PROJECT SPECIFICATIONS

CLARK – COWLITZ FIRE RESCUE
STATION 21 REROOF

911 N 65th Ave
RIDGEFIELD, WA 98642

Clark-Cowlitz
FIRE RESCUE

BID DOCUMENTS

April 8, 2025

Aetta Architects, PC
821 SE 14th Loop, Suite 109/PO Box 798
Battle Ground, WA 98604
Ph: 360.687.8379
www.aetta.com

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SECTION 00 01 02
PROJECT INFORMATION

PART 1 GENERAL

1.01 PROJECT IDENTIFICATION

A. Project Name: Clark-Cowlitz Fire Rescue Station 21 - Reroof, located at:
   1. 911 N 65th Ave
   2. Ridgefield, WA

B. The Owner, hereinafter referred to as: Clark-Cowlitz Fire Rescue, located at:
   1. 911 N 65th Ave
   2. Ridgefield, WA 98642
   3. Phone: 360-687-4535

C. Owner's Contact: Assistant Chief - Admin, Ben Peeler
   1. Email: ben.peeler@clarkfr.org

1.02 PROJECT DESCRIPTION

A. Summary Project Description: The Project will consist of reroofing Clark-Cowlitz Fire Rescue Station 21 with new membrane roofing installed over the existing membrane roof

B. Contract Scope: Construction and demolition under one Prime Contract.

C. Owner shall occupy the Fire Station 24-hours a day during construction. **The station must remain operational and able to provide emergency services throughout construction.**

D. Contract Terms: Lump sum (fixed price, stipulated sum).

1.03 PROJECT CONSULTANTS

A. The Architect, hereinafter referred to as Architect: Aetta Architects, PC located at:
   1. 821 SE 14th Loop, Suite 109.
   2. Battle Ground, WA 98604.
   3. Phone: 360-687-8397.

B. Architect's contact: Terry Werdel, AIA
   1. E-mail: terry@aetta.com.

1.04 PROCUREMENT TIMETABLE

A. Bid Documents Available: April 8, 2025

B. Pre-Bid Conference (Non-mandatory): April 17, 2025
   1. CCFR Station 21, 2:00pm at 911 N 65th Ave., Ridgefield, WA 98642
   2. CCFR Station 23, 3:00pm at 414 E. Cedar Ave., La Center, WA 98629

C. Last Date for Substitution Requests: 3:00pm, April 28, 2025

D. Last Date for Bidder Questions to Architect: 3:00pm, April 28, 2025

E. Anticipated Last Day for Addenda: 5:00pm, April 29, 2025

F. Bid Date and Time: 2:00pm (PDT), on May 7, 2025

G. Bid must be recieved by mail or hand delivery at Clark-Cowlitz Fire Rescue Station 21
   1. 911 N 65th Ave, Ridgefield, WA 98642
      a. Administration Offices

H. Anticipated Conditional Intent to Award Date: On or Before May 21, 2025

I. Anticipated Conditional Notice to Proceed: May 28, 2025

J. Anticipated Site/Building Availability: May 28, 2025

K. Permit Status: Under Review
   1. CCFR Station 21: City of Ridgefield Planning Department

2. CCFR Station 23: City of La Center Planning Department

L. Substantial Completion Date: September 8, 2025

M. The Owner reserves the right to change the schedule or terminate the entire procurement process at any time.

END OF SECTION

SECTION 00 01 03
PROJECT DIRECTORY

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Identification of project team members and their contact information.

1.02 OWNER:

A. Clark-Cowlitz Fire Rescue.
   1. Address Line 1: 911 N 65TH AVE.
   2. City: Ridgefield.
   3. State: WA.
   4. Zip Code: 98642.
   5. Telephone: 360.687.4535.

B. Primary Contact: All correspondence from the Contractor to the Architect will be through this party, unless alternate arrangements are mutually agreed upon at preconstruction meeting.
   1. Title: Assistant Chief - Administration.
   2. Name: Ben Peeler.
   3. Email: ben.Peeler@clarkfr.org.

1.03 CONSULTANTS:

A. Architect: Design Professional of Record. All correspondence from the Contractor regarding construction documents authored by Architect's consultants will be through this party, unless alternate arrangements are mutually agreed upon at preconstruction meeting.
   1. Company Name: Aetta Architects, PC.
      a. Address Line 1: 821 SE 14th Loop, Suite 109.
      b. City: Battle Ground.
      c. State: Washington.
      d. Zip Code: 98604.
      e. Telephone: 360-687-8379.
   2. Primary Contact:
      a. Title: Project Manager.
      b. Name: Terry Werdel, AIA.
      c. Email: terry@aetta.com.

END OF SECTION

SECTION 00 01 07
SEALS PAGE - ARCHITECT

1.01 ARCHITECT

A. Aetta Architects, PC.
   1. 821 SE 14th Loop, Suite 109
   2. Battle Ground, Washington 98604
   3. 360-687-8379

B. Name: Karl Johansson, Architect

1.02 SECTIONS INCLUDED UNDER THIS SEAL

01 20 00	PRICE AND PAYMENT PROCEDURES
01 23 00	ALTERNATES
01 25 00	SUBSTITUTION PROCEDURES
01 25 01	SUBSTITUTION REQUEST FORM
01 25 02	SUBSTITUTION REQUEST FORM AFTER BIDDING
01 30 00	ADMINISTRATIVE REQUIREMENTS
01 30 01	REQUEST FOR INFORMATION FORM
01 32 16	CONSTRUCTION PROGRESS SCHEDULE
01 41 00	REGULATORY REQUIREMENTS
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01 42 19	REFERENCE STANDARDS
01 60 00	PRODUCT REQUIREMENTS
01 70 00	EXECUTION AND CLOSEOUT REQUIREMENTS
01 78 00	CLOSEOUT SUBMITTALS
02 41 00	DEMOLITION
07 01 50.19	PREPARATION FOR RE-ROOFING
07 54 19	PVC THERMOPLASTIC SINGLE PLY ROOFING - ALTERNATE NO. 1
07 54 29	KETONE ETHYLENE ESER (KEE) MEMBRANE ROOFING
07 62 00	SHEET METAL FLASHING AND TRIM

SEAL

END OF SECTION

LIST OF DRAWINGS

SHEET NUMBER	SHEET NAME
ARCHITECTURAL	
A211	TITLE SHEET, GENERAL INFORMATION AND ROOF PLAN
A212	ROOF DETAILS, BASE BID
A213	ROOF DETAILS, BASE BID
A214	ROOF DETAILS, ALTERNATE NO.1
A215	ROOF DETAILS, ALTERNATE NO. 1

SECTION 00 11 13
ADVERTISEMENT FOR BIDS

FROM:

1.01 PROJECT INFORMATION

A. Owner:
   1. Clark-Cowlitz Fire Rescue
   2. 911 N 65th Avenue
   3. Ridgefield, WA 98642
   4. Project Contact: Ben Peeler, Assistant Chief - Administration
   5. Email: Ben.Peeler@clarkfr.org.
   6. Phone: 360-887-4609

B. Project Identification:
   1. Project Name: Clark-Cowlitz Fire Rescue Station #21 Re-roof
   2. Project Address:
      a. 911 N 65th Ave
      b. Ridgefield, WA 98642

C. Architect:
   1. Aetta Architects, PC
      a. 821 SE 14th Loop, Suite 109
      b. Battle Ground, Washington 98604
      c. (360) 687-8379
      d. Project Contact: Terry Werdel, AIA
      e. Email: terry@aetta.com

1.02 NOTICE TO BIDDERS

A. Notice is hereby given, Clark-Cowlitz Fire Rescue (CCFR), is soliciting competitive bids from responsible contractors for the re-roof of Station 21 and Station 23 and will receive base Bids and Alternates until 2:00pm (PDT), on May 7, 2025.

B. The Project consists of reroofing CCFR Station 21 and Station 23 with new membrane roofing installed over existing membrane roofing. Power and water will be made available by the station facility.
   1. CCFR Station 21 is located at 911 N 65th Ave. Ridgefield, WA 98642.
   2. CCFR Station 23 is located at 414 E Cedar Ave. La Center, WA 98629.

C. Responsible contractors may choose to provide Base Bids for CCFR Station 21 only or for CCFR Station 23 only or for both Stations.

D. Base Bids, any Alternates and other Required Information must recieved by mail or hand delivery at Clark-Cowlitz Fire Rescue Station 21 located at 911 N 65th Ave, Ridgefield, WA 98642 by the published bid submittal deadline identified above.

E. Bids will be received as follows: General Contract consisting primarily of membrane re-roof of existing building. All Work will be under a single-prime Contract.

F. Bids will be opened and recorded within two business days of the published bid submittal deadline. Bidders may obtain bid results by logging into the MRSC website and viewing public notices two business days from the bid submittal deadline. Bid results may also be obtained from the Architect.

G. This project is considered a Public Works project. Attention of Bidders is called to State of Washington statutes, regulations and rules pertaining, but not limited to, the following public Works projects: non-discrimination in employment and facilities; rates of payment for wages and fringe benefits to Workers; employment of excess numbers of Workers who are non-residents of the State of Washington; Bid Form; Bonds, Contracts and Certificates; Restrictions

of Lien, taxes and retainage; and barrier-free facilities for the handicapped.

H. The Owner reserves the right to waive any informalities and to reject any or all Bids.

I. No Bidder may withdraw or modify its Bid after the time set for the Bid date until after 45 calendar days from receipt of Bids.

J. Estimated Cost: $100,000 to $350,000

K. Procurement Timetable:
   1. Bid Documents Available: April 8, 2025
   2. Pre-Bid Conference (Non-mandatory): April 17, 2025
      a. CCFR Station 21, 2:00pm at 911 N 65th Ave., Ridgefield, WA 98642
      b. CCFR Station 23, 3:00pm at 414 E Cedar Ave. La Center, WA 98629.
   3. Last Date for Substitution Requests: 3:00pm, April 28, 2025
   4. Last Date for Bidder Questions to Architect: 3:00pm, April 28, 2025
   5. Anticipated Last Day for Addenda: 5:00pm, April 29, 2025
   6. Bid Date and Time: 2:00pm (PDT), on May 7, 2025
   7. Bid must be received by mail or hand delivery at Clark - Cowlitz Fire Rescue Station 21
      a. 911 N 65th Ave, Ridgefield, WA 98642
         1) Administration Offices
   8. Anticipated Conditional Intent to Award Date: On or Before May 21, 2025
   9. Anticipated Conditional Notice to Proceed: On or Before May 28, 2025
   10. Site/Building Availability: May 28, 2025
   11. Permit Status: Under Review
      a. CCFR Station 21: City of Ridgefield Planning Department
      b. CCFR Station 23: City of La Center Planning Department
   12. Substantial Completion Date: September 8, 2025

END OF SECTION

SECTION 00 21 13
INSTRUCTIONS TO BIDDERS

INSTRUCTIONS TO BIDDERS

1.01 DEFINITIONS

A. All definitions set forth in the Agreement Form AIA Document A105 - 2017, or in other Contract Documents that are applicable to the Bidding Documents.

1.02 BIDDERS REPRESENTATIONS

A. The Bidder, by making its Bid, represents that:
   1. The Bidder has read and understands the Bidding Documents, and its Bid is made in accordance with them.
   2. The Bidder has attended the pre-Bid meeting(s) as required by the Bidding Documents.
   3. The Bid is based upon the materials, systems, and equipment required by the Bidding Documents and is made without exception.
   4. The Bidder will perform with its own forces at least the percentage of the Work required by the Bidding Documents.
   5. The Bidder has checked its copies of the Project Manual and Drawings, Bidding Addenda, and all supplemental documents included as part of the Bid information with their respective Table of Contents and List of Drawings to ensure the Project Manual and Drawings are complete.
   6. The Bidder has examined and coordinated all Drawings and Contract Documents including the Specifications for any other Contracts to be awarded separately from, but in connection with, the Work being Bid upon, and items provided and/or assigned by the Owner to the Contractor to be incorporated in the Work, so that the Bidder is fully informed as to conditions affecting the Work under the Contract being Bid upon.
   7. The Bidder has carefully examined the Bidding Documents and Addenda, Contract Documents, Specifications, Supplemental Information and the Project site, including any existing buildings, and is confident regarding the following:
      a. the nature, location, character, quality and quantity of the Work.
      b. the labor, materials, equipment, goods, supplies, Work, services and other items to be furnished.
      c. the conditions and other matters that may be encountered at the project site or affect performance of the Work or the cost or difficulty thereof, including but not limited to those conditions and matters affecting: transportation, access, disposal, handling and storage of materials, equipment and other items; availability and quality of labor, water, electric power and utilities; availability and condition of roads;
      d. climatic conditions and seasons; physical conditions at the Project site and the surrounding locality, topography and ground surface conditions.
      e. equipment and facilities needed preliminary to and at all times during the performance of the Work. The failure of the Bidder to fully acquaint itself with any applicable condition or matter shall not in any way relieve the Bidder from the responsibility for performing the Work in accordance with, and for the Contract Sum and within the Contract Time provided for in the Contract Documents.
      f. For Bidders and other entities wishing to inspect the site of the Work (except official pre-Bid conference) shall contact the Clark - Cowlitz contact listed in Section 00 01 03, Project Directory.
   8. Bidders may attend any or all meetings scheduled by the Owner or the Architect during the Bidding period. Scheduled Pre-Bid Conference will be listed in Section 00 11 13, Advertisement for Bids.

1.03 BIDDING DOCUMENTS

A. Copies:

1. Bidders shall use complete sets of Bidding Documents in preparing Bids and are solely responsible for utilizing the Municipal Research and Services Center of Washington (MRSC) portal at https://mrscrosters.org to obtain updated Bid information; neither the Owner nor the Architect assumes any responsibility for errors or misinterpretations resulting from the use of incomplete and/or superseded sets of Bidding Documents.
2. The Owner and/or the Architect make copies of the Bidding Documents available on the above terms only for the purpose of obtaining Bids on the Work and do not confer a license or grant permission for any other use.

B. Interpretation or Correction of Bidding Documents:
1. Bidders shall carefully study and become familiar with the Bidding Documents, and with other Work being Bid concurrently or presently under construction to the extent that it relates to the Work for which the Bid is submitted, shall examine the site and local conditions, and shall promptly notify the Architect of any ambiguity, inconsistency, or error which they may discover upon examination of the Bidding Documents or of the site and local conditions.
2. All Bidders and Sub-Bidders shall thoroughly familiarize themselves with specified products and installation procedures and submit to the Architect any objections (in writing) no later than ten (10) days prior to the Bid Date.
3. Bidders and Sub-Bidders requiring clarification or interpretation of the Bidding Documents shall make a written request which shall reach the Architect by the date listed in the Project Information Section.
4. The submittal of the Bid constitutes acceptance of products and procedure specified as sufficient, adequate and satisfactory for completion of the Contract.
5. Any interpretation, correction or change of the Bidding Documents will be made by written Addendum. Interpretations, corrections or changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections and changes.
6. Reference in the singular to an article, device or piece of equipment shall include as many of such articles as are indicated in the Contract Documents or as are required to complete the installation.
7. Bidders shall assume that the exact locations of underground or hidden utilities may be somewhat different from any location indicated in the surveys or Contract Documents.
8. The Contract Documents may be divided into parts, divisions, and sections for convenient organization and reference. Generally, there has been no attempt to divide the Specification sections into Work performed by the various building trades, any Work by separate Contractors, or any Work required for separate facilities in or phases of the Project.

C. Pre-Bid Substitutions:
1. See Section 01 25 00, Substitution Procedures for requirements.

D. Addenda:
1. All Addenda will be written and available on the Project Procurement site on the Small Works Roster in the Municipal Research and Services Center of Washington (MRSC) portal at https://mrscrosters.org.
2. Each Bidder shall ascertain prior to submitting its Bid that it has received all Addenda issued, and it shall acknowledge their receipt on the Bid Form.

1.04 BIDDING PROCEDURE

A. Preparation of Bids:
1. Submit Bids on forms identical to the form included with the Bidding Documents.
2. Fill in all blanks on the Bid form .
3. Express proposed Sums on the Bid form. Sums shall be expressed in both words and figures. In case of discrepancy between the two, the amount written in figures shall govern. Portions of the Bid form may require the addition of component Bids to a total or

the identification of component amounts within a total. In case of discrepancy between component amounts listed and their sum(s), the component amounts listed shall govern.

4. Interlineation, alteration or erasure must be initialed by the signer of the Bid.
5. Include Bids for requested Alternates. If no change in the Base Bid is required, enter "No Change." If there is no entry, it will be presumed that there is no change in the Base Bid.
6. Where two (2) or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the Bid security, state Bidders refusal to accept award of less than the combination of Bids stipulated by Bidder. The Bidder shall make no additional stipulations on the Bid form nor qualify its Bid in any other manner.
7. Each copy of the Bid shall include the legal name of the Bidder and a statement describing the Bidder as a sole proprietor, a partnership, a joint venture, a corporation, or another described form of legal entity. A Bid submitted by a corporation shall further indicate the state in which the corporation is registered with affixed corporate seal. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder.
8. Include taxes imposed by law in the Bid, EXCEPT STATE AND LOCAL SALES TAX.
9. The Bid Form may contain, for the Owner's accounting purposes only, a breakdown of some or all of the components included in the Base Bid.

B. Bidder's Percentage:
   1. As noted on the Bid form, the Bidder is certifying that the Bidder will perform with its own forces, excluding General Conditions, at least ten percent (10%) of the Work.

C. Bid Security:
   1. Each Bid shall be accompanied by a Bid security equal to five percent (5%) of the Base Bid and alternates, if any with each Bid. The Bid security constitutes a pledge that the Bidder will execute the Contract with the Owner in the form provided, in a timely manner, and on the terms stated in the Bid and will furnish in a timely manner the payment and performance bonds, certificates of insurance, Contractor's Construction Schedule, and other documents required in the Contract Documents. Should the Bidder fail or refuse to execute the Contract or fail to furnish such documents, the amount of the Bid security shall be forfeited to the Owner as liquidated damages, not as a penalty.
   2. The Bid security shall be in the form of a certified or bank cashier's check payable to the Owner or a Bid bond executed by a bonding company licensed in the State of Washington on a Public Works Bond or equivalent form.
   3. The Owner will have the right to retain the Bid security of Bidders to whom an award is being considered until either (a) the Contract has been executed and payment and performance bonds have been furnished, or (b) the specified time has elapsed so that Bids may be withdrawn, or (c) all Bids have been rejected.

D. Submission of Bids:
   1. Submit the Bid, the Bid security and other required Bid documents in a sealed opaque envelope. Address the envelope to the party specified in the Advertisement for Bids and identify the Project name, the Bidder's name and address and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face of the envelope.
   2. The Bidder shall assume full responsibility for timely delivery designated for receipt of Bids.
   3. By submission of a Bid, the Contractor attests that:
      a. The Bidders understanding of the proposed project, including existing conditions, is adequate and that the Bidders proposal is sufficient to cover the intent of the Project.
      b. With exception for Owner or Architect initiated changes, the Bidder intends to maintain costs within the Bid price.

c. The Bidding Documents are of sufficient quality on which to affix their price and on which construction may be accomplished.
d. The Bidder has indicated on the Bid form receipt of all addenda, has had the opportunity to seek clarification and has received such clarifications.

E. Modification or Withdrawal of Bid:
1. Each Bidder agrees that a Bid may not be modified, withdrawn or canceled by the Bidder during a forty-five-day (45-day) period following the time and date designated for the receipt of Bids.
2. Prior to the time and date designated for receipt of Bids, a Bid submitted may be modified or withdrawn by notice to the party receiving Bids as indicated in 00 01 03 Project Directory. Such notice shall be in writing over the signature of the Bidder on or before the date and time set for receipt of Bids. The notice shall be so worded as not to reveal the amount of the original Bid.
3. Withdrawn Bids may be resubmitted up to the time designated for the receipt of Bids provided they are then fully in conformance with these Instructions to Bidders.
4. Bid security shall be in an amount sufficient for the Bid as modified or resubmitted.
5. Bidders and their proposed Subcontractors shall be registered and shall hold such licenses as may be required by the laws of Washington, including RCW 18.27 for the performance of the Work specified in the Contract Documents.
6. Bids must be based upon the materials, systems and equipment described and required by the Bidding Documents, and terms and conditions in the Contract Documents, without exception.

1.05 CONSIDERATION OF BIDS

A. Opening of Bids:
1. Unless stated otherwise in the Advertisement for Bids, the properly identified Bids received on time will be opened and recorded within two business days of the published bid submittal deadline. Bidders may obtain bid results by logging into the MRSC site and viewing public notices two business days from the bid submittal deadline. Bid results may also be obtained from the Architect.

B. Rejection of Bids:
1. The Owner shall have the right but not the obligation to reject any or all Bids for any reason or for no reason, to reject a Bid not accompanied by required Bid security or by other data required by the Bidding Documents, or to reject a Bid which is in any way incomplete or irregular.

C. Acceptance of Bid (Award):
1. The Owner intends (but is not bound) to award a Contract to the lowest responsible and qualified Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available. The Owner shall have the right to waive informalities or irregularities in any Bid(s) received and to accept the Bid which, in the Owners judgment, is in the Owners best interests.
2. The Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the low Bidder on the basis of the sum of the Base Bid and Alternates accepted.

D. Bid Protest Procedures:
1. A Bidder protesting for any reason the Bidding Documents, a Bidding procedure, award of the Contract or any other aspect arising from or relating in any way to the Bidding shall submit a written protest to be filed with the Owner within two (2) business days of the event giving rise to the protest and, in any event, no later than three business days after the date upon which Bids are opened. The written protest shall include the name of the protesting Bidder, a detailed description of the specific factual and legal grounds for the protest, copies of supporting documents, and the specific relief requested. The written protest shall be delivered to:

a. Ben Peeler
b. Assistant Chief - Administration
c. Clark - Cowlitz Fire Rescue
d. 911 N 65th Ave
e. Ridgefield, WA 98642

2. Upon receipt of the written protest, the Owner shall consider the protest. The Owner may provide other affected Bidder(s) the opportunity to respond in writing to the protest within three (3) business days of the Owner's receipt of the protest. If the protest is not resolved by mutual agreement with the protesting Bidder and the Owner, the Legal Council of the Owner will review the issues and furnish a final and binding written decision to the protesting Bidder and any other affected Bidder(s) within six (6) business days of the Owner's receipt of the protest. If more than one protest is filed, the Owner's decision will be provided within six (6) business days of the Owner's receipt of the last protest.
3. Failure to comply with these protest procedures will render a protest waived.
4. Timely and proper compliance with and exhaustion of these protest procedures shall be a condition precedent to any permissible judicial consideration of a protest.

1.06 POST BID INFORMATION

A. Information From Apparent Low Bidder:
1. Within two (2) business days of the Owner’s or Architect’s request, the apparent low Bidder and any other Bidders so requested shall submit the following to the Architect and the Owner. Failure to provide any of the above information in a timely manner may constitute an event of breach permitting forfeiture of the Bid security.
a. additional information regarding the use of their own forces and the use of Subcontractors and suppliers;
b. a properly executed AIA Document A305-1986 - Contractor’s Qualification Statement or other form acceptable to the Owner and Architect; (unless otherwise required to be submitted at the time of the Bid);
c. a letter or form from the Bidder’s insurance company stating that the insurance required by the Contract Documents will become effective upon execution of the Contract;
d. a letter or form from the Bidder’s surety stating that the bond(s) required by the Contract Documents will become effective upon execution of the Contract;
e. a detailed breakdown of the Bid in a form acceptable to the Owner;
f. the names of the persons or entities (including a designation of the Work to be performed with the Contractor’s own forces, and the names of those who are to furnish materials or equipment fabricated to a special design) proposed for each of the principal portions of the Work;
g. the proprietary names and the suppliers of the principal items or systems of materials and equipment proposed for the Work;
h. a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the Bidder is in compliance with the responsible Bidder criteria of RCW 39.04.350(1)(g).
2. Responsible or Reliable Requirements: The Bidder will be required to establish to the satisfaction of the Architect and the Owner the Reliability and Responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents as well as qualifications set forth in the Sections of the Project Manual pertaining to such proposed Subcontractor’s respective trades. The Responsibility of the Bidder may be judged in part by the Responsibility of these proposed entities. The following will be considered:
a. The ability, capacity, and skill to perform the Contract;
b. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder;
c. Whether the Bidder can perform the Contract within the time specified;

d. The quality of performance of previous Contracts;
e. The previous and existing compliance by the Bidder with laws relating to the Contract;
f. The quality of performance of previous Contracts, including demonstrated successful completion of similar projects in the last three years;
g. The designated Project Manager shall have a minimum of three years of successful experience in project management and scheduling of projects of similar scope and complexity;
h. The designated Superintendent shall have a minimum of five years of successful supervision of projects of similar scope and complexity;
i. Any other qualifications required by the Contract Documents or Bidding Documents, and;
j. Such other information as may be secured having a bearing on the decision to award the Contract.

3. In considering a Bidder's Responsibility, a Bidder shall be deemed to be unqualified to perform the Contract if, after review and verification of the representations included upon the Contractor's Qualification Statement submitted by the Bidder, conditions such as, but not limited to, the following appear:
   a. The Bidder does not have sufficient prior experience (or an acceptable substitute thereof, as described below) with projects of a similar nature in technical, managerial, and financial requirements to that in the present Contract being Bid. In addition to such established Contractors, a newly established Contractor may be considered qualified if it has shown on the Contractor's Qualification Statement that it is staffed with sufficient technical, managerial, and financial personnel with prior experience in the nature of construction for which the Bids are invited.
   b. The Bidder does not have sufficient capability to undertake the obligations of the Contract. A determination will be made when the Owner's review of the probable cash flow needs of the Bidder for this Project (including payroll, cost of material and supplies, equipment rental costs, and any other direct or incidental costs of the Contract), concludes that the Bidder does not have sufficient financial resources to enable it to satisfy its financial obligations under the Contract.
   c. The Bidder has submitted unrealistic unit prices as determined by other Bidders' unit prices for this Project.
   d. The Bidder does not have sufficient staff, equipment, or plant available to perform the Contract. The Owner's determination in this matter will be based upon that represented by Bidder in the Contractor's Qualification Statement.
   e. The Bidder has a history of unsatisfactory performance of Contracts of this or similar nature, regardless of whether such Contracts existed between the Owner and the Bidder, or other parties.
   f. A determination of this nature will be made if the Owner, after review of the Bidder previous Work experience, determines that the Bidder's unsatisfactory performance has resulted predominantly from the Bidder's failure rather than a failure to perform by another party. The Owner will give the Contractor an opportunity to explain such nonperformance's before any final determination is reached.
   g. A determination of failure to perform will be made if the Owner is satisfied after review of the Bidder's prior experience, that the Bidder has failed to satisfy its obligations under past Contracts and the Owner cannot safely assume satisfactory performance of the Contract by the Bidder.
   h. In reaching its determination, the Owner may consider statements of other parties to the prior unperformed Contracts, as well as the representations of the Bidder on its Contractor's Qualification Statement.
   i. The Responsibility of the Bidder may be judged in part by the Responsibility of its Subcontractors. Bidders must verify Responsibility criteria for each first-tier Subcontractor. A Subcontractor of any tier that hires other Subcontractors must verify

Responsibility criteria for each of its next lower-tier Subcontractors. Verification shall include that each Subcontractor, at the time of subcontract execution, is Responsible and possesses an electrical Contractor license, if required by RCW 19.28, or an elevator Contractor license, if required by RCW 70.87, and can obtain any payment and performance bonds required by the Bidding or Contract Documents.

j. No later than ten (10) days prior to the Bid Date, a potential Bidder may request in writing that the Owner modify the Responsibility criteria listed above in this clause or elsewhere in the Contract Documents or the Bidding Documents. The Owner will evaluate the information submitted by the potential Bidder and respond before the Bid Date. If the evaluation results in a change of the criteria, the Owner will issue an Addendum identifying the new criteria.

4. Prior to the Award of the Contract, the Architect will notify the Bidder in writing if either the Owner or the Architect, after due investigation, has reasonable objection to the Bidder or a person or entity proposed by the Bidder, and the Owner will provide the reasons for the determination. The Bidder may appeal the determination within two (2) business days of its receipt of the objection by presenting additional information to the Owner, and the Owner shall consider the additional information before issuing its final determination. The Bidder may, after the Owner's objection or determination, and at Bidder's option,
   a. Withdraw the Bid.
      1) In the event of withdrawal, Bid security will not be forfeited.
   b. Submit an acceptable substitute person or entity with no change in the Contract Time and no adjustment in the Base Bid or any Alternate Bid, even if there is a cost to the Bidder occasioned by the substitution.
   c. Appeal by filing a protest in accordance with paragraph 1.05(D).
5. Persons and entities proposed by the Bidder and to whom the Owner or the Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and the Architect.
6. The Bidder's representations concerning its qualifications will be construed as a covenant under the Contract. Should it appear that the Bidder has made a material misrepresentation on its Contractor's Qualification Statement, the Owner shall have the right to terminate the Contract for cause for the Contractor's breach, and the Owner may then pursue such remedies as exist elsewhere under this Contract, or as otherwise are provided at law or equity.

B. Bidding Mistakes:
1. The Owner shall not be obligated to consider notice of claimed Bidding mistakes received more than two (2) business days after the Bid opening. In accordance with Washington law, a low Bidder that claims error and fails to enter into the Contract is prohibited from Bidding on the Project if a subsequent call for Bids is made for the Project.

1.07 PERFORMANCE BOND AND LABOR AND MATERIAL BOND

A. Bond Requirements:
1. After issuance of the Conditional Notice to Proceed, and with the signed Contract, the Bidder shall furnish evidence satisfactory to the Owner of its ability to obtain statutory bonds pursuant to RCW 39.08 covering the faithful performance of the Contract and the payment of all obligations arising thereunder in the form and amount prescribed in the Contract Documents. The cost of such bond shall be included in the Base Bid.
2. Contract bond shall be executed on a State of Washington Public Works Contract Bond and with Surety Company licensed to do business in the State of Washington. Contract bond shall be in amount equal to 100% of the Contract sum, base Bid as indicated by Bidder on the proposal form, Bidding alternates as selected by Owner and applicable State of Washington and local taxes.
   a. The provisions of said bond shall:
      1) Guarantee faithful performance of Work covered by the Contract Documents.

2) Require prompt payment of all contributions or amounts due the State Accident Fund and the Unemployment Compensation Fund; prompt payment to the State Tax Commission of all income tax amounts withheld from employees pursuant to the laws of the State of Washington; prompt payments to all persons supplying labor or material for any prosecution of the Work provided for the Contract.
3) Permit no lien or claim to be filed or prosecution against the Owner on account of any labor or material furnished.
4) Remain in full force and effect until the above required provisions have been satisfied and final completion has been authorized by the school district.

3. The Owner reserves the right to require certain Subcontractors to furnish performance and labor and material payment bonds in form as set forth herein and as set forth under the Bidding Documents or Contract Documents. The Owner shall not, however, be responsible for any costs for any Subcontractor bonds unless the Owner, prior to the execution of the Owner-Contractor Agreement, requires the Bidder, in writing, to furnish such bonds from designated Subcontractors. Should any bonds be furnished by subcontract Bidders, or be required by any Bidder or be furnished by any subcontract Bidder or Subcontractor, without the written request of the Owner prior to the execution of the Owner-Contractor Agreement, the costs for any such bonds shall be at the expense of the Bidder and shall not be added to the Contract Sum.

B. Time of Delivery and Form of Bonds:
1. The Bidder shall deliver the required bonds to the Owner with the signed Contract and prior to commencing operations at the site. The bonds shall be written in the form approved by the Owner for public Work, as required by RCW 39.08.The bonds shall be written by a surety firm licensed to do business in the State of Washington, with an A.M. Best rating of at least A/IX. The Bidder shall require the Attorney-in-Fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy.

1.08 FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

A. Form to Be Used:
1. The Agreement for the Work will be written on the Agreement between Owner and Contractor, where the basis of payment is a Stipulated Sum. The Agreement for the Work shall include the General Conditions, Special Conditions, and the other Contract Documents included with the Project Manual. In the event no form is enclosed, an AIA Document A101-2017, “Standard Form of Agreement Between Owner and Contractor, where the basis of payment is a Stipulated Sum,” along with the General Conditions (AIA Document A201- 2007), as both are revised, modified and supplemented by the Owner, will be used. All references in these Instructions to Bidders to the A101 or the A201 refer to the documents as revised by the Owner.

B. Conflicts:
1. In case of conflict between the provisions of these Instructions and any other Bidding Document, these Instructions shall govern. In case of conflict between the provisions of the Bidding Documents and the Contract Documents, the Contract Documents shall govern.

1.09 SUPPLEMENTARY INSTRUCTIONS

A. Retainage:
1. The Contract Documents specify the statutory retainage requirements of RCW 60.28 for this Project.

B. Contract Time:
1. The Contract Documents specify the Contract Time.

C. Prevailing Wages:

1. The Contract Documents contain requirements regarding the payment of prevailing wages pursuant to RCW 39.12.

D. Written Notice:
   1. The Contract Documents contain a number of provisions that require the Contractor to make Claims in writing within a specified time in order to maintain the claim.

E. Estimate for Payment Form:
   1. Such form, shall be AIA Document G702 and G703 application for payment on Contract, executed in triplicate by the Contractor for each progress payment, as application and certificate for payment based on Payments and Completion Article requirements under General Conditions.

F. Changes in Contract Sum:
   1. The Contract Documents contain provisions specifying requirements for and pricing of changes in the Contract Sum.

G. Contractor Registration:
   1. Pursuant to RCW 39.06, the Bidder shall be registered or licensed as required by the laws of the State of Washington, including but not limited to RCW 18.27.

H. Other Provisions:
   1. The above paragraphs contain descriptions of some but not all of the provisions of the Contract Documents, Bidders should review in detail the Contract Documents themselves and not rely upon the above paragraphs in this Article as complete, inclusive, or accurate.

END OF SECTION

SECTION 00 31 00
AVAILABLE PROJECT INFORMATION

PART 1 GENERAL

1.01 EXISTING CONDITIONS

A. Certain information relating to existing surface and subsurface conditions and structures is available to bidders but will not be part of Contract Documents, as follows:

B. Original January 10, 2005 Bid Set including, Civil, Landscape, Architectural, Structural, Mechanical, Plumbing and Electrical Construction Documents.
   1. Copy is available for download and review in the Project Procurement site on the Small works Roster in the Municipal Research and Services Center of Washington (MRSC) portal at http://mrscrosters.org
   2. These documents show plans, sections, elevations and details for the original bidded roof construction.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

END OF SECTION

SECTION 00 41 00
BID FORM

BASE BID NO. 01: CLARK COWLITZ FIRE RESCUE STATION #21 RE-ROOF

BASE BID NO. 02: CLARK COWLITZ FIRE RESCUE STATION #23 RE-ROOF

PROJECT

Project Name: Clark-Cowlitz Fire Rescue Station #21 Re-roof and #23 Re-roof

SUBMIT BASE BID

At: 2:00 p.m. (PDT), May 7, 2025

Clark-Cowlitz Fire Rescue Station #21

911 N 65th Avenue

Ridgefield, WA 98642

BID OPENING AND POSTING - BASE BIDS AND ALTERNATES

Bids will be opened and recorded within two business days of the published bid submittal deadline. Bidders may obtain bid results by logging into the MRSC website and viewing public notices two business days from the bid submittal deadline. Bid results may also be obtained from the Architect.

FROM: _____

(GENERAL CONTRACTOR NAME)

TO: CLARK-COWLITZ FIRE RESCUE

The undersigned proposes to furnish materials and labor and to perform all Work for the above-described project in strict accordance with the drawings, specifications and addenda numbered _____ to _____ inclusive for the base Bid of:

DESCRIPTION

BASE BID NO. 01: CLARK-COWLITZ FIRE RESCUE STATION #21 RE-ROOF

Perform work identified in the documents. (Washington State Prevailing Wages apply)

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

BASE BID NO. 02: CLARK-COWLITZ FIRE RESCUE STATION #23 RE-ROOF

Perform work identified in the documents. (Washington State Prevailing Wages apply)

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

TRENCH EXCAVATION SAFETY PROVISIONS

If the Bid amount contains any Work which requires trenching exceeding a depth of 4-feet, all costs for trench safety shall be included in the Base Bid and indicated above for adequate trench safety systems in compliance with Chapter 39.04 RCW. 49.17 RCW and WAC 296-155-650. Bidder must include a lump sum dollar amount in blank below (even if the value is $0.00) to be responsive.

Total Amount: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

ALTERNATES

Alternate Bid #01; Clark Cowlitz Fire Rescue Station #21 Re-roof: Additive or Deductive, Delete 07 54 29 Ketone Ethylene Ester (KEE) Membrane Roofing and Provide 07 54 19 PVC Thermoplastic Single-Ply Roofing

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

Alternate Bid #2; Clark Cowlitz Fire Rescue Station #21 Re-roof: Additive, Provide new flashing for salvaged pre-manufactured fascia. Color to match existing. Remove and dispose of existing fascia flashing.

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

Alternate Bid #03; Clark Cowlitz Fire Rescue Station #23 Re-roof: Additive or Deductive, Delete 07 54 29 Ketone Ethylene Ester (KEE) Membrane Roofing and Provide 07 54 19 PVC Thermoplastic Single-Ply Roofing

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

Alternate Bid #4; Clark Cowlitz Fire Rescue Station #23 Re-roof: Additive, Provide new prefinished sheet metal coping and reglet to match existing profiles and gauges. Color to match existing. Remove and dispose of existing coping, reglet and flashing.

Total Bid: _____ dollars

and _____ cents ($_____)

(Does Not Include Sales Tax)

IDENTIFICATION OF SELECTED SUBCONTRACTORS: The Bidder shall name the Subcontractor with whom the Bidder, if awarded the Contract, will subcontract directly (not Subsubcontractors) for performance of the following Work (Submit with Bid Form):

Plumbing as described in RCW 18.106.
Heating, ventilation and air conditioning.
Electrical as described in RCW 19.28.

Any other categories of Work listed below.

If the Bidder intends to self-perform any of the categories of Work, it must name itself for each such category of Work. The Bidder shall not list more than one entity for a particular category of Work identified, unless a Subcontractor varies with an Alternate Bid, in which case the Bidder shall identify the Subcontractor to be used for the Alternate in the specified column for the affected portion of the Work. If no entry is made in the “Subcontractor (if Alternate is Accepted”) column, it will be presumed that the Subcontractor will not change with any Alternates.

IF A SUBCONTRACTOR CATEGORY WILL NOT BE USED ON THIS PROJECT, EITHER WRITE “NONE” OR LEAVE BLANK

In accordance with RCW 39.30.060, failure of a Bidder to submit as part of the Bid the names of such proposed heating, ventilation and air conditioning, plumbing, or electrical Subcontractors or to name itself to perform such Work or the naming of two or more Subcontractors to perform the same Work shall render the Bidder’s Bid nonresponsive and, therefore, void.

Sample table below. Prepare project appropriate table with adequate number of columns to address number of Alternates.

Type of Work	Plumbing as described in RCW 18.106	Heating, Ventilating and Air Conditioning	Electrical as described in RCW 19.28
Subcontractor			
Subcontractor			
Subcontractor			

The undersigned agrees to hold this proposal open for forty-five (45) days following the opening of Bids and to execute the Agreement within seven (7) days if the Contract is awarded on the basis thereof.

The undersigned agrees, if awarded the Contract to substantially complete the Work by September 8, 2025

The undersigned further agrees that if awarded the Contract, not less than 10 percent of the Work (excluding General Conditions) shall be accomplished with the Bidder’s own Work force.

The undersigned further agrees, if awarded the Contract, to execute and deliver to the owner not later than the date of execution of the Contract satisfactory performance and payment bonds in an amount equal to 100 percent of the total Contract sum (Base Bid plus accepted alternates, plus Washington State sales tax), and Certificate of Insurance.

Bid security in the form of a Bid bond, certified bank check, or cashier's check, in the amount not less than 5 percent of the base Bid, excluding applicable Washington State taxes, and all made payable to the owner, is enclosed. The undersigned agrees that such Bid security, accompanying this proposal and left in escrow with the owner, shall be forfeited and the amount stated herein made payable to the owner if the undersigned fails to execute and deliver the specified Agreement form and performance and payment bonds within ten (10) calendar days after being notified in writing by the owner of their selection as successful Bidder. The Bid security will be returned to the undersigned if this proposal is not accepted within forty-five (45) calendar days from above-indicated Bid opening date. If a Contract is awarded to any other Bidder, such Bid security will be returned to the undersigned within three (3) calendar days

after Contract has been signed.

LIQUIDATED DAMAGES: The undersigned agrees to pay the Owner as liquidated damages the sum of $250 for each consecutive calendar day that is in default after the Contract Time Liquidated damages shall be deducted from the contract invoice after taxes and retainage.

LABOR RATES: The State of Washington Prevailing Wage Rates are applicable for this public works project located in Clark County. Bidders are responsible to verify and use the most recent prevailing wage rates. The “Effective Date” for this project is the Bid Form due date above. The applicable state of Washington prevailing wage rates may be found on the Department of Labor & Industries website located at: https://secure.lni.wa.gov/wagelookup/. Federal Davis bacon Wage Rates may be found at http://wdol.gov/dba.aspx. The contractor shall pay the higher of the State of Washington prevailing wage rates or the Davis Bacon Wage Rates as applicable for each trade.

The owner reserves the right to reject any or all Bids and waive all informalities.

The undersigned hereby verifies under penalty of perjury, in accordance with RCW 9A.72.085, that Bidder is in compliance with the responsible Bidder criteria requirement of subsection (1)(g) of RCW 39.04.350. Specifically, within the three-year period immediately preceding the date of the Bid solicitation for this Project, Bidder has not been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction that Bidder has willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW. The undersigned certifies (or declares) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

NAME OF FIRM: _____

By:

_____ (Signature)

_____ (Title)

_____ (Name (Print/Type)

Date: _____ _____

(Physical Location (City) of person signing this form at time of signing)

ADDRESS:

_____ (Address Line 1)

_____ (Address Line 2)

_____ (City, State, Zip Code)

_____ (Telephone)

_____ (Fax Number)

_____ (Email)

MEMBERS OF FIRM IF PARTNERSHIP OR JOINT VENTURE:

_____ Name (print/type)
_____ Signature
_____ Name (print/type)
_____ Signature
_____ Name (print/type)
_____ Signature

If firm is a corporation, state in which incorporated: _____

State of Washington Contractor's registration number: _____

State of Washington Contractor's license number: _____

Federal Tax Identification Number (TIN): _____

END OF SECTION

SECTION 00 45 19
STATEMENT OF NONCOLLUSION

SUBMIT WITH BID FORM

NONCOLLUSION

The Bid submitted must be genuine and not a sham or collusive Bid, or made in the interest or on behalf of any person not therein named; and further says that the said Bidder has not directly nor indirectly induced or solicited any Bidder of the Work, supplies, or equipment to put in a sham Bid, or any other person or corporation to refrain from Bidding, and that said Bidder has not in any manner sought by collusion to secure an advantage over any other Bidder or Bidders.

BIDDER - Please Type: _____

OFFICIAL SIGNATURE: _____

NAME - Please Type: _____

TITLE - Please Type: _____

DATE: _____

END OF SECTION

SECTION 00 52 00
AGREEMENT FORM

PART 1 GENERAL

1.01 FORM OF AGREEMENT

THE AGREEMENT TO BE EXECUTED IS ATTACHED FOLLOWING THIS PAGE.

A. The form of the FORM OF AGREEMENT, to be executed in triplicate by the Owner and the successful Bidder, shall be the Agreement Between the Owner and Contractor (where the basis of payment is a stipulated sum). Such Form is incorporated into these Bidding and Contract Documents and is attached following this page.

END OF SECTION

AIA® Document A105® – 2017

Standard Short Form of Agreement Between Owner and Contractor

AGREEMENT made as of the day of in the year
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Clark-Cowlitz Fire Rescue
911 N. 65th Avenue
Ridgefield, WA 98642
john.nohr@clarkfr.org
(360) 887-4609 (Office)
(360) 606-9461 (Cell)

and the Contractor:
(Name, legal status, address and other information)

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

for the following Project:
(Name, location and detailed description)

Clark-Cowlitz Fire Rescue Station 21 Re-roof
911 N 65 Ave.,
Ridgefield, WA 98642
The Project consists of Re-roofing CCFR Station 21 with new membrane roofing installed over existing membrane roofing.

The Architect:
(Name, legal status, address and other information)

Aetta Architects, PC
821 SE 14th Loop, Suite 109
P.O. Box 798
Battle ground, WA 98604
Telephone: (360) 687-8379

The Owner and Contractor agree as follows.

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ARTICLE 1 THE CONTRACT DOCUMENTS

The Contractor shall complete the Work described in the Contract Documents for the Project. The Contract Documents consist of

.1 this Agreement signed by the Owner and Contractor;

.2 the drawings and specifications prepared by the Architect, dated , and enumerated as follows:

Drawings:

Number	Title	Date
See Exhibit A	List of Drawing Sheets	

Specifications:

Section	Title	Pages
See Exhibit B	Table of Contents	

.3 addenda prepared by the Architect as follows:

Number	Date	Pages
See Exhibit C	List of Addendums	

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.4 written orders for changes in the Work, pursuant to Article 10, issued after execution of this Agreement; and

.5 other documents, if any, identified as follows:

ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The Contract Time is the number of calendar days available to the Contractor to substantially complete the Work.

§ 2.2 Date of Commencement:
Unless otherwise set forth below, the date of commencement shall be the date of this Agreement.
(Insert the date of commencement if other than the date of this Agreement.)

§ 2.3 Substantial Completion:
Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion, as defined in Section 12.5, of the entire Work:
(Check the appropriate box and complete the necessary information.)

[ ] Not later than ( ) calendar days from the date of commencement.

[X] By the following date:

ARTICLE 3 CONTRACT SUM

§ 3.1 The Contract Sum shall include all items and services necessary for the proper execution and completion of the Work. Subject to additions and deductions in accordance with Article 10, the Contract Sum is:

dollars ($)

§ 3.2 For purposes of payment, the Contract Sum includes the following values related to portions of the Work:
(Itemize the Contract Sum among the major portions of the Work.)

Portion of the Work	Value

§ 3.3 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and hereby accepted by the Owner:
(Identify the accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

§ 3.4 Allowances, if any, included in the Contract Sum are as follows:
(Identify each allowance.)

Item	Price

§ 3.5 Unit prices, if any, are as follows:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)

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ARTICLE 4 PAYMENTS

§ 4.1 Based on Contractor's Applications for Payment certified by the Architect, the Owner shall pay the Contractor, in accordance with Article 12, as follows:
(Insert below timing for payments and provisions for withholding retainage, if any.)

Owner will make payment to the contractor within 30 days from receipt of pay application.

§ 4.2 Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate below, or in the absence thereof, at the legal rate prevailing at the place of the Project.
(Insert rate of interest agreed upon, if any.)

Payment of the retained percentage shall be withheld for a period of 45 days following the final completion and acceptance of all Contract work by Clark-Cowlitz Fire Rescue, and shall be paid the Contractor at the expiration of 60 days per RCW 39.12, subject to any claims filed in accordance with law and receipt of the submission of all required payrolls and affidavits, and releases or certificates have been obtained from the Washington State Department of Labor & Industries, Washington State Department of Employment Security and from the Washington State Department of Revenue.

ARTICLE 5 INSURANCE AND BONDS

§ 5.1 The Contractor shall maintain the following types and limits of insurance until the expiration of the period for correction of Work as set forth in Section 14.2, subject to the terms and conditions set forth in this Section 5.1:

§ 5.1.1 Commercial General Liability insurance for the Project, written on an occurrence form, with policy limits of not less than one million dollars ($ 1,000,000.00) each occurrence, two million dollars ($ 2,000,000.00) general aggregate, and two million dollars ($ 2,000,000.00) aggregate for products-completed operations hazard.

§ 5.1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than one million dollars ($ 1,000,000.00) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

§ 5.1.3 The Contractor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided that such primary and excess or umbrella insurance policies result in the same or greater coverage as those required under Section 5.1.1 and 5.1.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 5.1.4 Workers' Compensation at statutory limits.

§ 5.1.5 Employers' Liability with policy limits not less than one million dollars ($ 1,000,000.00) each accident, one million dollars ($ 1,000,000.00) each employee, and one million dollars ($ 1,000,000.00) policy limit.

§ 5.1.6 The Contractor shall provide builder's risk insurance to cover the total value of the entire Project on a replacement cost basis.

§ 5.1.7 Other Insurance Provided by the Contractor
(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage	Limits

§ 5.1.8 Any payment of deductible or self-insured retention shall be the sole responsibility of the Contractor.

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§ 5.1.9 The Owner, Owner's Representative and the Architect shall be named as an additional insured on the Commercial General Liability insurance policy, as respects work performed by or on behalf of the Contractor and copies of the endorsement naming the Owner as additional insured shall be attached to the Certificate of Insurance. The Owner reserves the right to receive a certified copy of all required insurance policies.

§ 5.1.10 The Contractor's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

§ 5.1.11 The Contractor's insurance shall be primary insurance as respect the Owner and the Owner shall be given thirty (30) days prior written notice of any cancellation, suspension or material change in coverage.

§ 5.1.12 The Owner' specification or approval of the insurance in this agreement or of its amount shall not relieve or decrease the liability of the Contractor under this agreement or otherwise.

§ 5.1.13 Coverage shall be maintained without interruption from the date of commencement of the Work until the date of final acceptance and termination of any coverage required to be maintained after final payment.

§ 5.1.14 The Contractor shall ensure and require that subcontractors of all tiers have insurance coverage to cover bodily injury and property damage on all operations and all vehicles owned or operated by subcontractors of all tiers.

§ 5.1.15 If the Owner is damaged by the failure of the Contractor to maintain any of the above insurance or to so notify the Owner, then the Contractor shall bear all costs attributable thereto. The Owner may withhold payment pending receipt of all certificates of insurance. Failure to withhold payment shall not constitute a waiver.

§ 5.2 The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance and shall provide property insurance to cover the value of the Owner's property. The Contractor is entitled to receive an increase in the Contract Sum equal to the insurance proceeds related to a loss for damage to the Work covered by the Owner's property insurance.

§ 5.3 The Contractor shall obtain an endorsement to its Commercial General Liability insurance policy to provide coverage for the Contractor's obligations under Section 8.12.

§ 5.4 Prior to commencement of the Work, each party shall provide certificates of insurance showing their respective coverages.

§ 5.5 Unless specifically precluded by the Owner's property insurance policy, the Owner and Contractor waive all rights against (1) each other and any of their subcontractors, suppliers, agents, and employees, each of the other; and (2) the Architect, Architect's consultants, and any of their agents and employees, for damages caused by fire or other causes of loss to the extent those losses are covered by property insurance or other insurance applicable to the Project, except such rights as they have to the proceeds of such insurance.

§ 5.6 Performance and Payment Bonds

§ 5.6.1 Payment and performance bonds for 100% of the Contract Award Amount, plus state sales tax, pursuant to RCW 39.08 shall be furnished for the Work, using the Payment Bond and Performance Bond form published by and available from the American Institute of Architects (AIA) – form A312 or as is satisfactory to the Owner.

ARTICLE 6 GENERAL PROVISIONS

§ 6.1 The Contract

The Contract represents the entire and integrated agreement between the parties and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a written modification in accordance with Article 10.

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§ 6.2 The Work
The term "Work" means the construction and services required by the Contract Documents, and includes all other labor, materials, equipment, and services provided, or to be provided, by the Contractor to fulfill the Contractor's obligations.

§ 6.3 Intent
The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all.

§ 6.4 Ownership and Use of Architect's Drawings, Specifications and Other Documents
Documents prepared by the Architect are instruments of the Architect's service for use solely with respect to this Project. The Architect shall retain all common law, statutory, and other reserved rights, including the copyright. The Contractor, subcontractors, sub-subcontractors, and suppliers are authorized to use and reproduce the instruments of service solely and exclusively for execution of the Work. The instruments of service may not be used for other Projects or for additions to this Project outside the scope of the Work without the specific written consent of the Architect.

§ 6.5 Electronic Notice
Written notice under this Agreement may be given by one party to the other by email as set forth below.
(Insert requirements for delivering written notice by email such as name, title, and email address of the recipient, and whether and how the system will be required to generate a read receipt for the transmission.)

§ 6.6 Electronic Documents / BIM
Drawings and Specifications shall be provided as two-dimensional Construction Documents in a static format not intended to allow modification. To the extent Revit or other building information modeling software is used by Architect or its consultants, or by Owner's other consultants, building information models may be provided to Contractor "as-is," and subject to Architect's standard electronic document release. Contractor acknowledges that, unless otherwise agreed in writing, any building information models provided to Contractor were not developed for Contractor's purposes or anticipated use. Any use of, or reliance on, all or a portion of a building information model by Contractor shall be at the Contractor's sole risk and without liability to the other party.

ARTICLE 7 OWNER
§ 7.1 Information and Services Required of the Owner
§ 7.1.1 If requested by the Contractor, the Owner shall furnish all necessary surveys and a legal description of the site.

§ 7.1.2 Except for permits and fees under Section 8.7.1 that are the responsibility of the Contractor, the Owner shall obtain and pay for other necessary approvals, easements, assessments, and charges.

§ 7.1.3 Prior to commencement of the Work, at the written request of the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence.

§ 7.2 Owner's Right to Stop the Work
If the Contractor fails to correct Work which is not in accordance with the Contract Documents, the Owner may direct the Contractor in writing to stop the Work until the correction is made.

§ 7.3 Owner's Right to Carry Out the Work
If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a seven day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies, correct such deficiencies. In such case, the Architect may withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the cost of correction, provided the actions of the Owner and amounts charged to the Contractor were approved by the Architect.

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§ 7.4 Owner's Right to Perform Construction and to Award Separate Contracts

§ 7.4.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project.

§ 7.4.2 The Contractor shall coordinate and cooperate with the Owner's own forces and separate contractors employed by the Owner.

ARTICLE 8 CONTRACTOR

§ 8.1 Review of Contract Documents and Field Conditions by Contractor

§ 8.1.1 Execution of the Contract by the Contractor is an express representation that the Contractor has visited the site, become familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 8.1.2 The Contractor shall carefully study and compare the Contract Documents with each other and with information furnished by the Owner. Before commencing activities, the Contractor shall (1) take field measurements and verify field conditions; (2) carefully compare this and other information known to the Contractor with the Contract Documents; and (3) promptly report errors, inconsistencies, or omissions discovered to the Architect.

§ 8.2 Contractor's Construction Schedule

The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work.

§ 8.3 Supervision and Construction Procedures

§ 8.3.1 The Contractor shall supervise and direct the Work using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work.

§ 8.3.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner, through the Architect, the names of subcontractors or suppliers for each portion of the Work. The Contractor shall not contract with any subcontractor or supplier to whom the Owner or Architect have made a timely and reasonable objection.

§ 8.4 Labor and Materials

§ 8.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, utilities, incidentals, transportation, and other facilities and services necessary for proper execution and completion of the Work.

§ 8.4.2 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract Work. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

§ 8.5 Warranty

The Contractor warrants to the Owner and Architect that: (1) materials and equipment furnished under the Contract will be new and of good quality unless otherwise required or permitted by the Contract Documents; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the requirements of the Contract Documents. Any material or equipment warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 12.5.

§ 8.6 Taxes

The Contractor shall pay sales, consumer, use, and similar taxes that are legally required when the Contract is executed.

§ 8.7 Permits, Fees and Notices

§ 8.7.1 The Contractor shall obtain and pay for the building permit and other permits and governmental fees, licenses, and inspections necessary for proper execution and completion of the Work.

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§ 8.7.2 The Contractor shall comply with and give notices required by agencies having jurisdiction over the Work. If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume full responsibility for such Work and shall bear the attributable costs. The Contractor shall promptly notify the Architect in writing of any known inconsistencies in the Contract Documents with such governmental laws, rules, and regulations.

§ 8.8 Submittals

The Contractor shall promptly review, approve in writing, and submit to the Architect shop drawings, product data, samples, and similar submittals required by the Contract Documents. Shop drawings, product data, samples, and similar submittals are not Contract Documents.

§ 8.9 Use of Site

The Contractor shall confine operations at the site to areas permitted by law, ordinances, permits, the Contract Documents, and the Owner.

§ 8.10 Cutting and Patching

The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly.

§ 8.11 Cleaning Up

The Contractor shall keep the premises and surrounding area free from accumulation of debris and trash related to the Work. At the completion of the Work, the Contractor shall remove its tools, construction equipment, machinery, and surplus material; and shall properly dispose of waste materials.

§ 8.12 Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them, from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

ARTICLE 9 ARCHITECT

§ 9.1 The Architect will provide administration of the Contract as described in the Contract Documents. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 9.2 The Architect will visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the Work.

§ 9.3 The Architect will not have control over or charge of, and will not be responsible for, construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility. The Architect will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents.

§ 9.4 Based on the Architect's observations and evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor.

§ 9.5 The Architect has authority to reject Work that does not conform to the Contract Documents.

§ 9.6 The Architect will promptly review and approve or take appropriate action upon Contractor's submittals, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

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§ 9.7 On written request from either the Owner or Contractor, the Architect will promptly interpret and make recommendations on matters concerning performance under, and requirements of, the Contract Documents.

§ 9.8 Interpretations and recommendations of the Architect will be consistent with the intent of, and reasonably inferable from the Contract Documents, and will be in writing or in the form of drawings. When making such interpretations and recommendations, the Architect will endeavor to secure faithful performance by both Owner and Contractor, and will not be liable for results of interpretations or recommendations rendered in good faith.

§ 9.9 The Architect's duties, responsibilities, and limits of authority as described in the Contract Documents shall not be changed without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

ARTICLE 10 CHANGES IN THE WORK

§ 10.1 The Owner, without invalidating the Contract, may order changes in the Work within the general scope of the Contract, consisting of additions, deletions or other revisions, and the Contract Sum and Contract Time shall be adjusted accordingly, in writing. If the Owner and Contractor cannot agree to a change in the Contract Sum, the Owner shall pay the Contractor its actual cost plus reasonable overhead and profit.

§ 10.2 The Architect may authorize or order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Such authorization or order shall be in writing and shall be binding on the Owner and Contractor. The Contractor shall proceed with such minor changes promptly.

§ 10.3 If concealed or unknown physical conditions are encountered at the site that differ materially from those indicated in the Contract Documents or from those conditions ordinarily found to exist the Contractor shall provide written notice to the Owner of such conditions within 24 hours of discovery and, if such notice is provided, the Contract Sum and Contract Time shall be subject to equitable adjustment.

ARTICLE 11 TIME

§ 11.1 Time limits stated in the Contract Documents are of the essence of the Contract.

§ 11.2 If the Contractor is delayed at any time in progress of the Work by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, or other causes beyond the Contractor's control, the Contract Time shall be subject to equitable adjustment.

§ 11.3 Costs caused by delays or by improperly timed activities or defective construction shall be borne by the responsible party.

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§ 11.4 The Timely Completion of this Project is Essential to the Owner. The Owner will incur serious and substantial special, incidental and consequential damages if Substantial Completion of the Work does not occur within the Contract Time or if Final Completion does not occur within thirty days thereafter; however, it would be difficult if not impossible to determine the amount of such damages. Consequently, provisions for liquidated and actual damages are include in the Contract. The Owner's right to liquidated and/or actual damages is not affected y partial completion, occupancy, or beneficial occupancy.

§ 11.4.1 The Contractor shall be responsible for and pay the following liquidated and actual damages:

§ 11.4.2 Failure of the Contractor to achieve Substantial and Final completion within the Time allotted in Section 2 shall result in liquidated and actual damages being assessed in the amount established in paragraphs 11.4.3 and 11.4.4 for each calendar day after the date(s) established for Substantial Completion until Substantial Completion is attained and for Final Completion until Final Completion is attained, respectively.

§ 11.4.3. If the Contract Time expires, relative to Substantial Completion, liquidated damages shall be assessed in the amount of $250 per day for each calendar day that Substantial Completion is not attained after the Contract Substantial Completion Time.

§ 11.4.4 Actual damages will be assessed for failure to achieve Final Completion within the time provided. Actual damages will be calculated on the basis of direct administrative and other related costs attributable to the Project from the date when Final Completion should have been achieved, based on the date of Substantial Completion is actually achieved, to the date Final Completion is actually achieved. The Owner may offset these costs against any payment due the Contract.

§ 11.4.5 The provisions in the Contract for liquidated damages are intended to be in lieu of the liability of the Contractor for special, incidental and consequential damages (such as cost of capital, loss of profits, use and revenue; and cost of other additional expenses attributable to impact to the Owner's operations, additional coordination and management, additional required services, rent loss of revenue, etc.) sustained by the Owner but shall not relieve or release the Contractor from liability for any and all damage or damages suffered by the Owner due to other breaches of the Contractor or losses suffered by separate contractors.

§ 11.4.6 The Contractor stipulates and agrees that it has reviewed provisions for liquidated and actual damages, believes they are reasonable and reflect as accurately as possible actual damages, and are not a penalty.

ARTICLE 12 PAYMENTS AND COMPLETION

§ 12.1 Contract Sum

The Contract Sum stated in this Agreement, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 12.2 Applications for Payment

§ 12.2.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment for Work completed in accordance with the values stated in this Agreement. The Application shall be supported by data substantiating the Contractor's right to payment as the Owner or Architect may reasonably require, such as evidence of payments made to, and waivers of liens from, subcontractors and suppliers. Payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment stored, and protected from damage, off the site at a location agreed upon in writing.

§ 12.2.2 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment, all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or other encumbrances adverse to the Owner's interests.

§ 12.2.3 Pursuant to RCW 60.28, a sum of 5 percent of the monies earned by the Contractor will be retained from progress estimates. Such retainage shall be used as a trust fund for the protection and payment (1) to the State with

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respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract. Monies retained under this Section shall be retained in a fund by the Owner unless Contractor elects for an alternative method of holding the retainage as provided under RCW 60.28.

§ 12.2.3.1 The Contractor agrees to notify Owner within five (5) days of the receipt of any of the following:

a. Notification that a lien may be claimed by any person, firm or corporation furnishing materials, supplies or equipment to any subcontractor for work on the project in accordance with RCW 60.28.015.
b. Notification by the Department of Labor and Industries of any proceedings, complaint or investigation conducted under the provisions of RCW 39.12.065.
c. The retained percentage may be held by Owner until all claims and proceedings referred to above have been resolved to the satisfaction of Owner.
d. In the event the retainage is insufficient to cover payment of the items set forth in **this Section**, Contractor shall be liable for all such insufficiencies and all costs incurred by Owner, including attorney fees, to recover such insufficiencies.

§ 12.3 Certificates for Payment

The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in part; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole. If certification or notification is not made within such seven day period, the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time and the Contract Sum shall be equitably adjusted due to the delay.

§ 12.4 Progress Payments

§ 12.4.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner provided in the Contract Documents.

§ 12.4.2 The Contractor shall promptly pay each subcontractor and supplier, upon receipt of payment from the Owner, an amount determined in accordance with the terms of the applicable subcontracts and purchase orders.

§ 12.4.3 Neither the Owner nor the Architect shall have responsibility for payments to a subcontractor or supplier.

§ 12.4.4 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the requirements of the Contract Documents.

§ 12.5 Substantial Completion

§ 12.5.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use.

§ 12.5.2 When the Contractor believes that the Work or designated portion thereof is substantially complete, it will notify the Architect and the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. The Architect will inspect to determine whether the Work is substantially complete. When the Architect determines that the Work is substantially complete, the Architect shall prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, establish the responsibilities of the Owner and Contractor, and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

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§ 12.6 Final Completion and Final Payment

§ 12.6.1 Upon receipt of a final Application for Payment, the Architect will inspect the Work. When the Architect finds the Work acceptable and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment.

§ 12.6.2 Final payment shall not become due until the Contractor submits to the Architect releases and waivers of liens, and data establishing payment or satisfaction of obligations, such as receipts, claims, security interests, or encumbrances arising out of the Contract.

§ 12.6.3 Acceptance of final payment by the Contractor, a subcontractor or supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 13 PROTECTION OF PERSONS AND PROPERTY

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs, including all those required by law in connection with performance of the Contract. The Contractor shall take reasonable precautions to prevent damage, injury, or loss to employees on the Work and other persons who may be affected thereby, the Work and materials and equipment to be incorporated therein, and other property at the site or adjacent thereto. The Contractor shall promptly remedy damage and loss to property caused in whole or in part by the Contractor, or by anyone for whose acts the Contractor may be liable.

ARTICLE 14 CORRECTION OF WORK

§ 14.1 The Contractor shall promptly correct Work rejected by the Architect as failing to conform to the requirements of the Contract Documents. The Contractor shall bear the cost of correcting such rejected Work, including the costs of uncovering, replacement, and additional testing.

§ 14.2 In addition to the Contractor's other obligations including warranties under the Contract, the Contractor shall, for a period of one year after Substantial Completion, correct work not conforming to the requirements of the Contract Documents.

§ 14.3 If the Contractor fails to correct nonconforming Work within a reasonable time, the Owner may correct it in accordance with Section 7.3.

ARTICLE 15 MISCELLANEOUS PROVISIONS

§ 15.1 Assignment of Contract

Neither party to the Contract shall assign the Contract as a whole without written consent of the other.

§ 15.2 Tests and Inspections

§ 15.2.1 At the appropriate times, the Contractor shall arrange and bear cost of tests, inspections, and approvals of portions of the Work required by the Contract Documents or by laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities.

§ 15.2.2 If the Architect requires additional testing, the Contractor shall perform those tests.

§ 15.2.3 The Owner shall bear cost of tests, inspections, or approvals that do not become requirements until after the Contract is executed. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 15.3 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules.

ARTICLE 16 TERMINATION OF THE CONTRACT

§ 16.1 Termination by the Contractor

If the Work is stopped under Section 12.3 for a period of 14 days through no fault of the Contractor, the Contractor may, upon seven additional days' written notice to the Owner and Architect, terminate the Contract and recover from

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the Owner payment for Work executed including reasonable overhead and profit, and costs incurred by reason of such termination.

§ 16.2 Termination by the Owner for Cause

§ 16.2.1 The Owner may terminate the Contract if the Contractor

- **.1** repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- **.2** fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the subcontractors;
- **.3** repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- **.4** is otherwise guilty of substantial breach of a provision of the Contract Documents.

§ 16.2.2 When any of the above reasons exist, the Owner, after consultation with the Architect, may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may

- **.1** take possession of the site and of all materials thereon owned by the Contractor, and
- **.2** finish the Work by whatever reasonable method the Owner may deem expedient.

§ 16.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 16.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 16.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the Owner. This obligation for payment shall survive termination of the Contract.

§ 16.3 Termination by the Owner for Convenience

The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause. The Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed.

ARTICLE 17 OTHER TERMS AND CONDITIONS

(Insert any other terms or conditions below.)

§ 17.1.1 Pursuant to RCW 39.12, no worker, laborer, or mechanic employed in the performance of any part of the work shall be paid less than the 'prevailing rate of wage' (in effect as of the date that bids are due) as determined by the Industrial Statistician of the Department of Labor and Industries. The schedule of the prevailing wage rates for the locality or localities where this contract will be performed is made a part of the Contract Documents by reference as though fully set forth herein. The Contractor shall provide the respective Subcontractors with a schedule of the applicable prevailing wage rates. Questions relating to prevailing wage data should be addressed to the State of Washington, Department of Labor and Industries, Industrial Statistician.

§ 17.1.2 Pursuant to RCW 39.12.060, in case any dispute arises as to what are the prevailing rates of wages for work of a similar nature, an such dispute cannot be adjusted by the parties in interest, including labor and management representatives, the matter shall be referred for arbitration to the director of the Department of Labor and Industries of the state, and his or her decision therein shall be final and conclusive and binding on all parties involved in the dispute.

§ 17.1.3 The Contractor shall indemnify and hold the Owner harmless, including attorneys' fees, from any violation or alleged violation of RCW 39.12 by the Contractor or any Subcontractor of any tier.

§17.2 Utilities and Trench Safety. Contractor is responsible for locating any underground utilities affected by the work and is deemed to be an excavator for purposed of Chapter 19.122 RCW. Contractor shall be responsible for compliance with chapter 19.122 RCW, including utilization of the "one call" locator system before commencing any excavation activities. Contractor is also responsible for ensuring adequate trench safety and compliance as required by the Washington State Industrial and Health Act. The Contractor shall be responsible to notify, pay for and coordinate his work with One Call service at 456-8000.

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§17.3 Safety. The Contractor shall be solely and completely responsible for safety conditions on the job site, including the safety of all persons and property during performance of the work to complete the Project. The services of Owner's employees or the Owner's agents or Consultant's personnel in conducting construction review of the Contractor's performance is not intended to include review of the adequacy of the Contractor's work methods, equipment, bracing, scaffolding or trenching, or safety measures in, on or near the construction site. The Contractor shall provide safe access for the Owner and its inspectors to adequately inspect the quality of work and the conformance with project specifications. All work shall be performed to comply with all county, state and federal safety regulations. Barricades, signs, guards and warning lights shall be installed around the construction site necessary to protect persons from injury. Security fencing is required until the project site is secure and all openings are lockable.

§17.4 Dispute Resolution

§17.4.1 If the parties are unable to resolve a dispute regarding this Agreement through negotiation, any party may request mediation through a process to be mutually agreed to in good faith between the parties within 30 days of a party notifying the other parties in writing that a dispute exists "Dispute Notice." The participating parties shall share equally the costs of mediation and each participating party shall be responsible for its own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.

§17.4.2 If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 45 calendar days of the Dispute Notice or within 30 days of end of the mediation, either party may submit the dispute to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Superior Court as amended, located in the county in which the Project is located, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with all participating parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. The prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the arbitrator.

§17.4.3 Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in the Superior Court of the County in which the Project is located. The court shall determine all questions of law and fact without empanelling a jury for any purpose.

§17.4.4 Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

§17.4.5 The prevailing party in any action to enforce the terms of this contract, in addition to costs, shall be entitled to reasonable attorney's fees and expenses of arbitration including expert witness fees, paralegal costs and copying costs as determined by the arbitrator or court including costs and fees incurred on appeal.

This Agreement entered into as of the day and year first written above.
(If required by law, insert cancellation period, disclosures or other warning statements above the signatures.)

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
(Printed name and title)	*(Printed name and title)* LICENSE NO.: JURISDICTION:

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SECTION 00 61 00
BONDS

PART 1 GENERAL

1.01 BID BOND

A. The BID BOND, to be executed by the Bidder and to be submitted with the official PROPOSAL FORM, shall be the American Institute of Architects' Standard Document A310, 2010 edition, entitled BID BOND, or reasonable equivalent. This form is incorporated into these bidding and contract documents and forms by reference only and is no contained herein.

1.02 PERFORMANCE BOND AND PAYMENT BOND

A. The PERFORMANCE BOND and PAYMENT BOND to be executed by the successful Bidder and delivered to the Owner with the singed Contract, shall be the American Institute of Architects' Standard Document A312, 2010 edition, entitled PERFORMANCE BOND and PAYMENT BOND or reasonable equivalent. These forms are incorporated into these Bidding and Contract Documents and Forms by reference only and are not contained herein.

END OF SECTION

SECTION 00 73 43
WAGE RATES REQUIREMENTS

PART 1 GENERAL

1.01 DESCRIPTION

A. Washington State prevailing wage rates apply to this project. Access the wage rate information as follows:
   1. URL to the Department of Labor & Industries Prevailing Wage Rates: https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx for current rates.
   2. Select Clark County for location of public works project.

B. The Effective Date of wage rates used for this project will be based on the bid date found in Bid Form, or as modified by addenda.

END OF SECTION

SECTION 01 20 00
PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Procedures for preparation and submittal of applications for progress payments.

B. Documentation of changes in Contract Sum and Contract Time.

C. Change procedures.

D. Correlation of Contractor submittals based on changes.

E. Procedures for preparation and submittal of application for final payment.

1.02 SCHEDULE OF VALUES

A. Use Schedule of Values Form: AIA G703, edition stipulated in the Agreement.

B. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit draft to Architect for approval.

C. Forms filled out by hand will not be accepted.

D. Submit Schedule of Values in triplicate within 10 days after date of Owner-Contractor Agreement.

E. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification section.

F. Include in each line item, the amount of Allowances specified in this section.

G. Include within each line item, a direct proportional amount of Contractor's overhead and profit.

H. Revise schedule to list approved Change Orders, with each Application For Payment.

1.03 APPLICATIONS FOR PROGRESS PAYMENTS

A. Payment Period: Submit at intervals stipulated in the Agreement.

B. Use Form AIA G702 and Form AIA G703, edition stipulated in the Agreement.

C. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to Architect for approval.

D. Forms filled out by hand will not be accepted.

E. For each item, provide a column for listing each of the following:
   1. Item Number.
   2. Description of work.
   3. Scheduled Values.
   4. Previous Applications.
   5. Work in Place and Stored Materials under this Application.
   6. Authorized Change Orders.
   7. Total Completed and Stored to Date of Application.
   8. Percentage of Completion.
   9. Balance to Finish.
   10. Retainage.

F. Execute certification by signature of authorized officer.

G. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored products.

H. List each authorized Change Order as a separate line item, listing Change Order number and dollar amount as for an original item of work.

I. Submit one electronic and three hard-copies of each Application for Payment.

J. Include the following with the application:
   1. Transmittal letter as specified for submittals in Section 01 30 00.
   2. Construction progress schedule, revised and current as specified in Section 01 32 16.
   3. Partial release of liens from major subcontractors and vendors.
   4. Affidavits attesting to off-site stored products.

K. When Architect requires substantiating information, submit data justifying dollar amounts in question.

1.04 MODIFICATION PROCEDURES

A. For minor changes not involving an adjustment to the Contract Sum or Contract Time, Architect will issue instructions directly to Contractor.

B. For other required changes, Architect will issue a document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.
   1. The document will describe the required changes and will designate method of determining any change in Contract Sum or Contract Time.
   2. Promptly execute the change.

C. For changes for which advance pricing is desired, Architect will issue a document that includes a detailed description of a proposed change with supplementary or revised drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall prepare and submit a fixed price quotation within 10 days.

D. Contractor may propose a change by submitting a request for change to Architect, describing the proposed change and its full effect on the work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation. Document any requested substitutions in accordance with Section 01 60 00.

E. Computation of Change in Contract Amount: As specified in the Agreement and Conditions of the Contract.
   1. For change requested by Architect for work falling under a fixed price contract, the amount will be based on Contractor's price quotation.
   2. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by Architect.
   3. For pre-determined unit prices and quantities, the amount will based on the fixed unit prices.
   4. For change ordered by Architect without a quotation from Contractor, the amount will be determined by Architect based on the Contractor's substantiation of costs as specified for Time and Material work.

F. Substantiation of Costs: Provide full information required for evaluation.
   1. Provide the following data:
      a. Quantities of products, labor, and equipment.
      b. Taxes, insurance, and bonds.
      c. Overhead and profit.
      d. Justification for any change in Contract Time.
      e. Credit for deletions from Contract, similarly documented.
   2. Support each claim for additional costs with additional information:
      a. Origin and date of claim.
      b. Dates and times work was performed, and by whom.
      c. Time records and wage rates paid.
      d. Invoices and receipts for products, equipment, and subcontracts, similarly documented.
   3. For Time and Material work, submit itemized account and supporting data after completion of change, within time limits indicated in the Conditions of the Contract.

G. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.

H. Promptly enter changes in Project Record Documents.

1.05 APPLICATION FOR FINAL PAYMENT

A. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Sum, previous payments, and sum remaining due.

B. Application for Final Payment will not be considered until the following have been accomplished:
   1. All closeout procedures specified in Section 01 70 00.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 23 00
ALTERNATES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Description of Alternates.

B. Procedures for pricing Alternates.

C. Documentation of changes to Contract Price and Contract Time.

1.02 ACCEPTANCE OF ALTERNATES

A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at Owner's option. Accepted Alternates will be identified in the Owner-Contractor Agreement.

B. All alternates described in this Section are required to be reflected on the Form of Proposal/Bid Form as submitted by Bidders. Do not submit alternatives other than as described in this Section.

C. If the Owner elects to proceed on the basis of one or more of the described alternates, make all modifications to the Work required in furnishing and installing the selected Alternates to the approval of the Architect and at no additional cost to the Owner other than as proposed on the Bid Form.

D. Immediately after award of the Contract, or as soon thereafter as the Owner has made decision on which if any Alternates will be selected, thoroughly and clearly advise all necessary personnel and suppliers as to the nature and extent of Alternates selected by the Owner. Use all means necessary to alert those personnel and suppliers involved as to all changes in the Work caused by the Owner’s selection or rejection of Alternatives.

E. Coordinate related work and modify surrounding work to integrate the Work of each Alternate.

1.03 SCHEDULE OF ALTERNATES

A. Alternate No. 1 - Additive or Deductive:
   1. Description: Delete KEE Membrane Roofing as the specified Project roof membrane and provide PVC Thermoplastic Single-Ply Roofing as the specified Project roof membrane. See Section 07 54 19 for specifications.

B. Alternate No. 2 - Additive:
   1. Description: Provide new flashing for salvaged pre-manufactured fascia. Color to match existing. Remove and dispose of existing fascia flashing.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 25 00
SUBSTITUTION PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Procedural requirements for proposed substitutions.

1.02 DEFINITIONS

A. Substitutions: Changes from Contract Documents requirements proposed by Contractor to materials, products, assemblies, and equipment.
   1. Substitutions for Cause: Proposed due to changed Project circumstances beyond Contractor's control.
   2. Substitutions for Convenience: Proposed due to possibility of offering substantial advantage to the Project.

1.03 REFERENCE STANDARDS

A. CSI/CSC Form 1.5C - Substitution Request (During the Bidding/Negotiating Stage); Current Edition.

B. CSI/CSC Form 13.1A - Substitution Request (After the Bidding/Negotiating Phase); Current Edition.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 GENERAL REQUIREMENTS

A. A Substitution Request for products, assemblies, materials, and equipment constitutes a representation that the submitter:
   1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product, equipment, assembly, or system.
   2. Agrees to provide the same warranty for the substitution as for the specified product.
   3. Agrees to provide same or equivalent maintenance service and source of replacement parts, as applicable.
   4. Agrees to coordinate installation and make changes to other work that may be required for the work to be complete, with no additional cost to Owner.
   5. Waives claims for additional costs or time extension that may subsequently become apparent.

B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents. Burden of proof is on proposer.
   1. Note explicitly any non-compliant characteristics.

C. Content: Include information necessary for tracking the status of each Substitution Request, and information necessary to provide an actionable response.
   1. Forms indicated in the Project Manual are adequate for this purpose, and must be used.

D. Limit each request to a single proposed substitution item.
   1. Submit an electronic document, combining the request form with supporting data into single document.

3.02 SUBSTITUTION PROCEDURES DURING PROCUREMENT

A. Submittal Time Restrictions:
   1. Owner will consider requests for substitutions only if submitted at least 10 days prior to the date for receipt of bids.

B. Submittal Form (before award of contract):
   1. Submit substitution requests by completing CSI/CSC Form 1.5C - Substitution Request. See this form for additional information and instructions. Use only this form; other forms

of submission are unacceptable.

3.03 SUBSTITUTION PROCEDURES DURING CONSTRUCTION

A. Submittal Form (after award of contract):
   1. Submit substitution requests by completing CSI/CSC Form 13.1A - Substitution Request (After Bidding/Negotiating). See this form for additional information and instructions. Use only this form; other forms of submission are unacceptable.

B. Submit request for Substitution for Cause immedately upon discovery of need for substitution, but not later than 14 days prior to time required for review and approval by Architect, in order to stay on approved project schedule.

C. Submit request for Substitution for Convenience immediately upon discovery of its potential advantage to the project, but not later than 14 days prior to time required for review and approval by Architect, in order to stay on approved project schedule.
   1. In addition to meeting general documentation requirements, document how the requested substitution benefits the Owner through cost savings, time savings, greater energy conservation, or in other specific ways.
   2. Document means of coordinating of substitution item with other portions of the work, including work by affected subcontractors.
   3. Bear the costs engendered by proposed substitution of:
      a. Owner's compensation to the Architect for any required redesign, time spent processing and evaluating the request.
      b. Other construction by Owner.
      c. Other unanticipated project considerations.

D. Substitutions will not be considered under one or more of the following circumstances:
   1. When they are indicated or implied on shop drawing or product data submittals, without having received prior approval.
   2. Without a separate written request.
   3. When acceptance will require revisions to Contract Documents.

3.04 RESOLUTION

A. Architect may request additional information and documentation prior to rendering a decision. Provide this data in an expeditious manner.

B. Architect will notify Contractor in writing of decision to accept or reject request.

3.05 ACCEPTANCE

A. Accepted substitutions change the work of the Project. They will be documented and incorporated into work of the project by Change Order, Construction Change Directive, Architectural Supplementary Instructions, or similar instruments provided for in the Conditions of the Contract.

3.06 CLOSEOUT ACTIVITIES

A. See Section 01 78 00 - Closeout Submittals, for closeout submittals.

B. Include completed Substitution Request Forms as part of the Project record.

END OF SECTION

CSI Form 1.5C

SUBSTITUTION REQUEST
(During the Bid Period)

Project: _____ Substitution Request Number: _____

_____ From: _____

To: _____ Date: _____

_____ A/E Project Number: _____

Re: _____ Contract For: _____

Specification Title: _____ Description: _____

Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____

Manufacturer: _____ Address: _____ Phone: _____

Trade Name: _____ Model No.: _____

Attached data includes product description, specifications, drawings, photographs, and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.

Submitted by: _____

Signed by: _____

Firm: _____

Address: _____

_____

Telephone: _____

A/E's REVIEW AND ACTION

☐ Substitution approved - Make submittals in accordance with Specification Section 01 25 00 Substitution Procedures.
☐ Substitution approved as noted - Make submittals in accordance with Specification Section 01 25 00 Substitution Procedures.
☐ Substitution rejected - Use specified materials.
☐ Substitution Request received too late - Use specified materials.

Signed by: Date:

Supporting Data Attached: ☐ Drawings ☐ Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____

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This is not an official CSI Construction Contract Administration (CCA) Form. Please use CSI's official CCA Forms if required by your project needs.

SUBSTITUTION REQUEST
(After the Bidding/Negotiating Phase)

Project: _____ Substitution Request Number: _____

_____ From: _____

To: _____ Date: _____

_____ A/E Project Number: _____

Re: _____ Contract For: _____

Specification Title: _____ Description: _____

Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____

Manufacturer: _____ Address: _____ Phone: _____

Trade Name: _____ Model No.: _____

Installer: _____ Address: _____ Phone: _____

History: ☐ New product ☐ 1-4 years old ☐ 5-10 years old ☐ More than 10 years old

Differences between proposed substitution and specified product: _____

_____

_____

☐ Point-by-point comparative data attached — REQUIRED BY A/E

Reason for not providing specified item: _____

_____

Similar Installation:

Project: _____ Architect: _____

Address: _____ Owner: _____

_____ Date Installed: _____

Proposed substitution affects other parts of Work: ☐ No ☐ Yes; explain _____

_____

Savings to Owner for accepting substitution: _____ ($ _____).

Proposed substitution changes Contract Time: ☐ No ☐ Yes [Add] [Deduct] _____ days.

Supporting Data Attached: ☐Drawings ☐Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____

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Form Version: September 2013
CSI Form 13.1A

SUBSTITUTION REQUEST

(After the Bidding/Negotiating Phase — Continued)

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Submitted by: _____

Signed by: _____

Firm: _____

Address: _____

_____

Telephone: _____

Attachments: ☐

A/E's REVIEW AND RECOMMENDATION

☐ Approve Substitution - Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures.
☐ Approve Substitution as noted - Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures.
☐ Reject Substitution - Use specified materials.
☐ Substitution Request received too late - Use specified materials.

Signed by: _____ Date: _____

OWNER'S REVIEW AND ACTION

☐ Substitution approved - Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures. Prepare Change Order.
☐ Substitution approved as noted - Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures. Prepare Change Order.
☐ Substitution rejected - Use specified materials.

Signed by: _____ Date: _____

Additional Comments: ☐Contractor ☐Subcontractor ☐Supplier ☐Manufacturer ☐A/E

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SECTION 01 30 00
ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. General administrative requirements.

B. Site mobilization meeting.

C. Progress meetings.

D. Submittals for review, information, and project closeout.

E. Number of copies of submittals.

F. Requests for Information (RFI) procedures.

G. Submittal procedures.

1.02 GENERAL ADMINISTRATIVE REQUIREMENTS

A. Comply with requirements of Section 01 70 00 - Execution and Closeout Requirements for coordination of execution of administrative tasks with timing of construction activities.

B. Make the following types of submittals to Architect:
   1. Requests for Information (RFI).
   2. Requests for substitution.
   3. Shop drawings, product data, and samples.
   4. Test and inspection reports.
   5. Manufacturer's instructions and field reports.
   6. Applications for payment and change order requests.
   7. Correction Punch List and Final Correction Punch List for Substantial Completion.
   8. Closeout submittals.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 SITE MOBILIZATION MEETING

A. Schedule meeting at the Project site prior to Contractor occupancy.

B. Attendance Required:
   1. Contractor.
   2. Owner.
   3. Architect.

C. Agenda:
   1. Use of premises by Owner and Contractor.
   2. Owner's requirements.
   3. Construction facilities and controls provided by Owner.
   4. Temporary utilities provided by Owner.
   5. Security and housekeeping procedures.
   6. Schedules.
   7. Application for payment procedures.
   8. Procedures for testing.
   9. Procedures for maintaining record documents.

3.02 PROGRESS MEETINGS

A. Schedule and administer meetings throughout progress of the work at maximum monthly intervals.

B. Make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.

C. Attendance Required:
   1. Contractor.
   2. Owner.
   3. Architect.

D. Agenda:
   1. Review of work progress.
   2. Field observations, problems, and decisions.
   3. Identification of problems that impede, or will impede, planned progress.
   4. Review of submittals schedule and status of submittals.
   5. Review of RFIs log and status of responses.
   6. Review of Progress Schedule.
   7. Corrective measures to regain projected schedules.
   8. Planned progress during succeeding work period.
   9. Maintenance of quality and work standards.
   10. Effect of proposed changes on progress schedule and coordination.
   11. Other business relating to work.

3.03 REQUESTS FOR INFORMATION (RFI)

A. Definition: A request seeking one of the following:
   1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
   2. A resolution to an issue which has arisen due to field conditions and affects design intent.

B. Whenever possible, request clarifications at the next appropriate project progress meeting, with response entered into meeting minutes, rendering unnecessary the issuance of a formal RFI.

C. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
   1. Prepare a separate RFI for each specific item.
      a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
      b. Do not forward requests which solely require internal coordination between subcontractors.
   2. Prepare in a format and with content acceptable to Owner.
   3. Combine RFI and its attachments into a single electronic file. PDF format is preferred.

D. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
   1. Include in each request Contractor's signature attesting to good faith effort to determine from Contract Documents information requiring interpretation.
   2. Unacceptable Uses for RFIs: Do not use RFIs to request the following::
      a. Approval of submittals (use procedures specified elsewhere in this section).
      b. Approval of substitutions (see Section - 01 60 00 - Product Requirements)
      c. Changes that entail change in Contract Time and Contract Sum (comply with provisions of the Conditions of the Contract).
      d. Different methods of performing work than those indicated in the Contract Drawings and Specifications (comply with provisions of the Conditions of the Contract).

E. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.

F. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.

G. Review Time: Architect will respond and return RFIs to Contractor within seven calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 3:00 PM will be considered as having been received on the following regular working day.
   1. Response period may be shortened or lengthened for specific items, subject to mutual agreement, and recorded in a timely manner in progress meeting minutes.

H. Responses: Content of answered RFIs will not constitute in any manner a directive or authorization to perform extra work or delay the project. If in Contractor's belief it is likely to lead to a change to Contract Sum or Contract Time, promptly issue a notice to this effect, and follow up with an appropriate Change Order request to Owner.

3.04 SUBMITTALS FOR REVIEW

A. When the following are specified in individual sections, submit them for review:
   1. Product data.
   2. Shop drawings.
   3. Samples for verification.

B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.

C. Samples will be reviewed for aesthetic, color, or finish selection.

D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 78 00 - Closeout Submittals.

3.05 SUBMITTALS FOR INFORMATION

A. When the following are specified in individual sections, submit them for information:
   1. Design data.
   2. Certificates.
   3. Test reports.
   4. Inspection reports.
   5. Manufacturer's instructions.
   6. Manufacturer's field reports.
   7. Other types indicated.

B. Submit for Architect's knowledge as contract administrator or for Owner.

3.06 SUBMITTALS FOR PROJECT CLOSEOUT

A. Submit Correction Punch List for Substantial Completion.

B. Submit Final Correction Punch List for Substantial Completion.

C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 01 78 00 - Closeout Submittals:
   1. Project record documents.
   2. Operation and maintenance data.
   3. Warranties.
   4. Bonds.
   5. Other types as indicated.

D. Submit for Owner's benefit during and after project completion.

3.07 NUMBER OF COPIES OF SUBMITTALS

A. Electronic Documents: Submit one electronic copy in PDF format; an electronically-marked up file will be returned. Create PDFs at native size and right-side up; illegible files will be rejected.

B. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
   1. Retained samples will not be returned to Contractor unless specifically so stated.

3.08 SUBMITTAL PROCEDURES

A. General Requirements:
   1. Use a separate transmittal for each item.
   2. Submit separate packages of submittals for review and submittals for information, when included in the same specification section.
   3. Transmit using approved form.
      a. Use Contractor's form, subject to prior approval by Architect.
   4. Sequentially identify each item. For revised submittals use original number and a sequential revision number suffix.
   5. Identify: Project; Contractor; subcontractor or supplier; pertinent drawing and detail number; and specification section number and article/paragraph, as appropriate on each copy.
   6. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
      a. Submittals from sources other than the Contractor, or without Contractor's stamp will not be acknowledged, reviewed, or returned.
   7. Deliver each submittal on date noted in submittal schedule, unless an earlier date has been agreed to by all affected parties, and is of the benefit to the project.
      a. Send submittals in electronic format via email to Architect.
   8. Schedule submittals to expedite the Project, and coordinate submission of related items.
      a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
      b. For sequential reviews involving Architect's consultants, Owner, or another affected party, allow an additional 7 days.
      c. For sequential reviews involving approval from authorities having jurisdiction (AHJ), in addition to Architect's approval, allow an additional 30 days.
   9. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
   10. Provide space for Contractor and Architect review stamps.
   11. When revised for resubmission, identify all changes made since previous submission.
   12. Submittals not requested will be recognized, and will be returned "Not Reviewed",

B. Product Data Procedures:
   1. Submit only information required by individual specification sections.
   2. Collect required information into a single submittal.
   3. Do not submit (Material) Safety Data Sheets for materials or products.

C. Shop Drawing Procedures:
   1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting Contract Documents and coordinating related work.

D. Samples Procedures:
   1. Transmit related items together as single package.
   2. Identify each item to allow review for applicability in relation to shop drawings showing installation locations.

3.09 SUBMITTAL REVIEW

A. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.

B. Submittals for Information: Architect will acknowledge receipt, but will take no other action.

C. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
   1. Notations may be made directly on submitted items and/or listed on appended Submittal Review cover sheet.

END OF SECTION

REQUEST FOR INFORMATION

INITIATED BY:	*Contractor/Subcontractor*	CONTRACTORS RFI NO:	##
DATE TO ARCHITECT:	*Date*	SUBCONTRACTORS RFI NO	##
CONTRACTOR:	*Superintendent Name*	ACHITECTS PROJECT NO:	####
	Company Name	PROJECT NAME:	*xxxx*
	Street Address		*xxxx*
	City, State, Zip		

Regarding; *RFI Title*

QUESTION

CONTRACTOR'S RECOMMENDATION

A/E RESPONSE

Signature: Date:

SECTION 01 32 16
CONSTRUCTION PROGRESS SCHEDULE

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Construction progress schedule, bar chart type.

1.02 SUBMITTALS

A. Within 10 days after date established in Notice to Proceed, submit draft of proposed schedule for review.

B. Submit updated schedule with each Application for Payment.

C. Submit in PDF format.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 CONTENT

A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.

B. Identify work of separate stages and other logically grouped activities.

C. Coordinate content with schedule of values specified in Section 01 20 00 - Price and Payment Procedures.

D. Provide legend for symbols and abbreviations used.

3.02 BAR CHARTS

A. Include a separate bar for each major portion of Work or operation.

B. Identify the first work day of each week.

3.03 UPDATING SCHEDULE

A. Maintain schedules to record actual start and finish dates of completed activities.

B. Indicate progress of each activity to date of revision, with projected completion date of each activity.

C. Indicate changes required to maintain Date of Substantial Completion.

3.04 DISTRIBUTION OF SCHEDULE

A. Distribute copies of updated schedules to Contractor's project site file, to subcontractors, suppliers, Architect, Owner, and other concerned parties.

B. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in schedules.

END OF SECTION

SECTION 01 41 00
REGULATORY REQUIREMENTS

PART 1 GENERAL

1.01 SUMMARY OF REFERENCE STANDARDS

A. Regulatory requirements applicable to this project are the following:
   1. Washington State Building Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   2. Washington State Fire Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   3. Washington State Mechanical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   4. Washington State Existing Building Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   5. Washington State Energy Code - Commercial Provisions; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   6. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
   7. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
   8. Clark County Washington, Unified Development Code, Title 40; Most Recent Edition, Including All Applicable Amendments and Supplements.
   9. City of Vancouver, Washington, Municipal Code, Title 20, Land Use and Development Code; Most Recent Edition, Including All Applicable Amendments and Supplements.
   10. City of Ridgefield, Washington, Municipal Code, Codified through Ordinance 1434; Most Recent Edition, including all applicable Amendments and Supplements.

B. 28 CFR 35 - Nondiscrimination on the Basis of Disability in State and Local Government Services; Final Rule; Department of Justice; current edition.

C. 28 CFR 36 - Nondiscrimination by Public Accommodations and in Commercial Facilities; Final Rule; Department of Justice; current edition.

D. 36 CFR 1191 - Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines; current edition.

1.02 STANDARDS

A. Any material specified by reference to the number, symbol, or title of a specific standard, such as a Commercial Standard, a Federal Specification, a Trade Association Standard, or other similar standards shall comply with the requirements in the latest revision thereof and any amendment or supplement thereto in effect on the date of the executed Contract, except as limited to type, class or grade, or modified in such reference.

B. The standards referred to, except as modified in the Specifications, shall have full force and effect as though printed in the Specifications. These standards are not furnished to Bidders for the reason that the manufacturers and trades involved are assumed to be familiar with their requirements. The Architect will furnish, upon request, information as to how copies of the standards referred to, may be obtained.

C. Comply with Federal, State, and Regional requirements for hazardous substances.

D. General Contractor is responsible for compliance with all applicable codes, regulations, and directives of duly constituted authorities having jurisdiction, insofar as the performance of the Work and completed improvements are concerned, for all Work performed.

END OF SECTION

SECTION 01 41 23
PERMITS AND FEES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Permits and Fees..

1.02 PERMITS AND FEES

A. Owner Responsibilities:
   1. Permits:
      a. Building Permit: Owner will submit Commercial Application, Drawings, and Specifications. Contractor will secure Permit from the Building Department.
   2. Fees:
      a. Plan Check fee (building department)
      b. Building (General) Permit fee

B. Contractor Responsibilities:
   1. Permits and Fees: The Contractor shall be responsible for procuring and paying for the permits listed, including but not limited to:
      a. Building Permit (secure from the issuing agency, Owner will pay fee).
      b. Electrical Permit
      c. Mechanical Permit
      d. Plumbing Permit
      e. Demolition Permit
      f. Southwest Washington Air Pollution Control Authority, for all emissions into the atmosphere from the completed project. All plan reviews, permits, fees, inspections including deferred submittals.
         1) For Clarification: Under SWAPCA requirements, the Engineer-of-Record is responsible for specifying equipment that meets requirements. The Contractor is responsible for adjusting and testing to meet compliance. The Owner is responsible for ongoing compliance.
      g. SWCAAA Demolition Permit.
      h. All permits and fees for plan reviews, permits and inspections required by Fire Marshal (including deferred submittals)

1.03 PAYMENTS

A. The Contractor shall be responsible for securing and paying for all permits and fees in a timely manner so not to impede the progress of the Work.

B. Prior to Substantial Completion of the Work, Contractor shall verify that all fees have been paid so not to impede issuance of Occupancy Permit.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 42 16
DEFINITIONS

PART 1 GENERAL

1.01 SUMMARY

A. This section supplements the definitions contained in the General Conditions.

B. Other definitions are included in individual specification sections.

1.02 DEFINITIONS

A. Basis-of-Design (BOD):
   1. Product or system used to establish a particular quality, performance requirement, aesthetic, or other specific attribute for that product or system for the evaluation of any comparable products by other listed acceptable manufacturers if included in this Specification or in an approved Substitution Request as judged by the Design Professional.
   2. If substitutions and/or equivalent equipment/products are being proposed, it is the responsibility of the parties involved in and furnishing the substitutes to verify and compare the characteristics, performance and requirements of that furnished to that specified and/or shown.
   3. Drawings are intended to be diagrammatic and reflect the Basis-of-Design manufacturer's product/equipment. They are not intended to show every item in its exact dimensions, or details of equipment or proposed systems layout. Verify actual dimensions of proposed approved comparable products/equipment to assure that they will fit in available space the same as the Basis-of-Design products/equipment.

B. Furnish: To supply, deliver, unload, and inspect for damage.

C. Install: To unpack, assemble, erect, apply, place, finish, cure, protect, clean, start up, and make ready for use.

D. OFCI; Owner Furnished, Contractor Installed.

E. OFOI: Owner Furnished, Owner Installed.

F. Product: Material, machinery, components, equipment, fixtures, and systems forming the work result. Not materials or equipment used for preparation, fabrication, conveying, or erection and not incorporated into the work result. Products may be new, never before used, or re-used materials or equipment.

G. Provide: To furnish and install.

H. Supply: Same as Furnish.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 60 00
PRODUCT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. General product requirements.

B. Transportation, handling, storage and protection.

C. Product option requirements.

D. Substitution limitations.

E. Procedures for Owner-supplied products.

F. Maintenance materials, including extra materials, spare parts, tools, and software.

1.02 REFERENCE STANDARDS

1.03 SUBMITTALS

A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.

B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.

C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
   1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

1.04 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 Contract Documents.
   1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
   2. Special Warranty: Written warranty required by Contract Documents to provide specific rights for Owner.
   3. The Contractor is not relieved from delivering to the Owner warranties of longer duration if these are industry-accepted standards,

B. Special Warranties: Prepare written document that contains appropriate terms and identification, ready for execution.
   1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
   2. Specified Form: When specified forms are included with Specifications, prepare written document using indicated form properly executed.
   3. See other Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Section 01 70 00, Execution and Closeout Requirements and individual technical sections of the Specifications.

PART 2 PRODUCTS

2.01 NEW PRODUCTS

A. Provide new products unless specifically required or permitted by Contract Documents.

B. Use of products having any of the following characteristics is not permitted:
   1. Containing lead, cadmium, or asbestos.

2.02 PRODUCT OPTIONS

A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.

B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.

C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

PART 3 EXECUTION

3.01 SUBSTITUTION LIMITATIONS

A. See Section 01 25 00 - Substitution Procedures.

3.02 STORAGE AND PROTECTION

A. Provide protection of stored materials and products against theft, casualty, or deterioration.

B. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication. See Section 01 74 19.
   1. Structural Loading Limitations: Handle and store products and materials so as not to exceed static and dynamic load-bearing capacities of project floor and roof areas.

C. Store and protect products in accordance with manufacturers' instructions.

D. Store with seals and labels intact and legible.

E. Store sensitive products in weathertight, climate-controlled enclosures in an environment favorable to product.

F. For exterior storage of fabricated products, place on sloped supports above ground.

G. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.

H. Comply with manufacturer's warranty conditions, if any.

I. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.

J. Store loose granular materials on solid flat surfaces in a well-drained area. Prevent mixing with foreign matter.

K. Prevent contact with material that may cause corrosion, discoloration, or staining.

L. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.

M. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

3.03 DAMAGED PRODUCTS

A. Damaged or deteriorated materials shall be removed from the premises and replaced with new.

END OF SECTION

SECTION 01 70 00
EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Examination, preparation, and general installation procedures.

B. Requirements for alterations work, including selective demolition.

C. Cutting and patching.

D. Cleaning and protection.

E. Closeout procedures, including Contractor's Correction Punch List, except payment procedures.

1.02 REFERENCE STANDARDS

A. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

1.03 PROJECT CONDITIONS

A. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.

B. Pollution Control: Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations. Comply with federal, state, and local regulations.

1.04 QUALITY ASSURANCE

A. Prior to requesting an inspection by the Architect, the Contractor shall use adequate means to assure that the Work is completed by every Subcontractor in accordance with the specified requirements and is ready for the requested inspection. If the quality of the completed Work is obviously below acceptable standards, the Architect may refuse the inspection until the Subcontractors complete their own inspection and correct the Work.

PART 2 PRODUCTS

2.01 PATCHING MATERIALS

A. New Materials: As specified in product sections; match existing products and work for patching and extending work.

B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.

C. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01 60 00 - Product Requirements.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.

B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.

C. Examine and verify specific conditions described in individual specification sections.

D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misfabrication.

E. Verify that utility services are available, of the correct characteristics, and in the correct locations.

F. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.

3.02 PREPARATION

A. Clean substrate surfaces prior to applying next material or substance.

B. Seal cracks or openings of substrate prior to applying next material or substance.

C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

3.03 GENERAL INSTALLATION REQUIREMENTS

A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.

B. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.

C. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.

D. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.

E. Make neat transitions between different surfaces, maintaining texture and appearance.

F. Schedule operations so that dust and other contaminants resulting from cleaning process will not fall on wet or newly coated surfaces.

3.04 ALTERATIONS

A. Drawings showing existing construction and utilities are based on casual field observation only.
   1. Verify that construction and utility arrangements are as indicated.
   2. Report discrepancies to Architect before disturbing existing installation.
   3. Beginning of alterations work constitutes acceptance of existing conditions.

B. Keep areas in which alterations are being conducted separated from other areas that are still occupied.
   1. Provide, erect, and maintain temporary dustproof partitions of construction specified in Section 01 50 00 .

C. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
   1. Where openings in exterior enclosure exist, provide construction to make exterior enclosure weatherproof.

D. Remove existing work as indicated and as required to accomplish new work.
   1. Remove items indicated on drawings.
   2. Relocate items indicated on drawings.
   3. Where new surface finishes are to be applied to existing work, perform removals, patch, and prepare existing surfaces as required to receive new finish; remove existing finish if necessary for successful application of new finish.
   4. Where new surface finishes are not specified or indicated, patch holes and damaged surfaces to match adjacent finished surfaces as closely as possible.

E. Protect existing work to remain.
   1. Perform cutting to accomplish removals neatly and as specified for cutting new work.
   2. Repair adjacent construction and finishes damaged during removal work.

F. Adapt existing work to fit new work: Make as neat and smooth transition as possible.

G. Patching: Where the existing surface is not indicated to be refinished, patch to match the surface finish that existed prior to cutting. Where the surface is indicated to be refinished,

patch so that the substrate is ready for the new finish.

H. Remove demolition debris and abandoned items from alterations areas and dispose of off-site; do not burn or bury.

I. Do not begin new construction in alterations areas before demolition is complete.

J. Comply with all other applicable requirements of this section.

3.05 CUTTING AND PATCHING

A. Whenever possible, execute the work by methods that avoid cutting or patching.

B. See Alterations article above for additional requirements.

C. Perform whatever cutting and patching is necessary to:
   1. Complete the work.
   2. Fit products together to integrate with other work.
   3. Provide openings for penetration of mechanical, electrical, and other services.
   4. Match work that has been cut to adjacent work.
   5. Repair areas adjacent to cuts to required condition.
   6. Repair new work damaged by subsequent work.
   7. Remove samples of installed work for testing when requested.
   8. Remove and replace defective and non-complying work.

D. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.

E. Employ skilled and experienced installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.

F. Restore work with new products in accordance with requirements of Contract Documents.

G. Fit work weather tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.

H. Patching:
   1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
   2. Match color, texture, and appearance.
   3. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

3.06 PROGRESS CLEANING

A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.

B. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

C. Materials:
   1. Use only those cleaning materials which will not create hazards to health or property and which will not damage surfaces.
   2. Use only those cleaning materials and methods recommended by manufacturer of the surface material to be cleaned.

3.07 PROTECTION OF INSTALLED WORK

A. Protect installed work from damage by construction operations.

B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.

C. Protect work from spilled liquids. If work is exposed to spilled liquids, immediately remove protective coverings, dry out work, and replace protective coverings.

D. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.

E. Remove protective coverings when no longer needed; reuse or recycle coverings if possible.

3.08 FINAL CLEANING

A. Execute final cleaning after Substantial Completion but before making final application for payment.

B. Use cleaning materials that are nonhazardous.

C. Clean debris from roofs, gutters, downspouts, scuppers, overflow drains, area drains, and drainage systems.

D. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

E. Prior to final completion, or Owner occupancy, Contractor shall conduct an inspection of sight-exposed interior and exterior surfaces, and all Work areas, to verify that the entire Work is clean.

F. Should the Owner occupy the Work or any portion thereof prior to its completion by the Contractor and acceptance by the Owner, responsibilities for interior and final cleaning of the occupied spaces shall be as determined by the Architect in accordance with the General Conditions of the Contract.

3.09 CLOSEOUT PROCEDURES

A. Schedule installation site walk with Manufacture's Representative for warranty sign-off and submittal.

B. Notify Architect when work is considered ready for Architect's Substantial Completion inspection.

C. Submit written certification containing Contractor's Correction Punch List, that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's Substantial Completion inspection.

D. The Architect will inspect to determine status of completion. The Architect may, if noting an inordinate number of deficiencies, postpone the inspection until further effort improves the quality of the Work.
   1. When the Architect concurs that the Work is substantially complete:
      a. The Architect will prepare a “punch list” noting deficiencies in the quality of the Work.
      b. The Architect will prepare a “Certificate of Substantial Completion”, accompanied by the punch list.

E. The Architect will submit the Certificate to the Owner and the Contractor for their written acceptance of the responsibilities assigned to them in the Certificate.

F. Advise Owner on coordination of shifting insurance coverages.

G. Complete items of work determined by Architect listed in executed Certificate of Substantial Completion.

3.10 WARRANTY

A. Provide all required warranties as outlined in the General Conditions of the Contract for Construction, Division 01 Administrative Requirements and individual specification sections.

3.11 FINAL COMPLETION

A. Contractor to submit final closeout documentation.

B. Submit a final statement of accounting to the Architect, showing all adjustments to the Contract sum. If so required, the Architect will prepare a final Change Order showing adjustments to the Contract sum, which were not made previously by Change Order.

C. Contractor will notify Architect of final completion.

D. When the Architect determines the project is complete, Architect will prepare letter of final completion.

END OF SECTION

SECTION 01 78 00
CLOSEOUT SUBMITTALS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Project record documents.

B. Operation and maintenance data.

C. Warranties and bonds.

1.02 SUBMITTALS

A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment.

B. Operation and Maintenance Data:
   1. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Architect comments. Revise content of all document sets as required prior to final submission.
   2. Submit two sets of revised final documents in final form within 10 days after final inspection.

C. Warranties and Bonds:
   1. Make submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.
   2. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PROJECT RECORD DOCUMENTS

A. Maintain on site one set of the following record documents; record actual revisions to the Work:
   1. Drawings.
   2. Specifications.
   3. Addenda.
   4. Change Orders and other modifications to the Contract.

B. Ensure entries are complete and accurate, enabling future reference by Owner.

C. Store record documents separate from documents used for construction.

D. Record information concurrent with construction progress.

E. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
   1. Field changes of dimension and detail.
   2. Details not on original Contract drawings.

3.02 OPERATION AND MAINTENANCE DATA FOR MATERIALS AND FINISHES

A. Instructions for Care and Maintenance: Manufacturer's recommendations for cleaning agents and methods, precautions against detrimental cleaning agents and methods, and recommended schedule for cleaning and maintenance.

B. Moisture protection and weather-exposed products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.

3.03 ASSEMBLY OF OPERATION AND MAINTENANCE MANUALS

A. Assemble operation and maintenance data into durable manuals for Owner's personnel use, with data arranged in the same sequence as, and identified by, the specification sections.

B. Where systems involve more than one specification section, provide separate tabbed divider for each system.

C. Binders: Commercial quality, 8-1/2 by 11 inch three D side ring binders with durable plastic covers; 2 inch maximum ring size. When multiple binders are used, correlate data into related consistent groupings.

D. Cover: Identify each binder with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; identify title of Project; identify subject matter of contents.

E. Project Directory: Title and address of Project; names, addresses, and telephone numbers of Architect, Consultants, Contractor and subcontractors, with names of responsible parties.

F. Tables of Contents: List every item separated by a divider, using the same identification as on the divider tab; where multiple volumes are required, include all volumes Tables of Contents in each volume, with the current volume clearly identified.

G. Dividers: Provide tabbed dividers for each separate product and system; identify the contents on the divider tab; immediately following the divider tab include a description of product and major component parts of equipment.

H. Text: Manufacturer's printed data, or typewritten data on 20 pound paper.

I. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.

J. Arrangement of Contents: Organize each volume in parts as follows:
   1. Project Directory.
   2. Table of Contents, of all volumes, and of this volume.
   3. Operation and Maintenance Data: Arranged by system, then by product category.
      a. Product data, shop drawings, and other submittals.
      b. Operation and maintenance data.
      c. Field quality control data.
      d. Original warranties and bonds.

3.04 WARRANTIES AND BONDS

A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial completion is determined.

B. Verify that documents are in proper form, contain full information, and are notarized.

C. Co-execute submittals when required.

D. Retain warranties and bonds until time specified for submittal.

E. Include originals of each in operation and maintenance manuals, indexed separately on Table of Contents.

END OF SECTION

SECTION 02 41 00
DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Selective demolition of building elements for alteration purposes.

1.02 REFERENCE STANDARDS

A. 29 CFR 1926 - Safety and Health Regulations for Construction; Current Edition.

B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION

3.01 GENERAL PROCEDURES AND PROJECT CONDITIONS

A. Comply with other requirements specified in Section 01 70 00.

B. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
   1. Obtain required permits.
   2. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
   3. Provide, erect, and maintain temporary barriers and security devices.
   4. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
   5. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
   6. Do not close or obstruct roadways or sidewalks without permit.
   7. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.

C. Do not begin removal until receipt of notification to proceed from Owner.

D. Do not begin removal until built elements to be salvaged or relocated have been removed.

E. Protect existing structures and other elements that are not to be removed.
   1. Provide bracing and shoring.
   2. Prevent movement or settlement of adjacent structures.
   3. Stop work immediately if adjacent structures appear to be in danger.

F. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.

G. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.

H. Perform demolition in a manner that maximizes salvage and recycling of materials.
   1. Dismantle existing construction and separate materials.
   2. Set aside reusable, recyclable, and salvageable materials; store and deliver to collection point or point of reuse.

I. Partial Removal of Paving and Curbs: Neatly saw cut at right angle to surface.

3.02 SELECTIVE DEMOLITION FOR ALTERATIONS

A. Drawings showing existing construction and utilities are based on casual field observation only.

1. Verify that construction and utility arrangements are as indicated.
2. Report discrepancies to Architect before disturbing existing installation.
3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.

B. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.

C. Remove existing work as indicated and as required to accomplish new work.
1. Remove items indicated on drawings.

D. Services (Including but not limited to HVAC and Electrical): Temporarily remove existing equipment as indicated for reroofing. Reset and reconnect existing equipment to operate per original function.
1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components.
2. Verify that abandoned services serve only abandoned facilities before removal.
3. Remove abandoned pipe, ducts, conduits, and equipment; remove back to source of supply where possible, otherwise cap stub and tag with identification.

E. Protect existing work to remain.
1. Perform cutting to accomplish removals neatly and as specified for cutting new work.
2. Repair adjacent construction and finishes damaged during removal work.
3. Patch as specified for patching new work.

3.03 DEBRIS AND WASTE REMOVAL

A. Remove debris, junk, and trash from site.

B. Leave site in clean condition, ready for subsequent work.

C. Clean up spillage and wind-blown debris from public and private lands.

END OF SECTION

SECTION 07 01 50.19
PREPARATION FOR RE-ROOFING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Re-cover of existing roofing system in preparation for entire new roofing system.

B. Temporary roofing protection.

1.02 REFERENCE STANDARDS

1.03 ADMINISTRATIVE REQUIREMENTS

A. Coordinate with affected mechanical and electrical work associated with roof penetrations.

1.04 QUALITY ASSURANCE

A. Materials Removal Company Qualifications: Company specializing in performing work of type specified with at least three years of documented experience.

1.05 DELIVERY, STORAGE, AND HANDLING

A. Ensure storage and staging of materials does not exceed static and dynamic load-bearing capacities of roof decking.

1.06 FIELD CONDITIONS

A. Existing Roofing System: Stevens Roofing Systems, High-Tuff/EP roofing.

B. Do not remove existing roofing membrane when weather conditions threaten the integrity of building contents or intended continued occupancy.

C. Maintain continuous temporary protection prior to and during installation of new roofing system.

D. Owner will occupy building areas directly below re-roofing area.
   1. Provide Owner with at least 48 hours written notice of roofing activities that may affect their operations and to allow them to prepare for upcoming activities as necessary.
   2. Do not disrupt Owner's operations or activities.
   3. Maintain access of Owner's personnel to corridors, existing walkways, and adjacent buildings.

PART 2 PRODUCTS

2.01 COMPONENTS

A. Refer to following sections for additional information on components relating to this work:
   1. Recovering of existing roofing system in preparation for entire new roofing system, see Section 07 54 29 and Alternate #1 07 54 19.

2.02 MATERIALS

A. Temporary Roofing Protection Materials:
   1. Contractor's responsibility to select appropriate materials for temporary protection of roofing areas as determined necessary for this work.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that existing roof surface has been cleared of materials being removed from existing roofing system and ready for next phase of work as required.

3.02 PREPARATION

A. Sweep or blow roof surface clean of loose matter.

B. Remove loose refuse and dispose of properly off-site.

3.03 MATERIAL REMOVAL

A. Remove only existing roofing materials that can be replaced with new materials the same day.

3.04 INSTALLATION

A. Coordinate scope of this work with requirements for installation of new roofing system, see Section 07 54 29 and Alternate #1 07 54 19 for additional requirements.

B. Coordinate scope of this work with requirements for installation of new roofing system.

3.05 PROTECTION

A. Provide protection of existing roofing system that is not having work performed on it.

B. Provide temporary protective sheeting over uncovered deck surfaces.

C. Turn sheeting up and over parapets and curbing. Retain sheeting in position with weights.

D. Provide for surface drainage from sheeting to existing drainage facilities.

E. Do not permit traffic over unprotected or repaired deck surface.

END OF SECTION

SECTION 07 54 19
PVC THERMOPLASTIC SINGLE-PLY ROOFING - CARLISLE

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Mechanically attached PVC thermoplastic roofing membrane.

B. Adhered system with PVC thermoplastic roofing membrane.

C. Insulation, flat and tapered.

1.02 REFERENCE STANDARDS

A. ASTM C1177/C1177M - Standard Specification for Glass Mat Gypsum Substrate for Use as Sheathing; 2017.

B. ASTM C1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board; 2022.

C. ASTM C1325 - Standard Specification for Fiber-Mat Reinforced Cementitious Backer Units; 2021.

D. ASTM D41/D41M - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing; 2011 (Reapproved 2016).

E. ASTM D312/D312M - Standard Specification for Asphalt Used in Roofing; 2016a.

F. ASTM D4434/D4434M - Standard Specification for Poly(Vinyl Chloride) Sheet Roofing; 2021.

G. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2016.

H. ASTM E1980 - Standard Practice for Calculating Solar Reflectance Index of Horizontal and Low-Sloped Opaque Surfaces; 2011 (Reapproved 2019).

I. NRCA (RM) - The NRCA Roofing Manual; 2024.

J. NRCA (WM) - The NRCA Waterproofing Manual; 2021.

K. UL (FRD) - Fire Resistance Directory; Current Edition.

L. UL 790 - Standard for Standard Test Methods for Fire Tests of Roof Coverings; Current Edition, Including All Revisions.

1.03 ADMINISTRATIVE REQUIREMENTS

A. Preinstallation Meeting: Convene one week before starting work of this section.
   1. Review preparation and installation procedures and coordinating and scheduling required with related work.
   2. *Required Attendees: General Contractor, Roofing Subcontractor, Manufacturer's Representative, Owner's Representative, and Architect.*

1.04 SUBMITTALS

A. See Section 01 30 00 - Administrative Requirements for submittal procedures.

B. Product Data: Provide manufacturer's written information listed below.
   1. Product data indicating membrane materials, flashing materials, insulation, vapor retarder, surfacing, and fasteners.

C. Shop Drawings: Indicate joint or termination detail conditions, conditions of interface with other materials, mechanical fastener layout, and manufacturers details called out on roof plan.

D. Manufacturer's Installation Instructions: Indicate membrane seaming precautions and perimeter conditions requiring special attention.

E. Warranty:
   1. Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

2. Submit installer's certification that installation complies with all warranty conditions for the waterproof membrane.

1.05 QUALITY ASSURANCE

A. Installer Qualifications: Company specializing in performing the work of this section:
   1. With minimum five (5) years documented experience.
   2. Approved by membrane manufacturer.

1.06 DELIVERY, STORAGE, AND HANDLING

A. Deliver products in manufacturer's original containers, dry, undamaged, with seals and labels intact.

B. Protect products in weather protected environment, clear of ground and moisture.

C. Protect foam insulation from direct exposure to sunlight.

1.07 FIELD CONDITIONS

A. Do not apply roofing membrane during unsuitable weather.

B. Do not apply roofing membrane to damp or frozen deck surface or when precipitation is expected or occurring.

C. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed the same day.

1.08 WARRANTY

A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.

B. System Warranty: Provide manufacturer's total system warranty covering both labor and material with no dollar limitation (NDL). pro-rated System Warranties shall not be accepted.
   1. For both Options: Warranty Term: 20 years.
   2. For both Options: Warranty Wind Speed: 55-MPH
   3. For FleeceBack Option #2: Warranty shall also cover leaks caused by accidental punctures up to 16-main hours per year for 115-mill FleeceBack.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Carlisle SynTec Systems: www.carlisle-syntec.com/#sle.

B. Substitutions: See Section 01 60 00 - Product Requirements.
   1. Substitutions much provide manufacturers details for conditions indicated on roof plan.

2.02 ROOFING APPLICATIONS

A. Option 1, PVC Membrane Roofing: Single ply membrane, adhered over mechanically fastened coverboard, over existing single layer Stevens High Tuff/EP membrane. Wet and/or damaged insulation to be removed and replaced.
   1. Provide fully adhered membrane roofing at vertical wall applications and down roof edge.
   2. Provide mechanically attached membrane roofing at all other roof locations.

B. Option 2, PVC Fleeceback Membrane Roofing: Single ply membrane, adhered with two-part foam adhesive directly over existing Stevens High Tuff/EP membrane. Wet and/or damaged insulation to be removed and replaced.
   1. Provide fully adhered membrane roofing at vertical wall applications and down roof edge.

C. Roofing Assembly Performance Requirements and Design Criteria:
   1. Solar Reflectance Index (SRI): 110, minimum, calculated in accordance with ASTM E1980.
      a. Field applied coating may not be used to achieve specified SRI.
   2. Thickness over scrim:
      a. Fleece thickness: minimum 55-mil of fleece thickness

3. Roof Covering External Fire Resistance Classification: Class A when tested per UL 790.
4. Roof System Design: Design roofing system to withstand wind uplift pressures determined in accordance with ASCE/SEI 7.
5. Wind Load Design per IBC 2021 and designed to withstand wind uplift forces calculated with ASCE-7-16. Provide a membrane roofing system that is identical to systems that have been successfully tested by a qualified testing and inspecting agency to resist the following uplift resistance pressures with a 2:1 margin of safety. Uplift pressures for this roof section have been calculated utilizing a wind speed of 105 mph.
    a. Corner Uplift Resistance Pressure: 99.3 lb/sq-ft.
    b. Perimeter Uplift Resistance Pressure: 72.9 lb/sq-ft
    c. Field-of-Roof Uplift Resistance Pressure: 55.2 lb/sq-ft
    d. Field 0 Uplift Resistance Pressure: -31.8 lb/sq-ft.

2.03 ROOFING MEMBRANE AND ASSOCIATED MATERIALS

A. Single Source Responsibility: Provide and install products from single source.

B. Membrane for Option 1:
1. Material: Polyvinyl chloride (PVC) Ketone Ethylene Ester (KEE) High-Performance (HP) complying with ASTM Type IV D4434/D4434M.
2. Reinforcing: Polyester reinforced scrim.
3. Thickness: 60 mil, 0.060 inch, minimum.
4. Sheet Width: Factory fabricated into largest sheets possible.
5. Color: White.
6. Products:
    a. Carlisle SureFlex KEE HP PVC.

C. Membrane for Option 2:
1. Material: Polyvinyl chloride (PVC) Ketone Ethylene Ester (KEE) High-Performance (HP) with FleeceBack complying with ASTM Type IV D4434/D4434M.
2. Reinforcing: Polyester reinforced scrim.
3. Thickness 2: 115 mil, 0.115 inch, minimum.
4. Sheet Width: Factory fabricated into largest sheets possible.
5. Color: White.
6. Products:
    a. Carlisle FleeceBack PVC KEE HP.

D. Seaming Materials: As recommended by membrane manufacturer.

E. Membrane Fasteners: As recommended and approved by membrane manufacturer.

F. Flexible Flashing Material: Same material as membrane.

G. Base Flashing: Provide waterproof, fully adhered base flashing system at all penetrations, plane transitions, and terminations.

2.04 DECK SHEATHING AND COVER BOARDS

A. Cover Board for Option 1: Polyisocyanurate (ISO) thermal board, complying with ASTM C1289; Type II - Class 4 faced with dark coated-glass facer on one side and light coated-glass facer on other surface of core foam, with thickness of 1/2 inch, and Grade 1 with 109 psi, maximum, compressive strength.
1. Product: Carlisle SecurShield HD Polyiso.

2.05 INSULATION

A. Polyisocyanurate (ISO) Board Insulation: Complies with ASTM C1289, Type II, Class 1 - Faced with glass-reinforced felt on both surfaces of core foam.
1. Locations: Use to replace all damaged or removed insulation done in the process of Work.
2. Grade and Compressive Strength: Grade 2, 20 psi, minimum.
3. Board Size: 48 x 96 inch.

4. Tapered Board: Slope as indicated; minimum thickness 1 inch; fabricate of fewest layers possible.
5. Thermal Resistance: Match existing
6. Board Edges: Square.
7. Product: Carlisle InsulBase.

2.06 ACCESSORIES

A. Prefabricated Flashing Accessories:
   1. Corners and Seams: Same material as membrane, in manufacturer's standard thicknesses.
   2. Penetrations: Same material as membrane, with manufacturer's standard cut-outs, rigid inserts, clamping rings, and flanges.
   3. Miscellaneous Flashing: Non-reinforced PVC membrane; 60 mils (0.060 inch) thick, in manufacturer's standard lengths and widths.

B. Insulation Fasteners: Appropriate for purpose intended and approved by roofing manufacturer.

C. Membrane Adhesive: As recommended by membrane manufacturer.

D. Surface Conditioner for Adhesives: Compatible with membrane and adhesives.

E. Sealants: As recommended by membrane manufacturer.

F. Cleaner: Manufacturer's standard, clear, solvent-based cleaner.

G. Edgings and Terminations: Manufacturer's standard edge and termination accessories.
   1. PVC Coated Sheet Metal.
   2. Termination Bar.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that surfaces and site conditions are ready to receive work.

B. Verify deck is supported and secure.

C. Verify deck is clean and smooth, flat, free of depressions, waves, or projections, properly sloped and suitable for installation of roof system.

D. Verify deck surfaces are dry and free of snow or ice.

E. Verify that roof openings, curbs, and penetrations through roof are solidly set.

3.02 INSTALLATION - GENERAL

A. Perform work in accordance with manufacturer's instructions and NRCA (RM) applicable requirements.

B. Do not apply roofing membrane during unsuitable weather.

C. Do not apply roofing membrane when ambient temperature is outside the temperature range recommended by manufacturer.

D. Do not apply roofing membrane to damp or frozen deck surface or when precipitation is expected or occurring.

E. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed the same day.

F. Coordinate the work with installation of associated counterflashings installed by other sections as the work of this section proceeds.

3.03 INSULATION/COVERBOARD ATTACHMENT

A. Install insulation or membrane underlayment over the substrate with boards buttted tightly together with no joints or gaps greater than 1/4 - inch. Stagger joints horizontally and vertically if multiple layers are provided.

B. Secure insulation to the substrate with the required mechanical fasteners in accordance with the manufacturer's specifications.

3.04 MEMBRANE APPLICATION

A. Roll out membrane, free from wrinkles or tears. Place sheet into place without stretching.

B. Shingle joints on sloped substrate in direction of drainage.

C. Mechanically attached Application: Fully lay out membrane and allow to relax for 30-minutes. Install appropriate plates and fasteners in the seams on the membrane as required by roofing manufacture.

D. Fully Adhered Application: Fully embed membrane in adhesive except in areas directly over or within 3 inches of expansion joints. Fully adhere one roll before proceeding to adjacent rolls.

E. Seam Welding:
   1. Seam Welding: Overlap edges and ends and seal seams by heat welding, minimum 2 inches.
   2. Cover all seams with manufacturer's recommended joint covers.
   3. Probe all seams once welds have thoroughly cooled. (Approximately 30 minutes.)
   4. Repair all deficient seams within the same day.
   5. Seal cut edges of reinforced membrane after seam probe is complete.

F. At intersections with vertical surfaces:
   1. *Extend membrane up a minimum of 4 inches onto vertical surfaces.*
   2. Provide angle change securement as recommended by roofing manufacturer.

G. Coordinate installation of roof drains and sumps and related flashings.

H. Daily Seal: Install daily seal per manufacturers instructions at the end of each work day. Prevent infiltration of water at incomplete flashings, terminations, and at unfinished membrane edges.

3.05 FLASHINGS

A. Flashing of parapets, curbs, expansion joints and other parts of the roof must be performed using Sure-Flex reinforced membrane. Sure-Flex non-reinforced membrane can be used for flashing pipe penetrations, Sealant Pockets, and scuppers, as well as inside and outside corners whe the use of prefabricated accessories is not feasible.

B. Follow manufacturer's typical flashing procedures for all wall, curb and penetration flashing including metal edging/coping and roof drain applications.

3.06 FIELD QUALITY CONTROL

A. See Section 01 40 00 - Quality Requirements for general requirements for field quality control and inspection.

3.07 WALKWAYS

A. Install walkways at all traffic concentration points (such as roof hatches, access doors, rooftop ladders, etc.) and all locations as identified on the Specifier's drawing.

B. Hot air weld walkway material to the membrane in accordance with the manufacturer's specifications.

3.08 CLEANING

A. See Section 01 70 00 - Execution and Closeout Requirements for additional requirements.

B. Remove wrappings, empty containers, paper, and other debris from the roof daily. Dispose of debris in compliance with local, State, and Federal regulations.

C. Remove bituminous markings from finished surfaces.

D. In areas where finished surfaces are soiled by work of this section, consult manufacturer of surfaces for cleaning advice and conform to their documented instructions.

E. Repair or replace defaced or damaged finishes caused by work of this section.

END OF SECTION

SECTION 07 54 29
KETONE ETHYLENE ESTER (KEE) MEMBRANE ROOFING -

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Mechanically attached system with ketone ethylene ester (KEE) roofing membrane.

B. Adhered system with ketone ethylene ester (KEE) roofing membrane.

C. Roofing walkway pads.

1.02 REFERENCE STANDARDS

A. ASCE 7 - Minimum Design Loads and Associated Criteria for Buildings and Other Structures; Most Recent Edition Cited by Referring Code or Reference Standard.

B. ASTM C1177/C1177M - Standard Specification for Glass Mat Gypsum Substrate for Use as Sheathing; 2017.

C. ASTM C1289 - Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board; 2022.

D. ASTM D41/D41M - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing; 2011 (Reapproved 2016).

E. ASTM D312/D312M - Standard Specification for Asphalt Used in Roofing; 2016a.

F. ASTM D6754/D6754M - Standard Specification for Ketone Ethylene Ester Based Sheet Roofing; 2015.

G. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2016.

H. ASTM E1980 - Standard Practice for Calculating Solar Reflectance Index of Horizontal and Low-Sloped Opaque Surfaces; 2011 (Reapproved 2019).

I. NRCA (RM) - The NRCA Roofing Manual; 2024.

J. NRCA (WM) - The NRCA Waterproofing Manual; 2021.

1.03 ADMINISTRATIVE REQUIREMENTS

A. Preinstallation Meeting: Convene one week before starting work of this section.
   1. Review preparation and installation procedures and coordinating and scheduling required with related work.

1.04 SUBMITTALS

A. See Section 01 30 00 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide manufacturer's written information listed below.
   1. Product data indicating membrane materials, flashing materials, surfacing, and fasteners
   2. Preparation instructions and recommendations.

C. Shop Drawings: Indicate joint or termination detail conditions, conditions of interface with other materials, and mechanical fastener layout.

D. Manufacturer's Certificate: Certify that products meet or exceed specified requirements.

E. Manufacturer's Installation Instructions: Indicate membrane seaming precautions and perimeter conditions requiring special attention.

F. Maintenance Data: Include maintenance procedures, recommended maintenance materials, and suggested procedures for cleaning.

G. Specimen Warranty: For approval.

H. Warranty:
   1. Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

2. Submit installer's certification that installation complies with all warranty conditions for the waterproof membrane.

1.05 QUALITY ASSURANCE

A. Perform work in accordance with NRCA Roofing and Waterproofing Manual and manufacturer's instructions.

B. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum twenty-five (25) years of documented experience.

C. Installer Qualifications: Company specializing in performing the work of this section:
1. With minimum five (5) years documented experience.
2. Approved by membrane manufacturer.

D. Single Source Responsibility: Provide and install products from single source.

1.06 DELIVERY, STORAGE, AND HANDLING

A. Deliver products in manufacturer's original containers, dry, undamaged, with seals and labels intact.

B. Protect products in weather protected environment, clear of ground and moisture.

C. Do not allow grease, oil, fats, or other contaminants to come into direct contact with membrane.

1.07 FIELD CONDITIONS

A. Do not apply roofing membrane during unsuitable weather such as extreme temperatures, high winds, or high humidity. Refer to manufacturer's recommendations for requirements and acceptable tolerances.

B. Do not apply roofing membrane when ambient temperature is outside the temperature range recommended by manufacturer.

C. Do not apply roofing membrane to damp or frozen deck surface or when precipitation is expected or occurring.

D. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed the same day.

1.08 WARRANTY

A. See Section 01 78 00 - Closeout Submittals, for additional warranty requirements.

B. System Warranty: Provide manufacturer's No Dollar Limit (NDL) system warranty agreeing to repair or replace roofing that leaks or is damaged due to wind or other natural causes.
1. Warranty Term: 20 years.
2. Warranty Wind Speed: 55-MPH
3. For repair and replacement include costs of both material and labor in warranty.
4. Exceptions NOT Permitted:
   a. Ponding.
   b. Preventive maintenance not being performed annually.
   c. Hot grease or oil (under 140 degrees F) get on the roof system.

C. Special Project Warranty: Submit roofing Installer's warranty, signed by Installer, covering the Work of this Section, including all components of roofing system such as membrane roofing, base flashing, fasteners, and walkway products, for the following warranty period:
1. Warranty Period: Two (2) years from date of Substantial Completion

PART 2 PRODUCTS

2.01 GENERAL

A. All products and components for the Roofing System, including insulation, cover board, roof vapor retarder, and accessories must be pre-approved by the Membrane Manufacturer for use as part of the overall warranted system.

2.02 MANUFACTURER

A. Basis-of-Design: Seaman Corporation; FiberTite Roofing System: www.fibertite.com.

B. Substitutions: Not permitted.

2.03 ROOFING APPLICATIONS

A. Ketone Ethylene Ester (KEE) Membrane Roofing: One ply membrane over FR-10 barrier board on existing single layer Stevens High Tuff/EP membrane. Wet and/or damaged insulation to be removed and replaced.
   1. Provide fully adhered membrane roofing at vertical wall and parapet applications and down roof edge.
   2. Provide mechanically attached membrane roofing at all other roof locations.

B. Roofing Assembly Performance Requirements and Design Criteria:
   1. Roof Covering External Fire-Resistance Classification: UL Class A for non-combustible decks. UL Class B for combustible decks.
   2. Roof System Design: Design roofing system to withstand wind uplift pressures determined in accordance with ASCE/SEI 7.
   3. Wind Load Design per IBC 2021 and designed to withstand wind uplift forces calculated with ASCE-7-16. Provide a membrane roofing system that is identical to systems that have been successfully tested by a qualified testing and inspecting agency to resist the following uplift resistance pressures with a 2:1 margin of safety. Uplift pressures for this roof section have been calculated utilizing a wind speed of 105 mph
      a. Corner Uplift Resistance pressure: 109.7 lb/sq-ft
      b. Perimeter Uplift Resistance Pressure: 80.6 lb/sq-ft
      c. Field-of-Roof Uplift Resistance Pressure: 61.1 lb/sq-ft
   4. Solar Reflectance Index (SRI): 110, minimum, calculated in accordance with ASTM E1980
      a. Field applied coating may not be used to achieve speified SRI.
   5. Factory Mutual Classification: Class I and windstorm resistance of I-90, in accordance with FM DS 1-28.

2.04 ROOFING MEMBRANE AND ASSOCIATED MATERIALS

A. Single Source Responsibility: Provide and install products from single source.

B. Membrane:
   1. Material: Ketone Ethylene Ester (KEE) complying with ASTM D6754.
   2. Reinforcing: Internal fabric.
   3. Thickness: 60 mils (0.060 inch), minimum.
   4. Sheet Width: Factory fabricated into largest sheets possible.
   5. Color: White.
   6. Product:
      a. FiberTite-SM.

C. Seaming Materials: As recommended by membrane manufacturer.

D. Membrane Fasteners: As recommended and approved by membrane manufacturer.
   1. Screw Fasteners and Stress Plates: Corrosion-resistant thread screws and barbed stress plates as recommended and approved by membrane manufacturer for substrate.

E. Flexible Flashing Material: Same material as membrane.

F. Base Flashing: Provide waterproof, fully adhered base flashing system at all penetrations, plane transitions, and terminations.

2.05 DECK SHEATHING AND COVER BOARDS

A. Deck Sheathing and Cover Board: Glass mat faced gypsum panels, ASTM C1177/C1177M, fire resistant type, 1/4 inch thick.
   1. Georgia-Pacific DensDeck Prime with EONIC Technology: www.densdeck.com.

2. Substitutions: See Section 01 60 00 - Product Requirements.

2.06 INSULATION

A. Polyisocyanurate (ISO) Board Insulation: ASTM C1289, Type II , Class 1 - cellulose felt or glass fiber mat both faces; acceptable for use by the membrane manufacturer .
   1. Locations: Use to replace all damaged or removed insulation done in the process of Work.
   2. Grade and Compressive Strength: Grade 2, 20 psi, minimum.
   3. Board Size: 48 x 96 inch.
   4. Tapered Board: Slope as indicated; minimum thickness 1 inch; fabricate of fewest layers possible.
   5. Thermal Resistance: Match existing.
   6. Board Edges: Square.
   7. Product:
      a. Seaman Corporation; FiberTite FTR-Value: www.fibertite.com.

2.07 ACCESSORIES

A. Penetration Flashings: Prefabricated molded boot and collar for pipe stacks through membrane.

B. Membrane Flashing: 60 mil, non-reinforced sheet Ketone Ethylene Ester (KEE) complying with ASTM D6754, For applications where pre-molded components do not accommodate the penetration.

C. Corner and Curb Flashings: Prefabricated molded flashings for inside corners, outside corners and curbs.

D. Membrane Clad Metal: Ketone Ethylene Ester (KEE) clad, 24 gauge hot-dipped galvanized steel or 0.040 inch thick aluminum laminated with a 0.020 mil polymeric coating. For applications where membrane-clad metal flashing is required, such as interior surrounds of through-wall scuppers.

E. Wood Nailers: Wood, pressure preservative treated.

F. Sheathing Adhesive: Non-combustible type, for adhering gypsum sheathing to metal deck.

G. Membrane Adhesive: For use at vertical surfaces. As recommended by membrane manufacturer, solvent-base contact bonding adhesive.

H. Sealants: For sealing flashing termination and as noted on Drawings. As recommended by membrane manufacturer, one component gun-grade polyurethane sealant.

I. Walkway Pads: Suitable for maintenance traffic, contrasting color or otherwise visually distinctive from roof membrane.
   1. Composition: Manufacturer's standard reinforced membrane with slip resistant design.
   2. Size: 28 inch wide, minimum.
   3. Layout: As indicated in Drawings.
   4. Surface Color: Yellow.

J. Surface Conditioner for Adhesives: Compatible with membrane and adhesives.

K. Sealants: As recommended by membrane manufacturer.

L. Cleaner: Manufacturer's standard, clear, solvent-based cleaner.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that surfaces and site conditions are ready to receive work.

B. Verify deck is supported and secure.

C. Verify deck is clean and smooth, flat, free of depressions, waves, or projections, properly sloped and suitable for installation of roof system.

D. Verify deck surfaces are dry and free of snow or ice.

E. Verify that roof openings, curbs, and penetrations through roof are solidly set, and nailing strips are in place.

3.02 INSTALLATION - GENERAL

A. Perform work in accordance with manufacturer's instructions and NRCA (RM) applicable requirements.

B. Do not apply roofing membrane during unsuitable weather.

C. Do not apply roofing membrane when ambient temperature is outside the temperature range recommended by manufacturer.

D. Do not apply roofing membrane to damp or frozen deck surface or when precipitation is expected or occurring.

E. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed the same day.

F. Coordinate the work with installation of associated counterflashings and expansion joints installed by other sections as the work of this section proceeds.

G. The architectural plans do not show all roof penetrations. Coordinate the size, quantity and location of all roof penetrations with the Plumbing, Mechanical and Electrical Drawings and Specifications.

H. Coordinate the installation to ensure that the system remains 100 percent watertight at the end of each working day.

I. When substrate preparation is responsibility of another installer, notify Architect of unsatisfactory conditions before proceeding.

3.03 MEMBRANE APPLICATION

A. Roll out membrane, free from wrinkles or tears. Place sheet into place without stretching.

B. Shingle joints on sloped substrate in direction of drainage.

C. Fully Adhered Application: Apply adhesive to substrate at gal/square rate per manufacturer. Fully embed membrane in adhesive except in areas directly over or within 3 inches of expansion joints. Fully adhere one roll before proceeding to adjacent rolls.

D. Overlap edges and ends and seal seams by hot air welding, minimum 3 inches. Seal permanently waterproof, in accordance with manufacturer's instructions.
   1. Field seams to be clean and dry prior to initiating any welding.
   2. Field seams exceeding 10 feet in length to be welded with an automatic welding machine, approved for use by the membrane manufacturer.

E. Mechanical Attachment:
   1. Apply membrane and mechanical attachment devices in accordance with manufacturer's instructions.

F. At intersections with vertical surfaces:
   1. Extend membrane up a minimum of 4 inches onto vertical surfaces.

G. At parapets:
   1. Install fully-adhered membrane at parapet, weather-lapped over roof membrane as indicated in Drawings.

H. Around roof penetrations, seal flanges and flashings with flexible flashing.

I. Coordinate installation of roof scuppers, roof curbs and related flashings

J. Install walkway pads. Space pad joints to permit drainage.

K. Daily Seal: Install daily seal per manufacturers instructions at the end of each work day. Prevent infiltration of water at incomplete flashings, terminations, and at unfinished membrane edges.

3.04 TEMPORARY SEALS

A. At the end of each working day or at the sign of rain, install temporary, 100% watertight seals where new, completed roofing adjoins uncovered deck. Secure to resist wind uplift.
   1. If water is allowed to enter beneath newly completed roofing, the building materials in the affected areas are to be removed and replaced at no cost to the Owner.

3.05 WALKWAY AND PROTECTION PADS

A. Install walkway pads and protection pads where indicated in the Drawings. Space pad joints to permit drainage.
   1. Roofing membrane to receive pads to be clean and dry.
   2. Install pads in accordance with manufacturer's instructions.

3.06 FIELD QUALITY CONTROL

A. See Section 01 40 00 - Quality Requirements, for general requirements for field quality control and inspection.

B. Quality Control During Installation: Initiate and maintain a quality control program for the installation of the roofing system.
   1. Ensure that all aspects of the installation are in strict accordance with these specifications, the manufacturer's instructions and Factory Mutual Requirements, whichever is most stringent.
   2. Inspection to include, but is not limited to the following: sheet layout, attachment, welding, details and probing of heat welds.
   3. Perform a final 'self-inspection' on all seams prior to requesting the inspection for warranty issuance by the manufacturer.

C. Warranty Inspection: Upon completion of the Project, schedule a review of the installation with the roofing membrane manufacturer's representative and verify that the roofing system is installed in accordance with the Contract Documents.
   1. Any corrections or modifications necessary for compliance are to be made at no cost to the Owner.

3.07 CLEANING

A. Remove wrappings, empty containers, paper, and other debris from the roof daily. Dispose of debris in compliance with local, State, and Federal regulations.

B. In areas where finished surfaces are soiled by work of this section, consult manufacturer of surfaces for cleaning advice and conform to their documented instructions.

C. Repair or replace defaced or damaged finishes caused by work of this section.

3.08 PROTECTION

A. Protect installed roofing and flashings from construction operations.

B. Where traffic must continue over finished roof membrane, protect surfaces using durable materials.

END OF SECTION

SECTION 07 62 00
SHEET METAL FLASHING AND TRIM

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Fabricated sheet metal items, including flashings, counterflashings, exterior penetrations, and collection boxes.

B. Sealants for joints within sheet metal fabrications.

1.02 REFERENCE STANDARDS

A. AAMA 611 - Voluntary Specification for Anodized Architectural Aluminum; 2020.

B. AAMA 2604 - Voluntary Specification, Performance Requirements and Test Procedures for High Performance Organic Coatings on Aluminum Extrusions and Panels (with Coil Coating Appendix); 2021, with Errata (2022).

C. AAMA 2605 - Voluntary Specification, Performance Requirements and Test Procedures for Superior Performing Organic Coatings on Aluminum Extrusions and Panels (with Coil Coating Appendix); 2020, with Errata (2022).

D. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2020.

E. ASTM A666 - Standard Specification for Annealed or Cold-Worked Austenitic Stainless Steel Sheet, Strip, Plate, and Flat Bar; 2015.

F. ASTM B32 - Standard Specification for Solder Metal; 2020.

G. ASTM B209 - Standard Specification for Aluminum and Aluminum-Alloy Sheet and Plate; 2014.

H. ASTM B209M - Standard Specification for Aluminum and Aluminum-Alloy Sheet and Plate (Metric); 2014.

I. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2018.

J. ASTM D226/D226M - Standard Specification for Asphalt-Saturated Organic Felt Used in Roofing and Waterproofing; 2017.

K. ASTM D2178/D2178M - Standard Specification for Asphalt Glass Felt Used in Roofing and Waterproofing; 2015a.

L. ASTM D4586/D4586M - Standard Specification for Asphalt Roof Cement, Asbestos-Free; 2007 (Reapproved 2018).

M. SMACNA (ASMM) - Architectural Sheet Metal Manual; 2012.

1.03 SUBMITTALS

A. See Section 01 30 00 - Administrative Requirements for submittal procedures.

B. Shop Drawings: Indicate material profile, jointing pattern, jointing details, fastening methods, flashings, terminations, and installation details.

C. Samples: For pre-finished galvanized steel and aluminum sheet metal, submit two samples, 2x4 inch in size, illustrating metal finish color.

1.04 QUALITY ASSURANCE

A. Perform work in accordance with SMACNA (ASMM) and CDA A4050 requirements and standard details, except as otherwise indicated.

1.05 DELIVERY, STORAGE, AND HANDLING

A. Stack material to prevent twisting, bending, and abrasion, and to provide ventilation. Slope metal sheets to ensure drainage.

B. Prevent contact with materials that could cause discoloration or staining.

PART 2 PRODUCTS

2.01 SHEET MATERIALS

A. Pre-Finished Galvanized Steel: ASTM A653/A653M, with G90/Z275 zinc coating; minimum 24 gauge, (0.0239) inch thick base metal, shop pre-coated with PVDF coating.
   1. All roof flashing to be Pre-finished Galvan
   2. Color: Match existing.
   3. PVDF (Polyvinylidene Fluoride) Coating: Superior Performance Organic Finish, AAMA 2605; multiple coat, thermally cured fluoropolymer finish system.

2.02 FABRICATION

A. Form sections true to shape, accurate in size, square, and free from distortion or defects.

B. Fabricate cleats of sheet metal type that cleat is interlocking with, or compatible non-corrosive metal.

C. Form pieces in longest possible lengths.

D. Hem exposed edges on underside 1/2 inch; miter and seam corners.

E. Form material with flat lock seams, except where otherwise indicated; at moving joints, use sealed lapped, bayonet-type or interlocking hooked seams.

F. Joints and seams to be free of distortions, waves and buckles.

G. Fabricate corners from one piece with minimum 18 inch long legs; seam for rigidity, seal with sealant.

H. Fabricate vertical faces with bottom edge formed outward 1/4 inch and hemmed to form drip.

I. Fabricate corners from one piece with minimum 18-inch long legs; seams for rigidity, seat with sealant.

J. Fabricate flashings to allow toe to extend 2 inches over roofing membrane. Return and brake edges.

2.03 ACCESSORIES

A. General: Provide materials and types of fasteners, solder, welding rods, protective coatings, separators, sealants and other miscellaneous items as required for a complete metal flashing and trim installation.

B. Fasteners: Same material and finish as flashing metal, with soft neoprene washers, unless noted otherwise.

C. Solder for Galvanized Steel: ASTM B32; Sn50 (50/50) type, with acid flux recommended by sheet metal manufacturer.

D. Solder for Stainless Steel: ASTM B32; Sn60 type, with acid flux recommended by stainless sheet metal manufacturer.

E. Provide isolation membrane or brake as necessary to prevent galvanic reactions between dissimilar materials per manufacturer's requirements and recommendations.

F. Underlayment: ASTM D226/D226M, organic roofing felt, Type I (No. 15).

G. Primer: Zinc chromate type.

H. Concealed Sealants: Non-curing butyl sealant.

I. Exposed Sealants: ASTM C920; elastomeric sealant, with minimum movement capability as recommended by manufacturer for substrates to be sealed; color to match adjacent material.

J. Plastic Cement: ASTM D4586/D4586M, Type I.

K. Reglets: Surface mounted type, galvanized steel; face and ends covered with plastic tape.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify roof openings, curbs, pipes, sleeves, ducts, and vents through roof are solidly set, reglets in place, and nailing strips located.

B. Verify roofing termination and base flashings are in place, sealed, and secure.

3.02 PREPARATION

A. Install starter and edge strips, and cleats before starting installation.

B. Install surface mounted reglets true to lines and levels, and seal top of reglets with sealant.

C. Back paint concealed metal surfaces with protective backing paint to a minimum dry film thickness of 15 mil.

3.03 INSTALLATION

A. Conform to drawing details.

B. Secure flashings in place using concealed fasteners, and use exposed fasteners only where permitted..

C. Apply plastic cement compound between metal flashings and felt flashings.

D. Fit flashings tight in place; make corners square, surfaces true and straight in planes, and lines accurate to profiles.

E. Seal joints at prefinished materials watertight.

F. Install isolation membrane or brake between dissimilar materials.

END OF SECTION