DIVISION 1 - GENERAL REQUIREMENTS

SECTION 01010 - SUMMARY OF WORK

Work Covered by Contract Documents – Construction of an 11,310 square foot addition to the west side existing Weld County Forensics Laboratory Building to storage of evidence of various types. The existing roadway on the east side of the existing building will be extended along the north side of the existing structure and continue to the west along the addition and then to the south to tie into the existing parking lot. The north side of the addition will serve as long term vehicle storage and be built using a traditional CMU and bar joist construction. The roof will have the HVAC equipment located behind a 4'-0" high parapet. The balance of the building will be constructed utilizing a pre-engineered metal building structure. In the storage area there will be a fire vault, a large quantity of High-Density movable storage, pallet racking, and evidence processing area. The front portion of the building will house the evidence drop off area, evidence viewing area and administrative space.

Owner is exempt from State and local sales and use taxes on products and equipment permanently incorporated in the work. Obtain sales tax exemption certificate number from the Owner or State of Colorado Department of Revenue, 1375 Sherman Street, Denver, Colorado 80203. Place exemption certificate number on invoices for materials incorporated in the work. Furnish copies of invoices to the Owner. Upon completion of work, file with the Owner a notarized statement that all purchases made under the exemption certificate were entitled to be exempt. Pay legally assessed penalties for improper use of exemption certificate number.

The General Contractor shall be responsible for securing and paying for the building permit fees and inspections necessary for proper execution and completion of the work. Plumbing and electrical subcontractors shall obtain their respective permits from the State. Subcontractor shall be responsible for all associated cost of obtaining permits.

Contractor's Duties - Except as specifically noted, the Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the work, whether temporary or permanent and whether or not incorporated or to be incorporated in the work.

Project Coordination - Contractor shall provide a full time superintendent at the job site who shall be responsible for the coordination of all employees and subcontractors, temporary facilities, construction schedules, cost control, supervision, testing, administering of submittals, maintaining reports and records, and clean-up of the premises.

End of Section
SECTION 01300 - SUBMITTALS

Submittal Procedures – General contractor shall deliver submittals to the A-E at the address listed on cover of Project Manual. Accompany submittals with General Contractor's submittal form or letter. Shop drawings are to be submitted in electronic form. Identify submittal date, Project name, Contractor, subcontractor, and major supplier; identify pertinent drawing sheet and detail number, and Specification Section number, as appropriate. Identify deviations from the Contract Documents and other pertinent data. Provide space for Contractor and A-E review stamps.

After A-E review of submittals, revise and resubmit as required identifying changes made since previous submittal. Distribute copies of reviewed submittals to all concerned parties. Instruct recipients to promptly report any inability to comply with provisions, with explanations and suggested remedies.

Construction Progress Schedules - Show complete sequence of construction by activity, identifying work of separate stages and other logically grouped activities. Provide scale and spacing to allow space for updating revisions. Show projected percentage of completion for each item of work or activity as of the time of each Application for Payment. Show submittal dates required for shop drawings, product data and samples, and product delivery dates, including those furnished by the Owner.

Schedule of Values - Submit typed Schedule of Values on AIA Form G703, or a similar typewritten format on white 8-1/2" x 11" paper. Use the Table of Contents of this Project Manual as a basis of format. Identify each line item with number and title of the Specification Section. The Schedule of Values shall aggregate the total contract amount, and be divided so as to facilitate payments to subcontractors and suppliers. Upon request by the A-E, support values given with data that will substantiate their correctness. The Schedule, when approved by the A-E, will be used as a basis for the Contractor's Application for Payment. Break down installed costs into delivered costs of products, with taxes paid, and total installed costs with overhead and profit. Revise schedule to list change orders for each Application for Payment.

Shop Drawings, Product Data and Samples - Furnish submittals to the A-E for review. Schedule submissions at least 15 days before dates reviewed submittals will be needed.

Submit shop drawings information in electronic form. After review, reproduce and distribute in accordance with the Submittal Procedures.

Product Data: Submit manufacturer's standard catalog sheets, brochures, diagrams, performance data, or other descriptive data. Mark each copy to identify applicable products, model names or numbers, options, and other data. Submit number of copies that Contractor requires plus 2 copies to be retained by the A-E.

Samples: Submit full range of manufacturer's standard colors, textures and patterns for A-E selection, when required, with integrally related parts and attachment devices. Include
identification on each sample. Submit samples in duplicate, or as may be reasonably required.

Manufacturer's Instructions: Where installation of work is required in accordance with the product manufacturer's printed instructions, Contractor shall obtain and distribute all necessary copies of such instructions, including 2 copies to the A-E. Install, connect, clean or condition specified products in strict accordance with such instructions and in conformance with project requirements to produce the best results obtainable.

As-Built Drawings - The Contractor shall maintain a separate set of redlined, full scale, as-built construction drawings marked-up to fully indicate as-built conditions. These drawings shall be maintained in a current condition at all times until completion of the work and shall be available for review by the A-E and Owner personnel. Include in the marked up plans the location, general description, approximate depth below finished grade of all underground utilities encountered, all variations from the contract drawings, for whatever reason, including those occasioned by the inclusion of optional materials and required coordination between trades. These variations shall be shown in the same general detail that is utilized in the initial contract drawings. This set of as-built construction drawings shall be furnished to the A-E on the date of final inspection.

SECTION 01400 - TESTING LABORATORY SERVICES

General - Contractor shall employ and pay for the services of an independent Testing Laboratory, approved by the Owner and A-E, to perform specified services. Inspection, sampling and testing is required for:

- Cast-in-Place Concrete for Buildings - Section 03300

The contractor will employ and pay for the services of a soils engineer to inspect and approve soil for foundations and test soil compaction of all backfill to ensure that all earthwork specifications and requirements are met.

Employment of a testing laboratory shall in no way relieve Contractor of his obligation to perform the work in accordance with the Contract Documents. Services shall be performed in accordance with the requirements of governing authorities and with specified standards. Submit reports in duplicate to the A-E within 5 working days of test, giving observations and results of tests, indicating compliance or non-compliance with specified standards and with the Contract Documents.

Contractor shall cooperate with Laboratory personnel; furnish tools, samples of materials, design mix, storage and assistance as requested. Notify A-E and Testing Laboratory 24 hours prior the time when construction activities will take place that will be in need testing services. Contractor to make arrangements with Testing Laboratory and pay for additional samples and tests for Contractor's convenience.
SECTION 01500 - TEMPORARY FACILITIES AND CONTROLS

General - Contractor shall be responsible for providing or arranging with subcontractors for all temporary utilities, facilities and controls. The Owner is not liable for costs involved in furnishing temporary utility services or facilities to subcontractors, such cost being a matter between the Contractor and his subcontractors.

Safety - All temporary facilities and controls relating to the protection of life, health, and public welfare shall conform to applicable provisions of all local, State and Federal laws, with latest amendments, including the Williams-Steiger Occupational Safety and Health Act (OSHA) of 1970, Title 29, Code of Federal Regulations, Part 1926 - Safety and Health Regulations for Construction, latest edition.

Water - The contractor will pay for all water used for construction purposes. Contractor shall provide a pressure-reducing valve if required and a backflow-preventer at the point of connection to the owner's water supply and provide all necessary piping or hose to carry water to required parts of the construction area.

Electrical Power and Lighting - The contractor shall pay for all electrical power used for construction purposes. Contractor shall furnish a meter at the point of connection and maintain temporary electrical power service and distribution necessary for lighting and power tools. Temporary electrical work shall meet the requirements of the National Electrical Code (ANSI/NFPA 70).

The permanent electrical system may be used for temporary power and lighting prior to occupancy provided the Owner's written permission is secured indicating conditions of use. Furnish and install temporary lamps for temporary lighting.

Temporary Heat - Contractor shall provide and pay for all heat, fuel and services necessary to protect the work and materials against injury from dampness and cold during construction of the building. Provide meter at point of connection to existing utility system if required temporary heating devices, adequate and proper fuel, enclosures and related items as required for the work of all trades. Provide and maintain required levels of heat as specified hereafter in the respective sections relating to finish trades. Use only Underwriters Laboratories, Inc. (UL) approved equipment. Open salamanders will not be allowed.

The permanent heating system may be used for temporary heat prior to occupancy provided Owner's written permission is secured indicating conditions of use, or as otherwise approved by the A-E. However, use of the permanent equipment for purposes of temporary heat shall not affect the guarantee periods stated elsewhere in these specifications. Contractor shall be responsible for operation and maintenance of the heating system and equipment used for temporary heat until final completion of the building. He shall repair or replace all items damaged during temporary use, replace all filters with new filters, and be responsible for restoration and cleaning of the permanent heating equipment, if same is used for temporary heat, before final acceptance by the Owner.
**Toilet Facilities** - Contractor shall provide and maintain temporary toilet facilities for the duration of work for the use of any and all employees engaged on the work. Use chemical toilets unless local regulations prohibit their use. Place facilities at approved location near the work and keep in clean, sanitary condition at all times.

**Field Office and Storage Sheds** - Provide and maintain for the duration of work a construction field office. Provide own office furniture, supplies, equipment, adequate lighting, ventilation, heat, and a telephone. Office may be a trailer on wheels or other portable type as approved. Properly file all Project Record Documents and make them accessible to the A-E and Owner at all times. Notify the A-E, Owner and Post Office of mailing address.

Provide temporary storage sheds for storage of materials required for the work, tool cribs, and as required for workmen. Provide sheds with moisture protection as necessary for project requirements. Keep the premises clean and in orderly condition at all times to the satisfaction of the Owner.

**Protection** - Contractor shall at all times provide protection against the weather so as to maintain all work, materials and equipment free from injury or damage. At end of each day's work, all new work likely to be damaged shall be covered. Protect from damage existing trees, shrubs, structures and other features indicated on the drawings to remain in place during construction operations.

**Barriers** - Provide a 6'-0" fence around construction site to prevent public entry to construction areas; equip fence with vehicular gates with locks.

**Trash Removal and Cleaning** - Provide trash receptacles in or adjacent to building and be responsible for removal of debris from the job site at regular intervals. At all times keep work areas and passageways in and around project site free from debris. Subcontractors shall be responsible for collecting and depositing their debris in the receptacles daily, and for collecting and removing their own liquid waste and other waste requiring special handling for disposal.

**Removal of Temporary Facilities** - Remove all temporary facilities from the site and terminate services at the completion of the work, or sooner if progress of the work permits, in the opinion of the Owner. Recondition and restore portions of the site occupied by temporary construction to a condition satisfactory to the Owner.

**SECTION 01600 - MATERIALS AND EQUIPMENT**

**Reference Standards** - Reference in the specifications to standard specifications or publications of technical societies or governmental agencies, such as ASTM, ANSI, AISC, ACI, AWS, Federal Specifications, Commercial Standards and the like, shall refer to the latest edition adopted and published at time of receiving bids. It shall be understood that all manufacturers, producers and their agents, of the materials required shall have such reference standards available for reference and shall be fully familiar with their requirements as pertains to their product, materials or equipment. In case of conflict...
between reference standards and project specifications, project specifications shall govern. In case of conflict between reference standards and codes, the one having the more stringent requirements shall govern.

**Product Options** - Reference in the specifications or on the drawings to any material, product, article or piece of equipment by manufacturer's name, trade name, model, catalog number or the like, shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition. Contractor may, at his option, use any material, product, article or piece of equipment of other manufacturers or vendors which will perform adequately the requirements imposed by the general design, provided that the material, product, article or piece of equipment proposed for use is, in the opinion of the A-E, of equal quality, substance, appearance and function, and shall not be purchased or installed without written approval of the A-E.

**Product Delivery, Storage and Handling** - Materials, products and equipment shall be delivered to the project site in undamaged condition in manufacturer's original, unopened containers or packaging, with identifying labels intact and legible. Arrange deliveries in accordance with the Construction Schedule and in ample time to facilitate inspection prior to installation to avoid unnecessary delays in the construction process. Store and handle products as prescribed by the manufacturer or as specified in the specifications in a manner to protect from damage by moisture, weather, and abuse or construction operations.

**SECTION 01640 - SUBSTITUTIONS**

Manufacture's names and catalog numbers designate quality and type of equipment and materials. Submit request for approval of other manufacturers in triplicate. Substitutions of specified items will not be allowed without written approval of the General Contractor and the A-E.

**SECTION 01700 - CONTRACT CLOSE-OUT**

**Closeout Procedures** - Comply with procedures stated in the AIA "General Conditions of the Contract" for issuance of a Certificate of Substantial Completion.

When Contractor considers that work has reached final completion, submit written certification that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with the Contract Documents and ready for A-E’s inspection.

In addition to submittals required by the conditions of the Contract, provide submittals required by governing authorities, and submit a final statement of accounting giving total adjusted Contract Sum, previous payments, and sum remaining due.

A-E will issue final Change Order reflecting approved adjustments to Contract Sum not previously made by Change Order.
Final Cleaning - Execute final cleaning prior to final inspection. Clean interior and exterior surfaces exposed to view, remove temporary labels, stains and foreign substances, and polish transparent and glossy surfaces, vacuum carpeted and soft surfaces. Clean equipment and fixtures to a sanitary condition, clean or replace filters of mechanical equipment. Clean roofs and drainage systems. Clean site, sweep paved areas, and rake clean other surfaces. Remove waste and surplus materials, rubbish, and construction facilities from the project and from the site. Owner will provide final cleaning after final acceptance.

Project Record Documents - Maintain at the job site, one record copy of Contract Drawings, Specifications, Addenda, approved Shop Drawings, Change Orders, other modifications to the Contract, field test records and other approved documents submitted by the Contractor in compliance with specification requirements. Keep record documents current, locate all utilities and record all field changes of dimension and detail not in original Contract Documents. At Contract closeout, submit documents to the A-E with a transmittal letter containing date, project title, Contractor's name and address, list of documents and signature of Contractor.

Operation and Maintenance Data - Provide data for:
   Mechanical equipment and controls - Division 15.
   Electrical equipment and controls - Division 16.

   Submit 2 sets of operating and maintenance data prior to final inspection, bound in 8-1/2” x 11” three-ring binders with durable plastic covers, with a table of contents, name, address and telephone numbers of A-E and Contractor, and indexed with thumb tabs for each product or system. Operation and maintenance instructions shall be arranged by system. For each system give the names, addresses and telephone numbers of subcontractors and suppliers. List the following for each system: Appropriate design criteria, list of equipment, parts list, operating instructions, maintenance instructions for equipment and finishes, shop drawings and product data, and warranties.

Warranties and Bonds – The warranty period will start on the date of issuance of the Certificate of Substantial Completion and will continue for one year from the date thereof. Provide duplicate, notarized copies of all warranties. Execute Contractor's submittals and assemble all documents executed by subcontractors, suppliers and manufacturers. Provide table of contents and assemble in a binder with a durable plastic cover. Submit material prior to final application for payment. For equipment put into use with Owner's permission during construction, submit within 10 days after first operation. For items of work delayed materially beyond date of Substantial Completion, provide updated submittal within 10 days after acceptance, listing the date of acceptance as start of warranty period.

Spare Parts and Maintenance Materials - Provide products, spare parts and maintenance materials in quantities specified in each Section in addition to that used for construction of work. Contractors to coordinate with the Owner deliver items to designated storage site and obtain receipt prior to final payment.

End of Section