



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
DJS010272

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT 304-558-2544

VENDOR

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SHIP TO

DIVISION OF JUVENILE SERVICES
 VARIOUS LOCALES AS
 INDICATED BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/14/2009				

BID OPENING DATE: 08/13/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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MODULAR OFFICE UNIT CONTRACT TO PROVIDE ALL LABOR, MATERIALS, AND EQUIPMENT NECESSARY TO INSTALL THREE MODULAR OFFICE UNITS AT VARIOUS LOCATIONS STATED WITHIN, FOR THE WEST VIRGINIA DIVISION OF JUVENILE SERVICES, PER THE ATTACHED SPECIFICATIONS. MANDATORY ON-SITE PRE-BIDS: 7/29/2009; 10:00 AM WAYNE COUNTY LOCATION 7/29/2009; 1:30 PM CABELL COUNTY LOCATION 7/30/2009; 11:00 AM MERCER COUNTY LOCATION CONTACT: CONTACT BRUCE BLACKHURST AT 304-957-2402 TO SIGNIFY ATTENDANCE AND DIRECTIONS TO THE FACILITIES. THE AGENCY RESERVES THE RIGHT TO AWARD THIS BID IN WHOLE OR BY EACH LOCATION. FAILURE TO RECEIVE BID(S) FOR A LOCATION MAY RESULT IN RE-BIDDING OF THE ENTIRE CONTRACT. EXHIBIT 5 WEST VIRGINIA CODE 21-1D-5 PROVIDES THAT: ANY SOLICITATION FOR A PUBLIC IMPROVEMENT CONSTRUCTION CONTRACT REQUIRES EACH VENDOR THAT SUBMITS A BID FOR THE WORK TO SUBMIT AT THE SAME TIME AN AFFIDAVIT OF COMPLIANCE WIT						

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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 2

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<p>THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTICLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID.</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 30 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR THE APPLICABLE COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILIN WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT</p>						

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PAGE
3

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<p>OF THIS CONTRACT:</p> <p>(XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.</p> <p>(XX) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.</p> <p>(XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCEPCTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.</p> <p>(XX) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR.</p> <p>REV. 11/00</p> <p>EXHIBIT 7</p> <p>DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS</p>						

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PAGE
 4

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<p>PROJECTS</p> <p>IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT IS 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p>						

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PAGE
7

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<p>.....COMPANY</p> <p>.....DATE</p> <p>REV. 11/96</p> <p>CONTRACTORS LICENSE</p> <p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:</p> <p>CONTRACTORS NAME:</p> <p>CONTRACTORS LICENSE NO.:</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p>APPLICABLE LAW</p> <p>THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN</p>						

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PAGE
8

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<p>THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</p> <p>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>REV. 5/2009</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT-----</p>						

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PAGE
 9

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				BID OPENING DATE:		08/13/2009-----
				BID OPENING TIME:		1:30 PM-----
				PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:		

				PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:		

				***** THIS IS THE END OF RFQ DJS010272 ***** TOTAL:		

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Delivery and set up of modular units with a minimum of 2000 square feet not to exceed 80 feet in length and 30 feet in width, in accordance with all local building codes in the area that the building is placed. All permits, licenses fees and inspections are the responsibility of the contractor.

The locations for the buildings will be:

- | | | | |
|----|---------------|------------------|------------------------|
| 1. | Wayne County | 900 Norfolk Ave. | Wayne, WV, 25570 |
| 2. | Cabell County | 2 O'Hanlon Place | Barboursville WV 25504 |
| 3. | Mercer County | 843 Shelter Road | Princeton WV 24740 |

There will be a mandatory Pre-Bid Meeting at each site.

Install all utilities from site to modular unit, utilizing site visit to determine what is required to accomplish.

- Minimum 200 amp electric service with proper disconnects (aerial or underground).
- Minimum ¾ inch water service line of any acceptable material with ball valve shut off.
- Minimum 4 inch schedule 40 sewer line with a minimum slope of ¼ inch per foot Include a sanitary clean out within three feet of foundation.

Construct 4 inch masonry split face underpinning

Install 3X3 foot access door.

Minimum height of underpinning is to be 36 inches.

The use of step footings is permitted.

Color of split face block will be chosen from standard colors available.

Backfill footings and foundations to prevent standing water

Site preparation requirements will be determined individually at each pre-bid meeting.

The floor plan for the units will contain the following:

Individual office spaces for a total of 5 – 7 people

2 Handicap Accessible Restrooms (Male & Female) with privacy locks and power vent fans

Conference Rooms 2 or more capable of accommodating 6-8 people (at least 120 sq. ft. each)

Kitchen / break area including double bowl sink but without appliances

Reception area / lobby

Lockable storage area of at least 50 square feet

General Building Specifications:

Shingled Roof W/25 Year Shingles

Approved Roof Ventilation System

Vinyl Double Lap siding exterior (color to be determined from a standard color pallet)

Electric Central Heat and Air Conditioning

Double pane insulated windows

Floor Covering will be industrial grade carpet except for Large Conference Rooms, Kitchen area, and Reception Area which will be vinyl or tile.

Overhead lighting in all areas

Detachable Hitch

House type front & rear doors with Deadbolt locks

Pre-finished Door Jambs

10 Gallon Electric Water Heater

Water Shutoff Valve at Main

Vinyl Covered Gypsum Walls

Metal Lever Latch Door Handles

200 Amp Electric Service Entrance

30# Roof Construction

2" X 4" Sidewalls on 16" Centers

2" X 6" or Larger (based on width) Floor Joists on 16" Centers

Copper Wiring

Smoke Detectors w/Battery Backup

Exterior Receptacles w/GFI Breaker

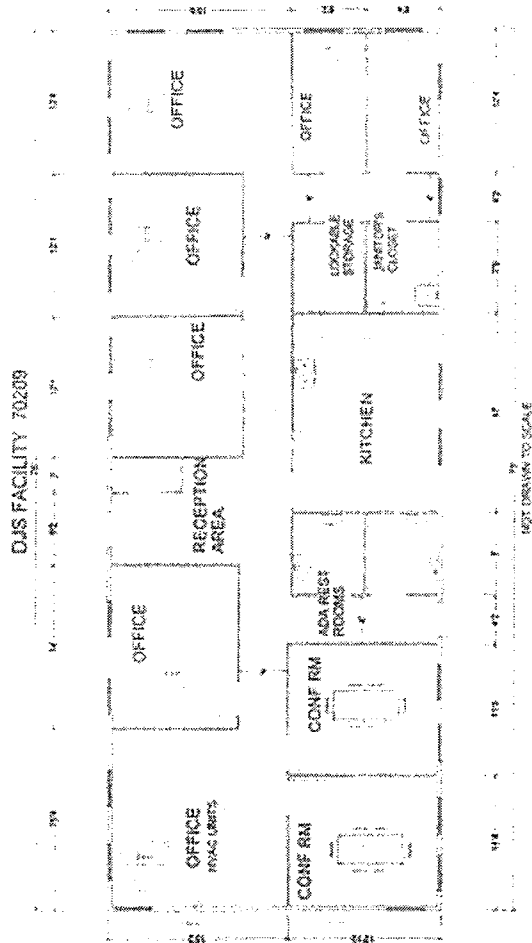
Electrical Breaker Box

Code Insulation

Exterior Light at all Exterior Doors

ALL MODULAR OFFICE UNITS MUST BE ADA ACCESSIBLE.

The diagram below is a suggested floor plan. It is not to be considered a requirement but only as a guide for planning purposes



SECTION 01100- SUMMARY OF WORK

PART 1 – GENERAL

1.1 RELATED DCOUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section and all Sections. A typical floor plan is included in this section of the project manual. This floor plan represents the design intent as desired by the Owner. Units proposed by the Vendor or Contractor shall match the plans with respect to overall unit size, individual room quantities, individual room sizes, and general layout and room adjacencies. It is the responsibility of the Vendor or Contractor, prior to submission of bids, to determine the

conformance of proposed products to the design intend illustrated in the attached floor plan.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Project consists of four (4) modular housing units to be used by the Division of Juvenile Services. The units will be used as Youth Reporting Centers.
 - 1. Project Location: The units will be located at various sites across the state.
- B. The Work consists of the fabrication, delivery and installation of four (4) modular units.
 - 1. The Work includes shop fabrication of four (4) modular units as described in the contract documents. It is the responsibility of the Contractor to install cast-in-place concrete footings and 8" CMU masonry foundation and apron walls prior to installation of the units. The Contractor shall be responsible for the structural design of the foundation and its conformance to applicable Building Codes. Concrete foundations and unit masonry systems shall conform to the applicable sections of this project manual. The connection of the site utilities to the four (4) modular units shall be the responsibility of the Contractor.

1.3 CONTRACT

- A. Project will be constructed under a Purchase Order issued by the West Virginia Division of Purchasing on behalf of the West Virginia Division of Juvenile Services.

1.4 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specifications Format: The Specifications are organized into Divisions and Sections using the 16-division format and CSI/CSC's "MasterFormat" numbering system.
 - 1. Section Identification: The Specifications used section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete. Consult the table of contents in the beginning of the Project Manual to determine numbers and names of sections in the Contract Documents.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Abbreviated Language: Language used in the Specifications and other Contracts Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense

requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.

2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by the Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
 - a. The words “shall”, “shall be”, or “shall comply with,” depending on the context, are implied where a colon (:) is used with a sentence or phrase.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

END OF SECTION 01100

SECTION 01140 – WORK RESTRICTIONS

PART 1 – GENERAL

1.1 USE OF PREMISES

- A. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of site beyond areas in which the Work is indicated.
1. Limits: Confine constructions operations to areas shown on the drawings.
 2. Owner Occupancy: Allow for Owner occupancy of the building throughout construction. Maintain access to and from all building entrances and exits. Owner shall use premises daily for their intended purposes between the hours of 3:30 AM and 6:00 PM. No interior renovation may occur in spaces while simultaneously occupied by Owner. Exterior additions, exterior renovation work and site work may occur during Owner occupancy hours.
 3. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use areas outside the limits of construction for parking or storage of materials unless prior approval, in writing, is obtained from Owner.
 - i. Schedule deliveries to minimize use of driveways and entrances.
 - ii. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- B. Partial Owner Occupancy: Owner reserves the right to occupy and to place and install equipment in completed areas of building, before Substantial Completion, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and partial occupancy shall not constitute acceptance of total Work.
1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied before Owner occupancy.
 2. Obtain a Certificate of Occupancy from authorities having jurisdiction before Owner occupancy.
 3. Before partial Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will provide, operate, and maintain mechanical and electrical systems serving occupied portions of building.
 4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of building.

1.2 SITE SECURITY RULES AND RESTRICTIONS

- A. The Contractors are to provide inventories of all tools to be used within the facility.
- B. A suitable secure tool chest for all tools must be provided.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION 01140

SECTION 01600 – PRODUCE REQUIREMENTS

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section includes the following administrative and procedural requirements: selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.

1.2 DEFINITIONS

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
 - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation, shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
 - 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
 - 3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by the Contractor.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

- D. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
- E. Special Warranty: Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.

1.3 SUBMITTALS

- A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
 - 1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
 - 2. Form: Tabulate information for each product under the following column headings:
 - a. Specification Section number and title.
 - b. Generic name used in the Contract Documents.
 - c. Proprietary name, model number, and similar designations.
 - d. Manufacturer's name and address.
 - e. Supplier's name and address.
 - f. Installer's name and address.
 - g. Projected delivery date or time span of delivery period.
 - h. Identification of items that require early submittal approval for scheduled delivery date.
 - 3. Initial Submittal: Within 30 days after date of commencement of the Work, submit 3 copies of initial product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 - a. At Contractor's option, initial submittal may be limited to product selections and designations that must be established early in Contract period.
 - 4. Completed List: Within 60 days after date of commencement of the Work, submit 3 copies of completed product list. Include a written explanation for omissions of data and for variations from Contract requirements.
- B. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use CSI Form 13.1A.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:

- a. Statement indicating why specified material or product can not be provided.
 - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - g. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction can not be provided with the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
 - h. Cost information, including a proposal of change, if any, in the Contract Sum.
 - i. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
 - j. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
- a. Form of Acceptance: Change Order.
 - b. Use product specified if Architect can not make a decision on use of a proposed substitution within time allocated.

1.4 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.

1.5 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.
1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft and other losses.
 3. Deliver products to Project site in undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
 4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
 5. Store products to allow for inspection and measurement of quantity or counting of units.
 6. Store materials in a manner that will not endanger Project structure.
 7. Store products that are subject to damage by the elements, under cover in a weather-tight enclosure above ground, with ventilation adequate to prevent condensation.
 8. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
 9. Protect stored products from damage.
- B. Storage: Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.6 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.
1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 2. Refer to Divisions 2 through 16 Sections for specific content requirements and particular requirements for submitting special warranties.

- C. Submittal Time: Comply with requirements in Division 1 Section "Closeout Procedures."

PART 2 – PRODUCTS

2.1 PRODUCT OPTIONS

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged, and unless otherwise indicated, that are new at time of installation.
1. Provide products complete with accessories, trim, finish, fasteners and other items needed for a complete installation and indicated use and effect.
 2. Standard Products: If available, and unless custom products or non-standard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 4. Where products are accompanied by the term "as selected," Architect will make selection.
 5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
 6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
 7. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures: Procedures for product selection include the following:
1. Product: Where Specification paragraphs or subparagraphs titled "Manufacturer" or "Source" name single manufacturer or sources, provide a product by the manufacturer or from the source named that complies with requirements.
 - i. Substitutions may be considered, unless otherwise indicated.
 2. Manufacturer/Source: Where Specification paragraphs or subparagraphs titled "Manufacturer" or "Source" name single manufacturers or sources, provide a product by the manufacturer or from the source named that complies with requirements.
 - ii. Substitutions may be considered, unless otherwise indicated.
 3. Products: Where Specifications paragraphs or subparagraphs titled "Products" introduce a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
 - i. Substitutions may be considered, unless otherwise indicated.

4. Manufacturers: Where Specifications paragraphs or subparagraphs titled “Manufacturers” introduce a list of manufacturer’s names, provide a product by one of the manufacturers listed that complies with requirements.
 - ii. Substitutions may be considered, unless otherwise indicated.
5. Available Products: Where Specification paragraphs or subparagraphs titled “Available Products” introduce a list of names of both products and manufacturers, provide one of the products listed or another product that complies with requirements. Comply with provisions in “Comparable Products” Article to obtain approval for use of an unnamed product.
6. Available Manufacturers: Where specification paragraphs or subparagraphs titled “Available Manufacturers” introduce a list on manufacturers’ names, provide a product by one of the manufacturers listed or another manufacturer that complies with requirements. Comply with provisions in “Comparable Products” Article to obtain approval for use of an unnamed product.
7. Product Options: Where Specification paragraphs titled “Product Options” indicate that size, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide either the specific product or system indicated or a comparable product or system by another manufacturer. Comply with provisions in “Product Substitutions” Article.
8. Basis-of-Design Products: Where Specification paragraphs or subparagraphs titled “Basis-of-Design Products” are included and also introduce or refer to a list of manufacturers’ names, provide either the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicated sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in “Comparable Products” Article to obtain approval for use of an unnamed product.
 - a. Substitutions may be considered, unless otherwise indicated
9. Visual Matching Specification: Where Specifications require matching an established Sample, select a product (and manufacturer) that complies with requirements and matches the Architect’s sample. Architect’s decision will be final on whether a proposed product matches satisfactorily.
10.
 - a. If no product available within specified category matches satisfactorily and complies with other specified requirements, comply with provisions of the Contract Documents on “substitutions” for selection of a matching product.
11. Visual Selection Specification: Where Specifications include the phrase “as selected from manufacturer’s colors, patterns, textures” or a similar phrase, select a product (and manufacturer) that complies with other specified requirements.
 - a. Standard Range: Where Specifications include the phrase “standard range of colors, patterns, textures” or similar phrase, Architect will select color,

pattern, or texture from manufacturer's product line that does not include premium items.

- b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern or texture from manufacturer's product line that includes both standard and premium items.

- 12. Allowances: Refer to individual Specification Sections and "Allowance" provisions in Division 1 for allowances that control product selection and for procedures required for processing such selections.

2.2 PRODUCT SUBSTITUTIONS

- A. Timing: Architect will consider requests for substitution if received within 60 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect.
- B. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements.
 - 1. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
 - 2. Requested substitution does not require extensive revisions to the Contract Documentations.
 - 3. Requested substitution is consistent with the Contract Documents and all produce indicated results.
 - 4. Substitution request is fully documented and properly submitted.
 - 5. Requested substitution will not adversely affect Contractor's Construction Schedule.
 - 6. Requested substitution is compatible with other portions of the Work.
 - 7. Requested substitution has been coordinated with other portions of the Work.
 - 8. Requested substitution provides specified warranty.

2.3 COMPARABLE PRODUCTS

- A. Where products or manufacturers are specified by name, submit the following, in addition to other required submittals, to obtain approval of an unnamed product:
 - 1. Evidence that the proposed product does not require extensive revisions to the Contract Documents that is consistent with the Contract Documents and will

- produce the indicated results, and that is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 3. Evidence that proposed product provides specified warranty.
 4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
 5. Samples, if requested.

PART 3 – EXECUTION (Not Used)

END OF SECTION 01600

SECTION 01700 – EXECUTION REQUIREMENTS

PART 1 – GENERAL

1.1 SUMMARY

- A. This section includes general procedural requirements governing execution of the Work including, but not limited to, the following:
 - 1. Construction layout.
 - 2. Field engineering and surveying.
 - 3. General installation of products.
 - 4. Progress cleaning.
 - 5. Starting and adjusting.
 - 6. Protection of installed construction.
 - 7. Correction of the Work.

1.2 SUBMITTALS

- A. Qualification Data: For land surveyor to demonstrate their capabilities and experience. Include list of completed project names and addresses, names and addresses of architects and owners, and other information specified.
- B. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

1.3 QUALITY ASSURANCE

- A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

- A. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate

and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.

1. Before construction, verify the location and points of connection of utility services.
- B. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; and underground electrical services.
 2. Furnish location data for work related to Project that must be preformed by public utilities serving Project site.
- C. Acceptance of Conditions: Examinee substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
 - a. Description of the Work.
 - b. List of detrimental conditions, including substrates,
 - c. List of unacceptable installation tolerances.
 - d. Recommended corrections.
 2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
 3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
 4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
 5. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

- B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
 - 1. Notify Owner not less than two days in advance of proposed utility interruptions.
 - 2. Do not proceed with utility interruptions without Owner's written permission.
- C. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- D. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- E. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents. Submit requests on CSI Form 13.2A, "Request for Interpretation."

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information as directed by the Owner.
- B. General: Engage a land surveyor to lay out the Work using accepted surveying practices.
 - 1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
 - 2. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
 - 3. Inform installers of lines and levels to which they must comply.
 - 4. Check the location, level and plumb, of every major element as the Work progresses.
 - 5. Notify Owner when deviations from required lines and levels exceed allowable tolerances.
 - 6. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert locations.

- D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.
- E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.4 FIELD ENGINEERING

- A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
 - 1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
 - 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- B. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
 - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 - 2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
 - 3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

3.5 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 - 1. Make vertical work plumb and make horizontal work level.
 - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
 - 3. Conceal pipes, ducts and wiring in finished areas, unless otherwise indicated.

4. Maintain minimum headroom clearance of 8 feet (2.4 m) in spaces without a suspended ceiling.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
 - C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
 - D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
 - E. Tools and Equipment: Do not use tools or equipments that produce harmful noise levels.
 - F. Anchors and Fasteners: Provide anchors and fasteners as required to anchor each component securely in place, accurately located and aligned with other portions of the Work.
 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by the Architect.
 2. Allow for building movement, including thermal expansion and contraction.
 - G. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
 - H. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.
 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 2. Do not hold materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80 deg F (27 deg C).
 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.

- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills promptly.
 - 2. Where dust should impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Cutting and Patching: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.
 - 1. Thoroughly clean piping, conduit, and similar features before applying paint or other finishing materials. Restore damaged pipe covering to its original condition.
- H. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- I. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- J. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- K. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.7 STARTING AND ADJUSTING

- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust operating components for proper operation without binding. Adjust equipment for proper operation.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: If a factory-authorized service representative is required to inspect field-assembled components and equipment installation, comply with qualification requirements in Division 1 Section "Quality Requirements."

3.8 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.9 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 1 Section "Cutting and Patching."
 - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 01700

SECTION 01770 – CLOSEOUT PROCEDURES

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
1. Inspection procedures.
 2. Project Record Documents.
 3. Operation and maintenance manuals.
 4. Warranties.
 5. Instruction of Owner's personnel.
 6. Final cleaning.

1.2 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items that are incomplete in request.
1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 2. Advise Owner of pending insurance changeover requirements.
 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 5. Prepare and submit Project Record Documents, operation and maintenance manuals, damage or settlement surveys, and similar final record information.
 6. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
 7. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 8. Complete startup testing of systems.
 9. Submit test/adjust/balance records.
 10. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 11. Advise Owner of changeover in heat and other utilities.

12. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
13. Complete final cleaning requirements, including touch up painting.
14. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

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

1.3 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:

1. Submit a final Application for Payment according to Division 1 Section "Payment Procedures."
2. Submit a copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. The copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.4 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
 3. Include the following information at the top of each page:
 - a. Project Name.
 - b. Date.
 - c. Name of Architect.
 - d. Name of Contractor.
 - e. Page number.

1.5 PROJECT RECORD DOCUMENTS

- A. General: Do not use Project Record Documents for construction purposes. Protect Project Record Documents from deterioration and loss. Provide access to Project Record Documents for Architect's reference during normal working hours.
- B. Record Drawings: Maintain and submit one set of blue- or black-line white prints of Contract Drawings and Shop Drawings.
1. Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
 - a. Give particular attention to information on concealed elements that cannot be readily identified and recorded later.
 - b. Accurately record information in an understandable drawing technique.
 - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
 - d. Mark Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. Where Shop Drawings are not marked, show cross-reference on Contract Drawings.

2. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at the same location.
 3. Mark important additional information that was either shown schematically or omitted from original Drawings.
 4. Note Construction Change Directive numbers, Change Order numbers, alternate numbers, and similar identification where applicable.
 5. Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location. Organize into manageable sets; bind each set with durable paper cover sheets. Include identification on cover sheets.
- C. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications. Mark one copy to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
- D. Record Product Data: Submit one copy of each Product Data submittal. Mark one set to indicate the actual product installation where installation varies substantially from that indicated in Product Data.
- E. Miscellaneous Record Submittals: Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

1.6 OPERATION AND MAINTENANCE MANUALS

- A. Assemble and submit three complete sets of operation and maintenance data indicating the operation and maintenance of each system, subsystem, and piece of equipment not part of a system. Include operation and maintenance data required in individual Specification Sections and as follows:
1. Operation Data:
 - a. Emergency instructions and procedures.
 - b. System, subsystem, and equipment descriptions, including operating standards.
 - c. Operating procedures, including startup, shutdown, seasonal, and weekend operations.

- d. Description of controls and sequence of operations.
- e. Piping diagrams.

2. Maintenance Data:

- a. Manufacturer's information, including list of spare parts.
- b. Name, address, and telephone number of Installer or supplier.
- c. Maintenance procedures.
- d. Maintenance and service schedules for preventive and routine maintenance.
- e. Maintenance record forms.
- f. Sources of spare parts and maintenance materials.
- g. Copies of maintenance service agreements.
- h. Copies of warranties and bonds.

- B. Organize operation and maintenance manuals into suitable sets of manageable size. Bind and index data in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, with pocket inside the covers to receive folded oversized sheets. Identify each binder on front and spine with the printed title "OPERATION AND MAINTENANCE MANUAL," Project name, and subject matter of contents.

1.7 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
 - 1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (115-by-280-mm) paper.
 - 2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
 - 3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 – PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 – EXECUTION

3.1 DEMONSTRATION AND TRAINING

- A. Instruction: Instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
 1. Provide instructors experienced in operation and maintenance procedures.
 2. Provide instruction at mutually agreed-on times. For equipment that requires seasonal operation, provide similar instruction at the start of each season.
 3. Schedule training with Owner, through Architect, with at least seven days advance notice.
 4. Coordinate instructors, including providing notification of dates, times, length of instruction, and course content.
- B. Program Structure: Develop an instruction program that includes individual training modules for each system and equipment not part of a system, as required by individual Specification Sections. For each training module, develop a learning objective and teaching outline. Include instruction for the following:
 1. System design and operational philosophy.
 2. Review of documentation.
 3. Operations.
 4. Adjustments.
 5. Troubleshooting.
 6. Maintenance.
 7. Repair.

3.2 FINAL CLEANING

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
1. Complete the followings cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
 - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste materials, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are neither planter nor paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.
 - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
 - j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass; taking care not to scratch surfaces.
 - k. Remove labels that are not permanent.
 - l. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - i. Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
 - m. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint, and mortar droppings, and other foreign substances.
 - n. Replace parts subject to unusual operating conditions.
 - o. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.

- p. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - q. Clean ducts, blowers, and coils if units were operated without filters during construction.
 - r. Clean light fixtures, lamps, globes and reflectors to function with full efficiency. Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.
 - s. Leave Project clean and ready for occupancy.
- C. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess material on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 01770

SECTION 02300 – EARTHWORK

PART 1 – GENERAL

1.1 SUMMARY

A. This Section includes the following:

1. Preparing sub grades for slabs-on-grade, walks pavements, lawns and plantings.
2. Excavating and backfilling for buildings and structures.
3. Drainage course for slabs-on-grade.
4. Sub base course for concrete walks and pavements.
5. Subsurface drainage backfill for walls and trenches.
6. Excavating and backfilling trenches within building lines.
7. Excavating and backfilling trenches for buried mechanical and electrical utilities and pits for buried utility structures.

B. Related Sections

1. Division 15 – Mechanical/Plumbing
2. Division 16 – Electrical

1.2 DEFINITIONS

A. Backfill: Soil materials used to fill an excavation.

1. Initial Backfill: Backfill placed beside and over pipe in a trench, including haunches to support sides of pipe.
2. Final Backfill: Backfill placed over initial backfill to fill a trench.

B. Base Course: Layer placed between the sub base course and asphalt paving.

C. Bedding Course: Layer placed over the excavated sub grade in a trench before laying pipe.

D. Borrow: Satisfactory soil imported from off-site for use as fill or backfill.

- E. Drainage Course: Layer supporting slab-on-grade used to minimize capillary flow of pore water.
- F. Excavation: Removal of material encountered above sub grade elevations.
 - 1. Additional Excavation: Excavation below sub grade elevations as directed by Architect.
 - 2. Bulk Excavation: Excavations more than 10 feet (3 m) in width and pits more than 30 feet (9 m) in either length or width.
 - 3. Unauthorized Excavation: Excavation below sub grade elevations or beyond indicated dimensions without direction by Architect. Unauthorized excavation, as well as remedial work directed by Architect, shall be additional compensation.
- G. Fill: Soil materials used to raise existing grades.
- H. Structures: Buildings, footings, foundations, retaining walls, slabs, tanks, curbs, mechanical and electrical appurtenances, or other man-made stationary features constructed above or below the ground surface.
- I. Sub base Course: Layer placed between the sub grade and base course for asphalt paving, or layer placed between the sub grade and a concrete pavement or walk.
- J. Sub grade: Surface or elevation remaining after completing excavation, or top surface of a fill or backfill immediately below sub base, drainage fill, or topsoil materials.
- K. Utilities include on-site underground pipes, conduits, ducts, and cables, as well as underground services within buildings.

1.3 SUBMITTALS

- A. Product Data: For the following:
 - 1. Each type of plastic warning tape.
 - 2. Drainage fabric.
- B. Samples: For the following:
 - 1. 30-lb (14-kg) samples sealed in airtight containers, of each proposed soil material from on-site or borrow sources.
 - 2. 12-by-12-inch (300-by-300-mm) sample of drainage fabric.

- C. Material Test Reports: From a qualified testing agency indicating and interpreting test results for compliance of the following with requirements indicated:
 1. Classification according to ASTM D 2487 of each on-site or borrow soil material proposed for fill and backfill.
 2. Laboratory compaction curve according to ASTM D 698 for each on-site or borrow soil material proposed for fill and backfill.

1.4 QUALITY ASSURANCE

- A. Geotechnical Testing Agency Qualifications: An independent testing agency qualified according to ASTM E 329 to conduct soil materials and rock-definition testing, as documented according to ASTM D 3740 and ASTM E 548.

1.5 PROTECT CONDITIONS

- D. Existing Utilities: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted in writing by Architect and then only after arranging to provide temporary utility services according to requirements indicated:
 1. Notify Architect not less than two days in advance of proposed utility interruptions.
 2. Do not proceed with utility interruptions without Architect's written permission.
 3. Contact utility-locator service for area where Project is located before excavating.
- D. Demolish and completely remove from site existing underground utilities indicated to be removed. Coordinate with utility companies to shut off services if lines are active.
- D. Should uncharted, or incorrectly charted, piping or other utilities be encountered during excavation, consult utility company immediately for directions. Cooperate with Owner and utility companies in keeping respective services and facilities in operation. Repair damaged utilities to satisfaction of utility company.
- D. Do not interrupt existing utilities serving facilities occupied by Owner or others, during occupied hours, except when permitted in writing by Architect and then only after acceptable temporary utility services have been provided.
 1. Provide minimum of 72-hour notice to Owner, through the Architect, and receive a written notice to proceed before interrupting any utility.

PART 2 – PRODUCTS

2.1 SOIL MATERIALS

- A. General: Provide borrowed soil materials when sufficient satisfactory soil materials are not available from excavations.
- B. Satisfactory Soils: ASTM D 2487 soil classification groups GW, GP, GM, SW, SP, GC, SC, ML, CL, AND SM, or a combination of these group symbols, free of rock or gravel larger than 3 inches (75 mm) in any dimension, debris, waste, frozen materials, vegetation, and other deleterious matter.
- C. Unsatisfactory Soils: ASTM D 2487 soil classification groups MH, CH, OL, OH, AND PT, or a combination of these group symbols. Except MH & CH soils may be used for grading and final pipe backfill in green-space areas.
 - 1. Unsatisfactory soils also include satisfactory soils not maintained within 2 percent of optimum moisture content at time of compaction.
- D. Backfill and Fill: Satisfactory soil materials.
- E. Sub base: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940, with at least 90 percent passing a 1-1/2-inch (38-mm) sieve and not more than 12 percent passing a No. 200 (0.075-mm) sieve.
- F. Base: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 95 percent passing a 1-1/2 inch (38-mm) sieve and not more than 8 percent passing a No. 200 (0.075-mm) sieve.
- G. Engineered Fill: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch (38-mm) sieve and not more than 12 percent passing a No. 200 (0.075-mm) sieve.
- H. Bedding: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; except with 100 percent passing a 1-inch (25-mm) sieve and not more than 8 percent passing a No. 200 (0.075-mm) sieve.
- I. Drainage Fill: Washed, narrowly graded mixture of crushed, stone, or crushed or uncrushed gravel; ASTM D 448; coarse-aggregate grading Size 57; with 100 percent passing a 1-1/2-inch (38-mm) sieve and 0 to 5 percent passing a No. 8 (2.36-mm) sieve.
- J. Filter material: Narrowly graded mixture of natural or crushed gravel, or crushed stone and natural sand; ASTM D 448; coarse-aggregate grading Size 67; with 100 percent passing a 1-inch (25-mm) sieve and 0 to 5 percent passing a No. 4 (4.75-mm) sieve.

- K. Impervious Fill: Clay mixture capable of compacting to a dense state.

2.2 ACCESSORIES

- A. Detectable Warning Tape: Acid- and alkali-resistant polyethylene film warning tape manufactured for marking and identifying underground utilities, minimum 6 inches (150 mm) wide and 4 mils (0.1 mm) thick, continuously inscribed with a description of utility, with metallic core encased in a protective jacket for corrosion protection, detectable by metal detector when tape is buried to 30 inches (750 mm) deep; colored as follows:
 - 1. Red: Electric
 - 2. Yellow: Gas, oil, steam, and dangerous materials
 - 3. Orange: Telephone and other communications
 - 4. Blue: Water systems
 - 5. Green: Sewer systems
- B. Drainage Fabric: Non-woven needle-punched geotextile, specifically manufactured as a drainage geotextile; made from polyolefin, polyester, or polyamide; and with the following minimum properties determined according to ASTM D 4759 and referenced standard test methods:
 - 1. Grab Tensile Strength: 110 lbf (490 N); ASTM D 4632
 - 2. Tear Strength: 40 lbf (178 N); ASTM D 4533
 - 3. Puncture Resistance: 50 lbf (222 N); ASTM D 4833
 - 4. Water Flow Rate: 150 gpm per sq. ft. (100 L/s per sq. m); ASTM D 4491
 - 5. Apparent Opening Size: No. 50 (0.3 mm); ASTM D 4751

PART 3 – EXECUTION

3.1 PREPARATION

- A. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.
- B. Protect sub grades and foundation soils against freezing temperatures or frost. Provide protective insulating materials as necessary.
- C. Provide erosion-control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.
- D. Saw-cut call concrete or pavement where trenches must cross these areas.

3.2 DEWATERING

- A. Prevent surface water and ground water from entering excavations, from pounding on prepared sub grades, and from flooding Project site and surrounding area.
- B. Protect sub grades from softening, undermining, washout, and damage by rain or water accumulation.
 - 1. Reroute surface water runoff away from excavated areas. Do not allow water to accumulate in excavations. Do not use excavated trenches as temporary drainage ditches.
 - 2. Install a dewatering system to keep sub grades dry and convey ground water away from excavations. Maintain until dewatering is no longer required.

3.3 EXPLOSIVES

- A. Explosives: Do not use explosives.

3.4 EXCAVATION, GENERAL

- A. Unclassified Excavation: Excavation to sub grade elevations regardless of the character of surface and subsurface conditions encountered, including rock, soil materials, and obstructions.
 - 1. If excavated materials intended for fill and backfill include unsatisfactory soil materials and rock, replace with satisfactory soil materials.
 - 2. Slope sides of excavation: Shore and brace where sloping is not possible because of space restrictions or stability of material excavated. Maintain sides and slopes of excavations in safe condition until completion of backfilling.
 - 3. Shoring and Bracing: Provide materials for shoring and bracing, such as sheet piling, uprights, stringers, and cross braces, in good serviceable condition. Maintain shoring and bracing in excavations regardless of time period excavations will be open. Extend shoring and bracing and excavation progresses.
- B. Comply with local codes, ordinances, and requirements of agencies having jurisdiction.

3.5 EXCAVATION FOR STRUCTURES

- A. Excavate to indicated elevations and dimensions within a tolerance of plus or minus 1 inch (25 mm). Extend excavations a sufficient distance from structures for placing and removing concrete formwork, for installing services and other construction, and for inspections.

1. Excavations for Footings and Foundations: Do not disturb bottom of excavation. Excavate by hand to final grade just before placing concrete reinforcement. Trim bottoms to required lines and grades to leave solid base to receive other work.
2. Excavation for Underground Tanks, Basins and Mechanical or Electrical Utility Structures: Excavate to elevations and dimensions indicated within a tolerance of plus or minus 1 inch (25 mm). Do not disturb bottom of excavations intended for bearing surface.

3.6 EXCAVATION FOR WALKS AND PAVEMENTS

- A. Excavate surfaces under walks and pavements to indicated cross sections, elevations, and grades.

3.7 EXCAVATION FOR UTILITY TRENCHES

- A. Excavate trenches to indicated gradients, lines, depths, and elevations.
 1. Beyond building perimeter, excavate trenches to allow installation of top of pipe below frost line.
- B. Excavate trenches to uniform widths to provide a working clearance on each side of pipe or conduit. Excavate trench walls vertically from trench bottom to 12 inches (300 mm) higher than top of pipe or conduit, unless otherwise indicated.
 1. Clearance: 12 inches (300 mm) on each side of pipe or conduit.
 2. Clearance: As indicated.
- C. Trench Bottoms: Excavate and shape trench bottoms to provide uniform bearing and support of pipes and conduit. Shape sub grade to provide continuous support for bells, joints, and barrels of pipes and for joints, fittings, and bodies of conduit. Remove projecting stones and sharp objects along trench sub grade.
 1. For pipes and conduit less than 6 inches (150 mm) in normal diameter and flat-bottomed, multiple-duct conduit units, hand-excavate trench bottoms and support pipe and conduit on an undisturbed sub grade.
 2. For pipes and conduit 6 inches (150 mm) or larger in normal diameter, shape bottom of trench to support bottom 90 degrees of pipe circumference. Fill depressions with tamped sand backfill.
 3. Excavate trenches 6 inches (150 mm) deeper than elevation required in rock or other unyielding bearing material to allow for additional bedding course.

3.8 APPROVAL OF SUBGRADE

- A. Notify Architect when excavations have reached required sub grade.

- B. If Architect determines that unsatisfactory soil is present, continue excavation and replace with compacted backfill or fill material as directed.
- C. Proof roll sub grade with heavy pneumatic-tired equipment to identify spot pockets and areas of excess yielding. Do not proof roll wet or saturated sub grades.
- D. Reconstruct sub grades damaged by freezing temperatures, frost, rain, accumulated water, or construction activities, as directed by Architect.

3.9 UNAUTHORIZED EXCAVATION

- A. Fill unauthorized excavation under foundations or wall footings by extending bottom elevation of concrete foundation or footing to excavation bottom, without altering top elevation. Lean concrete fill may be used when approved by Architect.
 - 1. Fill unauthorized excavations under construction or utility pipe as directed by Architect.

3.10 STORAGE OF SOIL MATERIALS

- A. Stockpile borrow materials and satisfactory excavated soil materials. Stockpile soil materials without intermixing. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
 - 1. Stockpile soil materials away from edge of excavations. Do not store within drip line of remaining trees.

3.11 BACKFILL

- A. Place and compact backfill in excavation promptly, but not before completing the following:
 - 1. Construction below finish grade including, where applicable, damp proofing, waterproofing, and perimeter installation.
 - 2. Surveying locations of underground utilities for record documents.
 - 3. Inspecting and testing underground utilities.
 - 4. Removing concrete formwork.
 - 5. Removing trash and debris.
 - 6. Removing temporary shoring and bracing, and sheeting.
 - 7. Installing permanent or temporary horizontal bracing on horizontally supported walls.

3.12 UTILITY TRENCH BACKFILL

- A. Place and compact bedding course on trench bottoms and where indicated. Shape bedding course to provide continuous support for bells, joints, and barrels of pipes and for joints, fittings and bodies of conduits.
- B. Backfill trenches excavated under footings and within 18 inches (450 mm) of bottom of footings fill with concrete to elevation of bottom of footings.
- C. Provide 4-inch- (100-mm-) thick, concrete-base slab support for piping or conduit less than 30 inches (750 mm) below surface of roadways. After installing and testing, completely encase piping or conduit in a minimum of 4 inches (100 mm) of concrete before backfilling or placing roadway sub base.
- D. Place and compact initial backfill of sub base material, free of particles larger than 1 inch (25 mm), to a height of 12 inches (300 mm) over the utility pipe or conduit.
 - 1. Carefully compact material under pipe haunches and bring backfill evenly up on both sides and along the full length of utility piping or conduit to avoid damage or displacement of utility system.
- E. Coordinate backfilling with utilities testing.
- F. Fill voids with approved backfill materials while storing and bracing, and as sheeting is removed.
- G. Place and compact final backfill of satisfactory soil material to final sub grade.
- H. Install warning tape directly above utilities, 12 inches (300 mm) below finished grade, except 6 inches (150 mm) below sub grade under pavements and slabs.

3.13 FILL

- A. Preparation: Remove vegetation, topsoil, debris, unsatisfactory soil materials, obstructions, and deleterious materials from ground surface below placing fills.
- B. Plow, scarify, bench, or break up sloped surfaces steeper than 1 vertical to 4 horizontal so fill material will bond with existing material.
- C. Place and compact fill material in layers to required elevations as follows:
 - 1. Under grass and planted areas, use satisfactory soil material.
 - 2. Under walks and pavements, use satisfactory soil material.

3. Under steps and ramps, use satisfactory soil material.
4. Under building slabs, use satisfactory soil material.
5. Under footings and foundations, use satisfactory soil material.

3.14 MOISTURE CONTROL

- A. Uniformly moisten or aerate sub grade and each subsequent fill or backfill layer before compaction to within 2 percent of optimum moisture content.
 1. Do not place backfill or fill material on surfaces that are muddy, frozen, or contain frost or rain.
 2. Remove and replace, or scarify and air-dry, otherwise satisfactory soil material that exceeds optimum moisture content by 2 percent and is too wet to compact to specified dry unit weight.

3.15 COMPACTION OF BACKFILLS AND FILLS

- A. Place backfill and fill materials in layers not more than 8 inches (200 mm) in loose depth for material compacted by heavy compaction equipment, and not more than 4 inches (100 mm) in loose depth for material compacted by hand-operated tampers.
- B. Place backfill and fill materials evenly on all sides of structures to required elevations, and uniformly along the full length of each structure.
- C. Compact soil to not less than the following percentage of maximum dry unit weight according to ASTM D 698:
 1. Under structures, building slabs, steps and pavements, scarify and re-compact top 12 inches (300 mm) of existing sub grade and each layer of backfill or fill material at 98 percent.
 2. Under walkways, scarify and re-compact top 6 inches (150 mm) below sub grade and compact each layer of backfill or fill material at 95 percent.
 3. Under lawn or unpaved areas, scarify and re-compact top 6 inches (150 mm) below sub grade and compact each layer of backfill or fill material at 92 percent.

3.16 GRADING

- A. General: Uniformly grade areas to a smooth surface, free from irregular surface changes. Comply with compaction requirements and grade to cross sections, lines, and elevations indicated.
 1. Provide a smooth transition between adjacent existing grades and new grades.

2. Cut out soft spots, fill low spots, and trim high spots to comply with required surface tolerances.
- B. Site Grading: Slope grades to direct water away from building and to prevent ponding. Finish sub grades to required elevations within the following tolerances:
1. Lawn or Unpaved Areas: Plus or minus 1 inch (25mm).
 2. Walks: Plus or minus 1 inch (25 mm). Provided required grade direction is maintained.
 3. Pavements: Plus or minus ½ inch (13 mm).
- C. Grading inside Building Lines: Finish sub grade to a tolerance of ½ inch (13 mm) when tested with a 10-foot (3-m) straightedge.

3.17 SUBSURFACE DRAINAGE

- A. Subsurface Drain: Place a layer of drainage fabric around perimeter of drainage trench as indicated. Place a 6-inch (150-mm) course of filter material on drainage fabric to support drainage pipe. Encase drainage pipe in a minimum of 12 inches (300 mm) of filter material and wrap in drainage fabric, overlapping sides and ends at least 6 inches (150 mm).
1. Compact each course of filter material to 95 percent of maximum dry unit weight according to ASTM D 698.
- B. Drainage Backfill: Place and compact filter material over subsurface drain, in width indicated, to within 12 inches (300 mm) of final sub grade. Overlay drainage backfill with one layer of drainage fabric, overlapping sides and ends at least 6 inches (150 mm).
1. Compact each course of filter material to 95 percent of maximum dry density according to ASTM D 698.
 2. Place and compact impervious fill material over drainage backfill to final sub grade.

3.18 SUBBASE AND BASE COURSES

- A. Install separation fabric on prepared sub grade according to manufacturer's written instructions, overlapping sides and ends.
- B. Under pavements and walks, place sub base course on separation fabric according to fabric manufacturer's written instructions and as follows:
- C. Under pavements and walks, place sub base course on prepared sub grade and as follows:
1. Place base course material over sub base.

2. Compact sub base and base courses at optimum moisture content to required grades, lines, cross sections, and thickness to not less than 95 percent of maximum dry unit weight according to ASTM D 698.
 3. Shape sub base and base to required crown elevations and cross-slope grades.
 4. When thickness of compacted sub base or base course is 6 inches (150 mm) or less, place materials in a single layer.
 5. When thickness of compacted sub base or base course exceeds 6 inches (150 mm), place materials in equal layers, with no layer more than 6 inches (150 mm) thick or less than 3 inches (75 mm) thick when compacted.
- D. Pavement Shoulders: Place shoulders along edges of sub base and base course to prevent lateral movement. Construct shoulders, at least 12 inches (300 mm) wide, of satisfactory soil materials and compact simultaneously with each sub base and base layer to not less than 95 percent of maximum dry unit weight according to ASTM D 698.

3.19 DRAINAGE COURSE

- A. Under slabs-on-grade, install drainage fabric on prepared sub grade according to manufacturer's written instructions, overlapping sides and ends. Place drainage course on drainage fabric and as follows:
- B. Under slabs-on-grade, place drainage course on prepared sub grade and as follows:
 1. Compact drainage course to required cross sections and thickness to not less than 95 percent of maximum dry unit weight according to ASTM D 698.
 2. When compacted thickness of drainage course is 6 inches (150 mm) or less, place materials in a single layer.
 3. When compacted thickness of drainage course exceeds 6 inches (150 mm), place materials in equal layers, with no layer more than 6 inches (150 mm) thick or less than 3 inches (75 mm) thick when completed.

3.20 FIELD QUALITY CONTROL

- A. Testing Agency: Engage a qualified independent geotechnical engineering testing agency to perform field quality-control testing.
- B. Allow testing agency to inspect and test sub grades and each fill or backfill layer. Proceed with subsequent earthwork only after test results for previously completed work comply with requirements.
- C. Footing Sub grade: At footing sub grades, at least on test of each soil stratum will be performed to verify design bearing capacities. Subsequent verification and approval of other footing sub grades may be based on a visual comparison of sub grade with tested sub grade when approved by Architect.

- D. Testing agency will test compaction of soils in place according to ASTM D 1556, ASTM D 2167, ASTM D 2922, and ASTM D 2937, as applicable. Tests will be performed at the following locations and frequencies:
1. Paved and Building Slab Areas: At sub grade and at each compacted fill and backfill layer, at least one test for every 2000 sq. ft. (186 sq. m) or less of paved area or building slab, but in no case fewer than three tests.
 2. Foundation Wall Backfill: At each compacted backfill layer, at least one test for each 100 feet (30 m) or less of wall length, but no fewer than two tests.
 3. Trench Backfill: At each compacted initial and final backfill layer, at least one test for each 150 feet (46 m) or less of trench length, but no fewer than two tests.
- E. When testing agency reports that sub grades, fills, or backfills have not achieved degree of compaction specified, scarify and moisten or aerate, or remove and replace soil to depth required; re-compact and retest until specified compaction is obtained.

3.21 PROTECTION

- A. Protecting Graded Areas: Protect newly graded areas from traffic, freezing, and erosion. Keep free of trash and debris.
- B. Repair and reestablish grades to specified tolerances where completed or partially completed surfaces become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
1. Scarify or remove and replace soil material to depth as directed by Architect; reshape and re-compact.
- C. Where settling occurs before Project correction period elapses, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing.
1. Restore appearance, quality, and condition of finished surfacing to match adjacent work, and eliminate evidence of restoration to the greatest extent possible.

3.22 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Disposal: Remove surplus satisfactory soil and waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it off Owner's property.

END OF SECTION 02300

SECTION 02900 – LANDSCAPING

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section includes the following:
 - 1. Lawns.
 - 2. Topsoil and soil amendments.

- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 2 Section “Site Clearing” for protection of existing trees and planting, topsoil stripping and stockpiling, and site clearing.
 - 2. Division 2 Section “Earthwork” for excavation, filling, rough grading, and subsurface aggregate drainage and drainage backfill.

1.2 SUBMITTALS

- A. Product certificates signed by manufacturers certifying that their products comply with specified requirements.

- B. Certification of grass seed from seed vendor for each grass-seed mixture stating the botanical and common name and percentage by weight of each species and variety, and percentage of purity, germination, and weed seed. Include the year of production and date of packaging.

- C. Material test reports from qualified independent testing agency indicating and interpreting test results relative to compliance of the following materials with requirements indicated.
 - 1. Analysis of existing surface soil.
 - 2. Analysis of imported topsoil.

1.3 QUALITY ASSURANCE

- A. Topsoil Analysis: Furnish a soil analysis made by a qualified independent soil-testing agency stating percentages of organic matter, inorganic matter (silt, clay, and sand), deleterious material, pH, and mineral and plant-nutrient content of topsoil.
 - 1. Report suitability of topsoil for growth of applicable planting material. State recommended quantities of nitrogen, phosphorus, and potash nutrients and any limestone, aluminum sulfate, or other soil amendments to be added to produce satisfactory topsoil.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Packaged Materials: Deliver packaged materials in containers showing weight, analysis, and name of manufacturer. Protect materials from deterioration during delivery and while stored at site.
- B. Seed: Deliver seed in original sealed, labeled, and undamaged containers.

1.5 PROJECT CONDITIONS

- A. Utilities: Determine location of above grade and underground utilities and perform work in a manner which will avoid damage. Hand excavate, as required. Maintain grade stakes until removal is mutually agreed upon by parties concerned.
- B. Excavation: When conditions detrimental to plant growth are encountered, such as rubble fill, adverse drainage conditions, or obstructions, notify Architect before planting.

1.6 COORDINATION AND SCHEDULING

- A. Coordinate installation of planting materials during normal planting seasons for each type of plant material required.

1.7 LAWN MAINTENANCE

- A. Begin maintenance of lawns immediately after each area is planted and continue until acceptable lawn is established, but not for less than the following periods:
 - 1. Seeded Lawns: 60 days after date of Substantial Completion.
 - a. When full maintenance period has not elapsed before end of planting season, or if lawn is not fully established at that time, continue maintenance during next planting season.

- B. Maintain and establish lawns by watering, fertilizing, weeding, mowing, trimming, replanting, and other operations. Roll, re-grade, and replant bare or eroded areas and re-mulch to produce a uniformly smooth lawn.
- C. Watering: Provide and maintain temporary piping, hoses, and lawn-watering equipment to convey water from sources and to keep lawns uniformly moist to a depth of 4 inches (100 mm).
 - 1. Water lawn at the minimum rate of 1 inch (25 mm) per week.
- D. Mow lawns as soon as there is enough top growth to cut with mower set at specified height for principal species planted. Repeat mowing as required to maintain specified height without cutting more than 40 percent of the grass height. Remove no more than 40 percent of grass-leaf growth in initial or subsequent mowings. Do not delay mowing until grass blades bend over and become matted. Do not mow when grass is wet.
- E. Post fertilization: Apply fertilizer to lawn after first mowing and when grass is dry.
 - 1. Use fertilizer that will provide actual nitrogen of at least 1 lb per 1000 sq. ft. (0.5 kg per 100 sq. m) of lawn area.

PART 2 – PRODUCTS

2.1 GRASS MATERIALS

- A. Grass Seed: Fresh, clean, dry, new-crop seed complying with the Association of Official Seed Analysts' "Rules for Testing Seeds" for purity and germination tolerances.
 - 1. Seed Mixture: Provide seed of grass species and varieties, proportions by weight, and minimum percentages of purity, germination, and maximum percentage of weed seed as indicated on Schedules at the end of this Section.

2.2 TOPSOIL

- A. Topsoil: ASTM D 5268, pH range of 5.5 to 7, 4 percent organic material minimum, free of stones 1 inch (25 mm) or larger in any dimension, and other extraneous materials harmful to plant growth.
 - 1. Topsoil Source: Reuse surface soil stockpiled on the site. Verify suitability of surface soil to produce topsoil meeting requirements and amend when necessary. Supplement with imported topsoil when quantities are insufficient. Clean topsoil of roots, plants, sods, stone, clay lumps, and other extraneous materials harmful to plant growth.

2.3 FERTILIZER

- A. Commercial Fertilizer: Commercial-grade complete fertilizer of neutral character, consisting of fast- and slow-release nitrogen, 50 percent derived from natural organic sources or urea-form, phosphorous, and potassium in the following composition:
 - 1. Composition: Nitrogen, phosphorous, potassium in amounts recommended in soil reports from a qualified soil-testing agency.

PART 3 – EXECUTION

3.1 EXAMINATION

- A. Examine areas to receive landscaping for compliance with requirements and for conditions affecting performance of work of this Section. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 PLANTING SOIL PREPARATION

- A. Before mixing, clean topsoil of roots, plants, sods, stones, clay lumps, and other extraneous materials harmful to plant growth.
- B. Mix soil amendments and fertilizers with topsoil at rates indicated. Delay mixing fertilizer if planting does not follow placing of planting soil within a few days.

3.3 LAWN PLANTING PREPARATION

- A. Limit sub grade preparation to areas that will be planted in the immediate future.
- B. Loosen sub grade to a minimum depth of 4 inches (100 mm). Remove stones larger than 1-1/2 inches (38 mm) in any dimension and sticks, roots, rubbish, and other extraneous materials.
- C. Spread planting soil mixture to depth required to meet thickness, grades and elevations shown, after light rolling and natural settlement. Do not spread if planting soil or sub grade is frozen.
 - 1. Place approximately $\frac{1}{2}$ the thickness of planting soil mixture required. Work into top of loosened sub grade to create a transition layer and then place remainder of planting soil mixture.
- D. Grade lawn and grass areas to a smooth, even surface with loose, uniformly fine texture. Roll and rake, remove ridges, and fill depressions to meet finish grades. Limit fine grading to areas that can be planted in the immediate future. Remove trash, debris, stones

larger than 1-1/2 inches (38 mm) in any dimension, and other objects that may interfere with planting or maintenance operations.

- E. Moisten prepared lawn areas before planting when soil is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.
- F. Restore prepared areas if eroded or otherwise disturbed after fine grading and before planting.

3.4 SEEDING NEW LAWNS

- A. Sow seed with a spreader or a seeding machine. Do not broadcast or drop seed when wind velocity exceeds 5 mph (8km/h). Evenly distribute seed by sowing equal quantities in 2 directions at right angles to each other.
 - 1. Do not use wet seed or seed that is moldy or otherwise damaged in transit or storage.
- B. Sow seed at the following rates:
 - 1. Seeding rate: 3 to 4 lb per 1000 sq. ft. (1.5 to 2 kg per 100 sq. m).
- C. Rake seed lightly into top ½ inch (3 mm) of topsoil, roll lightly, and water with fine spray.
- D. Protect seeded areas against erosion by spreading straw mulch after completion of seeding operations. Spread uniformly at a minimum rate of 2 tons per acre (45 kg per 100 sq. m) to form a continuous blanket 1-1/2 inches (38 mm) loose depth over seeded areas. Spread by hand, blower, or other suitable equipment.
 - 1. Anchor straw mulch by crimping into topsoil by suitable mechanical equipment.
- E. Protect seeded areas against hot, dry weather or drying winds by applying straw mulch within 24 hours after completion of seeding operations. Soak and scatter uniformly to a depth of 3/16 inch (4.8 mm) thick and roll to a smooth surface.

3.5 CLEANUP AND PROTECTION

- A. During landscaping, keep pavements clean and work area in an orderly condition.
- B. Protect landscaping from damage due to landscape operations, operations by other contractors and trades, and trespassers. Maintain protection during installation and maintenance periods. Treat, repair, or replace damaged landscape work as directed.

3.6 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Disposal: Remove surplus soil and waste material, including excess subsoil, unsuitable soil, trash, and debris, and legally dispose of it off the Owner's property.

3.7 SEED MIXTURES SCHEDULE

- A. Sun and Partial Shade: Provide certified grass-seed blends or mixes, proportioned by weight, as follows:

<u>Proportion</u>	<u>Name</u>	<u>Min. Pct.</u> <u>Germ.</u>	<u>Min. Pct. Pure</u> <u>Sd.</u>	<u>Max. Pct. Weed</u> <u>Sd.</u>
50 pct.	Kentucky bluegrass (Poa preatensis)	80	85	0.50
30 pct.	Chewings red fescue (Festuca rubra variety)	85	98	0.50
10 pct.	Perennial rye grass (Lolium perenne)	90	98	0.50
10 pct.	Redtop (Agrostis alba)	85	92	1.00

END OF SECTION 02900

SECTION 03300 – CAST-IN-PLACE CONCRETE

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section specifies cast-in place concrete, including formwork, reinforcement, concrete materials, mix design, placement procedures, and finishes.

1.2 DEFINITIONS

- A. Cementitious Materials: Portland cement alone or in combination with one or more of blended hydraulic cement, fly ash and other pozzolans, ground granulated blast-furnace slag.

1.3 SUBMITTALS

- A. Product Data: For each type of manufactured material and product indicated.
- B. Design Mixes: For each concrete mix. Include alternate mix designs when characteristics of materials, project conditions, weather, test results, or other circumstances warrant adjustments.
 - 1. Indicate amounts of mix water to be withheld for later addition at Project site.
- C. Steel Reinforcement Shop Drawings: Details of fabrication, bending, and placement, prepared according to ACI 315, "Details and Detailing of Concrete Reinforcement." Include material, grade, bar schedules, stirrup spacing, bent bar diagrams, arrangement, and supports of concrete reinforcement. Include special reinforcement required for openings through concrete structures.
- D. Material Certificates: Signed by manufacturers certifying that each of the following items complies with requirements:
 - 1. Cementitious materials and aggregates.
 - 2. Form materials and form-release agents.
 - 3. Steel reinforcement and reinforcement accessories.
 - 4. Admixtures.
 - 5. Curing materials.
 - 6. Floor and slab treatments.
 - 7. Bonding agents.
 - 8. Adhesives.
 - 9. Vapor retarders.
 - 10. Epoxy joint filler.
 - 11. Joint-filler strips.

E. Minutes of pre-installation conference.

1.4 QUALITY ASSURANCE

A. Installer Qualifications: An experienced installer who has completed concrete Work similar in material, design, and extent to that indicated for this Project and whose work has resulted in construction with a record of successful in-service performance.

B. Manufacturer Qualifications: A firm experienced in manufacturing ready-mixed concrete products complying with ASTM C 94 requirements for production facilities and equipment.

1. Manufacturer must be certified according to the National Ready Mixed Concrete Association's Certification of Ready Mixed Concrete Production Facilities.

C. Testing Agency Qualifications: An independent testing agency, acceptable to authorities having jurisdiction, qualified according to ASTM C 1077 and ASTM E 329 to conduct the testing indicated, as documented according to ASTM E 548.

1. Personnel conducting field tests shall be qualified as ACI Concrete Field Testing Technician, Grade 1, according to ACI CP-1 Or an equivalent certification program.

D. Source Limitations: Obtain each type or class of cementitious material of the same brand from the same manufacturer's plant, each aggregate from one source, and each admixture from the same manufacturer.

E. ACI Publications: Comply with the following, unless more stringent provisions are indicated:

1. ACI 301, "Specification for Structural Concrete.

2. ACI 117, "Specification for Tolerances for Concrete Construction and Materials."

F. Pre-installation Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Meetings."

1. Before submitting design mixes, review concrete mix design and examine procedures for ensuring quality of concrete materials. Require representatives of each entity directly concerned with cast-in-place concrete to attend, including the following:

a. Contractor's superintendent.

b. Independent testing agency responsible for concrete design mixes.

c. Ready-mix concrete producer.

d. Concrete subcontractor.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle steel reinforcement to prevent bending and damage.

PART 2 – PRODUCTS

2.1 FORM-FACING MATERIALS

- A. Smooth-Formed Finished Concrete: Form-facing panels that will provide continuous, true, and smooth concrete surfaces. Furnish in largest practicable sizes to minimize number of joints.
 - 1. Exterior-grade plywood panels, suitable for concrete forms, complying with DOC PS 1, and as follows:
 - a. B-B (Concrete Form), Class 1, or better, mill oiled and edge sealed.
- B. Rough-Formed Finished Concrete: Plywood, lumber, metal, or another approved material. Provide lumber dressed on at least two edges and one side for tight fit.
- C. Chamfer Strips: Wood, metal, PVC, or rubber strips, $\frac{3}{4}$ by $\frac{3}{4}$ inch (19 by 19 mm), minimum.
- D. Form-Release Agent: Commercially formulated form-release agent that will not bond with, stain, or adversely affect concrete surfaces and will not impair subsequent treatments of concrete surfaces.
 - 1. Formulate form-release agent with rust inhibitor for steel form-facing materials.
- E. Form Ties: Factory-fabricated, removable or snap-off metal or glass-fiber-reinforced plastic form ties designed to resist lateral pressure of fresh concrete on forms and to prevent spalling of concrete on removal.
 - 1. Furnish units that will leave no corrodible metal closer than 1 inch (25 mm) to the plane of the exposed concrete surface.

2.2 STEEL REINFORCEMENT

- A. Reinforcing Bars: ASTM A 615/A 615M, Grade 60 (Grade 420), deformed.
- B. Deformed-Steel Welded Wire Fabric: ASTM A 497, flat sheet.
- C. Welded Wire Fabric: ASTM A 185, welded steel wire fabric.

REINFORCMENT ACCESSORIES

- A. Bar Supports: Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcing bars and welded wire fabric in place. Manufacture bar supports according to CRSI's "Manual of Standard Practice" from steel wire, plastic, or precast concrete or fiber-reinforced concrete of greater compressive strength than concrete, as follows:
 - 1. For concrete surfaces exposed to view where legs of wire bar supports contact forms, use CRSI Class 1 plastic-protected or CRSI Class 2 stainless-steel bar supports.
 - 2. Joint Dowel Bars: Plain-steel bars, ASTM A 615/A 615M, Grade 60 (Grade 420). Cut bars true to length with ends square and free of burns.

2.4 CONCRETE MATERIALS

- A. Portland cement: ASTM C 150, Type I.
 - 1. Fly Ash: ASTM C 618, Class C or F.
- B. Normal-Weight Aggregate: ASTM C 33, uniformly graded.
- C. Water: Portable and complying with ASTM C 94.

2.5 ADMIXTURES

- A. General: Admixtures certified by manufacturer to contain not more than 0.1 percent water-soluble chloride ions by mass of cementitious material and to be compatible with other admixtures and cementitious materials. Do not use admixture containing calcium chloride.
- B. Air-Entraining Admixture: ASTM C 260.
- C. Other Admixtures: Other Admixtures may be proposed by the Contractor as part of the mix design submittal. Other admixtures submitted as part of the design process shall include product data and material certificates.

2.6 VAPOR RETARDERS

- A. Vapor Retarder: ASTM E 1745, Class B, five-ply, nylon- or polyester-cord-reinforced, high-density polyethylene sheet; 10 mils (0.25 mm thick).
 - 1. Available Product: Subject to compliance with requirements, a product that may be incorporated into the Work includes, but is not limited to, "Griffolyn T-85" by Reef

Industries Inc; Stego Wrap by Segro Industries LLC; Dura-skrim D16 WB by Raven Industries.

2. Accessories: Seam tape: High Density Polyethylene Tape with pressure sensitive adhesive. Minimum width 4 inches. Pipe boots: constructed from vapor barrier material and pressure sensitive tape.

2.7 CURING MATERIALS

- A. Moisture-Retaining Cover: ASTM C 171, white burlap-polyethylene sheet.
- B. Water: Potable.
- C. Liquid Membrane-Forming Curing Compound: Liquid-type membrane-forming curing compound complying with ASTM C 309, Type I, Class A Moisture loss not more than 0.055 gr./sq. cm. when applied at 200 sq. ft./gal.

2.8 RELATED MATERIALS

- A. Joint-Filler Strips: ASTM D 1751, asphalt-saturated cellulosic fiber.
- B. Bonding Agent: ASTM C 1059, Type II, non-re-dispersible, acrylic emulsion or styrene butadiene.

2.9 CONCRETE MIXES

- A. Prepare design mixes for each type and strength of concrete listed on the structural drawings determined by either laboratory trial mix or field test data bases, as follows:
 1. Proportion normal-weight concrete according to ACI 211.1 and ACI 301.
- B. Use a qualified independent testing agency for preparing and reporting proposed mix designs for the laboratory trial mix basis.
- C. Cementitious Materials: Limit percentage, by weight, of cementitious materials other than Portland cement in concrete as follows:
 1. Fly Ash: 20 percent.
- D. Maximum Water-Cementitious Materials Ratio: Concrete requirements see structural drawings.
- E. Air Content: Add air-entraining admixture at manufacturer's prescribed rate to result in concrete at point of placement having an air content as indicated on the structural drawings.

- F. Admixtures: Use admixtures according to manufacturer's written instructions and as approved in the design mixes submitted and stamped approved.

2.10 FABRICATING REINFORCEMENT

- A. Fabricate steel reinforcement according to CRSI's "Manual of Standard Practice."

2.11 CONCRETE MIXING

- A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94, and furnish batch ticket information.

1. When air temperature is between 85 and 90 deg F (30 and 32 deg C), reduce mixing and delivery time from 1-1/2 hours to 75 minutes; when air temperature is above 90 deg F (32 deg C), reduce mixing and delivery time to 60 minutes.

2.12 REPAIR MATERIALS

- A. Repair Underlayment: Referred to as "leveling component" on the drawings. "Durathin" by L&M Chemicals, Inc.

PART 3 – EXECUTION

3.1 FORMWORK

- A. Design, erect, shore, brace, and maintain framework, according to ACI 301, to support vertical, lateral, static and dynamic loads, and construction loads that might be applied, until concrete structure can support such loads.
- B. Construct formwork so concrete members and structures are of size, shape, alignment, elevation, and position indicated, within tolerance limits of ACI 117.
- C. Limit concrete surface irregularities, designated by ACI 347R as abrupt or gradual, as follows:
 1. Class A, 1/8 inch (3 mm).
- D. Construct forms tight enough to prevent loss of concrete mortar.
- E. Fabricate forms for easy removal without hammering or prying against concrete surfaces. Provide crush or wrecking plates where stripping may damage cast concrete surfaces. Provide top forms for inclined surfaces steeper than 1.5 horizontal to 1 vertical. Kerf wood inserts for forming keyways, reglets, recesses, and the like, for easy removal.

1. Do not use rust-stained steel form-facing material.
- F. Set edge forms, bulkheads, and intermediate screed strips for slabs to achieve required elevations and slopes in finished concrete surfaces. Provide and secure units to support screed strips; use strike-off templates or compacting-type screeds.
 - G. Provide temporary openings for cleanouts and inspection ports where interior area of formwork is inaccessible. Close openings with panels tightly fitted to forms and securely braced to prevent loss of concrete mortar. Locate temporary openings in forms at inconspicuous locations.
 - H. Chamfer exterior corners and edges of permanently exposed concrete.
 - I. Form openings, chases, offsets, sinkages, keyways, reglets, blocking, screeds, and bulkheads required in the Work. Determine sizes and locations from trades providing such items.
 - J. Clean forms and adjacent surfaces to receive concrete. Remove chips, wood, sawdust, dirt and other debris just before placing concrete.
 - K. Retighten forms and bracing before placing concrete, as required, to prevent mortar leaks and maintain proper alignment.
 - L. Coat contact surfaces of forms with form-release agent, according to manufacturer's written instructions, before placing reinforcement.

3.2 EMBEDDED ITEMS

- A. Place and secure anchorage devices and other embedded items required for adjoining work that is attached to or supported by cast-in-place concrete. Use Setting Drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.
 1. Install anchor bolts, accurately located, to elevations required.

3.3 REMOVING AND REUSING FORMS

- A. General: Framework, for sides of beams, walls, columns, and similar parts of the Work, that does not support weight of concrete may be removed after cumulatively curing at not less than 50 deg F (10 deg C) for 24 hours after placing concrete provided concrete is

hard enough to not be damaged by form-removal operations and provided curing and protection operations are maintained.

- B. Leave framework, for beam soffits, jolts, slabs, and other structural elements, that supports weight of concrete in place until concrete has achieved the following:
 1. At least 70 percent of 28-day design compressive strength.
 2. Determine compressive strength of in-place concrete by testing representative field- or laboratory-cured test specimens according to ACI 301.
 3. Remove forms only if shores have been arranged to permit removal of forms without loosening or disturbing shores.
- C. Clean and repair surfaces of forms to be reused in the Work. Split, frayed, delaminated, or otherwise damaged form-facing material will not be acceptable for exposed surfaces. Apply new form-release agent.
- D. When forms are reused, clean surfaces, remove fins and laitance, and tighten to close joints. Align and secure joints to avoid offsets. Do not use patched forms for exposed concrete surfaces unless approved by Architect.

3.4 VAPOR RETARDERS

- A. Vapor Retarder: Place, protect, and repair vapor-retarder sheets to ASTM E 1643 and manufacturer's written instructions.

3.5 STEEL REINFORCEMENT

- A. General: Comply with CRSI's "Manual of Standard Practice" for placing reinforcement.
 1. Do not cut or puncture vapor retarder. Repair damage and reseal vapor retarder before placing concrete.
- B. Clean reinforcement of loose rust and mill scale, earth, ice, and other foreign materials.
- C. Accurately position, support, and secure reinforcement against displacement. Locate and support reinforcement with bar supports to maintain minimum concrete cover. Do not tack weld crossing reinforcing bars.
- D. Set wires with ends directed into concrete, not toward exposed concrete surfaces.
- E. Install welded wire fabric in longest practicable lengths on bar supports spaced to minimize sagging. Lap edges and ends of adjoining sheets at least one mesh spacing. Offset laps of adjoining sheet widths to prevent continuous laps in either direction. Lace overlaps with wire.

3.6 JOINTS

- A. General: Construct joints true to line with faces perpendicular to surface plane of concrete.
- B. Construction Joints: Install so strength and appearance of concrete are not impaired, at locations indicated or as approved by Architect.
 - 1. Place joints perpendicular to main reinforcement. Continue reinforcement across construction joints, unless otherwise indicated. Do not continue reinforcement through sides of strip placements of floors and slabs.
 - 2. Form from preformed galvanized steel, plastic keyway-section forms, or bulkhead forms with keys, unless otherwise indicated. Embed keys at least 1-1/2 inches (38 mm) into concrete.
 - 3. Use a bonding agent at locations where fresh concrete is placed against hardened or partially hardened concrete surfaces.
- C. Construction Joints in Slabs-on Grade: Form weakened-plane contraction joints, sectioning concrete into areas as indicated. Construct contraction joints for a depth equal to at least one-fourth of concrete thickness, as follows:
 - 1. Sawed Joints: Form contraction joints with power saws equipped with shatterproof abrasive or diamond-rimmed blades. Cut 1/8-inch- (3-mm-) wide joints into concrete when cutting action will not tear, abrade, or otherwise damage surface and before concrete develops random contraction cracks.
- D. Isolation Joints in Slab-on-Grade: After removing formwork, install joint-filler strips at slab junctions with vertical surfaces, such as column pedestals, foundation walls, grade beams, and other locations, as indicated.
 - 1. Extend joint-filler strips full width and depth of joint, terminating flush with finished concrete surface, unless otherwise indicated.
 - 2. Terminate full-width joint-filler strips not less than 1/2 inch (12 mm) or more than 1 inch (25 mm) below finished concrete surface where joint sealants, specified in Division 7 Section "Joint Sealants," are indicated.
 - 3. Install joint-filler strips in lengths as long as practicable. Where more than one length is required, lace or clip sections together.
- E. Dowel Joints: Install dowel sleeves and dowels or dowel bar and support assemblies as joints where indicated.
 - 1. Use dowel sleeves to prevent concrete bonding to one side of joint.

3.7 CONCRETE PLACEMENT

- A. Before placing concrete, verify that installation of formwork, reinforcement, and embedded items is complete and that required inspections have been performed.
- B. Before placing concrete, water may be added at Project site, subject to limitations of ACI 301.
- C. Deposit concrete continuously or in layers of such thickness that no new concrete will be placed on concrete that has hardened enough to cause seams or planes of weakness. If a section cannot be placed continuously, provide construction joints as specified. Deposit concrete to avoid segregation.
- D. Deposit concrete in forms in horizontal layers no deeper than 24 inches (600 mm) and in a manner to avoid inclined construction joints. Place each layer while preceding layer is still plastic, to avoid cold joints.
 - 1. Consolidate placed concrete with mechanical vibrating equipment. Use equipment and procedures for consolidating concrete recommended by ACI 309R.
 - 2. Do not use vibrators to transport concrete inside forms. Insert and withdraw vibrators vertically at uniformly spaced locations no farther than the visible effectiveness of the vibrator. Place vibrators to rapidly penetrate placed layer and at least 6 inches (150 mm) into preceding layer. Do not insert vibrators into lower layers of concrete that have begun to lose plasticity. At each insertion, limit duration of vibration to time necessary to consolidate concrete and complete embedment of reinforcement and other embedded items without causing mix constituents to segregate.
- E. Deposit and consolidate concrete for floors and slabs in continuous operation, within limits of construction joints, until placement of a panel or section is complete.
 - 1. Consolidate concrete during placement operations so concrete is thoroughly worked around reinforcement and other embedded items and into corners.
 - 2. Maintain reinforcement in position on chairs during concrete placement.
 - 3. Screed slab surfaces with a straightedge and strike off to correct elevations.
 - 4. Slope surfaces uniformly to drains where required.
 - 5. Begin initial floating using bull floats or darbies to form a uniform and open-textured surface plane, free of humps or hollows, before excess moisture or bleed water appears on the surface. Do not further disturb slab surfaces before starting finishing operations.
- F. Cold-Weather Placement: Comply with ACI 306.1 and as follows. Protect concrete work from physical damage or reduced strength that could be caused by frost, freezing actions, or low temperatures.
 - 1. When air temperature has fallen or is expected to fall below 40 deg F (4.4 deg C), uniformly heat water and aggregates before mixing to obtain a concrete mixture

temperature of not less than 50 deg F (10 deg C) and not more than 80 deg F (27 deg C) at point of placement.

2. Do not use frozen materials or materials containing ice or snow. Do not place concrete on frozen sub grade or on sub grade containing frozen materials.
 3. Do not use calcium chloride, salt, or other materials containing antifreeze agents or chemical accelerators, unless otherwise specified and approved in mix designs.
- G. Hot-Weather Placement: Place concrete according to recommendations in ACI 305R and as follows, when hot-weather conditions exist:
1. Cool ingredients before mixing to maintain concrete temperature below 90 deg F (32 deg C) at time of placement. Chilled mixing water or chopped ice may be used to control temperature, provided water equivalent of ice is calculated to total amount of mixing water. Using liquid nitrogen to cool concrete is Contractor's option.
 2. Cover steel reinforcement with water-soaked burlap so steel temperature will not exceed ambient air temperature immediately before embedding in concrete.
 3. Fog-spray forms, steel reinforcement, and sub grade just before placing concrete. Keep sub grade moisture uniform without standing water, soft spots, or dry areas.

3.8 FINISHING FORMED SURFACES

- A. Smooth-Formed Finish: As-cast concrete texture imparted by form-facing material, arranged in an orderly and symmetrical manner with a minimum of seams. Repair and patch tie holes and defective areas. Remove fins and other projections exceeding 1/8 inch (3 mm) in height.
1. Apply to concrete surfaces exposed to public view or to be covered with a coating or covering material applied directly to concrete, such as waterproofing, damp proofing, veneer plaster, or painting.
 2. Do not apply rubbed finish to smooth-formed finish.
- B. Related Unformed Surfaces: At tops of walls, horizontal offsets, and similar unformed surfaces adjacent to formed surfaces, strike off smooth and finish with a texture matching adjacent formed surfaces. Continue final surface treatment of formed surfaces uniformly across adjacent unformed surfaces, unless otherwise indicated.
- C. Rubbed Finish: Not later than one day after form removal, moisten concrete surfaces and rub with carborundum brick or another abrasive until producing a uniform color and texture. Do not apply cement grout other than that created by the rubbing process.

3.9 FINISHING FLOORS AND SLABS

- A. General: Comply with recommendations in ACI 302.1R for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.

- B. Scratch Finish: While still plastic, texture concrete surface that has been screeded and bull-floated or darbied. Use stiff brushes, brooms, or rakes.
1. Apply scratch finish to surfaces indicated and to surfaces to receive concrete floor topping or mortar setting beds for ceramic or quarry tile, portland cement terrazzo, and other bonded cementitious floor finishes.
- C. Float Finish: Consolidate surface with power-driven floats or by hand floating if area is small or inaccessible to power driven floats. Re-straighten, cut down high spots, and fill low spots. Repeat float passes and re-straightening until surface is left with a uniform, smooth, granular texture.
1. Apply float finish to surfaces indicated, to surfaces to receive trowel finish, and to floor and slab surfaces to be covered with fluid-applied or sheet waterproofing, built-up or membrane roofing, or sand-bed terrazzo.
- D. Trowel Finish: After applying float finish, apply first trowel finish and consolidate concrete by hand or power-driven trowel. Continue troweling passes and re-straighten until surface is free of trowel marks and uniform in texture and appearance. Grind smooth any surface defects that would telegraph through applied coatings or floor coverings.
1. Apply a trowel finish to surfaces indicated and to floor and slab surfaces exposed to view or to be covered with resilient flooring, carpet, ceramic or quarry tile set over a cleavage membrane, paint, or another thin film-finish coating system.
 2. Finish and measure surface so gap at any point between concrete surface and an unlevelled freestanding 10-foot- (3.05-m-) long straightedge, resting on two high spots and placed anywhere on the surface, does not exceed the following:
 - a. 1/8 inch (3.2 mm).
- E. Trowel and Fine-Broom Finish: Apply a partial trowel finish, stopping after second troweling, to surfaces indicated and to surfaces where ceramic or quarry tile is to be installed by either thickset or thin-set method. Immediately after second troweling, and when concrete is still plastic, slightly scarify surface with a fine broom.
- F. Broom Finish: Apply a broom finish to exterior concrete platforms, steps, and ramps, and elsewhere as indicated.
1. Immediately after float finishing, slightly roughen trafficked surface by brooming with fiber-bristle broom perpendicular to main traffic route. Coordinate required final finish with Architect before application.

3.10 MISCELLANEOUS CONCRETE ITEMS

- A. Filling In: Fill in holes and openings left in concrete structures, unless otherwise indicated, after work of other trades is in place. Mix, place, and cure concrete, as specified, to blend with in-place construction. Provide other miscellaneous concrete filling indicated or required to complete Work.
- B. Curbs: Provide monolithic finish to interior curbs by stripping forms while concrete is still green and by steel-troweling surfaces to a hard, dense finish with corners, intersections, and terminations slightly rounded.
- C. Equipment Bases and Foundations: Provide machine and equipment bases and foundations as shown on Drawings. Set anchor bolts for machines and equipment at correct elevations, complying with diagrams or templates of manufacturer finishing machines and equipment.

3.11 CONCRETE PROTECTION AND CURING

- A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 306.1 for cold-weather protection and with recommendations in ACI 305R for hot-weather protection during curing.
- B. Evaporation Retarder: Apply evaporation retarder to unformed concrete surfaces if hot, dry, or windy conditions cause moisture loss approaching 0.2 lb/sq. ft. x h (1 kg/sq. m x h) before and during finishing operations. Apply according to manufacturer's written instructions after placing, screeding, and bull floating or darbying concrete, but before float finishing.
- C. Formed Surfaces: Cure formed concrete surfaces, including underside of beams, supported slabs, and other similar surfaces. If forms remain during curing period, moist cure after loosening forms. If removing forms before end of curing period, continue curing by one or a combination of the following methods:
- D. Uniformed Surfaces: Begin curing immediately after finishing concrete. Cure unformed surfaces, including floors and slabs, concrete floor toppings, and other surfaces, by one or a combination of the following methods:
 - 1. Moisture-Retaining-Cover Curing: Cover concrete surfaces with moisture-retaining cover for curing concrete, placed in widest practicable width, with sides and ends lapped at least 12 inches (300 mm), and sealed by waterproof tape or adhesive. Cure for not less than seven days. Immediately repair any holes or tears during curing period using cover material and waterproof tape.
 - a. Cure concrete surfaces to receive floor coverings with either a moisture-retaining cover or a curing compound that the manufacturer recommends for use with floor coverings.

3.12 JOINT FILLING

- A. Prepare, clean, and install joint filler according to manufacturer's written instructions.
 - 1. Defer joint filling until concrete has aged at least six months. Do not fill joints until construction traffic has permanently ceased.
- B. Remove dirt, debris, saw cuttings, curing compounds, and sealers from joints, leave contact faces of joint clean and dry.
- C. Install semi rigid epoxy joint filler full depth in saw-cut joints and at least 2 inches (50 mm) deep in formed joints. Overfill joint and trim joint filler flush with top of joint after hardening.

3.13 CONCRETE SURFACE REPAIRS

- A. Defective Concrete: Repair and patch defective areas when approved by Architect. Remove and replace concrete that cannot be repaired and patched to Architect's approval.
- B. Patching Mortar: Mix dry-pack patching mortar, consisting of one part portland cement to two and one-half parts fine aggregate passing a No. 16 (1.2-mm) sieve, using only enough water for handling and placing.
- C. Repairing Formed Surfaces: Surface defects include color and texture irregularities, cracks, spalls, air bubbles, honeycombs, rock pockets, fins, and other projections on the surface, and stains and other discolorations that cannot be removed by cleaning.
 - 1. Immediately after form removal, cut out honeycombs, rock pockets, and voids more than ½ inch (13 mm) in any dimension in solid concrete but not less than 1 inch (25 mm) in depth. Make edges of cuts perpendicular to concrete surface. Clean, dampen with water, and brush-coat holes and voids with bonding agent. Fill and compact with patching mortar before bonding agent has dried. Fill form-tie voids with patching mortar or cone plugs secured in place with bonding agent.
 - 2. Repair defects on surfaces exposed to view by blending white portland cement and standard portland cement so that, when dry, patching mortar will match surrounding color. Patch a test area at inconspicuous locations to verify mixture and color match before proceeding with patching. Compact mortar in place and strike off slightly higher than surrounding surface.
 - 3. Repair defects on concealed formed surfaces that affect concrete's durability and structural performance as determined by Architect.
- D. Repairing Unformed Surfaces: Test unformed surfaces, such as floors and slabs, for finish and verify surface tolerances specified for each surface. Correct low and high

areas. Test surfaces sloped to drain for trueness of slope and smoothness; use a sloped template.

1. Repair finished surfaces containing defects. Surface defects include spalls, popouts, honeycombs, rock pockets, crazing and cracks in excess of 0.01 inch (0.25 mm) wide or that penetrate to reinforcement or completely through un-reinforced sections regardless of width, and other objectionable conditions.
 2. After concrete has cured at least 14 days, correct high areas by grinding.
 3. Correct localized low areas during or immediately after completing surface finishing operations by cutting low areas and replacing with patching mortar. Finish repaired areas to blend into adjacent concrete.
 4. Repair defective areas, except random cracks and single holes 1 inch (25 mm) or less in diameter, by cutting out and replacing with fresh concrete. Remove defective areas with clean, square cuts and expose steel reinforcement with at least ¼ inch (19 mm) clearance all around. Dampen concrete surfaces in contact with patching concrete and apply bonding agent. Mix patching concrete of same materials and mix as original concrete except with coarse aggregate. Place, compact, and finish to blend with adjacent finished concrete. Cure in same manner as adjacent concrete.
 5. Repair random cracks and single holes 1 inch (25 mm) or less in diameter with patching mortar. Groove top of cracks and cut out holes to sound concrete and clean off dust, dirt, and loose particles. Dampen cleaned concrete surfaces and apply bonding agent. Place patching mortar before bonding agent has dried. Compact patching mortar and finish to match adjacent concrete. Keep patched area continuously moist for at least 72 hours.
- E. Perform structural repairs of concrete, subject to Architect's approval, using epoxy adhesive and patching mortar.
- F. Repair materials and installation not specified above may be used, subject to Architect's approval.

3.14 FIELD QUALITY CONTROL

- A. Testing Agency: Engage in a qualified independent testing and inspecting agency to sample materials, perform tests, and submit test reports during concrete placement according to requirements specified in this Article.
- B. Testing Services: Testing of composite samples of fresh concrete obtained according to ASTM C 172 shall be performed according to the following requirements:
1. Testing Frequency: Obtain one composite sample for each day's pour of each concrete mix exceeding 5 cu. yd. (4 cu. m), but not less than 25 cu. yd. (19 cu. m), plus one set for each additional 50 cu. yd. (38 cu. m) or fraction thereof.

2. Slump: ASTM C 143; one test point of placement for each composite sample, but not less than one test for each day's pour of each concrete mix. Perform additional tests when concrete consistency appears to change.
 3. Air Content: ASTM C 231, pressure method, for normal-weight concrete; ASTM C 173, one test for each composite sample, but not less than one test for each day's pour of each concrete mix.
 4. Concrete Temperature: ASTM C 1064; one test hourly when air temperature is 40 deg F (4.4 deg C) and below when 80 deg F (27 deg C) and above, and one test for each composite sample.
 5. Compressive-Strength Tests: ASTM C 39; two test laboratory-cured specimens at 7 days and two at 28 days.
 - a. A compressive-strength test shall be the average compressive strength from two specimens obtained from same composite sample and tested at age indicated.
- C. Strength of each concrete mix will be satisfactorily if every average of any three consecutive compressive-strength tests equals or exceeds specified compressive strength and no compressive-strength test value falls below specified compressive strength by more than 500 psi (3.4 MPa).
- D. Test results shall be reported in writing to Architect, Structural Engineer, concrete manufacturer, and Contractor within 48 hours of testing. Reports of compressive-strength tests shall contain Project identification name and number, date of concrete placement, name of concrete testing and inspecting agency, location of concrete batch in Work, design compressive strength at 28 days, concrete mix proportions and materials, compressive breaking strength and type of break for both 7-and 28-day tests.
- E. Nondestructive Testing: Impact hammer, sonoscope, or other non destructive device may be permitted by Architect but will not be used as sole basis for approval or rejection of concrete.
- F. Additional Tests: Testing and inspecting agency shall make additional tests of concrete when test results indicate that slump, air entrainment, compressive strengths, or other requirements have not been met, as directed by Architect. Testing and inspecting agency may conduct tests to determine adequacy of concrete by cored cylinders complying with ASTM C 42 or by other methods as directed by Architect.

END OF SECTION 03300

SECTION 04810 – UNIT MASONRY ASSEMBLIES

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section includes unit masonry assemblies consisting of the following:
1. Concrete masonry units.
 2. Face brick.
 3. Mortar and grout.
 4. Reinforcing steel.
 5. Masonry joint reinforcement.
 6. Ties and anchors.
 7. Miscellaneous masonry accessories.
 8. Cavity-wall insulation.

1.2 DEFINITIONS

- A. Reinforced Masonry: Masonry containing reinforcing steel in grouted cells.

1.3 SUBMITTALS

- A. Product Data: For each different masonry unit, accessory, and other manufactured product specified.
- B. Samples for Initial Selection: For the following:
1. Unit masonry Samples in small-scale from showing the full range of colors and textures available for each different exposed masonry unit required.
- C. Qualification Data: For firms and persons specified in “Quality Assurance” Article.
- D. Cold-Weather Procedures: Detailed description of methods, materials, and equipment to be used to comply with cold-weather requirements.

1.4 QUALITY ASSURANCE

- A. Source Limitations for Masonry Units: Obtain exposed masonry units of a uniform texture and color, or a uniform blend within the ranges accepted for these characteristics, through one source from a single manufacturer for each product required.

- B. Source Limitations for Mortar Materials: Obtain mortar ingredients of a uniform quality, including color for exposed masonry, from one manufacturer for each cementitious component and from one source or producer for each aggregate.
- C. Fire-Resistance Ratings: Where indicated, provide materials and construction identical to those of assemblies with fire-resistance ratings determined per ASTM E 119 by a testing and inspecting agency, by equivalent concrete masonry thickness, or by another means, as acceptable to authorities having jurisdiction.
- D. Mockups: Before installing unit masonry, build mockups to verify selections made under sample Submittals and to demonstrate aesthetic effects. Build mockups to comply with the following requirements, using materials indicated for the completed Work:
 - 1. Build mockups for the following types of masonry in sizes approximately 48 inches (1200 mm) long by 48 inches (1200 mm) high by full thickness, including face and backup wythes and accessories. Include a sealant-filled joint at least 16 inches (400 mm) long in each mockup.
 - i. Typical exterior wall.
 - 2. Where masonry is to match existing, erect mockups adjacent and parallel to existing surface.
 - 3. Notify Architect seven days in advance of dates and times when mockups will be constructed.
 - 4. Protect accepted mockups from the elements with weather-resistant membrane.
 - 5. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
 - 6. Approval of mockups is for color, texture, and blending of masonry units; relationship of mortar and sealant colors to masonry unit colors; tooling of joints; and aesthetic qualities of workmanship.
 - 7. Demolish and remove mockups when directed.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Store masonry units on elevated platforms in a dry location. If units are not store in an enclosed location, cover tops and sides of stacks with waterproof sheeting, securely tied. If units become wet, do not install until they are dry.
 - 1. Protect Type I concrete masonry units from moisture absorption so that, at the time of installation, the moisture content is not more than the maximum allowed at the time of delivery.
- B. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.
- C. Store aggregates where grading and other required characteristics can be maintained and contamination avoided.

- D. Deliver pre-blended, dry mortar mix in moisture-resistant containers designed for lifting and emptying into dispensing silo. Store pre-blended, dry mortar mix in delivery containers on elevated platforms, under cover, and in a dry location or in a metal dispensing silo with weatherproof cover.
- E. Store masonry accessories, including metal items, to prevent corrosion and accumulation of dirt and oil.

1.6 PROJECT CONDITIONS

- A. Protection of Masonry: During construction, cover tops of walls, projections, and sills with waterproof sheeting at end of each day's work. Cover partially completed masonry when construction is not in progress.
 - 1. Extend cover a minimum of 24 inches (600 mm) down both sides and hold cover securely in place.
 - 2. Where one wythe of multiwythe masonry walls is completed in advance of other wythes, secure cover a minimum of 24 inches (600 mm) down face next to unconstructed wythe and hold cover in place.
- B. Do not apply uniform floor or roof loads for at least 12 hours and concentrated loads for at least 3 days after building masonry walls or columns.
- C. Stain prevention: Prevent grout, mortar, and soil from staining the face of masonry to be left exposed or painted. Immediately remove grout, mortar, and soil that come in contact with such masonry.
 - 1. Protect base of walls from rain-splashed mud and from mortar splatter by coverings spread on ground and over wall surface.
 - 2. Protect sills, ledges, and projections from mortar droppings.
 - 3. Protect surfaces of window and door frames, as well as similar products with painted and integral finishes, from mortar droppings.
 - 4. Turn scaffold boards near the wall on edge at the end of each day to prevent rain from splashing mortar and dirt onto completed masonry.
- D. Cold-Weather Requirements: Do not use frozen materials or materials mixed or coated with ice or frost. Do not build on frozen substrates. Remove and replace unit masonry damaged by frost or by freezing conditions. Comply with cold-weather construction requirements contained in ACI 530.1/ASCE 6/TMS602.
 - 1. Cold-Weather Cleaning: Use liquid cleaning methods only when air temperature is 40 deg F (4 deg C) and above and will remain so until masonry has dried, but not less than 7 days after completing cleaning.

- E. Hot-Weather Requirements: Protect unit masonry work when temperature and humidity conditions produce excessive evaporation of water from mortar and grout. Provide artificial shade and wind breaks and use cooled materials as required.
1. When ambient temperature exceeds 100 deg F (38 deg C), or 90 deg F (32 deg C) with a wind velocity greater than 8 mph (13 km/h), do not spread mortar beds more than 48 inches (1200 mm) ahead of masonry. Set masonry units within one minute of spreading mortar.

PART 2 – PRODUCTS

2.1 CONCRETE MASONRY UNITS

- A. General: Provide shapes indicated and as follows:
1. Provide special shapes for lintels, corners, jambs, sash, control joints, headers, bonding, and other special conditions.
 2. Provide bullnose units for outside corners, unless otherwise indicated.
- B. Concrete Masonry Units: ASTM C 90 and as follows:
1. Weight Classification: Normal weight.
 2. Provide Type I, moisture-controlled units.
 3. Size (Width): Manufactured to the following dimensions:
 - a. 4 inches (102 mm) nominal; 3-5/8 inches (92 mm) actual.
 - b. 6 inches (152 mm) nominal; 5-5/8 inches (143 mm) actual.
 - c. 8 inches (203 mm) nominal; 7-5/8 inches (194 mm) actual.
 - d. 10 inches (254 mm) nominal; 9-5/8 inches (244 mm) actual.
 - e. 12 inches (305 mm) nominal; 11-5/8 inches (295 mm) actual.
 4. Exposed Faces: Manufacturer's standard color and texture, unless otherwise indicated.
- C. Decorative Concrete Masonry Units: ASTM C 90 and as follows:
1. Weight Classification: Lightweight.
 2. Provide Type I, moisture-controlled units.
 3. Size: Manufactured to dimensions indicated for non-decorative units.
 - a. Lightweight aggregate, split-faced finish, scored vertically so units laid in running bond appear as square units laid in stacked bond.
 4. Integral Water Repellent: Provide units made with liquid polymeric, integral water-repellent admixture that does not reduce flexural bond strength. Units made with integral water repellent, when tested as a wall assembly made with mortar containing integral water-repellent manufacturer's mortar additive according to

ASTM E 514, with test period extended to 24 hours, show no visible water or leaks on the back of the test specimen.

2.2 BRICK

- A. General: Provide shapes indicated and as follows for each form of brick required:
 - 1. Provide units without cores or frogs and with exposed surfaces finished for ends of sills and caps and for similar applications that would otherwise expose unfinished brick surfaces.
- B. Face Brick: See Specifications Section 01020, "Allowances."
- C. Provide special shapes for applications requiring brick of size, form, color, and texture on exposed surfaces that cannot be produced by sawing.
 - 1. Provide special shapes for applications where stretcher units cannot accommodate special conditions, including those at corners, movement joints, bond beams, sashes, and lintels.
 - 2. Provide special shapes for applications where shapes produced by sawing would result in sawed surfaces being exposed to view.

2.3 MORTAR AND GROUT MATERIALS

- A. Portland Cement: ASTM C 150, Type I or II, except Type III may be used for cold-weather construction. Provide natural color or white cement as required to produce mortar color indicated.
- B. Hydrated Lime: ASTM C 207, Type S.
- C. Aggregate for Mortar: ASTM C 144; except for joints less than ¼ inch (6.5 mm) thick, use aggregate graded with 100 percent passing the No. 16 (1.18-mm) sieve.
- D. Aggregate for Grout: ASTM C 404.

2.4 REINFORCING STEEL

- A. Uncoated Steel Reinforcing Bars: ASTM A 615/A 615M; ASTM A 616/A 616M, including Supplement 1; or ASTM A 617/A 617M, Grade 60 (Grade 400).

2.5 MASONRY JOINT REINFORCEMENT

- A. General: ASTM A 951 and as follows:
 - 1. Hot-dip galvanized, carbon-steel wire for both interior and exterior walls.
- B. For single-wythe masonry, provide ladder type with single pair of side rods and cross rods spaced not more than 16 inches (407 mm) o.c.
- C. For multiwythe masonry, provide types as follows:
 - 1. Adjustable (2-piece) type with single pair of side rods and cross ties spaced not more than 16 inches (407 mm) o.c. and with separate adjustable veneer ties engaging the cross ties. Cross ties are either U-shaped with eyes or rectangular. Space side rods for embedment within each face shell of backup wythe and size adjustable ties to extend at least halfway through outer wythe but with at least 5/8-inch (16-mm) cover on outside face.
 - 2. See Drawing 4/A6-1 for adjustable brick ties at wide cavity wall conditions.

2.6 ADJUSTABLE ANCHORS FOR CONNECTING TO STEEL FRAME

- A. General: Provide two-piece assemblies that allow vertical or horizontal adjustment but resist tension and compression forces perpendicular to plane of wall.
 - 1. Anchor Section: Crimped ¼-inch- (6.4-mm-) diameter, hot-dip galvanized steel wire anchor section for welding to steel.
 - 2. Tie Section: Triangular-shaped wire tie, sized to extend within 1 inch (25 mm) of masonry face, made from 0.25-inch- (6.4-mm-) diameter, hot-dip galvanized steel wire.

2.7 RIGID ANCHORS

- A. General: Fabricate from steel bars as follows:
 - 1. 1-1/2 inches (38 mm) wide by ¼ inch (6.4 mm) thick by 24 inches (600 mm) long, with ends turned up 2 inches (50 mm) or with cross pins.
 - 2. As indicated.
 - 3. Finish: Hot-dip galvanized to comply with ASTM A 153.

2.8 MISCELLANEOUS MASONRY ACCESSORIES

- A. Compressible Filler: Pre-molded filler strips complying with ASTM D 1056, Grade 2A1; compressible up to 35 percent; of width and thickness indicated; formulated from neoprene.

- B. Preformed Control-Joint Gaskets: Material as indicated below, designed to fit standard sash block and to maintain lateral stability in masonry wall; size and configuration as indicated.
 - 1. Styrene-Butadiene-Rubber Compound: ASTM D 2000, Designation M2AA-805.
 - 2. PVC: ASTM D 2287, Type PVC-65406.
- C. Bond-Breaker Strips: Asphalt-saturated, organic roofing felt complying with ASTM D 226, Type I (No. 15 asphalt felt).
- D. Rectangular Plastic Weep/Vent Tubing: Clear butyrate, 3/8 by 1-1/2 by 3-1/2 inches (9 by 38 by 89 mm).
- E. Wicking Material: Cotton or polyester rope, 1/4 to 3/8 inch (6 to 10 mm) in diameter, in length required to produce 2-inch (50-mm) exposure and 18 inches (450 mm) in cavity between wythes.

2.9 CAVITY-WALL INSULATION

- A. Extruded-Polystyrene Board Insulation: Rigid, cellular, polystyrene thermal insulation with closed cells and integral high-density skin; formed by the expansion of polystyrene base resin in an extrusion process to comply with ASTM C 578, Type IV.
- B. Adhesive: Type recommended by insulation board manufacturer for application indicated.

2.10 MASONRY CLEANERS

- A. Job-Mixed Detergent Solution: Solution of 1/2-cup (0.14-L) dry measure tetrasodium polyphosphate and 1/2-cup (0.14-L) dry measure laundry detergent dissolved in 1 gal. (4 L) of water.

2.11 MORTAR AND GROUT MIXES

- A. General: Do not use admixtures, including pigments, air-entraining agents, accelerators, retarders, water-repellent agents, antifreeze compounds, or other admixtures, unless otherwise indicated.
 - 1. Do not use calcium chloride in mortar or grout.
- B. Pre-blended, Dry Mortar Mix: Furnish dry mortar ingredients in the form of a pre-blended mix. Measure quantities by weight to ensure accurate proportions, and thoroughly blend ingredients before delivering to Project site.

C. Mortar for Unit Masonry: Comply with ASTM C 270, Proportion Specification.

1. Limit cementitious materials in mortar to portland cement, mortar cement, and lime.
2. For masonry below grade, in contact with earth, and where indicated, use Type S.
3. For reinforced masonry and where indicated, use Type S.
4. For exterior, above-grade, load-bearing and non-load-bearing walls and parapet walls; for interior load-bearing walls; for interior non-load-bearing partitions; and for other applications where another type is not indicated, use Type N.
5. For interior non-loading-bearing partitions, Type O may be used instead of Type N.
6. Color: Provide and install mortar, color to match existing, as selected by the Architect from manufacturers' full range. Mortar may not be standard gray.

D. Grout for Unit Masonry: Comply with ASTM C 476.

1. Use grout of type indicated or, if not otherwise indicated, of type (fine or coarse) that will comply with Table 5 of ACI 530.1/ASCE 6/TMS 602 for dimensions of grout spaces and pour height.
2. Provide grout with a slump of 8 to 11 inches (200 to 280 mm) as measured according to ASTM C 143. Grout to attain 3000 psi minimum after 28 days.

PART 3 – EXECUTION

3.1 EXAMINATION

- A. Examine conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance.
1. For the record, prepare a written report, endorsed by Installer, listing conditions detrimental to performance.
 2. Verify that foundations are within tolerances specified.
 3. Verify that reinforcing dowels are properly placed.
 4. Proceed with installation only after unsatisfactorily conditions have been corrected.
- B. Before installation, examine rough-in and built-in construction to verify actual locations of piping connections.

3.2 INSTALLATION, GENERAL

- A. Thickness: Build cavity and composite walls and other masonry construction to the full thickness shown. Build single-wythe walls to the actual widths of masonry units, using units of widths indicated.

- B. Build chases and recesses to accommodate items specified in this Section and in other Sections of the Specifications.
- C. Leave openings for equipment to be installed before completing masonry. After installing equipment, complete masonry to match the construction immediately adjacent to the opening.
- D. Cut masonry units with motor-driven saws to provide clean, sharp, un-chipped edges. Cut units as required to provide a continuous pattern and to fit adjoining construction. Where possible, use full-size units without cutting. Allow units cut with water-cooled saws to dry before placing, unless wetting of units is specified. Install cut units with cut surfaces and, where possible, cut edges concealed.
- E. Select and arrange units for exposed unit masonry to produce a uniform blend of colors and textures.
 - 1. Mix units from several pallets or cubes as they are placed.
- F. Matching Existing Masonry: Match coursing, bonding, coloring, and texture of existing masonry.
- G. Wetting of Brick: Wet bricks before laying if the initial rate of absorption exceeds 30 g/30 sq. in. (30 g/194 sq. cm) per minute when tested per ASTM C 67. Allow units to absorb water so they are damp but not wet at the time of laying.

3.3 CONSTRUCTION TOLERANCES

- A. Comply with tolerances in ACI 530.1/ASCE 6/TMS 602 and the following:
- B. For conspicuous vertical lines, such as external corners, door jambs, reveals, and expansion and control joints, do not vary from plumb by more than ¼ inch in 20 feet (6 mm in 6 m), nor ½ inch (12 mm) maximum.
- C. For vertical alignment of exposed head joints, do not vary from plumb by more than ¼ inch in 10 feet (6 mm in 3 m), nor ½ inch (12 mm) maximum.
- D. For conspicuous horizontal lines, such as exposed lintels, sills, parapets, and reveals, do not vary from level by more than ¼ inch in 20 feet (6 mm in 6 m), nor ½ inch (12 mm) maximum.
- E. For exposed bed joints, do not vary from thickness indicated by more than plus or minus 1/8 inch (3 mm), with a maximum thickness limited to ½ inch (12 mm). Do not vary from bed-joint thickness of adjacent courses by more than 1/8 inch (3 mm).

- F. For exposed head joints, do not vary from thickness indicated by more than plus or minus 1/8 inch (3 mm). Do not vary from adjacent bed-joint and head-joint thickness by more than 1/8 inch (3 mm).

3.4 LAYING MASONRY WALLS

- A. Lay out walls in advance for accurate spacing of surface bond patterns with uniform joint thicknesses and for accurate location of openings, movement-type joints, returns and offsets. Avoid using less-than-half-size units, particularly at corners, jambs, and, where possible, at other locations.
- B. Bond Pattern for Exposed Masonry: Lay exposed masonry in the following bond pattern; do not use units with less than nominal 4-inch (100-mm) horizontal face dimensions at corners or jambs.
 - 1. As indicated on Drawings.
- C. Lay concealed masonry with all units in a wythe in running bond or bonded by lapping not less than 2 inches (50 mm). Bond and interlock each course of each wythe at corners. Do not use units with less than nominal 4-inch (100-mm) horizontal face dimensions at corners or jambs.
- D. Stopping and Resuming Work: In each course, rack back one-half-unit length for one-half running bond or one-third-unit length for one-third running bond; do not tooth. Clean exposed surfaces of set masonry, wet clay masonry units lightly if required, and remove loose masonry units and mortar before laying fresh masonry.
- E. Built-In Work: As construction progresses, build in items specified under this and other Sections of the Specifications. Fill in solidly with masonry around built-in items.
- F. Fill space between hollow-metal frames and masonry solidly with mortar, unless otherwise indicated.
- G. Where built-in items are to be embedded in cores of hollow masonry units, place a layer of metal lath in the joint below and rod mortar or grout into core.
- H. Fill cores in hollow concrete masonry units with grout 24 inches (600 mm) under bearing plates, beams, lintels, posts, and similar items, unless otherwise indicated.
- I. Build non-load-bearing interior partitions full height of story to underside of solid floor or roof structure above, unless otherwise indicated.
 - 1. Install compressible filler in joint between top of partition and underside of structure above.

2. Wedge non-load-bearing partitions against structure above with small pieces of tile, slate, or metal. Fill joint with mortar after dead-load deflection of structure above approaches final position.
3. At fire-rated partitions, install firestopping in joint between top of partition and underside of structure above to comply with Division 7 Section, "Firestopping."

3.5 MORTAR BEDDING AND JOINTING

- A. Lay hollow masonry units as follows:
 1. With full mortar coverage on horizontal and vertical face shells.
 2. Bed webs in mortar in starting course on footings and in all courses of piers, columns, and pilasters, and where adjacent to cells or cavities to be filled with grout.
 3. For starting course on footings where cells are not grouted, spread out full mortar bed, including areas under cells.
- B. Lay solid brick-size masonry units with completely filled bed and head joints; butter ends with sufficient mortar to fill head joints and shove into place. Do not deeply furrow bed joints or slush head joints.
 1. At cavity walls, bevel beds away from cavity, to minimize mortar protrusions into cavity. As work progresses, trowel mortar fins protruding into cavity flat against the cavity face of the brick.
- C. Tool exposed joints slightly concave when thumbprint hard, using a jointer larger than the joint thickness, unless otherwise indicated.
- D. Cut joints flush for masonry walls to receive plaster or other direct-applied finishes (other than paint), unless otherwise indicated.

3.6 BONDING OF MULTI-WYTHE MASONRY

- A. Use masonry joint reinforcement installed in horizontal mortar joints to bond wythes together.
- B. Corners: Provide interlocking masonry unit bond in each wythe and course at corners, unless otherwise indicated.
 1. Provide continuity with masonry joint reinforcement at corners by using prefabricated "L" units as well as masonry bonding.
- C. Intersecting and Abutting Walls: Unless vertical expansion or control joints are shown at juncture, bond walls together as follows:

1. Provide continuity with masonry joint reinforcement by using prefabricated “T” units.
2. Provide rigid metal anchors not more than 24 inches (610 mm) o.c. If used with hollow masonry units, embed ends in mortar-filled cores.

3.7 CAVITIES

- A. Keep cavities clean of mortar droppings and other materials during construction. Strike joints facing cavities flush.
 1. Use wood strips temporarily placed in cavity to collect mortar droppings. As work progresses, remove strips, clean off mortar droppings, and replace in cavity.
- B. Installing Cavity-Wall Insulation: Place small dabs of adhesive, spaced approximately 12 inches (300 mm) o.c. both ways, on inside face of insulation boards, or attach with plastic fasteners designed for this purpose. Fit courses of insulation between wall ties and other confirming obstructions in cavity, with edges butted tightly both ways. Press units firmly against inside wythe of masonry or other construction as shown.
 1. Fill cracks and open gaps in insulation with crack sealer compatible with insulation and masonry.

3.8 MASONRY JOINT REINFORCEMENT

- A. General: Provide continuous masonry joint reinforcement as indicated. Install entire length of longitudinal side rods in mortar with a minimum cover of 5/8 inch (16 mm) on exterior side of walls, 1/2 inch (13 mm) elsewhere. Lap reinforcement a minimum of 6 inches (150 mm).
- B. Cut or interrupt joint reinforcement at control and expansion joints, unless otherwise indicated.
- C. Provide continuity at corners and wall intersections by using prefabricated “L” and “T” sections. Cut and bend reinforcing units as directed by manufacturer for continuity at returns, offsets, column fireproofing, pipe enclosures, and other special conditions.

3.9 ANCHORING MASONRY TO STRUCTURAL MEMBERS

- A. Anchor masonry to structural members where masonry abuts or faces structural members to comply with the following:

1. Provide an open space not less than 1 inch (25 mm) in width between masonry and structural member, unless otherwise indicated. Keep open space free of mortar or other rigid materials.
2. Anchor masonry to structural members with flexible anchors embedded in masonry joints and attached to structure.
3. Space anchors as indicated, but not more than 24 inches (610 mm) o.c. vertically and 36 inches (915 mm) o.c. horizontally.

3.10 ANCHORING MASONRY VENEERS

- A. Anchor masonry veneers to concrete and masonry backup with masonry-veneer anchors to comply with the following requirements:
 1. Fasten each anchor section to concrete and masonry backup with two metal fasteners of type indicated.
 2. Fasten anchors to concrete and masonry backup with metal fasteners of type indicated.
 3. Embed connector sections and continuous wire in masonry joints. Provide not less than 2 inches (50 mm) of air space between back of masonry veneer and face of sheathing.
 4. Locate anchor sections to allow maximum vertical differential movement of ties up and down.

3.11 CONTROL AND EXPANSION JOINTS

- A. General: Install control and expansion joints in unit masonry where indicated. Build-in related items as masonry progresses. Do not form a continuous span through movement joints unless provisions are made to prevent in-plane restraint of wall or partition movement.
- B. Form control joints in concrete masonry as follows:
 1. Install preformed control-joint gaskets designed to fit standard sash block.
- C. Form expansion joints in brick made from clay or shale as follows:
 1. Form open joint of width indicated, but not less than 3/8 inch (10 mm) for installation of sealant and backer rod specified in Division 7 Section, "Joint Sealants." Keep joint free and clear of mortar.
- D. Build in horizontal, pressure-relieving joints where indicated; construct joints by either leaving an air space or inserting a compressible filler of width required for installing sealants and backer rod specified in Division 7 Section, "Joint Sealants."

1. Locate horizontal, pressure-relieving joints beneath shelf angles supporting masonry veneer and attached to structure behind masonry veneer.

3.12 FLASHING, WEEP HOLES, AND VENTS

- A. General: Install embedded flashing and weep holes in masonry at shelf angles, lintels, ledges, other obstructions to downward flow of water in wall, and where indicated.
- B. Prepare masonry surfaces so they are smooth and free from projections that could puncture flashing. Unless otherwise indicated, place through-wall flashing on sloping bed of mortar and cover with mortar. Before covering with mortar, seal penetrations in flashing with adhesive, sealant, or tape as recommended by flashing manufacturer.
- C. Install flashing as follows:
 1. At multiwythe masonry walls, including cavity walls, extend flashing from exterior face of outer wythe of masonry, through outer wythe, turned up a minimum of 4 inches (100 mm), and through inner wythe to within $\frac{1}{2}$ inch (13 mm) of the interior face of the wall in exposed masonry. Where interior surface of inner wythe is concealed by furring, carry flashing completely through inner wythe and turn flashing up approximately 2 inches (50 mm), unless otherwise indicated.
 2. At masonry-veneer walls, extend flashing from exterior face of veneer, through veneer, up face of sheathing at least 8 inches (200 mm), and behind air-infiltration barrier or building paper.
 3. At lintels and shelf angles, extend flashing a minimum of 4 inches (100 mm) into masonry at each end. At heads and sills, extend flashing 4 inches (100 mm) at ends and turn flashing up not less than 2 inches (50 mm) to form a pan.
- D. Install weep holes in the head joints in exterior wythes of the first course of masonry immediately above embedded flashing and as follows:
 1. Use rectangular plastic tubing to form weep holes.
 2. Use wicking material to form weep holes above flashing in brick sills. Turn wicking down at lip of sill to be as inconspicuous as possible.
 3. Space weep holes 24 inches (600 mm) o.c.
- E. Trim wicking material used in weep holes flush with outside face of wall after mortar has set.

3.13 REINFORCED UNIT MASONRY INSTALLATION

- A. Temporary Formwork and Shores: Construct formwork and shores to support reinforced masonry elements during construction.

1. Construct formwork to conform to shape, line, and dimension shown. Make it sufficiently tight to prevent leakage of mortar and grout. Brace, tie, and support forms to maintain position and shape during construction and curing of reinforced masonry.
 2. Do not remove forms and shores until reinforced masonry members have hardened sufficiently to carry their own weight and other temporary loads that may be placed on them during construction.
- B. Placing Reinforcement: Comply with requirements of ACI 530.1/ASCE 6/TMS 602.
- C. Grouting: Do not place grout until entire height of masonry to be grouted has attained sufficient strength to resist grout pressure.
1. Comply with requirements of ACI 530.1/ASCE 6/TMS 602 for cleanouts and for grout placement, including minimum grout space and maximum pour height.

3.14 FIELD QUALITY CONTROL

- A. Contractor will engage a qualified independent testing agency to perform field quality-control testing as indicated below:
1. Payment for these services will be made by the Contractor.
 2. Retesting of materials failing to meet specified requirements shall be done at Contractor's expense.
- B. Mortar properties will be tested per ASTM C 780.
- C. Grout will be sampled and tested for compressive strength per ASTM C 1019.

3.15 REPAIRING, POINTING, AND CLEANING NEW MASONRY

- A. Remove and replace masonry units that are loose, chipped, broken, stained, or otherwise damaged that do not match adjoining units. Install new units to match adjoining units; install in fresh mortar, pointed to eliminate evidence of replacement.
- B. Pointing: During the tooling of joints, enlarge voids and holes, except weep holes, and completely fill with mortar. Point up joints, including corners, openings, and adjacent construction, to provide a neat, uniform appearance. Prepare joints for sealant application.
- C. In-Progress Cleaning: Clean unit masonry as work progresses by dry brushing to remove mortar fins and smears before tooling joints.

- D. Final Cleaning: After mortar is thoroughly set and cured, clean exposed masonry as follows:
1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
 2. Test cleaning methods on sample wall panel; leave one-half of panel uncleaned for comparison purposes. Obtain Architect's approval of sample cleaning before proceeding with cleaning of masonry.
 3. Clean brick by bucket-and-brush hand-cleaning method described in BIA Technical Notes 20.
 4. Clean concrete masonry by cleaning method indicated in NCMA TEK 8-2 applicable to type of stain on exposed surfaces.

3.16 REPAIRING, POINTING, AND CLEANING EXISTING MASONRY

- A. Remove and replace masonry units that are loose, chipped, broken, stained, or otherwise damaged that do not match adjoining units. Install new units to match adjoining units; install in fresh mortar, pointed to eliminate evidence of replacement.
- B. Pointing: During the tooling of joints, enlarge voids and holes, except weep holes, and completely fill with mortar. Point up joints, including corners, openings, and adjacent construction, to provide a neat, uniform appearance. Prepare joints for sealant application, where indicated.
- C. In-Progress Cleaning: Clean unit masonry as work progresses by dry brushing to remove mortar fins and smears before tooling joints.
- D. Final Cleaning: After mortar is thoroughly set and cured, clean exposed masonry as follows:
1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
 2. Test cleaning methods on sample wall panel; leave one-half of panel un-cleaned for comparison purposes. Obtain Architect's approval of sample cleaning before proceeding with cleaning of masonry.
 3. Protect adjacent stone and non-masonry surfaces from contact with cleaner by covering them with liquid strippable masking agent or polyethylene film and waterproof masking tape.
 4. Wet wall surfaces with water before applying cleaners; remove cleaners promptly by rinsing surfaces thoroughly with clear water.
 5. Clean brick by bucket-and-brush hand-cleaning method described in BIA Technical Notes 20.
 6. Clean masonry with a proprietary acidic cleaner applied according to manufacturer's written instructions.

7. Clean concrete masonry by cleaning method indicated in NCMA TEK 8-2A applicable to type of stain on exposed surfaces.
8. Clean stone trim to comply with stone supplier's written instructions.
9. Clean limestone units to comply with recommendations in ILI's "Indiana Limestone Handbook."

3.17 MASONRY WASTE DISPOSAL

- A. Recycling: Unless otherwise indicated, excess masonry materials are Contractor's property. At completion of unit masonry work, remove from Project site.
- B. Excess Masonry Waste: Remove excess, clean masonry waste that cannot be used as fill, as described above, and other masonry waste, and legally dispose of off Owner's property.

END OF SECTION 04810

SECTION 10100 – MODULAR HOUSING UNITS

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section includes the following:
 - a. General construction requirements for factory constructed, fully operational modular housing units, delivered and installed.

1.2 SUBMITTALS

- A. Shop Drawings: Show layouts, profiles, shapes, seams, dimensions, and details for fastening, joining, supporting, and anchoring sheet metal flashing and trim.
- B. Samples: For each type of sheet metal flashing and trim.

1.3 QUALITY ASSURANCE

- A. Modular Housing Unit manufacturer shall have a minimum of 10 years experience in the design and fabrication of units.

PART 2 – PRODUCTS, MATERIALS, AND FABRICATION

2.1 FRAME, FLOOR,

- A. Frame shall be fully welded constructed of dual hot rolled steel I-beams. Structural engineering design and calculations shall be the responsibility of the manufacturer. Front and rear cross members shall be recessed to allow for 8" masonry foundation wall. 4" U-

Channel cross members shall be installed a maximum of 48" on center for the length of the unit. Crown reduction braces shall be 5/16" steel rod welded from the inside edge of the top I-beam to each 4" cross member at a 45 degree angle. These members intend to eliminate floor crowning and floor squeaks. Spring hangers for axle mounting shall be welded to the frame.

- B. Floor: Floor joists shall be minimum #2 grade 2X6 or 2X8 nominal dimensional lumber, depending on structural design and unit width. All floor joists shall be 16" on center. Flooring systems shall be strengthened with structural ladder assemblies placed on both ends of the unit. This ladder assembly will act to deter racking and twisting of the floor assembly. Stacked joists may be used when plumbing runs conflict with ladder assembly locations. Floor joists shall be pre-crowned prior to installation. Decking shall be nominal 5/8" thick sheathing, both glued and mechanically fastened to the joists system @ 16" on center and approximately every 4" through the plane. Decking shall carry a 10 year warranty against de-lamination. All cutouts in the floor decking shall be waterproofed. Decking to receive resilient tile or sheet good finishes shall be sanded for a flat surface. Linoleum shall be laid as full width seamless sheets and perimeter fastened. Carpeting shall be 100% continuous filament nylon cut pile 1/2" netted rebond pad, power stretched and tack stripped. The manufacturer shall be responsible for verifying with the WV State Fire Marshal that all floor finish materials meet applicable building and life safety Codes for Detention and Correctional Occupancies.
1. Carpet and Linoleum Color: As selected by Owner from manufacturer's full range.
- C. Interior and Exterior Walls: Exterior wall construction is of 2 x 6 nominal dimensioned lumber spaced 16" on center. Stud cavities are filled with R-19 batt insulation. Exterior walls are sheathed with 7/16" Styro-foam sheathing that has an R-2 insulation value. Floors and ceiling shall be secured to walls with steel straps at a minimum of 48" on center. Typical interior walls shall be constructed of 2 x 3 nominal dimensioned lumber spaced 24" on center. Interior plumbing walls, electrical panel box walls, and any interior load bearing walls are constructed on 2 x 4 nominal dimensioned lumber. Interior walls shall be covered, both sides, with 1/2" Type-X fire rated gypsum board as required by the WV State Fire Marshal for this building occupancy. Marriage walls shall be 9' tall and constructed of 2 x 3 finger jointed studs. Laminated headers shall be installed at large openings in marriage walls. The manufacturer shall be responsible for verifying with the WV State Fire Marshal that all finished applied to interior walls meet applicable building and life safety Codes for Detention and Correctional Occupancies.
1. Wall Covering, Wall Tile, or Wall Paint Color: As selected by Owner from manufacturer's full range.
- D. Plumbing: Drain piping shall be heavy duty ABS pipe and fittings. Main trunk line shall be 3" pipe with the remainder of the plumbing drain system constructed of 1 1/2" pipe. All sinks and lavatories shall have clean out plugs and all visible plumbing is trimmed with vermin proof beauty rings. Water supply lines are semi rigid PEX (Cross Linked Polyethylene) fittings shall be either brass or copper, and products shall be secured with

- anodized aluminum crimp rings. One main shut-off valve shall be provided and secondary brass shut-off valves shall be installed above the floor level under every toilet. Kitchen plumbing fixtures shall include a stainless steel double basin sink and chrome faucet. Bathroom lavatories will be oval ABS. All bathroom fixtures and faucets are chrome including shower doors and flush mechanisms on toilets. Toilets are porcelain. Showers and 60" secondary baths, where provided, shall be one piece fiberglass construction. The unit shall be prepared to receive a fully automatic plumbing system, installed in the field by others.
- E. HVAC: The heating system shall include a hot surface pilot-less ignition air ready gas furnace connected to a looped seamless aluminum duct system appropriately sized to provide optimum flow. Ducts shall be wrapped with bat insulation. A 5-wire thermostat system shall be provided in anticipation of future air conditioning. Floor louvers shall be placed against interior walls, not centered in the floor. Louvers in kitchen and bath shall be bin base cabinet kick plates.
- F. Electrical: Unit shall be equipped with 100 amp electrical service. Verify with Owner prior to fabrication to determine adequacy of main electric service with respect to optional appliances or other Owner supplied electrical or security equipment. All circuits shall be fed from code compliant and appropriately label main distribution panel. GFCI receptacles shall be installed over counters within 6' of the kitchen sink, and at all receptacles within bathrooms as well as all exterior locations. All wiring shall be Romex NM cable. Wiring through walls shall be protected with metal sleeves. Wiring shall be secured at 4' centers. Receptacles are placed at 9' intervals for convenience. Silent function light switches are used throughout. A weather proof heat tape receptacle for the incoming water supply line shall be provided. Smoke detectors shall be provided in all living areas and bedrooms. A 40 gallon double element electric water heater will be provided. A 220-volt pre-wired receptacle for an electric dryer will be installed.
- G. Ceiling and Roof: Ceiling shall be constructed by laying-out high strength, Type-X fire rated gypsum panels and fastened to the rafters using polyurethane foam glue. The ceiling shall be finished and a vapor barrier shall be sprayed upon the interior side of the system, and finally the ceiling surface is textured. The roof construction shall be of pre-stressed rafters spaces at 24" on center and designed for a minimum 30 pound snow load. Minimum roof pitch shall be 3 on 12. Roof sheathing will be 7/16" OSB. A bitumen and paper ice and water shield shall be applied to the lower 2' of the roof, continuous at the perimeter. White enamel roof edging is applied to the outer edge and 30 pound felt paper underlayment is applied throughout the roof surface. The roofing material shall be 25 year 3 tab seal down asphalt shingles. Vented eaves shall be provided with perforated aluminum soffits. Aluminum fascia shall be installed over 2 x 6 solid pine fascia board continuous along both sides and ends.
- H. Cabinets: Cabinetry construction shall be of pre-stained and finished solid red oak stiles, rails and panels. No exposed fasteners shall be present. Hinging shall be concealed European style assemblies. Exposed hardware shall be brushed nickel finish. Drawer sides shall be constructed entirely of 5/16" maple plywood. Drawer slides are of heavy duty guides and nylon rollers. Wall cabinets shall be fully lined inside, tops trimmed

with matching oak crown molding with rope inlay below. Base cabinets shall have a base and mid shelf and standard toe kick panels. Countertops shall be totally seamless plastic laminate, waterproofed on the underside. All countertops shall be installed with a 4" plastic laminate backsplash.

- I. Trim: All moldings shall be wrapped with matched vinyl covering. Typical door trim shall be 2 ¼" casing, except for 2" flat trim on the inside of closets. Window trim shall match door trim. All crown molding used shall be 2 ½", including cabinet tops and ceiling to wall joints.

END OF SECTION 10100



State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

STATE OF _____

COUNTY OF _____, TO-WIT:

I, _____, after being first duly sworn, depose and state as follows:

- 1. I am an employee of _____; and,
2. I do hereby attest that _____

maintains a valid written drug free workplace policy and that such policy is in compliance with West Virginia Code §21-1D-5.

The above statements are sworn to under the penalty of perjury.

_____,
(Company Name)

By: _____

Title: _____

Date: _____

Taken, subscribed and sworn to before me this _____ day of _____.

By Commission expires _____

(Seal)

_____,
(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: _____

Authorized Signature: _____ Date: _____