE: Employ a specialist calking contractor having not less than 5 years experience in calking installations of size and complexity required for the Work. Prior to award of subcontract for calking, submit qualifications and project history of the proposed Calking Subcontractor.

1.03 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-75, SD-55) Samples and Data: Submit the following:

1. Samples of cured sealants showing full range of designated colors; obtain color instructions from Architect prior to submittal.
2. Technical data by manufacturers of proposed materials.
3. Material manufacturers' printed preparation and application instructions; when approved, furnish copies to other trades.

B. (SD-55) Calking- and Sealant-Substrate Compatibility: Submit a schedule showing each proposed product and each substrate that product is intended for in the Work; include the manufacturer's substrate recommendations for each product. Where a product is scheduled to contact dissimilar materials, submit evidence that such product is recommended by the sealant manufacturer for each scheduled substrate.

C. (SD-75) Site Samples: After approval of above Samples and Data, at site prepare a Sample installation of each type of joint in exterior surfaces to be calked in accordance with this Section. Prepare as many Samples of each type and size as are required for approval at the locations and of sizes designated by Architect. Arrange for sealant manufacturer's technical representative to be present and to assist in correct installation of site Samples. Installed calking and sealants shall conform to the approved Site Samples.

1.04 PRODUCT DELIVERY: Deliver all calking and sealant materials to the site in sealed factory-labeled containers, labels bearing statement of conformance to standards specified for each material.

1.05 (SD-07) WARRANTY: Refer to Section 01740. Furnish a written warranty against all defects in calking and sealant materials for 5 years and defects in workmanship for 2 years, covering without limitation the loss of adhesion or cohesion, leaking, deterioration, color changes, and other defects.

PART 2 - PRODUCTS

2.01 MATERIALS: Furnish sealants meeting following in-service requirements: Normal curing schedules are acceptable; non-staining, color fastness (resistance to color change), and durability when subjected to intense actinic (ultraviolet) radiation are required. Furnish the products of only one manufacturer unless otherwise approved, sealant colors as selected to match the adjoining surfaces; special colors may be required.

A. Acceptable Manufacturers: Dow Corning Corp., G.E. Silicones by General Electric, Sonneborn Building Products, Tremco. Inc., Pecora Corp., Will-Seal Construction Products, and Emseal Joint Systems, Ltd., or equal.

B. Sealant and Primer: Non-sagging one-part sealant meeting requirements of Fed Spec TT-S-00230C(2), "Sealing Compound; Elastomeric Type, Single Component", or Fed Spec TT-S-001543A, "Sealing Compound, Silicone Rubber Base", with sealant manufacturer's recommended primer. Non-silicone self-leveling sealant may be furnished for joints in horizontal surfaces.

C. Exception: Furnish multi-component non-tracking sealant having Shore "A" Hardness range of 40 to 55 where exposed to pedestrians, meeting requirements of Fed Spec TT-S-00227E(3), "Sealing Compound, Elastomeric Type, Multi-Component".

D. Joint Backing: Type approved by sealant manufacturer as both physically and chemically compatible with primer and sealant. Oakum, jute, cotton tape, and vegetable base materials are not acceptable. Furnish uncoated untreated fibrous glass rope or polyethylene, vinyl, silicone, or urethane type polymer sponge or tubing of medium to firm density, not containing oil, butyl, asphalt loading, or neoprene. Use polyethylene film or tape, or aluminum foil for bond breaker.

PART 3 - EXECUTION

3.01 INSPECTION: Refer to Section 01400. Inspect all surfaces and joints to be calked and sealed. Report to the Architect in writing those conditions that prevent correct preparation, priming, and calking installation.

3.02 PREPARATION AND PROTECTION: Conform to sealant manufacturer's directions and apply materials to clean dry surfaces free of grease, oils, waxes, or other matter that destroys or impairs adhesion. Remove lacquer coatings on aluminum contacting sealants. Protect all adjoining surfaces and apply temporary masking tape on both sides of joints where surface staining may occur. Fill joints with joint backing material until the joint depth does not exceed 50% of joint width. Provide bond breaker to prevent bonding of sealant to backing material wherever joints exceed 1/2" width, or joint width is shown or required to exceed depth. Prime surfaces as required by manufacturer's instructions.

3.03 APPLICATION: Maximum 3/8" sealant depth unless otherwise shown. Minimum joint width is 1/8" for metal to metal joints and maximum 3/4" width elsewhere unless otherwise shown. Apply sealant under sufficient pressure to fill voids. Finish exposed joints smooth and flush with adjoining surface unless recessed joints are shown. Remove temporary masking as soon as joint is completed.

3.04 CLEANING: Clean material from surfaces not to receive sealant and restore the finish as required. If surfaces adjoining joints are stained and cleaning is not acceptable, remove the affected Work and provide new Work as directed and approved, at no extra cost to Owner.

END OF SECTION

SECTION 09210

GYPSUM PLASTER

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide interior gypsum plaster, complete.

A. Work In This Section: Principal items include:

1. Metal lath and plaster accessories to acceptably match existing as required for alterations.
2. Gypsum plaster as required to repair existing plaster altered or damaged by the Work, to match existing.

B. Related Work Not In This Section:

1. Studding, furring, and support framing for plaster.
2. Finish painting.

1.02 QUALITY ASSURANCE:

A. Requirements of Regulatory Agencies: Install and maintain all scaffolds, staging, trestles, and planking, in conformance with Title 8 CCR and applicable laws and ordinances.

1.03 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-75) Samples: Submit the following:

1. Each interior plaster texture and finish, 24" square, site prepared.
2. Each type and size of plaster trim and accessory.

PART 2 - PRODUCTS

2.01 LATH AND ACCESSORY MATERIALS: Each bundle of lath shall be sealed with a metal tag bearing the lath designation, weight, and manufacturer's name.

A. Expanded Metal Lath: ASTM C847, small diamond mesh expanded metal lath, 3.4 psy, with manufacturer's factory-applied rust-resistant water barrier film of asphalt or non-re-emulsifiable water base paint, by USG, Inryco, or Western Metal Lath.

B. Corner and Strip Reinforcing Lath: Flat or shaped lath reinforcing units, expanded metal lath or galvanized wire lath types weighing not less than 2.5 psy, with outstanding legs of 2" for wire lath and 3" for metal lath if formed for angle reinforcing.

C. Plastering Accessories: Of minimum 26 gage galvanized steel with expanded wings. Include beads, screeds, and all other items as indicated, specified, or required, by Milcor, Superior, or USG.

1. Casing Beads: Similar to USG #66, proper height required for plaster.
2. Corner Beads: Small nose type similar to USG 1-A.
3. Expansion Joints: Similar to USG #15.
4. Control Joints: USG Control Joint #093.
5. Aluminum Accessories: By Fry Reglet, factory treated for painting.

D. Tie Wire: Galvanized steel wire, 18 gage unless otherwise specified.

E. Nails: Zinc coated, conforming to Table 47-G, Chapter 47, UBC.

2.02 PLASTER MATERIALS:

A. Gypsum Plaster: ASTM C28, fibered for scratch coat plaster on metal lath.

B. Keene's Cement: ASTM C61.

C. Hydrated Lime: ASTM C206, Type S.

D. Sand: Washed natural sand conforming to ASTM C35.

E. Water: Clean, potable and from domestic source.

F. Plaster Bonding Agent: Conforming to ASTM C631, Upco Bonding Adhesive No. 705 or Larsen Products "Plaster-Weld", as recommended by the agent manufacturer for each specific use.

2.03 PLASTER PROPORTIONS AND MIXING: Plaster proportions are by volume unless otherwise specified. Use calibrated measuring boxes for proportioning. Use of "shovel measure" is not acceptable.

A. Gypsum Plaster on Metal Lath:

1. Scratch coat - 100 pounds of fibered gypsum plaster and up to twice the volume of gypsum plaster of damp loose sand.
2. Brown coat - 100 pounds of gypsum neat plaster and up to three times the volume of the gypsum plaster of damp loose sand.
3. Keene's cement-lime smooth finish plaster - all proportions by weight, 1-part Keene's cement, up to 1-1/2 parts hydrated lime, and 1/2-part fine washed and kiln-dried white silica sand passing No. 30 sieve.

B. Gypsum Plaster on Solid Backing and Masonry:

1. Basecoat - 100 pounds of gypsum plaster and up to three times the volume of the gypsum plaster of damp loose sand.
2. Finish coat - as specified for gypsum plaster on metal lath.

C. Plaster Mixing: Machine mix all plaster in the proportions specified with only sufficient water to attain the proper consistency for application. Clean mixers and tools and keep free of hardened plaster materials. If plaster base

coats are machine applied, take samples of plaster from nozzle of the plastering machine hose and perform slump tests using a 2" by 4" by 6" cone; mix plaster to maximum slump of 3" for gypsum plaster.

PART 3 - EXECUTION

3.01 INSPECTION: Refer to Section 01400, Article "Verification of Conditions", and report to Architect in writing all conditions that interfere with or prevent correct installation of Work of this Section. Do not proceed with installation until adverse conditions are corrected.

3.02 METAL LATH INSTALLATION: Conform to ASTM C841 as applicable, and to the requirements of Title 24 CCR, Part 2, Chapter 2-47. In the event of conflicting requirements, said Chapter 2-47 shall govern.

A. Expanded Metal Lath: Apply with long dimension across bearings, end laps offset at least one support, joints lapped 1/2" on sides and 1" on ends. Apply casing beads or approved type of accessory and use unrestrained wall-to-ceiling lathing. Break lath continuity at unrestrained angles and expansion and control screeds. Tie laps with 18-gage wire midway between supports at side laps and 6" intervals on end laps. Secure the lath to all supports at 6" centers.

1. Horizontal Wood Supports: For interior lathing attached to horizontal wood supports, either of the following attachments shall be used in addition to the methods of attachment set forth in Table No. 47-C, UBC:

- a. Secure lath to alternate supports with ties consisting of a double strand of No. 18 W&M gage galvanized annealed wire at one edge of each sheet of lath. Wire ties shall be installed not less than 3" (76.2 mm) back from edge of each sheet and shall be looped around stripping or attached to an 8d common wire driven into each side of the joist 2" (50.8 mm) above the bottom of the joist or to each end of 16d common wire nail driven horizontally through the joist 2" (50.8 mm) above the bottom of joist with ends of wire secured together with three twists of the wire.
- b. Secure lath to each support with 1/2" (12.7 mm) wide, 1-1/2" (38.1 mm) long No. 9 W&M gage ring shank, hook staple placed around a 10d common nail laid flat under the surface of the lath not more than 3" (76.2 mm) from edge of each sheet. Such staples may be placed over ribs of 3/8" (9.525 mm) rib lath or over back wire of welded wire fabric or other approved lath, omitting the 10d nails.

2. Cornerite: Cornerite shall be installed at internal corners to retain position during plating. Cornerite may be omitted when the lath is continuous or when plaster is not continuous from one plane to an adjacent plane.

3.03 LATHING ACCESSORIES: Set metal accessories plumb, level and true and shim where required. Miter accessories at corners, and accurately and tightly flush fit exposed joints. Install accessories in sections of longest available length with minimum splicing. Fasten to supports at not more than 12" centers.

A. Corner Beads: Install for full length of all external angles of gypsum plastering, splices doveled.

B. Casing Beads and Plaster Stops: Install at free edges of plaster, where plaster abuts against other finish material, and elsewhere as shown.

C. Control Joints: Provide in straight walls where runs exceed 30-feet and in ceilings where runs exceed 40-feet, with locations as approved.

3.04 APPLICATION OF GYPSUM PLASTER ON METAL LATH: Conform to ASTM C842 and the requirements specified herein. Apply machine mixed sanded gypsum plaster base coats conforming to ASTM C842, scratch coat mixed with fibered gypsum plaster. Apply 3/4" thick 3-coat gypsum plaster on metal lath. Apply the scratch coat with sufficient material and pressure to form good keys on lath and a solid base and cross scratch; no sooner than 24 hours, apply the brown coat, bring out to the grounds, straighten, make ready for finish coat, and allow to cure. Apply Keene's-cement lime finish coat; trowel dense, smooth, and free of trowel marks, cat's faces, or other defects.

3.05 PLASTER PATCHING: Plaster containing cracks, blemishes, blisters, trowel marks, pits, checks, discolorations, or other defects is not acceptable. Remove defective plaster and replace with conforming plaster as approved. Restore all surfaces damaged, stained, or defaced by plastering as directed and at no extra cost to Owner.

3.06 CLEANING UP: Conform to Section 01700. Remove all plaster droppings and waste or unused materials. Leave all surfaces clean and in proper condition for subsequent materials or finishes.

END OF SECTION

SECTION 09220

PORTLAND CEMENT PLASTER

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide portland cement plaster, complete.

A. Work In This Section: Principal items include:

1. Metal lath and plaster accessories.
2. Lath and scratch coat backing for mortar-set wall tile on framed wall surfaces as required to match existing.

B. Related Work Not In This Section:

1. Studding, furring, and support framing for plaster.
2. Tile.

1.02 QUALITY ASSURANCE:

A. Requirements of Regulatory Agencies: Conform all Work of this Section to Building Code except as exceeded herein. In event of conflict between any code, law, ordinance, and requirements herein, comply with better or most restrictive requirements. Install and maintain scaffolds, staging, trestles, and planking in conformance with Title 8 CCR and applicable laws and ordinances.

B. Reference Standards: Conform Work of this Section to following Reference Standards except as otherwise specified; refer to Section 01090:

1. Federal Specification:

UU-B-790A Building Paper, Vegetable Fiber (Kraft, Waterproofed,
(Int 1) Water Repellent, and Fire Resistant)

2. ASTM Specifications:

A525 General Requirements for Steel Sheet, Zinc-Coated
(Galvanized) by the Hot-Dip Process
C150 Portland Cement
C206 Finishing Hydrated Lime
C847 Metal Lath
C897 Aggregate for Job-Mixed Portland Cement-Based Plasters
C926 Application of Portland Cement-Based Plaster
C932 Surface-Applied Bonding Agents for Exterior Plastering
C1063 Installation of Lathing and Furring for Portland Cement-
Based Plaster
E84 Surface Burning Characteristics of Building Materials

3. Ceramic Tile Institute (CTI): Ceramic Tile Manual, current edition.

4. Tile Council of America (TCA): current edition, Handbook for Ceramic Tile Installation.

PART 2 - PRODUCTS

2.01 LATH AND ACCESSORY MATERIALS: Each bundle of lath shall be sealed with a metal tag bearing the lath designation, weight, and manufacturer's name.

A. Expanded Metal Lath: Conforming to ASTM C847 and requirements herein, all small diamond mesh expanded metal lath weighing 3.4 psy and having zinc-coating conforming to ASTM A525, coating G60 or better; for exterior surfaces other than horizontal soffits, same expanded metal lath with a factory-applied waterproofed paper backing having waterproof rating conforming to requirements of current Fed Spec UU-B-790a (Int-1), Type I, Grade D, and Code, by USG, Inryco, Western Metal Lath, California Expanded Metals, or equal. On solid backings, furnish the same lath but of self-furring type.

B. Waterproofed Paper: Double-ply reinforced laminated paper with waterproof rating conforming to requirements of current Fed Spec UU-B-790, Type I (Int-1), Grade C, and Code.

C. Corner and Strip Reinforcing Lath: Flat or shaped lath reinforcing units, galvanized expanded metal lath or galvanized wire lath types weighing not less than 2.5 psy, with outstanding legs of 2" for wire lath and 3" for metal lath if formed for angle reinforcing.

D. Plastering Accessories: Of minimum 26 gage galvanized steel with expanded wings. Include casing beads, expansion screeds, and all other items as shown or specified.

E. Screws: Self-drilling self-tapping zinc or cadmium coated type with large head or fitted with zinc coated washers to engage the lath.

2.02 PLASTER MATERIALS:

A. Portland Cement: ASTM C150, Type II, low alkali. Plastic portland cement only if mixed with equal parts of may be used in accordance with UBC Chapter 47.

B. Hydrated Lime: ASTM C206, Type S.

C. Sand: For cement plaster base coats, washed natural sand conforming to ASTM C897 including gradation.

D. Water: Clean, potable and from domestic source.

E. Base Coat Reinforcement: Alkali-resistant fibrous glass shorts or polymer plastic shorts expressly manufactured and in current use as a plaster base coat reinforcement.

F. Plaster Bonding Agent: ASTM C932, as recommended by manufacturer for each specific use.

2.03 PLASTER PROPORTIONS AND MIXING: Plaster proportions are by volume unless otherwise specified. Use calibrated measuring boxes for proportioning. Use of "shovel measure" is not acceptable.

A. Portland Cement Plaster: Portland cement plaster base coats shall contain at least 2 pounds of base coat reinforcement material per 94 pounds of portland cement, and waterproofing admix in proportion recommended by manufacturer. Sand proportions are based on sum of the volumes of the portland cement and lime in the mix.

1. On Metal Lath:

- a. Scratch coat - 1-part portland cement, up to 1-part hydrated lime, and maximum 4-parts sand.
- b. Brown coat - 1-part portland cement, up to 1-part hydrated lime, and maximum 4-1/2 parts sand.
- c. Stucco finish - as specified.

B. Plaster Mixing: Machine mix all plaster in the proportions specified with only sufficient water to attain the proper consistency for application. Clean mixers and tools and keep free of hardened plaster materials. If plaster base coats are machine applied, take samples of plaster from nozzle of the plastering machine hose and perform slump tests using a 2" by 4" by 6" cone; mix plaster to maximum slump of 2-1/2" for portland cement plaster.

PART 3 - EXECUTION

3.01 LATH INSTALLATION: Conform lath installation to ASTM C1063 as applicable, except as exceeded by Code or requirements herein.

A. Lath Usage: Use expanded metal lath for exterior and interior horizontal plaster and for interior walls. Use expanded metal lath with paper backing for vertical or sloping exterior plaster.

B. Expanded Metal Lath: Apply with long dimension across bearings, end laps offset at least one support, joints lapped 1/2" on sides and 1" on ends. Break lath continuity at expansion and control screeds and unrestrained angles. Tie laps with 18-gage wire midway between supports at side laps and 6" intervals on end laps. Secure the lath to all supports at 6" centers.

C. Expanded Metal Lath With Paper Backing: Install lath, lap paper backings, handle, and screw fasten in conformance with manufacturer's printed instructions and the Building Code approvals. Install waterproofed paper backings "shingle" fashion to ensure positive drainage of penetrated water to exterior. Correctly "shingle" paper with flanges of plaster accessories and metal joints, and do not run the paper backings continuously behind expansion joints, control joints, and similar fittings and flashings. At expansion and control joints and screeds cut the lath, install strips of waterproofed paper where required, overlap joints of paper backings, and wire tie metal lath to expanded wings of joints. Ensure the installation maintains the full waterproofing continuity of flashings, screeds, and paper backings.

3.02 LATHING ACCESSORIES: Set metal accessories plumb, level and true and shim where required. Miter accessories at corners, and accurately and tightly flush fit exposed joints. Install accessories in sections of longest available length with minimum splicing. Fasten to supports at not more than 12" centers.

3.03 PLASTERING FOR CERAMIC WALL TILE:

A. Wall Tile On Metal Framing: Apply flat galvanized expanded metal lath and secure to all supports at 6" centers with screws or wire ties. Apply a portland cement plaster scratch coat to match existing in thickness and application.

B. Application of Base Coats: Apply a fine fog spray of water as soon as the plaster base coats are set enough to prevent injury. Do not let plaster dry out between water applications.

1. Scratch Coat On Lath: Apply scratch coat at least 1/2" thick from the face of supports to crest of scores, forming good key on metal lath. Thoroughly scratch in one direction only and keep at optimum moisture with fog water spray for 48 hours minimum before tile is applied. If tile is to be thin-set, apply a brown coat finish, plumb and true, at correct depth so that applied tile will be flush with existing tile finish.

3.04 PLASTER PATCHING: Plaster containing cracks, blemishes, blisters, trowel marks, pits, checks, discolorations, or other defects is not acceptable. Remove defective plaster and replace with conforming plaster as approved. Restore all surfaces damaged, stained, or defaced by plastering as directed and at no extra cost to Owner.

3.05 REPAIR OF EXISTING LATH AND PLASTER:

A. Lath: Lath surfaces to be patched with matching lath as required, secured to supports at 6" centers. Lap new lath 6" over existing and wire-tie new and existing lath edges together at 6" intervals. Restore paper backings as required, shingled into existing.

B. Plaster: Apply a bonding agent on cut edges of existing plaster. Apply 3-coat plaster patching of type, thickness, finish, color, and texture to match existing plaster.

3.06 CLEANING UP: Conform to Section 01700. Remove all plaster droppings and waste or unused materials. Leave all surfaces clean and in proper condition for subsequent materials or finishes.

END OF SECTION

SECTION 09300

TILE

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide ceramic tile finish, complete.

A. Work In This Section: Principal items include:

1. Glazed ceramic tile walls and bases.
2. Unglazed ceramic floor tile and mosaic tile floors.
5. Expansion joints.

B. Related Work Not In This Section:

1. Cement plaster scratch coat backing for tile walls and bases.
2. Gypsum or portland cement type board backing for tile walls and bases.
3. Concrete subslabs.

1.02 QUALITY ASSURANCE:

A. Reference Standards: Conform to the following standards unless otherwise required herein:

1. American National Standards Institute (ANSI):

- | | |
|---------|--|
| A108.1 | Glazed Wall Tile, Ceramic Mosaic Tile, Quarry Tile and Paver Tile Installed With Portland Cement Mortar. |
| A108.5 | Ceramic Tile Installed With Dry-Set Portland Cement Mortar or Latex-Portland Cement Mortar. |
| A108.6 | Ceramic Tile Installed With Chemical-Resistant Water Cleanable Tile-Setting and Grouting Epoxy. |
| A108.10 | Installation of Grout in Tilework. |
| A118.1 | Dry-Set Portland Cement Mortar. |
| A118.3 | Chemical-Resistant Water-Cleanable Tile Setting and Grouting Epoxy, and Water-Cleanable Tile-Setting Epoxy Adhesive. |
| A118.4 | Latex-Portland Cement Mortar. |
| A118.6 | Ceramic Tile Grouts. |
| A137.1 | Standard Specifications for Ceramic Tile. |

2. Tile Council of America (TCA): Current Edition, Handbook for Ceramic Tile Installation.

1.03 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-20) Shop Drawings: Submit showing dimensioned layouts for all tiled wall and floor surfaces. Show locations of tile patterns, tile joints, cuts, and trimmers. Detail flooring tile joint arrangement around recessed entrance mats. Identify trimmers and accessory units by type number stated in the approved Product Data.

B. (SD-55) Product Data: Submit the following:

1. Tile manufacturer's printed data identifying each field tile unit and each trimmer and shaped unit by manufacturer's model or type number.
2. Manufacturer's printed directions for latex mortar.

C. (SD-75) Samples: Obtain approval of Sample submittals before delivering any products to the job site. Obtain Architect's instructions and submit the following for selection and approval:

1. Submit one fully grouted sample panel not less than three tiles by two tiles for each type, shape, and trimmer of tile in each color proposed for use.
2. Grout colors for each type of tile.
3. Cured sealant colors for expansion joints in tile.

D. (SD-05) Master Grade Certificates: Submit for each lot of tile before installing.

1.04 PRODUCT DELIVERY AND STORAGE: Deliver tile materials to site in unopened factory containers sealed with Grade Seals bearing printed name of manufacturer and the words "Standard Grade". Keep the grade seals intact and containers dry until tiles are used. Keep cementitious materials dry until used.

1.05 JOB CONDITIONS: Install temporary protection as required; do not use wood or another material likely to stain or deface installed tile. Close tile floors to all traffic completely for 72 hours after the tile installation and curing is completed; thereafter, permit traffic only over a protective covering of heavy paper or equivalent.

PART 2 - PRODUCTS

2.01 BASIC MATERIALS:

Portland cement: ASTM C150, Type I or II, low alkali.
Dry-set portland
 cement mortar: ANSI A118.1.
Hydrated lime: ASTM C207, Type S.
Mortar sand: ASTM C144, at least 4% passing No. 100 sieve.
Joint sand: Same as mortar sand except all passing the No. 30 sieve.
Water: From domestic potable source.
Waterproofing admix: .. Anti-Hydro or Sika Red Label Suconem.
Latex mortar: ANSI A118.4 except factory inclusion of aggregate is not required, one of the following:
 Mer-Krete Tile Setting Adhesive.
 Lat-A-Set of Pearsall Chemical Corp.
 Custom-Crete Custom Building Products.
 Tex-Crete Technical Adhesives, Inc.
 Laticrete by Laticrete International.
Latex admix: For joint grout, same manufacture as above latex mortar.
Latex waterproofing: .. By the same manufacturer as above latex mortar, fibrous glass reinforced, 1/16" to 1/8" thickness, for thin-set tile installations.

Color pigments: Pure ground mineral oxides, non-fading, alkali and lime proof, factory weighed and packaged.

2.02 TILE MATERIALS: Standard Grade conforming to ANSI A137.1 and of following types.

A. Restrictions:

1. Mesh mounted or perforated paper backed tile is not acceptable where the mesh or paper remains as a permanent part of the installation.
2. Under no circumstances will glazed tile installations be accepted if any part of unglazed tile body of any unit remains exposed after tile is installed. Provide matching tile trimmers of all types required to prevent such condition.

B. Glazed Wall Tile: Approved colors to match existing, dust pressed and white body, square edged, two integral joint spacing lugs on edges, matte glazed, with matching integral cove base, integral bullnose for external angles and exposed edges, sizes to match existing.

C. Unglazed Mosaic Floor Tile: Premium line colors and patterns as approved to match existing tile finish, porcelain unglazed ceramic mosaic tile, cushion or all-purpose edges, size to match existing.

2.03 SETTING BED MORTAR: Machine mix mortar after first dry mixing materials. Mix all mortar not less than 5 minutes after water is first added. Accurately measure materials using calibrated measuring boxes; shovel measurement is not permitted. Discard mortar that is not placed and compacted before initial set is reached. Measure all materials by volume.

A. For Wall Tile: Quantity ranging from 1-part portland cement, 1/2-part hydrated lime, and 5-parts damp sand to 1-part portland cement, 1-part hydrated lime, and 7-parts damp sand.

B. For Floor Tile: Quantity of 1-part portland cement, 1/10-part hydrated lime, and 6-parts damp sand, mixed to consistency and workability that allows maximum compaction during tamping of mortar bed.

2.04 BOND COAT: White or gray portland cement mixed with water and latex admix to a creamy consistency. For glazed wall tile, dry-set portland cement mortar mixed in the same manner may be used. Do not add water or cement after initial mixing, and discard unused material prior to initial set.

2.05 TILE JOINT GROUT: Latex-portland cement grout consisting of waterproofed portland cement (white for walls and gray for floors), latex admix, and color pigment, cured dry color matching approved Samples. Include silica sand passing No. 30 sieve for joints over 1/8" wide, not over twice the volume of portland cement.

PART 3 - EXECUTION

3.01 PREPARATION: Clean substrates of dust, dirt, oil, grease, and deleterious substances. Conform to applicable Reference Standards and to recommendations of manufacturers of materials used.

A. Concrete Slabs To Receive Mortar Setting Beds: Keep concrete damp for at least 8 hours and scrub with a neat portland cement slurry just before placing setting bed mortar.

B. Gypsum or Portland Cement Board Backing: Prime surface with latex primer or admix if required by instructions of latex mortar manufacturer.

C. Tile Wetting: Soak mortar-bed set glazed tile in clean water according to Reference Standard. Dampen other tile according to Reference Standards or tile manufacturer's instructions.

D. Screeds: Accurately set temporary screeds to control the finish plane of mortar-bed set tile and remove as soon as setting bed is sufficiently hardened. Fill void spaces from screeds with same mortar.

3.02 TILE INSTALLATION: Arrange tile surfaces according to patterns detailed or approved. Accurately set all tile with flush well-fitted joints, finished in true planes, plumb, square, sloped or level as required. Neatly cut and fit the tile close against abutting surfaces. Construct joints of uniform width. Form corners, returns, and exposed tile edges with approved trimmers. Drill and cut tile without marring. Carefully grind and joint tile edges and cuts. Fit tile close around outlets, pipes, and fixtures so that escutcheons or collars overlap tile. Arrange tile surfaces so that not less than half-size tile occurs. Drill holes for pipe penetrations through wall tile; do not cut or split tile and set with tight ungrouted joint.

A. Thin-Set Tile: Mix latex mortar according to manufacturer's instructions. Do not dampen thin-set tile. Conform to instructions of both the latex mortar and tile manufacturers. Apply latex mortar only to areas no larger than can be covered with tile within 30 minutes. Where installing tile over sheet membrane waterproofing, use a notched trowel with notch depth that compensates for the waterproofing lap thickness so that finish floor is in a true plane. Remove all traces of mortar from tile surfaces before latex mortar sets.

B. Mortar Bed Set Tile: Apply specified setting bed mortar, tamp, and screed to required planes. Spread no more mortar than can be covered with tile before mortar initially sets. Do not use retempered mortar. When mortar has stiffened sufficiently, sharp trowel cut through entire setting bed at corners and angles, and vertically at nominal 24" centers in the field. Place tiles to avoid small or unsightly cuts and set with uniform joint width. Trowel 1/32" to 1/16" thick bond coat over plastic setting bed mortar just before setting tile or apply bond coat to back of each tile as placed; use white bond coat where white tile joints occur. Set tile in position and beat firmly into the setting bed mortar. Bring tile faces to a true and proper plane. Complete all beating and leveling before mortar sets and in no case later than one hour after first placing. When ready, wet and remove paper and glue avoiding use of excess water. At this time adjust any out-of-line or out-of-level tile.

C. Joint Sizes: Install tile with uniform joint widths to match existing.

D. Ceramic Tile Joint Grouting: Grout tile joints full after washing out and saturating with clean water. Mix grout with water to a thick creamy consistency and force into joints for entire joint depth, flush with surface. Clean off all

excess and fill skips and gaps before grout sets. Provide dampness for minimum 3-day curing and polish with clean dry cloths.

E. Calking: Calk penetrations through wall tile with latex mortar or sealant conforming to Section 07920, concealed by collars or escutcheons.

3.03 EXPANSION JOINTS - MORTAR SET HORIZONTAL SURFACES: Extend the expansion joints down for entire depth of mortar setting beds. Use joint backing and 1/4" to 3/8" deep sealant conforming to Section 07920, sealant color to match joint grout. Provide expansion joints where indicated and wherever tile abuts a rigid structure. Install expansion joints at toe of cove base where base occurs. If not shown, provide expansion joints in same manner at maximum 192" centers both ways in the areas, locations as directed. Provide sealant joints matching color and appearance of grouted joints but minimum 1/8" wide.

3.04 EXPANSION JOINTS - THIN SET HORIZONTAL SURFACES: Provide urethane polymer sealant conforming to Section 07920 for full depth of expansion joint, color to match joint grout. Install expansion joints at toe of cove base. If not shown, provide expansion joints in the same manner at maximum 192" centers both ways in the areas, locations as directed. Provide sealant joints matching the color and appearance of grouted joints but minimum 1/8" wide.

3.05 CLEANING: Remove stains, cement, grout, and foreign matter after grouted joints are fully set. Do not use any acid for cleaning. Repair all defective joints as approved.

END OF SECTION

SECTION 09900

PAINTING

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide and perform painting, complete.

A. Work In This Section:
Principal items include:

1. Submittals.
2. Preparation of surfaces.
3. Painting of all interior surfaces in Work area, except as otherwise specified.

B. Related Work Not In This Section:

1. Shop prime coats and factory finishes.
2. Painting specified as Work of other Sections.
3. Sealants and caulking.

C. Surfaces Not To Be Painted:

1. Non-ferrous metal work (other than zinc-coated surfaces) and plated metal, unless particular items are specified to be painted.
2. Surfaces concealed in walls and above solid ceilings.
3. Non-metallic walking surfaces unless specifically shown or specified to be painted.
4. Factory finished surfaces.
5. Ceramic tile and plastic surfaces.
6. Resilient flooring and base.
7. Surfaces indicated not to be painted.
8. Surfaces specified to be finish painted under other Sections.

1.02 AQMD RULES: Furnish paint materials that conform to the current rules and regulations of all governing Air Quality Management Districts and other public environmental control and protection agencies having jurisdiction. If any paint materials specified herein do not conform to said rules and regulations, paint manufacturer of proposed paint materials shall prepare a list of non-conforming specified painting materials and proposed substitute conforming paint materials; Contractor shall deliver the list to the Architect for review. Refer to Section 01600 for basic substitution requirements.

1.03 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-55) Paint Manufacturer's Recommendations: Submit paint manufacturer's specific recommendations for preparation of existing surfaces to be painted as part of the Work; these recommendations shall be based upon inspection by the manufacturer's representative of the existing surfaces to be repainted.

B. (SD-60) List of Paint Materials: Prior to submittal of Samples, submit a complete list of all proposed paint materials that identifies each material by manufacturer's name, product name and number, including primers, thinners, and coloring agents, together with manufacturers' catalog data fully describing each material as to contents, recommended usage, and preparation and application methods. Identify surfaces to receive various paint materials. Do not deviate from approved list.

C. (SD-75) Color Samples: Prior to submittal of Samples obtain Architect's color and gloss selections and instructions. Using materials from approved list, prepare and submit lab painted 8-1/2" by 11" Samples of each complete opaque paint finish.

1.04 JOB CONDITIONS.

A. Protection: Protect all painting while in progress and cover and protect adjoining surfaces and property of others from damage. Exercise care to prevent paint contacting surfaces not to be painted. During painting of exterior work, cover windows, doors, concrete, and other surfaces not to be painted.

B. Precaution: Place oily rags and waste in self-closing metal container and remove from site at the end of each day. Do not let rags and waste accumulate.

PART 2 - PRODUCTS

2.01 MATERIALS: Use the paint products of only one paint manufacturer unless otherwise specified or approved. In any case, primers, intermediate, and finish coats in each painting system must all be the products of the same manufacturer, including thinners and coloring agents, except for materials furnished with shop prime coat by other trades. To the maximum extent feasible, factory mix paint materials to proper color, gloss, and consistency for application. Frazee Paint Company products specified herein designate the intended types and qualities. Furnish paints from one of the following manufacturers:

Ameritone	Frazee
Decratrend	Glidden
Devoe	PPG Industries
Dunn-Edwards	Sinclair

PART 3 - EXECUTION

3.01 INSPECTION: Refer to Section 01400, Article "Verification of Conditions". Examine all surfaces to be finished under this Section and verify satisfactory condition. Report to Architect in writing all those conditions that prevent or interfere with correct preparation and application of Work of this Section. Do not proceed with painting and finishing on involved surfaces until all reported conditions are corrected. Application of the first coat of any finishing system constitutes acceptance of the surface by Painting Subcontractor. This does not relieve the Contractor from proper preparation of surfaces.

3.02 WORKMANSHIP: Apply paint materials in accordance with the manufacturer's instructions by brush or roller; spray painting is not allowed without specific

approval in each case. Apply each coat at the proper consistency, free of brush or roller marks, sags, runs, or other evidence of poor workmanship. Do not lap paint on glass, hardware, and other surfaces not to be painted; apply masking as required. Sand between enamel coats.

3.03 PREPARATION: Properly prepare surfaces to receive finishes.

A. Concrete: Fill all cracks, holes and other blemishes with portland cement patching plaster or a stiff paste mixed of finish paint and fine sand, finished to match adjoining surfaces. Remove surface glaze by sanding, wire brushing, or light brush-off sandblasting. Neutralize all alkali conditions according to the paint manufacturer's directions. Dry surfaces to receive a breathing type latex paint at least two weeks, free of visible moisture, and dry surfaces to receive oil, alkyd, or epoxy based paint until the moisture content does not exceed 8% when tested with an electronic moisture-measuring instrument.

B. Masonry: Repair minor holes and cracks with a stiff paste of finish paint and fine sand or vinyl type block filler. Report major or unsightly defects to the Architect for correction. Neutralize all alkali and efflorescence according to paint manufacturer's directions.

C. Interior Plaster: Fill small non-moving cracks with a spackling compound and sand patches smooth. Report large or moving cracks and unsightly defects to the Contractor and Architect for correction. Test plaster to receive an oil or alkyd base paint and verify plaster is adequately dry.

D. Gypsum Wallboard: Touch-up minor defects with spackle and sand smooth and flush. Report other defects for correction as specified.

E. Shop Coated Metal: Degrease and clean of foreign matter. Clean and spot paint field connections, welds, soldered joints, burns, or abraded portions with same material used in shop coat. After complete hardening, sand entire surfaces for coat to follow.

F. Uncoated Ferrous Metal: Degrease and clean of dirt, rust, mill scale, and all other foreign matter using rotary brushes, solvent, or sandblasting. Remove pits and welding slag, and clean surfaces to bright metal before priming. Apply metal primer not more than three hours after preparation.

G. Galvanized Metal: Degrease and clean of foreign matter. Apply specified pretreatment and immediately apply primer paint as soon as pretreatment is dry.

H. Enameled Woodwork: Sand smooth with grain and dust clean. After priming, putty nail holes, cracks, or other defects with putty matching color of finish paint. Cover knots and sappy areas with shellac or approved knot sealer. Sand each base coat smooth when dry.

I. Fixtures, Equipment, and Hardware Items: Cooperate with other trades and coordinate removal of fixtures, equipment, and hardware as required to perform painting. Items to be removed include, without limitation: signs and graphics; switch and receptacle plates; escutcheons and like plates; all surface-mounted

Paint

equipment; free-standing equipment blocking access; grilles and louvers at ducts opening into finished spaces; and other items as required and directed.

J. Preparation of Existing Painted Surfaces:

1. Preparation: Prepare patched areas as specified for the same new Work. Wash existing paint to be repainted with neutral detergent, thoroughly rinse, and sandpaper when dry. Remove damaged or defective paint and feather smooth the remaining paint edges with sandpaper.

2. Painting: Conform to all applicable provisions of Section 09900. Prepare bare areas and patches in existing painted surfaces and build-up with proper primer and intermediate coats, all sanded smooth and flush with adjoining surface. Paint areas to be painted or repainted as specified in Section 09900 to match existing Work, except omit the first or primer coat on existing painted surfaces. Repainting includes entire surface involved to a natural break line such as a corner, angle, etc., as directed and approved.

K. Surfaces Not Mentioned: Prepare surfaces according to recommendations of the paint manufacturer and as approved.

3.04 COATS AND COLORS: The number of paint coats specified to be applied are minimum. Ensure acceptable paint finishes of uniform color, free from cloudy or mottled areas and evident thinness on arrises. "Spot" or undercoat surfaces as necessary to produce such results. Tint each coat a slightly different shade of finish color to permit identification. Conform to the approved Samples. Obtain approval of each coat before applying next coat; otherwise, apply an additional coat over entire surface involved at no additional cost to Owner.

3.05 INTERIOR PAINTING: Provide paint finishes as scheduled on the Drawings or directed, gloss of finishes as scheduled or, where not scheduled, as designated by the Architect.

A. Enamel Finishes: Of following glosses:

1. Gloss Enamel - 143 MirroGlide GL
2. Semigloss Enamel - 021 Satin Glide
3. Eggshell Enamel - 022 Lo Glo

B. Enamel - Drywall:

1st Coat:	061 Aqua Seal
2nd Coat:	Enamel, gloss as scheduled or designated
3rd Coat:	Enamel, gloss as scheduled or designated

C. Enamel - Concrete and Plaster:

1st Coat:	367 Fraflo
2nd Coat:	Enamel, gloss as scheduled or designated
3rd Coat:	Enamel, gloss as scheduled or designated

D. Enamel - Concrete Block Masonry:

1st Coat: 262 Block Filler
2nd Coat: Enamel, gloss as scheduled or designated
3rd Coat: Enamel, gloss as scheduled or designated

E. Enamel - Wood:

1st Coat: 367 Fraflo
2nd Coat: Enamel, gloss as scheduled or designated

F. Flat - Metal: Treat galvanized metal with 667 Phos-Pho-Prime.

1st Coat: 661 Metal Prime for galvanized metal
664 Rust Stop Primer for ferrous metal
2nd Coat: 367 Fraflo for galvanized metal
367 Fraflo for ferrous metal
3rd Coat: 002 Majestic for ferrous metal only

G. Enamel - Metal: Treat galvanized metal with 667 Phos-Pho-Prime.

1st Coat: 661 Metal Prime for galvanized metal
664 Rust Stop Primer for ferrous metal
2nd Coat: 367 Fraflo
3rd Coat: Enamel, gloss as scheduled or designated

1. Exception: On exposed surfaces of steel stairs, steel pipe or tubing railings on steel stairs or separately on walls, and on all surfaces of steel doors and door frames, apply 2 coats of 628 Aro-Plate Semigloss Enamel in lieu of the 2nd and 3rd Coats above.

3.06 MISCELLANEOUS PAINTING:

A. Duct Interiors: Paint with flat black fire-retardant paint to the extent visible through grilles and registers in finished rooms and spaces.

B. Fire Extinguisher and Fire Hose Cabinets: Apply 2 coats of paint finish, inside and out, matching finish and color of adjoining areas, unless otherwise noted or directed.

C. Color Coding: In mechanical and electrical equipment rooms, paint ducts, piping, conduit, equipment, and machinery, except such items having a complete factory finish, as specified for interior metal, colors as directed. Not more than 8 colors will be required.

D. Mechanical and Electrical Work: Carefully review Divisions 15 and 16 of these Specifications regarding painting performed thereunder and other painting required to be performed under this Section. Perform painting of mechanical and electrical equipment and materials not expressly specified to be painted as part of Work of Divisions 15 or 16, including required identification and color code painting, stenciling, and paint banding.

E. Miscellaneous: For any items not specifically indicated or specified that require a paint finish, apply 3 coats of paint as directed.

3.07 CLEANING AND TOUCH-UP WORK: Make a detailed inspection of paint finishes after all painting is completed, remove splatterings of paint from the adjoining surfaces, and make good all damage caused by cleaning. Carefully touch-up all abraded, stained or otherwise disfigured painting, as approved, and leave entire painting in first-class acceptable condition.

END OF SECTION

SECTION 10170

SOLID PLASTIC TOILET COMPARTMENTS

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide floor-mounted, overhead braced solid plastic toilet compartments, complete, matching existing.

1.02 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-20) Shop Drawings: Submit showing dimensioned layouts, the required location of backing in walls, connections to supports, preparation and reinforcing of panels to receive the various toilet accessories and grab bars, and erection diagrams.

B. (SD-55) Product Data: Submit catalog data for each hardware item and fitting.

C. (SD-75) Samples: After Architect has selected a color, submit for final approval 3 Sample sections of partition, minimum 6"W x 12"L x thickness of actual partition, in color that will be installed on the Project. (Match existing white color)

PART 2 - PRODUCTS

2.01 MATERIALS:

A. Manufacture: Poly-Pro Plus by Capitol Partitions, Inc., equivalent by Sanymetal, Santana, or equal.

B. Panels, Urinal Screens, Pilasters, and Doors: Manufactured of polymer resins under high pressure forming single component sections that are waterproof, non-absorbent, and having a self-lubricating surface that resists marking with pens, pencils, and other writing implements. Color shall extend through entire 1" panel thickness. Provide edges machined to 1/4" radius and smooth.

F. Pilasters and Attachments: Provide floor-mounted pilasters with overhead support frame for all compartments unless otherwise approved to match existing, fitted with 3" high polished stainless steel shoes at bottom and top fastened with theftproof sex bolts and anchored to the finish floor with #5 plastic anchors and #14 stainless steel screws.

G. Brackets: For panel to pilaster, pilaster to wall, and for panel to wall connections, provide single ear and double ear brackets, 6063-T6 aluminum alloy with clear satin finish, all factory pre-drilled. Thru-bolt the brackets to the panels and pilasters with 1-way sex bolts. Attach brackets to adjacent walls with theftproof Zamak mushroom nail in head anchor directly behind the vertical edge of panels and pilasters on the interior side of the compartment.

H. Door Hardware: Of heavy aluminum extrusion with wrap-around flanges as standard with compartment manufacturer, clear anodized finish, surface mounted unless otherwise specified and thru-bolted with 1-way sex bolts. Include the following:

1. Hinges, set with approved hold-open position.
2. Heavy chrome plated Zamak coat hook/bumper with rubber tip at doors, plus matching door pull and wall stop at handicapped doors.
3. Door strikes and keepers.
4. Door latch housing; slide bolts and button of heavy aluminum having "Tough-Coat Black" finish.

PART 3 - EXECUTION

3.01 INSTALLATION:

A. General: Form and assemble work plumb, square, and in true plane without warp or wind, connections tight and secure. Remove all defaced, stained, or scratched material and provide new material. Anchor to wood blocking or steel backing plates provided under other Sections. Securely anchor all pilasters to floors and bracing. Conceal evidence of drilling, cutting and fitting of the wall and floor surfaces. Maintain uniform clearance at vertical door edges from top to bottom not exceeding 3/16".

B. Urinal Screens: Attach with heavy duty anchors as recommended by the compartment manufacturer to suit the supporting structure and to resist lateral impact.

3.02 ADJUST AND CLEAN:

A. Hardware: Adjust and lubricate hardware for smooth easy operation, and set door hold-open positions as approved, handicapped doors returning to fully closed position.

B. Adjustments: Perform final adjustment of pilaster anchors for plumb and straight installations, rigidly connected.

C. Cleaning: Leave the entire installation clean and free of oil, grease, handmarks, or other foreign matter.

END OF SECTION

SECTION 10810

TOILET ACCESSORIES

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section Provide accessories for toilet rooms and baths, complete.

1.02 SUBMITTALS: Refer to Section 01340 for procedures.

A. (SD-20) Shop Drawings: Submit showing installation details and required backing plate locations.

B. (SD-75) Samples: Submit such Samples as the Architect may request, which will be returned to Contractor. Approved Samples may be installed in the Work.

PART 2 - PRODUCTS

2.02 MATERIALS: Accessories as scheduled on Drawings, stainless steel products of Bobrick, American Specialties, Bradley, or equal.

PART 3 - EXECUTION

3.01 INSTALLATION: Install all accessories square, plumb, and level. Securely anchor by mechanical means using only stainless steel fasteners. Conform to rough-in and installation templates. Exact locations shall be as indicated or directed by the Architect.

END OF SECTION

SECTION 15400

PLUMBING

PART 1 - GENERAL

1.01 DESCRIPTION: Division 1 applies to this Section. Provide plumbing as shown on the Drawings, as specified herein, and as required for a complete and proper installation.

A. Work In This Section: Principal items include:

1. All labor, material and equipment for a complete Plumbing System, including the removing of existing plumbing fixtures, piping and equipment, and the installation of new fixtures, piping and equipment, including new handicapped fixtures to meet all A.D.A. requirements, as well as all final rough-in and final connections. The complete Plumbing System shall be tested and ready for use, as indicated on the Architectural and Plumbing Drawings and described herein.
2. Sanitary Sewer System: Make all connections to existing building sanitary waste system, as indicated. Verify the exact location, size and depth before starting construction.
3. Domestic Water System: Make all connections to existing building domestic water system, as indicated. Verify the exact location, size and water pressure before starting construction.
4. All necessary trench excavation and backfilling for installing underground piping. Backfilling to conform to applicable portions of Architectural and/or Structural Sections. Repave walkways as necessary.
5. All drilling, saw cutting and patching as required for the Work; patching materials and finish shall match the surrounding Work.
6. All labor, materials, and equipment not indicated by Drawings or Specifications, which are required for proper operation of the systems in accordance with the true intent and meaning of the Contract Documents, shall be provided and incorporated in the Work by and at the expense of the Contractor.

1.02 GENERAL BID REQUIREMENTS:

A. Bids:

1. Project shall be constructed under one phase and all base bids shall be submitted strictly in accordance with Drawings and Specifications. Should a bidder consider substitutions advantageous to the Owner's interest, the proposed substitutions shall be submitted in conformance with Section 01340 and shall be included in an alternate to the base bid and the price difference indicated for each separate item.
2. Any substitutions changing the design concepts shall include cost of changes required in the Electrical Work, Structural Work, Architectural Work, Engineering and Architectural redesign time.

3. The Bidder shall submit with his proposal a complete list of all subcontractors, together with each item of equipment which he proposes to install. After a Contractor has been selected, a list of subcontractors and equipment will be approved by the Architect and the Owner and no substitutions will be allowed.

B. Site Inspection:

1. Before submitting proposals, each bidder shall familiarize himself with the conditions at the site under which he will be required to operate in performing his part of the Contract, including verifying all utilities serving site. No allowance will be made subsequently to the Contractor for any error through negligence in observing the site conditions.
2. By the act of submitting a bid, the Contractor shall be deemed to have made such an examination, to have accepted such conditions, and to have made allowances therefor in preparing his figures.
3. The Contractor shall provide all labor, material, etc., required for a complete new installation of plumbing systems, for completion of the project. All unused existing water, gas, and sewer lines shall be capped or plugged and all of the remaining active lines shall be indicated on the as-built drawings with the size, depth, and location.

1.03 QUALITY ASSURANCE:

A. Ordinances, Regulations, and Codes:

1. Installation shall comply with all the latest applicable ordinances, regulations, and codes of any governmental agency having jurisdiction, including but not limited to the following:
 - a. City of Glendora Department of Building and Safety and Uniform Plumbing Code.
 - b. State of California Administrative Code, Title 19, Public Safety.
 - c. State of California, Department of Health Facilities, including Title 24, Public Health.
 - d. Safety Orders of California, Division of Industrial Safety, OSHA, California Energy Conservation Commission.
 - e. State of California Fire Marshal's Office, Los Angeles County Bureau of Fire Prevention, and NFPA-13.
 - f. All other ordinances and regulations of authority having jurisdiction.
2. Nothing in these Drawings and Specifications is to be construed to permit Work in violation thereof. Regulations and codes are to be construed as minimum requirements.

B. Extras: No extras will be permitted for furnishing items required by local codes but not specified or shown on the Drawings.

C. Interpretation: Rules and interpretations of the enforcing agencies shall be considered as part of the

local codes.

- D. Inspections and Fees: Obtain and pay for all necessary fees and arrange and pay for any required inspections or examinations and deliver certificates of such inspections to the Architect.
- E. Seismic Design: The Contractor shall be responsible for all anchors and connections of Plumbing Work to building structure, including calculations to prevent damage as a result of an earthquake, including manufactured equipment, the connection and integrity of shop-fabricated and field-fabricated materials and equipment. All building equipment and connections therefor shall be designed to resist lateral seismic forces equal to 1.0 of equipment weight allowable working stress. All seismic restraints will be subject to the approval of the department having jurisdiction.
- F. Quality of Equipment, Materials, and Workmanship: Unless otherwise specified, all equipment and materials used in the installation shall meet ASME, ASTM, and IAPMO requirements and shall be new and in perfect condition when installed. All articles provided for the same general purpose or use shall be of the same make. All workmanship shall be of the best quality and none but competent mechanics skilled in their trades shall be employed. The Contractor shall furnish services of an experienced Superintendent, who shall be constantly in charge of the Work, together with all necessary journeymen, helpers, and laborers required. All materials shall be installed as recommended by the manufacturer.
- G. Review: The Architect shall have the right to accept or reject equipment, materials, workmanship, and tests and determine when the Contractor has complied with the requirements herein specified.

1.04 SUBMITTALS: Refer to Section 01340.

- A. (SD-20) Shop Drawings: Within thirty days after award of Contract, and before starting Work, the Contractor shall furnish to Architect six bound sets of dimensioned Shop Drawings and itemized equipment lists, complete in all details, which he proposes to install. All items shall be submitted at the same time. These submittals will be checked by the Architect and returned to the Contractor within a reasonable length of time after receipt of same by the Architect. No Work shall be installed prior to receipt of written approval from the Architect.
- B. (SD-55, SD-30) Product Data: In the event that the Contractor installs equipment or materials in a manner not acceptable to the Architect without having first submitted Shop Drawings and equipment list for approval, any changes which are required shall be made at the Contractor's expense.
- C. Record Drawings: Refer to Section 01720. Contractor shall obtain from Architect at the cost of printing, and keep up to date, an accurate dimensioned set of blueprints showing all Work which is installed differently from that shown on the Drawings. This shall include size, location, depth, etc., as referred to approved base datum of all buried or concealed lines and equipment. All Drawings shall be performed by a competent draftsman. The Contractor shall guarantee that Record Drawings are accurate.

1.05 JOB CONDITIONS:

- A. Drawings and Specifications: Drawings are diagrammatic.
 - 1. Interpretations: Architect's decision will be final on interpretation of Drawings and Specifications. Drawings and Specifications are complementary and Work called for on the Drawings and not

mentioned in the Specifications, or vice versa, shall be performed as though fully set forth in both.

2. **Errors or Discrepancies:** Should there appear an error or discrepancy in or between Drawings and Specifications, the Contractor shall refer the matter to the Architect for adjustment before proceeding with the Work. Should the Contractor proceed with the Work without so referring the matter, he does so on his own responsibility and at his own expense.
 - a. The Contractor agrees that Shop Drawing submittals processed by the Engineer do not become Contract Documents and are not Change Orders; that the purpose of the Shop Drawing review is to establish a reporting procedure, and is intended for the Contractor's convenience in organizing his work, and to permit the Architect to monitor the Contractor's progress and understanding of the design. The process of review of the Contractor's submittals is not for the purpose of testing the Architect's perception. If deviations, discrepancies, or conflicts between Shop Drawing submittals and the Contract Documents are discovered either prior to or after the Shop Drawing submittals are processed by the Architect, the Contractor agrees that the Contract Documents shall control and be followed. It is also the responsibility of the Contractor to review and approve the Shop Drawings or submittals to be submitted prior to submittal to the Architect for his review.
 - b. If Shop Drawings or submittals are received without the review of the Contractor, the Shop Drawing or submittals will be returned to the Contractor prior to the Architect's review.

B. **Locations and Accessibility:**

1. **Installation:** Install all piping in wall and above ceiling as high as possible. Install equipment in such a manner as to be readily accessible for maintenance and repairs. Install all piping and equipment in such a manner as to preserve headroom, avoid obstructions, and keep openings and passageways clear.
2. **Changes:** If changes in indicated locations or arrangements are required, they shall be made by the Contractor without additional charges.
3. **Conflicts:** The Contractor shall call the attention of the Architect to any points of conflict between his Work and that of the other trades, so that the conflict may be properly adjusted before Work is installed. Work installed which interferes with Work of other trades shall be removed and reinstalled at Contractor's expense, when so directed by the Architect or his representative. It shall be understood that no extras to the Contract will be permitted to accomplish the above results.

C. **Verification of Existing Services:** The Contractor shall verify locations, sizes, and invert elevations of all piping connections prior to installing of piping. Any piping installed prior to verifying existing services shall be done at the Contractor's responsibility and expense.

D. **Existing Utility Lines:**

1. Location and character of principal existing utilities, including dimensions as shown on the Drawings, are for convenience only and are believed complete and correct, but shall be subject to verification by the Contractor as the Owner assumes no responsibility for the accuracy of "as-built" information furnished by others.

2. Adjust location or alignment of the new Work as necessary to avoid or to connect to existing utilities or piping without additional cost to the Owner.
3. The connections to existing and new utility services shall include the repairing and replacing of all sidewalk, pavements, and all other Work incidental to and necessary for the proper installations.
4. Verify, before installation, the invert elevations, locations, sizes, and pressures of all existing utility lines at new points of connection.

1.06 COOPERATION WITH OTHER TRADES

- A. Cooperation: Cooperate with the other trades in the interest of obtaining the most practical overall arrangement of equipment, piping, conduit, and ducts to maintain maximum headroom and accessibility.
- B. Openings: Furnish information to the other trades on size and location of openings which are required in walls, slabs, etc., for piping and equipment. Any additional openings or changes to the existing ones shall be provided as directed by the Architect.

1.07 CLOSING-IN OF UNINSPECTED WORK: Contractor shall not allow or cause any of the Work to be covered up or enclosed until it has been inspected, tested and approved by the Architect's representative and Local Inspector. Should any of his Work be covered up or enclosed before such inspection and test, he shall, at his own expense, uncover the Work and after it has been inspected, tested, and approved, make all repairs with such materials as may be necessary to restore all his Work and that of the other trades to its original and proper condition.

1.08 BUILDING FOOTING CLEARANCES: Under no circumstances shall pipes or conduit run through footings. They shall cross below footings or through sleeves above footings. Those running parallel to footings shall have the minimum clearances indicated on the Drawings or required by Code.

1.09 PRELIMINARY OPERATION: Should the Owner demand that any portion of the plant, apparatus, or equipment be operated for the Owner's beneficial use previous to the final completion and acceptance of the Work, the Contractor shall consent. Such operation shall be under the supervision and direction of the Contractor but all the expense thereof will be paid by the Owner, separate and distinct from any money paid on account of the Contract. Such preliminary operation or payment therefor shall not be construed as an acceptance of any of the Work of this Contract.

1.10 WARRANTIES:

- A. Workmanship, Equipment, and Materials: Refer to Section 01740. Contractor shall warrant all workmanship, equipment, and materials for a period of not less than one year from date of acceptance of the installation. Should any defects occur during this period, Contractor shall promptly repair or replace the defective item free of charge to the Owner, including cost of labor, based upon normal working hours.
- B. Operation: Contractor shall warrant the complete and perfect operation of the entire system and that all apparatus will perform in accordance with the Drawings and Specifications.
- C. Equipment and Piping Support: Contractor shall guarantee that all equipment or piping installed by him shall be supported in such a manner as to be free from objectionable vibration and noise.

- D. Damage by Leaks: Contractor shall be responsible for all damage to any part of the premises caused by leaks or breaks in piping, equipment, or fixtures furnished and/or installed by him for a period of one year from the date of acceptance of the Work by the Owner.

PART 2 - PRODUCTS

- 2.01 EQUIPMENT LABELS: All equipment furnished and installed under this Section shall be provided with manufacturer's metal identification labels attached to each piece of equipment, showing complete performance characteristics, size, model, serial number, etc.
- 2.02 PIPE VALVE IDENTIFICATION:
- A. Valves: All valves shall be provided with numbered valve tag with abbreviation "PLBG" complete with "S" mounting clip.
- B. Valve Identification List: Provide a typed valve identification list mounted in a metal frame under glass, located as directed by the Architect.
- 2.03 PIPE AND FITTINGS: All pipe and fittings shall be American-made.
- A. Soil and Waste Lines above Grade: Lines shall be coated service weight cast iron no-hub soil pipe and fittings or Schedule 40 galvanized steel pipe with cast iron screwed drainage type fittings for 2 1/2" and smaller.
- B. Soil and Waste Lines below Grade: Lines shall be coated service weight cast iron no-hub soil pipe and fittings.
- C. Urinal Soil and Vent Piping: Piping shall be coated service weight cast iron no-hub soil pipe and fittings.
- D. Vent Lines above Ground 2-1/2" and Smaller: Lines shall be service weight cast iron no-hub soil pipe and fittings or other than urinal vents, may be Schedule 40 galvanized steel pipe and cast iron fittings.
- E. Vent Lines above Grade 3" and Larger: Lines shall be coated service weight cast iron no-hub soil pipe and fittings.
- F. Underground Vent Lines: Lines shall be coated service weight cast iron no-hub soil pipe and fittings.
- G. Cold Water, and Indirect Drain Piping - above Grade: Piping shall be type "L" hard drawn copper tubing, with wrought copper fittings.
- H. Dissimilar Piping: Wherever dissimilar piping is connected, Contractor shall provide a dielectric fitting by Capitol, Epco or Wedgeseal.
- I. Union Connections in Iron Pipe: Connections shall be Crane "Railroad" or equal, brass to iron seat.
- J. Copper or Brass Piping: All bronze or brass, screwed construction.
- 2.04 MAKING UP PIPE:

- A. Screwed Pipe Joints: Joints shall be made up with approved pipe compound applied to the male thread only with not more than two threads left exposed. Ends of pipe shall be reamed to the full diameter.
- B. Cast Iron Pipe Joints: Joints shall be made up with approved Ideal or Clamp-All couplings.
- C. Cast Iron Soil Pipe and Fittings: All cast iron soil pipe and fittings shall conform to the current Cast Iron Soil Pipe Institute specifications.
- D. Copper Joints: Joints shall be soldered using approved lead-free solder, Silvabrite-100 or equal.

2.05 HANGERS AND SUPPORTS:

- A. Horizontal Piping: Support horizontal piping with Elcen No. 94, Super Strut No. C-727, Fee and Mason No. 201, or Grinnell No. 97 adjustable steel band pipe hangers and rod supports with sway braces at every third hanger.
- B. Steel Pipe: Hangers every 10 feet, except 1" and smaller, every 8 feet.
- C. Copper Pipe: Hangers every 10 feet, except 1 1/2" and smaller, every 6 feet.
- D. Stays on Exposed Vertical Piping: Stays shall consist of Fee and Mason Fig. 302 or Super Strut G-744 or equal.
- E. Threaded Rod Hangers Supporting Pipes: Hangers shall be of the following diameters:

Up to and including 2"	3/8" rod
2-1/2" and 3"	1/2" rod
4" and larger	5/8" rod
- F. Cast Iron Pipe: Pipe shall have a hanger or support at the joint of each pipe length.
- G. Furred-in Vertical Piping: Support furred-in vertical piping with wrought iron split pipe clamps on floor slabs. The size of the clamps shall be in proportion to the size of the pipe they are supporting and as approved by the Structural Engineer.
- H. Piping Concealed in Walls: Where piping is concealed in walls, supports shall be "Uni-Strut," "Speed Strut," "Femet" channel, or approved equal.
- I. Seismic Bracing or Anchors: Where equipment and/or piping is suspended or freestanding, suitable approved seismic braces or anchors shall be installed to prevent movement, and as approved by the Structural Engineer.
- J. Isolators: In no case shall piping come in contact with the building structure. Where piping must come in contact, provide pipe isolators as herein specified.

2.06 PIPE ISOLATORS: Isolate all pipe hangers or piping supports from hot water and cold water piping, with Semco "Trisolators," Potter-Roemer "PR-Isolators," or Elcen "Isolators."

2.07 CLEANOUTS:

- A. Cleanouts at Bends, Angles and Ends: Install cleanouts at all bends, angles and ends of all waste and sewer lines, as called for on the Drawings and as required by local Plumbing Code. All cleanouts shall be brought to grade and in all cases location shall be as to provide sufficient space for rodding. Use Teflon tape on all threads.
- B. Cleanouts in Floors with Carpeting: Cleanouts shall be provided with carpet markers.
- C. Cleanouts in Finished Room Floors: Josam No. 58330, Smith Fig. 4023-T, Wade W-7030, or Zurn ZN-01400-2, cast iron adjustable floor level cleanout with round nickel-bronze top and bronze plug.
- D. Cleanouts in Resilient Tile Floors: Josam No. 58330-12, Smith Fig. 4143-T, Wade W-7030-T, or Zurn Z-1420-6, cast iron adjustable floor level cleanout with round nickel-bronze top. Top depression to be covered with surrounding floor pattern bonded with waterproof adhesive.
- E. Cleanouts in Unfinished Floors: Josam No. 56050, Smith Fig. 4223-T, Wade 7030-X, or Zurn Z-1420-25, all cast iron adjustable floor level cleanout with round heavy-duty top.
- F. Above Ground Caulk Ferrule: Josam No. 58500, Smith Fig. 4420, Wade W-8550-A, or Zurn Z-1440, cast iron ferrule with countersunk bronze plug.
- G. Wall Cleanouts: Josam No. 58790, Smith Fig. 4532, Wade W-8460-R, or Zurn ZN-1445-1, cast iron tee with countersunk bronze plug and stainless steel access cover.

2.08 ACCESS PANELS:

- A. Access Panels: Provide access panels over all valves, trap primer, water hammer arrestors, and all other equipment which is concealed in the walls of the building. They shall be of a size suitable for the usage and maintenance intended, not less than 12" x 12" and shall be as follows:
 - 1. Drywall or Plaster Walls and Ceilings: Karp 214P, Elmdor PW-PC, Potter-Roemer No. 9133, or Zurn Z-1460-4, primer coated steel, concealed hinge type access cover with Allen key lock and plaster ground.
 - 2. Acoustical Tile Ceilings: Karp 210, Elmdor AT-PC, Potter-Roemer No. 9238, or Wade W-8490-C, primer coated steel, concealed hinge recessed to accept tile.
 - 3. Provide labeled fire-rated access panels in all fire-rated walls and ceilings as required.

2.09 PIPE SLEEVES AND PLATES:

- A. Pipe Sleeves and Plates:
 - 1. For wood frame plastered construction, No. 18-gauge galvanized steel.
 - 2. For concrete walls and floors, Paramount Manufacturing Company telescopic type, Sperzel "Crete Sleeve," or Schedule 40 galvanized pipe.
 - 3. Sleeves shall be 1/2" diameter larger than the pipe or covering. Where fireproofing or

waterproofing is required, the space between pipe and sleeves shall be caulked with approved UL-listed flame-safe FS-900 or 3M CP 25 N/S or CP 25 S/L or C & R blaze barrier or approved equal caulking.

4. Provide chrome-plated set screw flanges at all finished floors, walls, and ceilings.
- B. Membrane Clamp: Where piping or other items run through or pierce membranes, Josam No. 26420, Smith Fig. 1720, or Zurn Z-195-10 or equal membrane clamp shall be provided. Caulk clamps with approved waterproof caulking.
- C. Caulking: All sleeves in concrete walls and floors shall be caulked with a nonmetallic material to prevent pipe and concrete contact.

2.10 VALVES:

- A. General: Nibco, Braukman, Crane, Stockham, or Jenkins, unless otherwise noted. All valves of the same type shall be of the same make. Valves shall be line size unless otherwise noted. Valves in copper tubing shall be threaded or solder joint type in sizes available. Iron body valves in copper systems shall have Maloney type "E" flange insulation for cathodic protection, complete with insulated grommets and washers and shall be tested for current flow upon completion of final painting.
- B. Shut-off Valves: Ball valves shall have Teflon seats, full port and nickel plated bronze ball 125# SWP 200# WOG with threaded or solder ends. Gate valves 2-1/2" and 3" sizes, bronze, NRS, 125# SWP 200# WOG with threaded or solder ends.
- C. Globe and Angle Valves: Bronze with Teflon seat, with threaded or solder ends 125# SWP 200# WOG.
- D. Check Valves: Bronze swing check with Teflon seat, Y-pattern 125# SWP 200# WOG.

2.11 PLUMBING FIXTURES:

- A. Trim: Plumbing fixture trim shall be brass with heavy polished chromium-plated finish, unless otherwise specified. Individual loose key stops shall be provided for all supplies and shall be mounted under the fixtures.
- B. Services Pass Through Wall, Floor or Ceiling: Provide an escutcheon heavily chrome-plated and fastened with set screw.
- C. Fixture Heights: Heights shall be as directed by the Architect. Verify handicapped fixture height.
- D. Traps: All wastes shall be separately trapped. Handicapped fixture traps shall be insulated.
- E. Voids: All water closet, lavatory, urinal and sink voids between the wall and fixture shall be filled with DAP or approved equal polyvinyl fixture grout.
- F. Exposed Bolt Heads: All exposed bolt heads on flanges of any fixture and back of any fixture or in the fixture itself, shall be square and not less than 3/4" high with a porcelain bolt cap securely cemented in place.

- G. Waste Accessories: All fixture waste accessories including waste nuts, spud nuts, etc., shall be cast brass.
- H. Wall-hung Fixture Support: Support all wall-hung fixtures with 1/4" x 6" mild steel flat iron welded to not less than three metal studs or bolted with 1/4" U-bolts to not less than three wood studs. Drill and tape plate to match fixture. Provide Zurn Z-1200 or J.R. Smith Fig. 100 Series water closet carrier supports as required.
- I. Manufacturer: Fixtures and accessories shall be Kohler Company or American Standard Corporation unless otherwise noted, each complete with polished fixtures chrome-plated all-brass trim. Fixtures and trim shall be of one manufacturer.
- J. Verification of Fixtures and Equipment Locations: Contractor shall verify all fixtures and equipment locations with the Architectural Drawings and shall furnish and connect all fixtures and equipment as shown.
- K. ISP Stop Valves: Each individual fixture supply shall be provided with chrome-plated loose key IPS stop valves. Deliver loose key to the Owner.
- L. Fixtures:
 - 1. Item WC-1: Water closet shall be vitreous china, white, wall-mounted, siphon jet action, elongated bowl, 15" high from finish floor to top of rim, 1-1/2" top spud, 1.5 gallon flush, and 1" high open front seat, for standard student use.
 - a. Fixture: Kohler Model No. K-4330.
 - b. Flush Valve: Sloan Royal No. 111-Y0 (1.6 gallon flush).
 - c. Seat: Olsonite No. 95CC-SS white open front, less cover.
 - d. Support Carrier: J.R. Smith or Zurn.
 - 2. Item WC-2: Water closet shall be as described for Item WC-1 except 17" high from finish floor to top of seat for handicapped use.
 - a. Fixture: American Standard No. 2294.011 "AFWALL" for retrofit installations.
 - b. Flush Valve: Same as Item WC-1 except flush valve handle shall point to wide side of the toilet stall.
 - c. Seat: Same as Item WC-1.
 - d. Support Carrier: Reuse existing for back to back toilets.
 - 3. Item UR-1: Urinal shall be vitreous china, white, siphon jet flushing action, 1-gallon flush, wall-hung with 1-1/4" top inlet spud, and urinal shall extend 14" from wall and shall set at 17" from finish floor to urinal rim to meet handicapped code requirements.

- a. Fixture: Kohler No. K-5014-T.
 - b. Carrier: J.R. Smith or Zurn.
 - c. Flush Valve: Sloan Royal No. 180-1.
4. Item L-1: Lavatory shall be 19" x 17" in size, wall-mounted, enameled cast iron, with one faucet hole for cold water only and set lavatory at standard height for student handicap use.
- a. Fixture: Kohler No. K-2861. Set fixture with 29-inches clear below apron.
 - b. Faucet: Chicago No. 802A-665.
 - c. Supply Stop: McGuire No. 167-LK.
 - d. Strainer: Kohler No. K-13885 (offset strainer drain).
 - e. Trap: 1 1/4" x 1 1/2" L.A. Pattern chrome-plated cast brass trap and escutcheon plate. Insulate trap and supplies with white Plumberex insulation cover.

PART 3 - EXECUTION

- 3.01 INSPECTION: Refer to Section 01400, Article "Verification of Conditions," and report to Architect in writing all conditions that interfere with or prevent correct installation of Work of this Section. Do not proceed with installation until adverse conditions are corrected.
- 3.02 EXCAVATION, TRENCHING, AND BACKFILLING:
- A. General: All excavating, trenching and backfilling shall be done in conformity with Division 2 of the Specifications. Piping shall be installed promptly after excavation in order to keep the trenches open as short a time as possible.
 - B. Backfill: Backfill shall be compacted to 95% of original compaction by thoroughly tamping. Jetting or flooding of backfill will not be permitted.
 - C. Trenches for Cast Iron Pipe: Trenches shall be excavated to a true gradient and so that the entire barrel is supported on the subgrade.
 - D. Existing Piping and Conduit: Any existing underground piping, conduit, etc., that is encountered shall be properly shored and protected from damage. Active piping shall be left intact and undamaged, or relocated and reconnected to the existing system, as directed by the Architect. Any damage resulting from the Contractor's operations shall be repaired by him at this own expense.
- 3.03 SLEEVING, CUTTING, AND PATCHING: The Contractor shall furnish information to other trades on size and location of openings which are required in walls, slabs, etc for conduit, piping, and equipment at the proper time. Additional openings or changes to existing ones shall be provided as directed by Architect.
- 3.04 GENERAL PLUMBING INSTALLATION:

A. General Plumbing Installation:

1. Rough-in shall proceed as rapidly as the building construction will permit and shall be complete and the piping tested before being enclosed.
2. All piping shall be thoroughly cleaned before installation and all pipe openings shall be capped or plugged to exclude dirt until fixtures are installed and final connections are made.
3. All joints shall be smooth inside, pipe ends reamed to remove burrs, each length to be carefully inspected and all obstructions removed prior to fabrication.
4. Exposed plated, enameled, or polished connections from fixtures shall be carefully made, shall show no tool marks for threads and shall be provided with neat plated escutcheons with round head screws of the same finish. All finished surfaces shall be carefully taped to prevent damage during plastering operation.
5. Horizontal sanitary, waste and drain piping shall be run at a uniform grade of 1/4" per foot, unless otherwise noted.
6. Provide and install a water hammer arrestor on hot and cold water supply pipes at each flush valve or quick closing valve, flush valve bank at each bank of two or more fixtures.
7. Headers supplying flush valve fixtures shall run full size to the last fixture.
8. Provide a shut-off valve in the wall at each bank of two or more fixtures and/or where indicated on the Drawings and where required for proper control of the system. Provide shut-off valves at the piping connections to all equipment and controls. Where valves are located in concealed piping, the Contractor shall furnish and install metal access panels of suitable size and of the type hereinafter specified.
9. Unless flanges are indicated, a union shall be installed on one side of all screwed shut-off valves, equipment connections and elsewhere as indicated or required for ease of installations and servicing. Under no circumstances shall unions be installed in inaccessible locations.
10. Reducing fittings shall be used in lieu of bushings. Close nipples and bullhead tees will not be permitted.
11. In making up lines of brass or chrome pipe, an approved type friction wrench shall be used to avoid marking of the pipe.
12. Set all rough-in to measurements furnished by the manufacturer.
13. All above ground piping shall be concealed wherever possible, unless otherwise noted. Underground piping, inside of building, shall have a minimum cover of 24".
14. Provide a union on one side of all valves and equipment connections, and in other locations as required for ease of servicing of equipment.
15. All threads on pipe shall be cut clean and smooth so that no more than two threads are left

exposed on the pipe when joint is made up.

16. Arrange piping to maintain headroom and keep passageways and access openings clear, and offset as required to coincide with structural features of the building. Do not spring, bend, or force pipe into place. Use fittings for all offsets or changes in alignment of piping. Run piping to drain at low points, free of traps, sags, and bends. Provide ample space between pipes for proper thickness of covering.

3.05 TESTING AND ADJUSTING:

B. Testing and Adjusting:

1. Each piece of equipment and all of the systems shall be adjusted to ensure proper functioning of all controls, elimination of noise and vibration, and left in first class operating condition.
2. The Architect shall be notified twenty-four hours in advance when the piping is ready for testing. All pipes shall be tested in accordance with all local, City and State ordinances, and the tests operated in the presence of the Architect's representative until satisfactory to the Architect's representative and local inspector.
3. Should any piece of apparatus, any Work or material furnished and installed by him fail in any of tests, it shall be immediately removed and replaced by perfect material at the Contractor's expense. The portion of the work replaced shall again be tested by the Contractor at his own expense in the presence of the Architect's representative.
4. All equipment which would be subject to damage at the test pressure shall be isolated from the system and no test shall be made against a service valve or meter.
5. Test:
 - a. Water Systems: Hydrostatically at 150-lb. pressure.
 - b. Sanitary Sewer and Waste System, including vent piping to above the roof line: With water by filling the piping to the top of the highest point, but at not less than 5-lb. pressure.
 - c. All tests, except as otherwise noted, shall be maintained without leaks or pressure loss for not less than 24 hours, with allowance for temperature changes.

3.06 DISINFECTION OF POTABLE WATER SYSTEMS:

A. Lines and Fixtures:

1. The lines and fixtures shall be flushed thoroughly prior to chlorination to remove dirt, etc. Screens on faucets to be removed during injection and replaced after completion of disinfection.
2. Injection shall start only when all fixtures are connected up and ready to operation. Cold water lines and fixtures trim to be chlorinated.

B. Disinfecting Agent: Chlorine shall be used as disinfecting agent as approved in Federal and AMWWA

procedures.

- C. **Bacteriological Analysis:** A bacteriological analysis shall be required upon completion of final flushing after retention period. The applicator must obtain water samples from both hot and cold water lines and submit samples to an approved laboratory. The report must show as follows:
 - 1. That the coliform-aerogenous organisms are negative.
 - 2. That the total plate count is less than 100 bacteria per cubic centimeter.
 - 3. That the water is safe to use.
 - 4. Must show name and location of job and date the samples were obtained.
 - D. **Repeat of Disinfection Procedure:** If the bacteriological analysis does not satisfy the above requirements, the disinfection procedure must be repeated.
 - E. **Submittal of Analysis:** Submit bacteriological analysis to the Architect prior to final acceptance by the Owner.
- 3.07 **PROTECTION OF EQUIPMENT AND MATERIALS:** The Contractor shall provide adequate and proper storage facilities for all equipment and materials and protect such equipment and materials from damage.

END OF SECTION

Standard Drawings have not been included in these Specifications. The Bidder/Contractor shall refer to any and all Standard Drawings referenced on the Plan or in these Specifications.

The Bidder / Contractor is responsible for obtaining all Standard Drawings referenced on the Plan and in the Specifications.

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