

**Glastonbury Riverfront Park  
Phase Two Improvements  
Project No. GL-2013-22  
Glastonbury, CT.**

**ADDENDUM NO. 003  
May 03, 2013**

**I. REVISIONS TO SPECIFICATIONS:**

1. Specification Section 000110 – Table of Contents

a. Add new Sections:

Specification Section 012500 – Substitution Procedures  
Specification Section 012600 – Contract Modification Procedures  
Specification Section 013300 – Submittal Procedures  
Specification Section 014000 – Quality Requirements  
Specification Section 016000 – Product Requirements  
Specification Section 017836 – Warranties

All Specification Sections listed above are attached to and made a part of this Addendum No. 003 dated 05/03/13 and referenced in the attached Exhibit “A”

2. Specification Section 001100 – Invitation to Bid

a. REMINDER: The following documents must be included with your Bid, or your proposal will be deemed non-responsive:

1. Form of Proposal (Section 004100)
2. Bid Security (Bid Bond or Certified Check)
3. For all Bid Packages with bids equal to or greater than \$500,000.00 – submit CTDAS Update Statement
4. Town of Glastonbury Code of Ethics Acknowledgement Form (Section 006200)
5. Non-Collusion Bidding Affidavit (Section 006200)

b. The Bid Due Date for all Bid Packages has been revised as follows:

**THE BID DUE DATE FOR ALL BID PACKAGES HAS BEEN  
REVISED TO WEDNESDAY MAY 29, 2013 @ 11:00 AM.**

3. Specification Section 002400 – Bid Packages

- a. As referenced in RFI's PB-006 and PB-007 the index numbers and subsections characters are incorrect. Attached please find Bid Packages 101 and 102 revised to reflect proper index and reference numbers and characters. Revised Bid Packages 101 and 102 have been attached and made a part of this Addendum No. 003 dated 05/02/13 as Exhibit “B”.
- b. Site Contractor (BP-101) and General Building Contractor (BP-102) are required to work together during the installation of the building foundation. The Site Contractor (BP-101) is responsible for all of the excavation, backfill, compaction, spoils removal, dewatering, OSHA compliance (benching of slopes), access to foundation, rough grading to subgrade not including subbase of SOG, etc. Site Contractor is also responsible for providing the necessary select materials, structural fill, to achieve the backfill of the work. The General

Building Contractor (BP-102) shall be responsible to control the work performed within the building and/or pertaining to the building. The General Building Contractor (BP-102) shall provide vertical and horizontal layout and control for the Site Contractor (BP-101) to work from with regard to the excavation controlled by the General Building Contractor (BP-102). General Building Contractor shall be responsible for providing all subbase materials and labor to place such materials below the slab on grade as part of his ownership of the slab on grade. It is important that the General Building Contractor inspect and accept the Site Contractors rough grading to subgrade elevation and prior to the General Building Contractors work in providing and installing subbase materials and vapor barrier as part of his slab preparation. All foundation waterproofing shall be the responsibility of the General Building Contractor (BP-102). All low density cellular concrete fill (LDCCF) shall be the responsibility of the Site Contractor (BP-101). All structural concrete shown on the SS-Drawings shall be the responsibility of the Site Contractor (BP-101), all structural concrete shown on the S-Drawings shall be the responsibility of the General Building Contractor (BP-102).

c. Bid Package 101 Special Instruction 103 and 104 pertains to the responsibilities of the Site Contractor. Add the work "Site" at the beginning of both paragraphs.

d. Bid Package 102 Special Instruction #44 replace with the following;

"General Building Contractor shall be responsible for layout of all underslab utilities and communicate with the Site Contractor the trenching requirements. All select bedding, cover and identification materials will be provided by the Site Contractor (BP-101)". All select and structural fill required for the building will be provided by the Site Contractor (BP-101)".

4. Specification Section 003132 – Geotechnical Data and Geotechnical Reports

a. Add Specification for Low Density Cellular Concrete Fill (LDCCF) attached and made a part of this Addendum No. 003 as Exhibit "C" inclusive of drawing of Approximate Limits of Lightweight fill dated 05/01/13, drawing of lightweight fill in profile. Site Contractor (BP-101) shall be responsible for this work complete.

5. Specification Section 006313 – Prebid Request for Information

a. Attached to and made a part of this Addendum No. 003 is Request for Information (RFI) 1 through 11 complete. See Exhibit "D"

**II. ATTACHMENTS TO ADDENDUM**

<u>Description</u>	<u>Pages</u>
<b><u>Exhibit "A"</u></b>	
Specification Section 012500 – Substitution Procedures	03
Specification Section 012600 – Contract Modification Procedures	03
Specification Section 013300 – Submittal Procedures	09
Specification Section 014000 – Quality Requirements	18
Specification Section 016000 – Product Requirements	05
Specification Section 017836 – Warranties	02
<b><u>Exhibit "B"</u></b>	
Bid Package 101 & 102	36
<b><u>Exhibit "C"</u></b>	
Specification for Low Density Cellular Concrete Fill (LDCCF)	05
<b><u>Exhibit "D"</u></b>	
Pre-Bid Request for Information	11

**END OF ADDENDUM NO. 003**



**TOWN OF GLASTONBURY CONNECTICUT**

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
PROJECT NO. GL-2013-22  
GLASTONBURY, CT.**

**ADDENDUM NO. 003**

**MAY 03, 2013**

**EXHIBIT "A"  
NEW SPECIFICATION SECTIONS**

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Requirements:
  - 1. Section 012100 "Allowances" for products selected under an allowance.
  - 2. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.3 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
  - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
  - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.
  - 3. No Substitutions: Substitutions will not be considered, nor may the Contractor request consideration for a substitution, where specifications contain the statement "no substitutions."

1.4 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Substitution Request Form: Use CSI Form 13.1A.
  - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
    - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.

- b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
  - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
  - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
  - e. Samples, where applicable or requested.
  - f. Certificates and qualification data, where applicable or requested.
  - g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
  - h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
  - i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
  - j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
  - k. Cost information, including a proposal of change, if any, in the Contract Sum.
  - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
  - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor through Construction Manager of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
  - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

## 1.5 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.6 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
  - 1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
    - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
    - b. Substitution request is fully documented and properly submitted.
    - c. Requested substitution will not adversely affect Contractor's construction schedule.
    - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
    - e. Requested substitution is compatible with other portions of the Work.
    - f. Requested substitution has been coordinated with other portions of the Work.
    - g. Requested substitution provides specified warranty.
    - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Not allowed.

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
  - 1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue through Construction Manager supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Construction Manager will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
  - 1. Work Change Proposal Requests issued by Construction Manager are not instructions either to stop work in progress or to execute the proposed change.
  - 2. Within time specified in Proposal Request or 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
    - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
    - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
    - c. Include costs of labor and supervision directly attributable to the change.
    - d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

**SECTION 012600**  
**CONTRACT MODIFICATION PROCEDURES**

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- e. Quotation Form: Use CSI Form 13.6D, "Proposal Worksheet Summary," and Form 13.6C, "Proposal Worksheet Detail."
  
- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Construction Manager.
  - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
  - 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
  - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  - 4. Include costs of labor and supervision directly attributable to the change.
  - 5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
  - 6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
  - 7. Proposal Request Form: Use CSI Form 13.6A, "Change Order Request (Proposal)," with attachments CSI Form 13.6D, "Proposal Worksheet Summary," and Form 13.6C, "Proposal Worksheet Detail."

1.5 ADMINISTRATIVE CHANGE ORDERS

- A. Allowance Adjustment: See Section 012100 "Allowances" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect actual costs of allowances.

1.6 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Changes Proposal Request, Construction Manager will issue a Change Order for signatures of Owner and Contractor.

1.7 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Construction Manager may issue a Construction Change Directive. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
  - 1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.



**SECTION 012600**  
**CONTRACT MODIFICATION PROCEDURES**

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- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
  - 1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Requirements:
  - 1. Section 012900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
  - 2. Section 013200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
  - 3. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
  - 4. Section 017700 "Closeout Procedures" for submitting Record Drawings and video recordings of demonstration of equipment and training of Owner's personnel.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Architect's and Construction Manager's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's and Construction Manager's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

1.4 ACTION SUBMITTALS

- A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and Construction Manager and additional time for handling and reviewing submittals required by those corrections.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. Architect's Digital Data Files: Electronic digital data files of the Contract Drawings will be provided by Architect for Contractor's use in preparing submittals.
  - 1. Architect will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings and Project record drawings.
    - a. Architect makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
  
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  - 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
  - 4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
    - a. Architect and Construction Manager reserve the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
  
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Construction Manager's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  - 1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Construction Manager will advise Contractor when a submittal being processed must be delayed for coordination.
  - 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  - 3. Resubmittal Review: Allow 15 days for review of each resubmittal.
  
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
  - 1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  - 2. Name file with submittal number or other unique identifier, including revision identifier.
    - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01).

Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).

3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect and Construction Manager.
  4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to Owner, containing the following information:
    - a. Project name.
    - b. Date.
    - c. Name and address of Architect.
    - d. Name of Construction Manager.
    - e. Name of Contractor.
    - f. Name of firm or entity that prepared submittal.
    - g. Names of subcontractor, manufacturer, and supplier.
    - h. Category and type of submittal.
    - i. Submittal purpose and description.
    - j. Specification Section number and title.
    - k. Specification paragraph number or drawing designation and generic name for each of multiple items.
    - l. Drawing number and detail references, as appropriate.
    - m. Location(s) where product is to be installed, as appropriate.
    - n. Related physical samples submitted directly.
    - o. Indication of full or partial submittal.
    - p. Transmittal number, numbered consecutively.
    - q. Submittal and transmittal distribution record.
    - r. Other necessary identification.
    - s. Remarks.
- E. Options: Identify options requiring selection by Architect.
- F. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect and Construction Manager on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.
- G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
  2. Note date and content of revision in label or title block and clearly indicate extent of revision.
  3. Resubmit submittals until they are marked with approval notation from Architect's and Construction Manager's action stamp.
  4. A maximum of one resubmittal will be reviewed without cost to the Contractor. A second and all subsequent resubmittal reviews by the Architect will be charged to the Contractor.
- H. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

- I. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's and Construction Manager's action stamp.

## PART 2 - PRODUCTS

### 2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
  1. Post electronic submittals as PDF electronic files directly to FTP site specifically established for Project.
    - a. Architect, through Construction Manager, will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
  2. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
    - a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
    - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
  1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
  2. Mark each copy of each submittal to show which products and options are applicable.
  3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Testing by recognized testing agency.
    - f. Application of testing agency labels and seals.
    - g. Notation of coordination requirements.
    - h. Availability and delivery time information.
  4. For equipment, include the following in addition to the above, as applicable:
    - a. Wiring diagrams showing factory-installed wiring.
    - b. Printed performance curves.

- c. Operational range diagrams.
  - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
- 5. Submit Product Data before or concurrent with Samples.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data, unless submittal based on Architect's digital data drawing files is otherwise permitted.
  - 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Identification of products.
    - b. Schedules.
    - c. Compliance with specified standards.
    - d. Notation of coordination requirements.
    - e. Notation of dimensions established by field measurement.
    - f. Relationship and attachment to adjoining construction clearly indicated.
    - g. Seal and signature of professional engineer if specified.
  - 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 30 by 42 inches.
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
  - 1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
  - 2. Identification: Attach label on unexposed side of Samples that includes the following:
    - a. Generic description of Sample.
    - b. Product name and name of manufacturer.
    - c. Sample source.
    - d. Number and title of applicable Specification Section.
    - e. Specification paragraph number and generic name of each item.
  - 3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
  - 4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
  - 5. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.

**SECTION 013300  
SUBMITTAL PROCEDURES**

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- a. Number of Samples: Submit four full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect, through Construction Manager, will return submittal with options selected.
  
- 6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
  - a. Number of Samples: Submit four sets of Samples. Architect and Construction Manager will retain three Sample sets; remainder will be returned.
    - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
    - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
  
- E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
  - 1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
  - 2. Manufacturer and product name, and model number if applicable.
  - 3. Number and name of room or space.
  - 4. Location within room or space.
  
- F. Coordination Drawing Submittals: Comply with requirements specified in Section 013116 "Coordination Drawings Procedure."
  
- G. Contractor's Construction Schedule: Comply with requirements specified in Section 013200 "Construction Progress Documentation."
  
- H. Application for Payment and Schedule of Values: Comply with requirements specified in Section 012900 "Payment Procedures."
  
- I. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."
  
- J. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017700 "Closeout Procedures."
  
- K. Maintenance Data: Comply with requirements specified in Section 017823 "Operation and Maintenance Data."

**SECTION 013300**  
**SUBMITTAL PROCEDURES**

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- L. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- M. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.
- N. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- O. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- P. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- Q. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- R. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- S. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- T. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
  - 1. Name of evaluation organization.
  - 2. Date of evaluation.
  - 3. Time period when report is in effect.
  - 4. Product and manufacturers' names.
  - 5. Description of product.
  - 6. Test procedures and results.
  - 7. Limitations of use.
- U. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- V. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed



before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.

- W. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- X. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

## 2.2 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
  - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF electronic file and three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
  - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

## PART 3 - EXECUTION

### 3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect and Construction Manager.
- B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S AND CONSTRUCTION MANAGER'S ACTION

- A. Action Submittals: Architect and Construction Manager will review each submittal, make marks to indicate corrections or revisions required, and return it. Architect and Construction Manager will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
- B. Informational Submittals: Architect and Construction Manager will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect and Construction Manager will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect and Construction Manager.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Submittals not required by the Contract Documents may be returned by the Architect without action.

END OF SECTION 013300

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
  - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
  - 3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, Construction Manager, or authorities having jurisdiction are not limited by provisions of this Section.
  - 4. Specific test and inspection requirements are not specified in this Section.
- C. Related Requirements:
  - 1. Section 012100 "Allowances" for testing and inspecting allowances.

1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect or Construction Manager.
- C. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified

installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Integrated Exterior Mockups: Mockups of the exterior envelope erected separately from the building but on Project site, consisting of multiple products, assemblies, and subassemblies.
  2. Room Mockups: Mockups of typical interior spaces complete with wall, floor, and ceiling finishes, doors, windows, millwork, casework, specialties, furnishings and equipment, and lighting.
- D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.
- E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- F. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.
- G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
- 1.4 CONFLICTING REQUIREMENTS
- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits.

To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.5 ACTION SUBMITTALS

- A. Shop Drawings: For mockups, provide plans, sections, and elevations, indicating materials and size of mockup construction.
1. Indicate manufacturer and model number of individual components.
  2. Provide axonometric drawings for conditions difficult to illustrate in two dimensions.

1.6 INFORMATIONAL SUBMITTALS

- A. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- B. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
1. Specification Section number and title.
  2. Entity responsible for performing tests and inspections.
  3. Description of test and inspection.
  4. Identification of applicable standards.
  5. Identification of test and inspection methods.
  6. Number of tests and inspections required.
  7. Time schedule or time span for tests and inspections.
  8. Requirements for obtaining samples.
  9. Unique characteristics of each quality-control service.

1.7 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
1. Date of issue.
  2. Project title and number.
  3. Name, address, and telephone number of testing agency.
  4. Dates and locations of samples and tests or inspections.
  5. Names of individuals making tests and inspections.
  6. Description of the Work and test and inspection method.
  7. Identification of product and Specification Section.
  8. Complete test or inspection data.
  9. Test and inspection results and an interpretation of test results.
  10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
  11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.

12. Name and signature of laboratory inspector.
  13. Recommendations on retesting and reinspecting.
- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of technical representative making report.
  2. Statement on condition of substrates and their acceptability for installation of product.
  3. Statement that products at Project site comply with requirements.
  4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  6. Statement whether conditions, products, and installation will affect warranty.
  7. Other required items indicated in individual Specification Sections.
- C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of factory-authorized service representative making report.
  2. Statement that equipment complies with requirements.
  3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  4. Statement whether conditions, products, and installation will affect warranty.
  5. Other required items indicated in individual Specification Sections.
- D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

## 1.8 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

**SECTION 014000**  
**QUALITY REQUIREMENTS**

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- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.
- F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
  - 1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
  - 1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
  - 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
  - 1. Contractor responsibilities include the following:
    - a. Provide test specimens representative of proposed products and construction.
    - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
    - c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
    - d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
    - e. When testing is complete, remove test specimens, assemblies, and mockups; do not reuse products on Project.
  - 2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, through Construction

**SECTION 014000**  
**QUALITY REQUIREMENTS**

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Manager, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

- K. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
  - 1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect or Construction Manager.
  - 2. Notify Architect and Construction Manager seven days in advance of dates and times when mockups will be constructed.
  - 3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction at Project.
  - 4. Demonstrate the proposed range of aesthetic effects and workmanship.
  - 5. Obtain Architect's and Construction Manager's approval of mockups before starting work, fabrication, or construction.
    - a. Allow seven days for initial review and each re-review of each mockup.
  - 6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
  - 7. Demolish and remove mockups when directed unless otherwise indicated.
  
- L. Integrated Exterior Mockups: Construct integrated exterior mockup according to approved Shop Drawings. Coordinate installation of exterior envelope materials and products for which mockups are required in individual Specification Sections, along with supporting materials.

1.9 **QUALITY CONTROL**

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
  - 1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
  - 2. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.
  
- B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
  - 1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
  - 2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.



**SECTION 014000**  
**QUALITY REQUIREMENTS**

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- a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
  3. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
  4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
  5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
  6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. **Manufacturer's Field Services:** Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 013300 "Submittal Procedures."
- D. **Manufacturer's Technical Services:** Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. **Retesting/Reinspecting:** Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. **Associated Services:** Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
  2. Incidental labor and facilities necessary to facilitate tests and inspections.
  3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
  4. Facilities for storage and field curing of test samples.
  5. Preliminary design mix proposed for use for material mixes that require control by testing agency.
  6. Security and protection for samples and for testing and inspecting equipment at Project site.
- G. **Coordination:** Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.

1.10 SPECIAL TESTS AND INSPECTIONS

- A. Special Tests and Inspections: Owner will engage a qualified special inspector to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, as indicated in Statement of Special Inspections attached to this Section, and as follows:
1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviews the completeness and adequacy of those procedures to perform the Work.
  2. Notifying Architect, Construction Manager, and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
  3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect, through Construction Manager, with copy to Contractor and to authorities having jurisdiction.
  4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
  5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
  6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

- A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
1. Date test or inspection was conducted.
  2. Description of the Work tested or inspected.
  3. Date test or inspection results were transmitted to Architect.
  4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's and Construction Manager's reference during normal working hours.

3.2 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."
- B. Protect construction exposed by or for quality-control service activities.

**SECTION 014000**  
**QUALITY REQUIREMENTS**

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- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

# Statement of Special Inspections

Project: *Glastonbury Riverfront Park Phase Two Improvements, Glastonbury, CT*

Location: *Welles Street, Glastonbury, Connecticut*

Owner: *Town of Glastonbury*

Design Professional in Responsible Charge: *Macchi Engineers, LLC, Hartford, Connecticut*

This *Statement of Special Inspections* is submitted as a condition for permit issuance in accordance with the Special Inspection and Structural Testing requirements of the Building Code. It includes a schedule of Special Inspection services applicable to this project as well as the name of the Special Inspection Coordinator and the identity of other approved agencies to be retained for conducting these inspections and tests. This *Statement of Special Inspections* encompass the following disciplines:

- Structural       Mechanical/Electrical/Plumbing  
 Architectural       Other: \_\_\_\_\_

The Special Inspection Coordinator shall keep records of all inspections and shall furnish inspection reports to the Building Official and the Registered Design Professional in Responsible Charge. Discovered discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official and the Registered Design Professional in Responsible Charge. The Special Inspection program does not relieve the Contractor of his or her responsibilities.

Interim reports shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge.

A *Final Report of Special Inspections* documenting completion of all required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy.

Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Interim Report Frequency: *Weekly* or  per attached schedule.

Prepared by:

*Michael R. Plickys, P.E.*

(type or print name)

*Michael Plickys*  
Signature

*4-26-13*  
Date



Owner's Authorization:

Building Official's Acceptance:

Signature

Date

Signature

Date

## Schedule of Inspection and Testing Agencies

This Statement of Special Inspections / Quality Assurance Plan includes the following building systems:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Soils and Foundations  | <input checked="" type="checkbox"/> Spray Fire Resistant Material |
| <input checked="" type="checkbox"/> Cast-in-Place Concrete | <input type="checkbox"/> Wood Construction                        |
| <input checked="" type="checkbox"/> Precast Concrete       | <input type="checkbox"/> Exterior Insulation and Finish System    |
| <input checked="" type="checkbox"/> Masonry                | <input type="checkbox"/> Mechanical & Electrical Systems          |
| <input checked="" type="checkbox"/> Structural Steel       | <input type="checkbox"/> Architectural Systems                    |
| <input type="checkbox"/> Cold-Formed Steel Framing         | <input type="checkbox"/> Special Cases                            |

Special Inspection Agencies	Firm	Address, Telephone, e-mail
1. <b>Special Inspection Coordinator</b>	<i>Macchi Engineers, LLC</i>	<i>44 Gillett Street Hartford, CT 06105 (860) 549-6190 mplickys@macchiengineers.com</i>
2. Inspector		
3. Inspector		
4. Testing Agency	<i>TBD</i>	
5. Testing Agency		
6. Other: <i>Geotechnical Engineer</i>	<i>Clarence Welti Associates</i>	<i>227 Williams Street E Glastonbury, CT (860) 633-4623</i>

Note: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work.

## Quality Assurance Plan

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### Quality Assurance for Seismic Resistance

Seismic Design Category	<i>B</i>
Quality Assurance Plan Required (Y/N)	<i>N</i>

Description of seismic force resisting system and designated seismic systems:

*Basic Building Frame System: Ordinary Braced Frames.*

### Quality Assurance for Wind Requirements

Basic Wind Speed (3 second gust)	<i>100</i>
Wind Exposure Category	<i>B</i>
Quality Assurance Plan Required (Y/N)	<i>N</i>

Description of wind force resisting system and designated wind resisting components:

*See above.*

### Statement of Responsibility

Each contractor responsible for the construction or fabrication of a system or component designated above must submit a Statement of Responsibility.

## Qualifications of Inspectors and Testing Technicians

The qualifications of all personnel performing Special Inspection and testing activities are subject to the approval of the Building Official. The credentials of all Inspectors and testing technicians shall be provided if requested.

### Key for Minimum Qualifications of Inspection Agents:

When the Registered Design Professional in Responsible Charge deems it appropriate that the individual performing a stipulated test or inspection have a specific certification or license as indicated below, such designation shall appear below the *Agency Number* on the Schedule.

PE/SE	Structural Engineer – a licensed SE or PE specializing in the design of building structures
PE/GE	Geotechnical Engineer – a licensed PE specializing in soil mechanics and foundations
EIT	Engineer-In-Training – a graduate engineer who has passed the Fundamentals of Engineering examination

### American Concrete Institute (ACI) Certification

ACI-CFTT	Concrete Field Testing Technician – Grade 1
ACI-CCI	Concrete Construction Inspector
ACI-LTT	Laboratory Testing Technician – Grade 1&2
ACI-STT	Strength Testing Technician

### American Welding Society (AWS) Certification

AWS-CWI	Certified Welding Inspector
AWS/AISC-SSI	Certified Structural Steel Inspector

### American Society of Non-Destructive Testing (ASNT) Certification

ASNT	Non-Destructive Testing Technician – Level II or III.
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### International Code Council (ICC) Certification

ICC-SMSI	Structural Masonry Special Inspector
ICC-SWSI	Structural Steel and Welding Special Inspector
ICC-SFSI	Spray-Applied Fireproofing Special Inspector
ICC-PCSI	Prestressed Concrete Special Inspector
ICC-RCSI	Reinforced Concrete Special Inspector

### National Institute for Certification in Engineering Technologies (NICET)

NICET-CT	Concrete Technician – Levels I, II, III & IV
NICET-ST	Soils Technician - Levels I, II, III & IV
NICET-GET	Geotechnical Engineering Technician - Levels I, II, III & IV

### Exterior Design Institute (EDI) Certification

EDI-EIFS	EIFS Third Party Inspector
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### Other

**Soils and Foundations**

Item	Agency # (Qualif.)	Scope
1. Shallow Foundations	4  4  1, 6 PE/GE	Inspect removal of unsuitable material and confirm conformance with the preparation and general notes on Contract Drawings and the Geotechnical Report.  Inspect preparation of subgrade prior to placement of controlled fill and confirm conformance with the preparation and general notes on Contract Drawings and the Geotechnical Report..  Confirm nature and condition of subgrade prior to placement of controlled structural fill.
2. Controlled Structural Fill	6  1	Perform sieve tests (ASTM D422 & D1140) and modified Proctor tests (ASTM D1557) of each source of fill material. Inspect placement, lift thickness, and compaction of controlled fill. Test density of each lift of fill by nuclear methods (ASTM D2922). Verify extent and slope of fill placement in conformance with the Contract Documents. Verify conformance with general notes on Contract Drawings and the Geotechnical Report. Perform periodic field visits to observe compaction procedures and adequacy of controlled structural fill.  Inspect controlled structural fill placed below footings for adequate bearing capacity.
3. Deep Foundations	N/A	N/A
4. Load Testing	N/A	N/A
4. Other: Lightweight Fills	2,6	Inspect placement of lightweight fills as call for on the structural drawings and in the Geotechnical Report. Field verify placement, limits and densities.



### Cast-in-Place Concrete

Item	Agency # (Qualif.)	Scope
1. Mix Design	4 ACI-CCI ICC-RCSI  1	Review concrete batch tickets and verify compliance with approved mix design. Verify that water added at the site does not exceed that allowed by the mix design. Review mix design for each class of concrete to insure compliance with the Contract Documents.
2. Material Certification	4 ACI-CCI ICC-RCSI	Obtain documentation that certifies conformance of materials with ASTM standards, the requirements of ACI 318 Chapter 3, and the Contract Specifications.
3. Reinforcement Installation	4 ACI-CCI ICC-RCSI	Inspect size, spacing, cover, positioning and grade of reinforcing steel to be in conformance with ACI 318, Contract Documents and Approved Shop Drawings. Verify that reinforcing bars are free of form oil or other deleterious materials. Inspect bar laps and mechanical splices. Verify bars are adequately tied and
4. Post-Tensioning Operations	N/A	N/A
5. Welding of Reinforcing (Approval from EOR req'd)	4 AWS-CWI	Visually inspect all reinforcing steel welds. Verify weldability of reinforcing steel. Inspect preheating of steel when required.
6. Anchor Rods	4	Inspect size, positioning and embedment of anchor rods. Inspect concrete placement and consolidation around anchors.
7. Concrete Placement	4 ACI-CCI ICC-RCSI	Inspect placement of concrete. Verify that concrete conveyance and depositing avoids segregation or contamination. Verify that concrete is properly consolidated.
8. Sampling and Testing of Concrete	4 ACI-CFTT ACI-STT	A representative of the testing agency shall be present during all concrete placements to test the concrete compressive strength (ASTM C31 & C39), slump (ASTM C143), air-content (ASTM C231 or C173, temperature (ASTM C1064) and to visually witness the placement of all concrete. One representative test shall be performed for each 50 cubic yards of concrete placed.
9. Curing and Protection	4 ACI-CCI ICC-RCSI	Inspect curing, cold weather protection and hot weather protection procedures.
10. Batching Plant	NA	
11. Non-shrink grout and epoxy	4 ACI-CCI ICC-RCSI	Verify conformance of materials and installation methods with approved manufacturer's specifications and the Contract Documents. Prepare a set of test specimens for grout strength for each grouting operation (3, 7, 28 days).
12. Formwork Geometry	4 ACI-CCI ICC-RCSI	Review formwork to insure that proper geometry and coverage are achieved. Review removal of forms and shores for compliance with ACI 318 Chapter 6 and the Contract
13. Miscellaneous	1 PE/SI	Perform periodic site visits and visually inspect placement of reinforcing bars, formwork geometry, anchor bolt placement, methods of concrete placement, and methods of curing and protection for conformance with the Contract Documents, and requirements of ACI 318.

**Masonry**

Required Inspection Level:  1  2

Item	Agency # (Qualif.)	Scope
1. Material Certification	4	Verify material certifications for masonry units, reinforcing, mortar and grout to be in conformance with Contract Documents and ACI 530.1.
2. Mixing of Mortar and Grout	4 ICC-SMSI	Inspect proportioning, mixing and re-tempering of mortar and grout.
3. Installation of Masonry	4 ICC-SMSI	Inspect size, layout, bonding and placement of masonry units. Assure conformance with Contract Documents and ACI 530. Inspect construction of mortar joints including tooling and filling of head joints.
4. Reinforcement Installation	4 ICC-SMSI	Inspect size, placement, positioning and lapping of reinforcing steel.
5. Prestressed Masonry	N/A	N/A
6. Grouting Operations	4 ICC-SMSI	Inspect placement and consolidation of grout. Inspect masonry clean-outs for high-lift grouting.
7. Weather Protection	4 ICC-SMSI	Inspect cold weather protection and hot weather protection procedures. Verify that wall cavities are protected against precipitation.
8. Evaluation of Masonry Strength	4 ICC-SMSI	Test compressive strength of mortar and grout cube samples (ASTM C780). Test compressive strength of masonry prisms (ASTM C1314).
9. Anchors and Ties	4 ICC-SMSI	Inspect size, location, spacing and embedment of dowels, anchors and ties.
10. Other:		

## Structural Steel

Item	Agency # (Qualif.)	Scope
1. Fabricator Certification/ Quality Control Procedures <input type="checkbox"/> Fabricator Exempt	1 PE/SE	Review shop fabrication procedures, quality control procedures, and AISC certification documentation.  Review certificate of compliance submitted by the Steel Fabricator at project completion.
2. Material Certification	4 AWS/AISC- SSI ICC-SWSI	Review certified mill test reports and identification markings on wide-flange shapes, high-strength bolts, nuts and welding electrodes. Submit reports to Special Inspector for review and record.
3. Open Web Steel Joists	NA	
4. Bolting	4 AWS/AISC- SSI ICC-SWSI	Inspect installation and tightening of high-strength bolts for conformance with the Contract Documents, approved shop drawings, and applicable manufacturer's recommendations. Verify that splines have separated from tension control bolts. Verify proper tightening sequence.
5. Welding	4 AWS-CWI  ASNT	Visually inspect all welds. Inspect pre-heat, post-heat and surface preparation between passes. Verify size and length of fillet welds. Continuous inspection required except as noted in 1704.3, paragraph 2. All welds to be in conformance with AWS D1.1.  Ultrasonic testing of all full-penetration welds.
6. Shear Connectors	4 AWS/AISC- SSI ICC-SWSI	Inspect size, quantity, positioning and welding of shear connectors including clear cover to decking and accessories. Inspect studs for full 360 degree flash. Ring test all shear connectors with a 3 lb hammer. Bend test all questionable studs to 15 degrees.
7. Structural Details	4 AWS/AISC- SSI	Inspect steel frame for compliance with structural drawings, including bracing, member configuration and connection details. Verify steel plumbness.
8. Metal Deck	4 AWS-CWI	Inspect welding or PAFs and side-lap fastening of metal roof and floor deck. Welds to be in conformance with AWS D1.3.
9. Other:	N/A	N/A

## References

1. ACI 318-95, Building Code Requirements for Structural Concrete, Chapter 3
2. ACI 318-95, Building Code Requirements for Structural Concrete, 7.4, 7.5, 7.6, and 7.7
3. ACI 318-95, Building Code Requirements for Structural Concrete, 18.18
4. ACI 318-95, Building Code Requirements for Structural Concrete, Chapter 4 and 5.2, 5.3, 5.4, 5.8
5. ACI 318-95, Building Code Requirements for Structural Concrete, 5.9 and 5.10
6. ACI 318-95, Building Code Requirements for Structural Concrete, 5.6
7. ACI 318-95, Building Code Requirements for Structural Concrete, 5.11, 5.12, 5.13
8. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 2.3
9. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 2.6
10. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 3.2
11. ACI 530 /ASCE 5 /TMS 402-95, Building Code Requirements for Masonry Structures, Chapter 8
12. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 3.5
13. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 1.8
14. ACI 530.1 / ASCE 6/ TMS 602-95 Specifications for Masonry Structures, 1.4
15. ACI 530/ASCE5/TMS 402-95, Building Code Requirements for Masonry Structures, 4.2 and 5.14
16. AISC ASD - 89, Specification for Structural Steel Buildings - Allowable Stress Design for Plastic Design, A3.4 and A3.6
17. AISC LRFD - 93, Load and Resistance Factor Design Specification for Structural Steel Buildings, A3.3 and A3.5.
18. ASTM A6-95c, Specification for General Requirements for Rolled Steel Plates, Shapes, Sheet Piling, and Bars for Structural Use.
19. ASTM A568 - 95, Specification for Steel Sheet, Carbon and High Strength, Low Alloy, Hot-Rolled and Cold Rolled
20. RCSC - 85 (88) Specification for Structural Joints Using A325 or A490 Bolts, Section 9
21. AWS D1.1-92, Structural Welding Code - Steel, Section 6
22. AWS D1.1-92, Structural Welding Code - Steel, Section 7.5

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Requirements:
  - 1. Section 012100 "Allowances" for products selected under an allowance.
  - 2. Section 012500 "Substitution Procedures" for requests for substitutions.

1.3 DEFINITIONS

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

1.4 ACTION SUBMITTALS

- A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Include data to indicate compliance with the requirements specified in "Comparable Products" Article.
  - 2. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor through Construction Manager of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
    - a. Form of Approval: As specified in Section 013300 "Submittal Procedures."
    - b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.
- B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 013300 "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

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

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
  - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
  - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
  - 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
  - 4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.
- C. Storage:
  - 1. Store products to allow for inspection and measurement of quantity or counting of units.

2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.
7. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

#### 1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
  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 the Contract Documents to provide specific rights for Owner.
- B. Special Warranties: Prepare a 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 the Specifications, prepare a 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 017700 "Closeout Procedures."

### PART 2 - PRODUCTS

#### 2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
  1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.

**SECTION 016000**  
**PRODUCT REQUIREMENTS**

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3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

**B. Product Selection Procedures:**

1. **Product:** Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
2. **Manufacturer/Source:** Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
3. **Products:**
  - a. **Restricted List:** Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not] be considered unless otherwise indicated.
  - b. **Nonrestricted List:** Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
4. **Manufacturers:**
  - a. **Restricted List:** Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered unless otherwise indicated.
  - b. **Nonrestricted List:** Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed manufacturer's product.
5. **Basis-of-Design Product:** Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.



- C. Visual Matching Specification: Where Specifications require "match Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
  - 1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.
  
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with these requirements:
  - 1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
  - 2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
  - 3. Evidence that proposed product provides specified warranty.
  - 4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
  - 5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
  - 1. Warranties.
- B. Related Requirements:
  - 1. Section 016000 "Product Requirements" for product warranties.
  - 2. Section 017700 "Closeout Procedures" for warranty submittal time.

1.3 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
  - 1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
  - 2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
  - 3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
  - 4. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 017836



**TOWN OF GLASTONBURY CONNECTICUT**

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
PROJECT NO. GL-2013-22  
GLASTONBURY, CT.**

**ADDENDUM NO. 003**

**MAY 03, 2013**

**EXHIBIT "B"  
REVISED BID PACKAGES**

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
GLASTONBURY, CONNECTICUT  
PROJECT # GL-2013-22**

BID PACKAGE NO. 101

**SITE**

**I. SCOPE OF WORK**

- A. The following documents are included in this Scope of Work and this Trade Contractor is responsible for complying with all of these documents in completing the work described in paragraph IB and II:

000101	Title Page
000110	Table of Contents
000115	List of Drawings
001100	Invitation to Bid
002100	Instruction to Bidders
002400	Bid Packages
003113	Schedule
003132	Geotechnical Data & Geotechnical Reports
004100	Form of Proposal
005200	Form of Agreement
005223	Owner / CM Agreement
006100	Performance and Payment Bonds
006200	Code of Ethics and Acknowledgement Form
006313	Bidders Prebid Requests for Information (Prebid RFI Form)
006325	Substitution Request Form (during construction)
007200	General Conditions
007316	Sample Certificate of Insurance
007343	Wage and Hour Rates
011000	Summary
011100	CM Summary of Work
012100	Allowances
012300	Alternates
013116	Coordination Drawings Procedure
013500	Special Project Requirements
015000	Temporary Facilities and Control
015639	Temporary Tree and Plant Protection
017413	Project Cleanliness
017420	Construction Waste Management Plan
017423	Interim Phase / Final Cleaning
017700	Closeout Procedures

017823 Operation and Maintenance Data  
018120 Construction Indoor Air Quality (IAQ) Management Plan

B. SPECIFIC:

Furnish all labor, materials and equipment necessary to complete all work this is described in the following Sections of the Specifications, or is shown on the drawings and relates to one of the following Specification Sections but is not referenced in a Specification Section. This Scope of Work also includes any work indicated on the Drawings to be completed by this Trade Contractor unless modified by addendum, Paragraph II (Special Instructions) or Paragraph III (Exclusions).

015639 Temporary Tree and Plant Protection  
017829 Final Site Survey  
021000 Maintenance and Protection of Traffic  
026113 Excavation, Handling, Transportation, and Disposal of Excavated  
Materials  
023219 Test Pits  
024120 Marine Demolition  
032100 Concrete Reinforcing (Partial)  
*(Responsible for all site concrete)*  
033000 Cast-in-Place Concrete (Partial)  
*(Responsible for all Site Concrete)*  
033150 Marine Cast-In-Place Concrete  
034500 Precast Architectural Concrete  
042000.03 Site Unit Masonry  
044200 Exterior Stone Cladding  
044300 Stone Masonry  
047200 Cast Stone Masonry  
051420 Marine Structural Aluminum  
101426 Post and Panel / Pylon Signage  
101453 Traffic Signage  
116816 Play Structures  
116823.13 Exterior Basketball Equipment  
121400 Sculptures  
129300 Site Furnishings  
131213 Fountains  
133400 Fabricated Engineered Structures  
260100 Site General Electrical (Partial)  
*(Relative to Support /Perform, furnish and install trenching, bedding materials, cover materials, concrete encasement, and Identification).*  
260500 Site Basic Electrical Materials and Methods (Partial)  
*(Relative to Support /Perform, furnish and install trenching, bedding materials, cover materials, concrete encasement, and Identification).*  
262400 Site Service and Distribution (Partial)  
*(Relative to Support /Perform, furnish and install trenching, bedding materials, cover materials, concrete encasement, and Identification).*  
265601 Site Lighting (Partial)

*(Relative to Support /Perform, furnish and install trenching, bedding materials, cover materials, concrete encasement, and Identification)*

*(Relative to labor, materials and equipment associated with performance of site lighting foundations. Forming, rebar placement, anchor bolt pattern placement, concrete placement and protection until turnover).*

265668	Exterior Athletic Lighting (Partial) <i>(Relative to Support /Perform, furnish and install trenching, bedding materials, cover materials, concrete encasement, and Identification)</i> <i>(Relative to labor, materials and equipment associated with performance of site lighting foundations. Forming, rebar placement, anchor bolt pattern placement, concrete placement and protection until turnover).</i>
311000	Site Clearing
311100	Site Utility Preparation and Demolition
312203	Site Grading
312315	Marine Excavation and Fill
312316	Structural Excavation and Fill
312319	Dewatering
312333	Trenching and Backfill
312500	Erosion and Sediment Controls
313700	Riprap Stone Swale
314100	Excavation Support
316230	Composite Sheet Piling
321216	Asphalt Paving
321313	Concrete Paving
321400	Unit Paving
321500	Aggregate Resurfacing
321613.13	Cast in Place Concrete Curbs
321613.23	Precast Concrete Curbs
321713	Parking Bumpers
321723	Pavement Markings
321816.13	Playground Protective Surfacing
321823	Athletic Surfacing
323113	Chain Link Fences and Gates
323123	Plastic Fences and Gates
323140	Timber Guide Rail
323913	Manufactured Metal Bollards
328400	Planting Irrigation
329115	Soil Preparation (Performance Specification)
329200	Turf and Grasses
329300	Plants
331116	Site Water utility Distribution Piping
333100	Sanitary Utility Sewage Piping
333216	Sanitary Sewer Pump Station
334100	Storm Utility Drainage Piping
335100	Natural Gas Distribution Piping
352023.13	Dredging – Mechanical

354232	Slope Protection – Coir Logs
354237	Rip Rap Bank Protection
355133	Floating Docks – Boat Ramp
355136	Floating Docks – Crew Boat Launch
355949	Marine Pipe Piles
355980	Marine Hardware
355995	Marine Metal Fabrication

## II. SPECIAL INSTRUCTIONS

1. No gasoline or diesel driven equipment will be allowed inside the new building. Material handling equipment shall either be hand operated (moved by human beings) or propane propelled. However, the use of propane propelled equipment is strictly forbidden when the building is being occupied for its intended purpose. When propane propelled is used, the contractor shall provide ventilation to remove exhaust fumes. The contractor shall also be responsible for any repairs, replacement, or deleterious effects to all flooring and other construction that this equipment comes in contact with.
2. All site-work and other exterior work performed by other contractors shall be done between 7:00 a.m. and 5:00 p.m. on weekdays and between 8:00 a.m. and 4:00 p.m. on Saturday. No exterior work will be permitted on Sundays.
3. Overhead and profit for any and all allowances listed in the Contract Documents shall be included in the base bid of the contractor responsible for the allowance(s).
4. All contractors are responsible for keeping the jobsite clean of debris and rubbish as outlined in the “Project Cleanliness”, Spec. Section 017413.
5. All Trade Contractors shall review the local requirements with the Fire Marshal regarding all conditions and requirements for storing flammable materials on-site including means for temporary heat and must strictly comply.
6. Operations and Maintenance Manuals shall be submitted for review no later than sixty (60) days after receipt of approved submittals(s). An amount of \$10,000.00 shall be included on each contractor's Schedule of Values whose contract requires submission and acceptance of Operations and Maintenance Manuals. None of this amount will be paid to the contractor until that contractor has submitted all required Operations and Maintenance Manuals complete. All Trade Contractors shall include in their Schedule of Values individual line items for Warranties, O&M Manuals and other close-out requirements. Trade Contractors will not receive payment for any portion of these line items until all requirements of that line item have been completed to the satisfaction of the Construction Manager.
7. All contractors shall note that when submitting change order requests the cost of the payment and performance bond is not to be included in the individual change order request. Any additional bond payments that the contractor has to make due to any increases in their contract sum will be submitted as a separate change order at the end of the project. The contractor shall produce an original invoice from



their bonding company for any increases paid beyond the original bond as a result of added work, and this information will be used as the basis for this change order. Additional overhead and profit will not be allowed.

8. All contractors shall note that when preparing change orders for time and material work, all costs for small tools are included in the overhead and profit percentages allowed by contract. Small tool allowance is not to be added as a separate percentage. Any specific equipment rented for the time and material work can be billed based on invoices for the rental of the equipment. A small tool shall be defined as a tool with a replacement value of \$500.00 or less and shall consist of tools used on a daily basis in the normal performance of their work and shall include items such as extension cords, ladders, hoses, etc.
9. When pricing change order work, the trade contractor shall not include separate lines for incidental labor items such as as-built drawings, clean-up, safety, etc. These items are to be included as part of the allowed percentage for overhead and profit.
10. Each trade contractor is to closely review all of the alternates listed in Section 012300 - Alternates and on the Form of Proposal. Each trade contractor shall submit an alternate price for those alternates that affect their work.
11. Each trade contractor is responsible for the accomplishment of the Finish Schedule as it pertains to their work.
12. All trade contractors shall note the requirements of Section 017420 - Construction Waste Management. It is critical that all contractors comply with this specification section and with the Construction Waste Management Plan prepared by the Construction Manager. The General Building Contractor will be providing dumpsters for all construction waste related to the building. Site Contractor will provide all dumpsters in support of his site scope and in accordance with the Construction Waste Management Section 017420.
13. The Site Contractor shall provide dumpsters at the jobsite to be used for his work. The General Building Contractor shall provide dumpsters at the jobsite to be used for his work.
14. On any drawing where a wall tag does not match a wall thickness, the contractor shall bid according to the wall tag designation. NOTE: Drawings should not be scaled when trying to determine the wall thickness.
15. This contractor shall include all filings, fees, permits and certificates required by town, area and state authorities having jurisdiction for approval of this work. Fees payable to Town of Glastonbury (only) will be waived. The General Building Permit will be obtained by the General Building Contractor with assistance from the Construction Manager. The General Building Contractor will pay the State Education Fee (26 cents per thousand dollars) Permit Fee. The local Building Permit Fee will be waived by the Town of Glastonbury. Inspections will be in accordance with the contract documents.

16. Regarding Safety, OSHA, etc. any trade contractor causing a hazard shall be responsible to fix the hazard.
17. Critical submittals are due in the office of the Construction Manager within ten (10) working days of receipt of the Limited Notice to Proceed. All other submittals are due in the office of the Construction Manager within thirty (30) working days of receipt of the Limited Notice to Proceed. Once submittals are approved, the Construction Manager will make available copies of approved submittals for all applicable Contractors who may require them for coordination of their work. However it is the sole responsibility of each Trade Contractor to ascertain any and all coordination requirements between the work of its Bid Package and the work of all other applicable Bid Packages.
18. All contractors shall maintain a full-time Superintendent at the jobsite during any time in which their employees or subcontractors are on site or involved on the project. This Superintendent will be responsible to attend all Coordination Meetings as scheduled by the Construction Manager's Project Manager and have the authority to make decisions. This Superintendent will further be equipped with Sprint/Nextel digital walkie-talkie phone for two-way cellular phone communication with O&G Industries and other trades in lieu of walkie-talkies.
19. Site Contractor's foreman or superintendent will provide O&G's superintendent with a copy of their Daily Field Report indicating work force and manpower quantities for all associated building trades including site contractors, scope of work and work completed as it relates to job schedule, job conditions, inspections ordered, inspections obtained, visitors, material deliveries, etc. This report will list each employee on site by name, where they worked and what tasks they performed. This report must be submitted no later than 10:00 a.m. the following day. Failure to submit a report will result in a \$50.00 fine. Should a subtrade contractor of a trade contractor arrive on site to complete work and the trade contractor does not have supervision on site, the Construction Manager may refuse the subtrade contractor site access or may allow the subtrade contractor to work but will charge the trade contractor a supervision charge of \$90.00 for each hour the subcontractor is on site.
20. Within five (5) working days of receipt of the Limited Notice to Proceed, a schedule of submittals shall be submitted to Construction Manager for review and approval. This schedule shall include a complete listing of all shop drawings, samples, manufacturer's data, warranties/guarantees, O&M Manuals, etc. required by the specifications to be submitted for review. The trade contractor shall also include a target submission date for each item listed which will be consistent with the project milestone schedule requirements. Failure to provide a satisfactory schedule shall result in all payment applications being held in abeyance until such time as the satisfactory schedule is submitted and accepted by the Construction Manager.
21. Within ten (10) working days of receipt of the Limited Notice to Proceed, all contractors shall furnish the following:

- a. List of proposed contractors and vendors.
  - b. A schedule of values for billing purposes broken down with individual line items for each major component of the work. This schedule of values shall be subject to review and approval by the Construction Manager.
  - c. A man-loaded construction schedule shall be submitted to the Construction Manager for review. This schedule shall minimally meet the requirements of the Project Schedule and the bid documents. The schedule shall be updated monthly to indicate progress and submitted with contractor's requisition for payment.
22. The successful bidder shall be responsible for purchasing any required sets of project documents and bear costs for same. The Owner will not be providing any sets of project documents.
  23. All trade contractors shall perform their work in compliance with Section 018120 - Construction Indoor Air Quality Program prepared by O&G Industries included in the bid documents. O&G Industries will conduct a pre-construction conference to explain this IAQ Program and familiarize all trade contractors of their duties for meeting the goals of the program during construction.
  24. All contractors shall refer to Section 017423 - Final/Interim Phase Cleaning for their responsibilities regarding final and interim phase cleaning on this project.
  25. With the exception of the HVAC contractor, all contractors should note that the CADD files of drawings can be provided at no cost for shop drawings and/or as-built use by contractors if desired. The Architect/Engineer will require contractors to sign a release for use of these documents.
  26. Each contractor shall be responsible for understanding the occupational classifications (refer to Department of Labor Informational Bulletin included in Section 007343) of the work to be performed within their assigned scope and shall include all costs associated with employing the correct classification of worker and for paying the correct prevailing wage. For example, each trade contractor responsible for patching partitions/ceilings shall employ workers who specialize in this work to perform all required patching, e.g. mason to patch masonry, carpenter and taper to patch drywall and lathers to patch plaster.
  27. All Trade Contractors shall be responsible for submitting certain contractual and procedural documents using the Management Information System (MIS) established by the Construction Manager. The MIS shall be Primavera Contract Manager (Expedition) 12.0. The documents required to be submitted are:
    - a. Schedule of Values (SOV)
    - b. Applications for Payment (Requisitions)
    - c. Requests for Information

Upon contract award, the necessary forms for accessing the MIS shall be provided by the Construction Manager to the Trade Contractor. Trade Contractors will be able to access the MIS through the internet. If necessary, arrangements can be made to allow access to the MIS from the O&G field office. Each trade contractor

shall include in their bid any costs that they might consider necessary for compliance with this requirement. Trade Contractor shall establish an agreed Schedule of Values (SOV) with the Construction Manager and enter it online to the MIS. This will be used each time a monthly pay application is submitted.

28. All RFI's shall be transmitted through the Construction Manager.
29. There shall be no direct contact with the Architect or Engineer unless approved by the Construction Manager. Otherwise, all communication will be through the Construction Manager.
30. All materials being furnished for this project to be installed by another trade contractor shall be delivered to the jobsite at a location to be determined by the Construction Manager.
31. The Site Contractor shall include in his base bid an allowance of 80 hours for an operated combination backhoe and laborer crew. The crew shall consist of an operator, a laborer, the backhoe and miscellaneous equipment. Base pricing of allowance on John Deere 410 combination backhoe. The site contractor shall provide on the Form of Proposal a unit price for increasing or decreasing this allowance amount. In addition, this contractor shall include a Material Allowance equivalent to 25% of the backhoe and laborer crew allowance amount.
32. The Site Contractor shall include in his base bid proposal an allowance of fifteen (15) 2'x2' temporary metal site signs. This allowance will only be used for signage requested by the Owner and/or Construction Manager that is above and beyond what is called for on the Contract Documents. The site contractor shall provide on the Form of Proposal a unit price for increasing or decreasing this allowance amount.
33. The Site Contractor is responsible for all site temporary facilities which shall include, but not be limited to, assistance in mobilization of CM field office, field office utilities, field office walkway, field office accessway, field office maintenance of walkways / parking / steps, construction employee parking area, construction employee access to parking area, snow plowing of construction zone as needed, etc . The site contractor shall remove the existing topsoil and install and maintain 20,000 square feet of temporary parking as shown. At the completion of the project, the site contractor shall remove the temporary parking material. Any topsoil that is stripped where the temporary parking is shown shall not be removed from the site. At the completion of the project, the site contractor shall remove the temporary parking lot and restore the area in accordance with specified requirements. The site contractor shall install, maintain and remove at the completion of the project temporary fencing and gates and shall provide temporary access into the site as shown on the drawings . The contractor shall restore the area to its existing condition at the completion of the project. This shall include, but not be limited to, re-grading, placement of topsoil and seeding.
34. During the Winter of 2013 and 2014, it shall be the responsibility of the site contractor to perform all necessary snow removal including sanding and salt application within the construction areas. This shall include, but not be limited to,

access ways to construction, contractor staging, storage and parking areas. The site contractor shall also be responsible for maintaining clean walkways into the building, including the application of sand and salt as required to provide a safe walking surface. The site contractor will be responsible for all snow removal, sanding and salt applications whether they are on the project or not. The site contractor shall respond within 4 hours of a snow or ice event to begin their snow removal and sanding operations.

35. The Site Contractor shall be responsible for all sedimentation and erosion control called for on Drawings. The work shown on these drawings is the minimal requirement for sedimentation and erosion control, and the site contractor shall be responsible for whatever sedimentation and erosion control that is necessary to meet the requirements of the local and State Officials.
36. The Site Contractor shall provide and maintain access ramps within the building to be used by his subcontractor community and the General Building Contractors subcontractors specific to the structural steel subcontractor during erection of structural steel and the concrete subcontractor during the placement of the building foundations.
37. Unless specifically noted otherwise, all concrete work shown on the site structural drawings (SS-Drawings) shall be the responsibility of the Site Contractor. Unless specifically noted otherwise, all concrete work shown on the Structural Drawings (S-Drawings) shall be the responsibility of the General Building Contractor.
38. Unless specifically specified elsewhere in other site-work sections of the specifications, all miscellaneous site concrete that is furnished and installed by the site contractor shall comply with the structural requirements of Specification Section 033000 - Cast-In-Place Concrete.
39. The Site Contractor shall provide and maintain a minimum of two vertical control points (benchmarks) for use in establishing elevations for all of the sitework and for the building additions. As each new area of construction is started, the site contractor shall have a licensed land surveyor install a minimum of two baselines (exact locations to be agreed upon with the Construction Manager) at the new additions. Before any concrete foundation work begins, the site contractor shall submit a drawing prepared by his licensed land surveyor showing the relationship of the control lines to the existing building column lines. This drawing shall be provided to the concrete contractor for his use. From the vertical control points established by the Owner, the site contractor shall also provide a benchmark at each building addition location to be used by the concrete contractor.
40. Unless otherwise noted, the site contractor is responsible for all excavation and backfill in the interior of the new building/addition as required by the General Building Contractors subcontractors specific to concrete subcontractor, plumbing subcontractor, fire protection subcontractor, electrical subcontractor and HVAC subcontractor. Each of the above subcontractors under the responsibility of the general building contractor shall provide line and grade including markings on the ground (line) to the site contractor for excavation. Once the line and grade given to the site contractor, it shall be the responsibility of the site contractor to obtain

the proper depth and location of the excavation required. The site contractor is responsible for the excavation and backfill of the trench work in accordance with the required compaction density noted in the contract documents. All select materials required for bedding, cover and identification will be supplied by the site contractor in accordance with the contract documents. Site Contractor will then furnish and install all special bedding or backfill material requirements for the installation of underground plumbing, fire protection, electrical or mechanical items located within the new building/addition(s) or exterior of the building that is specified in the MEP/FP specifications or shown on the MEP/FP drawings. Once backfill of trenches are completed inside of the building the site contractor is responsible for establishing rough grade. General Building Contractor is responsible for furnishing and installing all subbase below the slab once accepting the elevation of rough grade provided by the site contractor.

41. All concrete encasement of electrical conduits shown on drawings shall be the responsibility of the site contractor.
42. The Site Contractor shall be responsible for the installation of all concrete pads for the emergency generator, dumpsters, chiller, compressors, etc.
43. Any and all costs associated with dewatering that may be required for the installation of the building foundations and all other site elements shall be included in the site contractor's base bid. This will include the installation of crushed stone as specified. The site contractor shall carefully review all recommendations of the geotech report which are part of the contract documents. The site contractor will be responsible for all dewatering required in the new building footprint until such time as all slabs on grade are complete. The site contractor will be responsible for dewatering outside the building for the duration of the project.
44. The Site Contractor shall be responsible for all excavation, backfill and concrete, including but not limited to precast light pole bases, duct banks, transformer pads, generator pads, mechanical pads, garbage enclosure pads, etc. The electrical contractor shall furnish to the site contractor anchor bolt templates, anchor bolts and conduit sweeps that get cast into bases, all of which the site contractor shall install. The electrical contractor shall furnish and install all light fixtures, conduit, wire and/or cabling. The electrical contractor shall also furnish and install all required grounding cable and grounding rods. The electrical contractor shall be responsible for providing non-shrink grout between the baseplate of the fixture and concrete base.
45. Unless specifically noted otherwise, the site contractor is responsible for all site demolition shown in the drawings or required to achieve the completion of the work.
46. No site demolition material shall be placed in the dumpsters provided by the general building contractor. The site contractor is responsible for removing and legally disposing of off-site all site demolition materials.

47. The Site Contractor is responsible for all utility demolition work shown on Drawings.
48. The Site Contractor is responsible for furnishing and installing the depth of topsoil called for in the contract documents. If additional borrow material is required, the Town of Glastonbury will provide. Site Contractor shall be responsible for loading, trucking, amending, stockpile and placing the borrow materials. Site Contractor shall be responsible for loading the topsoil into his own trucks from the Town of Glastonbury Garage (approx. 4.3 miles) located at:
- 2380 New London Turnpike  
Glastonbury, CT.
- The Site Contractor will be required to mobilize equipment to the Town Garage to load his trucks at such time as the Site Contractor is in need of borrow materials. Transportation and loading will remain the responsibility of the Site Contractor.
49. In the fall of 2014 and 2015, there will be an inspection of the seeded lawn areas and the planted material that has been installed previous to the inspection. At that time, the maintenance/warranty requirements as outlined in Specification Sections 329200 and 329300 shall commence. It is intended that there will be two inspections/acceptance meetings at the jobsite for both lawns and planting material as opposed to one inspection/acceptance at the end of the project.
50. Where utilities are noted on the drawings as being extended 5' outside the building by either of the General Building Contractors subcontractors, i.e. the electrical, plumbing, fire protection and HVAC contractor, it shall be the responsibility of the site contractor to do all excavation and backfill up to the face of the building.
51. The Site Contractor shall include in their base bid the allowance quantity of 250 cubic yards for removal and replacement of unsuitable or unstable materials below design subgrades. The contractor must excavate to design subgrade, proof roll if necessary and then, if unsuitable or unstable materials are suspected, the site contractor shall notify the Construction Manager to allow the Geotechnical Engineer to inspect, confirm and direct the Site Contractor. The quantities removed shall be verified on a daily basis with the Construction Manager as the work proceeds. No claim for payment for the removal and replacement of unsuitable materials will be authorized unless this procedure is followed. The unit prices listed in the Form of Proposal will be used to adjust these allowances as required. Note that credit and add will use the same unit price and that units are to include all overhead, profit, etc. as listed in the Form of Proposal section called Unit Prices.
52. As part of the as-built drawings that are to be submitted by the site contractor, a survey of both the existing and new storm water and sanitary systems shall be submitted. The survey shall include the location, top of casting elevation, and invert elevations of all storm and sanitary structures. This survey shall be performed by a licensed surveyor.
53. The Site Contractor shall provide unit prices for all site items listed on the Form of Proposal.

54. The Site Contractor shall furnish, install and maintain the anti-tracking pads shown on the site drawings. The site contractor shall be responsible for the removal of any debris tracked on to any street from the construction site.
55. The site contractor is responsible for dust and erosion control for the entire site over the duration of the project.
56. The site contractor shall furnish and install all foundation drainage piping and all foundation waterproofing, 2" insulation and drainage composite as shown in the contract documents.
57. The site contractor shall furnish and install the 2" rigid vertical portion of the perimeter insulation board against the exterior foundation walls. The concrete contractor shall furnish and install the horizontal portion of the perimeter insulation indicated on this drawing. After installing the vertical portion of the insulation, the site contractor shall backfill and grade the building floor slab area. Before placing the horizontal piece of insulation it shall be the responsibility of the concrete contractor to rake out and remove the subbase material that was installed and graded by the site contractor along the perimeter of the outside wall. The concrete contractor shall furnish and install all insulation under slabs.
58. Unless technical specifications prohibit, branch conduit will be allowed below the slabs on grade. After the general building contractor has installed the subbase material and graded an area in preparation for concrete placement and before the concrete contractor accepts this area, the electrical subcontractor working for the General Building Contractor may install branch conduits. The electrical contractor shall rake out shallow trenches to install the branch conduit and shall re-grade the area after the conduits have been installed and before it is turned over to the concrete contractor. There shall be no electrical conduits placed in the elevated slabs on metal deck.
59. The site contractor shall furnish and install the concrete filled steel bollards.
60. The site contractor is responsible for furnishing and installing all site signage and guardrails as shown on the site drawings.
61. The site contractor shall furnish and install safety nosings as defined in the contract documents.
62. The site contractor is to remove, and legally dispose of, all site demolition materials. Any excess excavated material that is not used as fill on the site shall be removed and disposed of off-site. Under no circumstances is any excess topsoil to be removed from the site.
63. The site contractor shall be responsible for all aspects of the site work specifically included or implied to complete this project. The site contractor must understand the critical nature of the surrounding wetlands and natural environment and must not use the areas outside the Construction Limit Line [CLL] for staging, storage, access or any other reason without prior permission from the owner.
64. 24-hour phone numbers and/or beepers of critical site supervisors and owners shall be provided to the construction manager in the event that emergency repairs are required of the existing erosion control measures. The contractor shall repair



- all failed and/or failing erosion control measures within 24 hours of notification from the construction manager. No additional payments shall be made for maintenance, emergency repairs, preparation for storm events, reasonable supplements to the erosion control measures or costs associated with restoration of repaired or affected areas.
65. All perimeter erosion control measures shall be in place and approved prior to any subgrade or ground disturbances, including tree stump removal.
  66. All erosion control measures must be installed fully and properly as per plans and specifications and must be regularly maintained for the life of the project. The site contractor shall be prepared to use appropriate preventative erosion control measures to manage anticipated storm events. Such measures should include, but not be exclusive of, diversion berms, piping, sediment traps, filters, hay bales and silt fence. The site contractor shall keep an additional adequate stockpile of related erosion control materials on site to provide for immediate/emergency repairs to the designed erosion control systems. The site contractor shall install those additional materials as may be needed or as directed at no additional cost to the owner.
  67. The Site Contractor shall be responsible for complying with the DEEP General Permit for Discharge of Storm Water and Dewatering Wastewaters Associated with Construction Activities. The site contractor will be responsible for designing, executing and maintaining the erosion control plan contained in this permit application. The site contractor shall be responsible for providing a weekly report to be filed with the Town Conservation Commission and the Construction Manager. This contractor will also employ an independent inspector to make weekly inspections and inspections for incidences of rain that are 0.1" or greater. For purposes of determining amount of rainfall, this contractor will install a rain gauge on the site and read it daily. The record from this rain gauge will be kept by this contractor and copies provided to the Construction Manager on a weekly basis. The site contractor will pay all costs associated with employing the independent inspector, the design consultant and all associated fees for the permit.
  68. The Site Contractor shall strictly adhere to the current Connecticut Guidelines for Soil Erosion and Sediment Control while installing and maintaining all erosion control measures. This contractor shall be responsible for maintaining all erosion control systems until final acceptance of established turf. This contractor is responsible for the final removal and legal disposal of all erosion control systems and materials.
  69. The Site Contractor shall provide a blasting program prepared by an independent seismic surveying agency/firm approved by Town of Glastonbury building department, fire marshal, Construction Manager and Architect prior to start of blasting operations. The independent seismic surveying agency/firm shall use surveying and monitoring instruments to accurately record blasting impacts along all property lines. Copies of these reports shall be submitted to the Construction Manager.
  70. The Site Contractor is responsible for quantifying the amounts of excavation and fill material required at the project and will also take into account the phasing of portions of the work, which may prevent the use of on-site materials for certain portions of the work. The Construction Manager and/or Owner will not assume any responsibility of errors made in the site contractor's calculation/estimates of

- excavation and fill materials required. The site contractor shall verify existing contours prior to submitting their bid.
71. The Site Contractor shall be responsible to cut the grass/weeds inside the entire construction work area and 2' along the outside of the construction and/or perimeter fence. The grass/weeds must be maintained at a maximum height of 6".
  72. The Site Contractor shall be responsible for all traffic control and safety for safe access in and out of the project site during construction including any traffic control staff and/or police protection that may be necessary as per state and local regulation and laws. The concrete contractor shall be responsible for traffic control necessary during concrete pours.
  73. Stumps, tree litter, grubbing or brush debris or any other deleterious or waste materials must be removed from the site and disposed of legally and may not be buried on the site at any location including fill slopes.
  74. The Site Contractor shall work closely with the General Building Contractor and his subcontractors specific to concrete contractor to coordinate scheduling and installation of the concrete footings/foundations. It is understood that the concrete contractor shall give a minimum of 24 hour notice to the site contractor of specific footings/foundations to be excavated. (Note that the site contractor may not excavate for any footings/foundations unless proper notification is given).
  75. The site contractor is responsible for all work indicated on the site plans for a complete landscaping installation. If discrepancies occur between the planting schedule and the drawings, the greater of the quantity and quality will be required, unless specifically qualified elsewhere in the documents.
  76. The site contractor shall stake out planting areas and obtain Architect's approval of layout prior to planting. Remove all tags from plants only after acceptance by the Landscape Architect.
  77. The site contractor shall restore all disturbed areas due to construction activities.
  78. Topsoil shall be stockpiled on site and screened and/or amended as required by the site contractor. Excess topsoil is the property of the Owner and shall not be removed from the site without permission from the Owner. Topsoil shall be tested prior to placement for conformance with project requirements. Following placement of the topsoil, it shall be retested and amended as required by the site-work contractor.
  79. The site contractor will be responsible for removing any excess unsuitable fill material from the site to a location of their choosing.
  80. The General Building Contractor's subcontractor specific to the plumbing contractor is responsible for furnishing and installing the grease trap/interceptor. The site contractor is responsible for all excavation and backfill associated with installing this grease trap and all associated piping (inlet, outlet and vent). The plumbing contractor is responsible to furnish and install the piping within the building, from the building into the grease trap, and the exterior vent piping. The site contractor is responsible to furnish and install the outlet piping from the

- grease trap, including all connections into the grease trap on the outlet side.
81. The Site, and General Building Contractors subcontractors specific to Plumbing, Fire Protection, HVAC & electrical contractors shall provide the Construction Manager current as-built drawing(s) on a monthly basis. The As-built drawing(s) shall include all work completed to date, the size of the drawing(s) shall be 30"x42". These drawing(s) shall be submitted each month with the contractors Pay Application. No Applications for Payment will be processed without the submission of the current as-built drawing(s).
  82. The site contractor will be responsible for re-establishing the wetland boundaries (State and Federal) for the entire project site until substantial completion. These areas are to be flagged and maintained in accordance with the Wetland Boundary submitted to the DEEP and the Army Corp of Engineers as shown on the Contract Documents. The site contractor shall hire a qualified firm to do this re-flagging of the wetland boundaries. The site-work contractor will assume full responsibility for establishing and maintaining these boundaries during all phases of the site construction.
  83. During the installation of the concrete foundations and slab on grade, the site and general building contractor shall work very closely together to minimize the exposure of the bottom of footings. During the Winter of 2013 - 2014, the site contractor shall be responsible to perform any snow/ice removal and to protect the subbase from frost until the concrete contractor is ready to place the foundation forms and pour the concrete. Once the general building contractor has started the installation of the forms and placement of concrete, it shall be the responsibility of the general building contractor to protect the ground and concrete as specified in Section 033000 - Cast-In-Place Concrete, including slab-on-grade areas. It shall be the responsibility of the site contractor to protect the slopes, the footing trenches and remove any frost before backfilling foundation walls.
  84. Unless specifically noted otherwise, the site contractor shall provide all precast structures indicated on the Civil or Landscape Drawings.
  85. The Site Contractor shall excavate and backfill for the entire length of the main electrical, tele/data and cable distribution services from the street through the building into the Demarc Room. The General Building Contractor's subcontractor specific to the electrical contractor shall provide all conduits.
  86. The General Building Contractor's subcontractor specific to the roofing contractor is responsible for snow removal from all roofs in order to advance the work of its trade as well as the work of other trades. All snow shall be removed to the exterior of the building for its further removal by the site contractor.
  87. The intent of the site contractor bid package 101 is to cover all work associated with site, hardscape, landscaping, concrete pads, concrete bollards, concrete foundations for site lighting, concrete retaining walls, concrete ramps, etc. This package is responsible for every aspect of the project other than the construction of the building. However, this Bid Package 101 is responsible for the excavation of the building and utility excavation within the building.

88. Unless otherwise noted, the site contractor is responsible for all excavation and backfill in the interior of the new building/addition as required by the General Building Contractors subcontractors specific to concrete subcontractor, plumbing subcontractor, fire protection subcontractor, electrical subcontractor and HVAC subcontractor. Each of the above subcontractors under the responsibility of the general building contractor shall provide line and grade including markings on the ground (line) to the site contractor for excavation. Once the line and grade given to the site contractor, it shall be the responsibility of the site contractor to obtain the proper depth and location of the excavation required. The site contractor is responsible for the excavation and backfill of the trench work in accordance with the required compaction density noted in the contract documents. All select materials required for bedding, cover and identification will be supplied by the site contractor in accordance with the contract documents. Site Contractor will then furnish and install all special bedding or backfill material requirements for the installation of underground plumbing, fire protection, electrical or mechanical items located within the new building/addition(s) or exterior of the building that is specified in the MEP/FP specifications or shown on the MEP/FP drawings. Once backfill of trenches are completed inside of the building the site contractor is responsible for establishing rough grade. General Building Contractor is responsible for furnishing and installing all subbase below the slab once accepting the elevation of rough grade provided by the site contractor.
89. The Site Contractor shall be responsible for all dewatering associated with the excavation of Boat Ramp, Crew Launch, and all shoreline construction activities. This Bid Package contractor should pay particular attention to details A/W-102, B/W-301, B/W-501, A/W-501, with regard to the abutment wall which stipulates a bottom of footing Elev. +3.0, Top of Wall Elev. +10.0 with geotextile filter fabric and crushed stone placed at Elev. +2.0 to bottom of footing Elev. +3.0. It is the contractor's responsibility to evaluate and determine the constructability of this work and carry the necessary costs to achieve this work in their base bid. As an example; if it is the contractor makes the determination that the excavation of this area will require a coffer dam in order to be successful in keeping the construction area clear of water infiltration or to better assist dewatering operations while constructing this area, then the contractor shall carry the necessary cost to fund their determination as to their plan to perform the work. The plans clearly provide information as to the conditions on-site and the site is available for inspection prior to the issuance of bid so that bidders can understand the existing conditions of the site. No additional costs to the project will be considered for dewatering these areas brought to your attention through these Special Instructions. The data is present in the contract documents and the contractors shall be responsible for all means and methods of achieving the completion of the work as designed. It is the contractor's responsibility to fund their means and methods of achieving the design depicted in the contract documents.
90. The Site Contractor shall be responsible for all work depicted in the contract documents. Drawing S-2 provides the contractor community with the location of coordinate system to be utilized to establish survey control on-site. Site

Contractor is responsible for establishing control off of the provided coordinate system.

91. The Site Contractor shall be responsible for the performance of their work scope in accordance with United States Army Corp of Engineers Permit Number NAE-2004-507 as referenced in the contract documents.
92. The Site Contractor shall be responsible for the performance of their work scope in accordance with Connecticut Department of Energy & Environmental Protection Permit No. 201106066-SB as referenced in the contract documents.
93. The Site Contractor shall be responsible for developing access for equipment to support shoreline work including but not limited to excavation equipment, cranes, concrete equipment, etc. as needed to perform the work depicted in the contract documents. Contractor shall pay particular attention to Shoreline Stabilization Plans, Crew Launch Plan, Boat Ramp Plan and understand that the work required in these areas needs to be sequenced and coordinated allowing access for the equipment needed to perform the work. All cost associated with the performance of the work will be the responsibility of the contractor. Therefore close attention should be allocated towards the development of a work plan allowing for the contractor to build access ramps into the work area for the equipment needed to perform the work.
94. Site contractor (BP-101) shall be responsible for all of the retaining walls on-site. Site contractor is required to coordinate his work with the General Building contractor (BP-102). Work Plan shall be developed between the parties in an effort to define the critical sequence of the work. CM will participate in establishing this work plan with both contractors and final work plan details will be annexed to and made a part of the Level IV Construction schedule.
95. Site contractor (BP-101) shall perform the work required on the shoreline in a manner avoiding the use of a barge in a tidal condition that could result in the barge to be grounded.
96. At no time shall any barge be stored over intertidal flats, submerged aquatic vegetation or tidal wetland vegetation or in a location that interferes with navigation. In the event any barge associated with the work authorized herein is grounded, no dragging or prop dredging shall occur to free the barge.
97. Site Contractor cannot start any of the work at the shoreline until such time as he has received and acknowledges receipt of by signature, Connecticut Department of Energy & Environmental Protection Permit # 201106066-SB and United States Army Corp. of Engineers Permit No. NAE 2004-507. Upon receipt of this permit, site contractor is to review as ultimately he will become responsible for compliance with the requirements of this permit. No work can commence until site contractor acknowledges receipt and understanding of these permits.
98. Dragging the bottom with a spoil barge, scow, vessel, beam or similar equipment outside of the area authorized to be dredged or excavated by the permit in place is prohibited.

99. Sidecasting or in-water re-handling of dredged or excavated material is prohibited.
100. Site Contractor shall be responsible for the development of a dewatering plan pursuant to CGS Section 22a-430 or 22a-6k. Site contractor shall obtain all appropriate state, federal and local authorization any appropriate permit or authorization prior to the start of the work.
101. Site Contractor is to provide the Construction Manager (CM) with Work Plan that defines the means and methods for all work associated with the shoreline. Said work plan shall include but not limited to limits of protection, dewatering plan, structural calculations for all sheeting and coffer dams, excavation within the tide limits, methods of compliance with USACE and DEEP permit conditions, etc. Work Plan must be approved prior to implementing the work on-site. Contractor responsible for performing all work at the waterfront within the conditions approved by the DEEP Permit No. 201106066-SB and USACE Permit No. NAE-2004-507.
102. Site Contractor is required to provide the Construction Manager (CM) with a Work Plan for all work within 25' of the existing MDC water line and/or work adjacent to or within the MDC Easements prior to the start of any work in these areas.
103. Contractor is to provide Work Plan confirming construction traffic routing. Be advised that construction traffic should be routed away from existing MDC HP waterline whenever possible. Contractor shall include re-routing of temporary construction entrance when needed to build the new entranceway.
104. Contractor is responsible for all site concrete foundation work including but not limited to walls shown on drawing SS102, SS103, SS104, SS301, SS302, SS501, generally all concrete slabs, stairs, piers, columns, walls, ramps, footings, tie beams, curbs, seat walls, bollards, etc. and other than the actual walls of the building which would fall under the General Building Bid Package.
105. Site Contractor shall be responsible to carry the cost associated with providing materials, labor and equipment to install and maintain 1,856 lf of temporary construction fence 8' tall with a 20' construction entrance gate. Location of this entrance gate is scheduled to be the designated main entrance area. However, when constructing the main entrance area, site contractor shall be responsible to relocate the temporary construction entrance until new entrance way has been completed. This could result in as many as three (3) remobilizations of the gates.
106. Site Contractor shall be responsible for providing the Construction Manager with Work Plan outlining the contractors plan to utilize excavation supports systems. Said plan shall include design of systems by a registered Professional Structural Engineer licensed in the state of Connecticut. Other than the design completed by a licensed professional engineer the Contractors work plan shall include a narrative describing their means, methods and sequencing required to put the designed plan into operation. Work Plan shall be required for all excavation

supports including but not limited trench shoring, marine shoring, marine excavation, dredging, use of barge, crane operations, ice hammer operations from either barge or land, slope stabilization work, floating turbidity curtains, coffer dam - sheet pile installations, coffer dam - sheet pile bracing, coffer dam sheet pile walers, coffer dam – sheet pile struts, dewatering shafts, soldier piles, lagging, walers, struts, shores and tie back anchors, etc. Work Plan shall define the design, supporting calculations for the design and the means and methods for the application of design inclusive of the equipment calculations for accomplishing the work operations.

107. Site Contractor shall be responsible for providing temporary toilets for the entire population of construction personnel on-site.
108. Site Contractor shall be responsible for all excavation for the building foundation, and underslab trenching within the building. Site Contractor shall provide the final subgrade within the building at the elevation prior to the subbase materials for the slab. Subbase materials and slab preparation will be by the general building contractor.
109. All select fill, bedding, cover and identification materials required for underslab preparation will be provided by the general building contractor for the site contractor to place.
110. Site Contractor is responsible for excavation of all site utility work and is to coordinate with the General Building Contractor.
111. The General Building Contractor shall be responsible for all layout required for the building. Baseline control has been established by the Site Contractor and can be utilized for the layout of the building. It is the General Building Contractors responsibility to confirm the baseline survey control established in the field by the Site Contractor prior to utilizing same for control of the building layout.
112. The intent of these Special Instructions is to alert the Bidding Contractor as to just some of the project scope requirements and is not intended to represent a full and complete list of the Bidders scope. The bidder remains responsible for all scope defined by the contract documents and as assigned through the Bid Package Document. All of the Contractors scope is to be complete, operational and meeting approvals through inspection process. Any and all Non-conforming work performed needs to be remediated through the NCN process and gaining final approval resulting in conformance of work.

### III. EXCLUSIONS:

None.

END OF BID PACKAGE 101

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
GLASTONBURY, CONNECTICUT  
PROJECT # GL-201-22**

BID PACKAGE NO. 102  
**GENERAL BUILDING**

**I. SCOPE OF WORK**

- A. The following documents are included in this Scope of Work and this Trade Contractor is responsible for complying with all of these documents in completing the work described in paragraph IB and II:

000101	Title Page
000110	Table of Contents
000115	List of Drawings
001100	Invitation to Bid
002100	Instruction to Bidders
002400	Bid Packages
003113	Schedule
003132	Geotechnical Data & Geotechnical Reports
004100	Form of Proposal
005200	Form of Agreement
005223	Owner / CM Agreement
006100	Performance and Payment Bonds
006200	Code of Ethics and Acknowledgement Form
006313	Bidders Prebid Requests for Information (Prebid RFI Form)
006325	Substitution Request Form (during construction)
007200	General Conditions
007316	Sample Certificate of Insurance
007343	Wage and Hour Rates
011000	Summary
011100	CM Summary of Work
012100	Allowances
012200	Unit Prices
012300	Alternates
012900	Payment Procedures
013116	Coordination Drawings Procedure
013500	Special Project Requirements
015000	Temporary Facilities and Control
015639	Temporary Tree and Plant Protection



017413	Project Cleanliness
017420	Construction Waste Management Plan
017423	Interim Phase / Final Cleaning
017700	Closeout Procedure
017823	Operation and Maintenance Data
017829	Final Site Survey
018120	Construction Indoor Air Quality (IAQ) Management Plan

B. SPECIFIC:

Furnish all labor, materials and equipment necessary to complete all work this is described in the following Sections of the Specifications, or is shown on the drawings and relates to one of the following Specification Sections but is not referenced in a Specification Section. This Scope of Work also includes any work indicated on the Drawings to be completed by this Trade Contractor unless modified by addendum, Paragraph II (Special Instructions) or Paragraph III (Exclusions).

032100	Concrete Reinforcing
033000	Cast-in-Place Concrete
042000	Unit Masonry
050513	Factory-Applied Coatings for Metal
051223	Structural Steel
053100	Steel Floor Deck
053200	Steel Roof Deck
054000	Cold-Formed Metal Framing
054400	Cold-Formed Metal Trusses
055000	Metal Fabrications
055100	Metal Stairs
055213	Pipe and Tube Railings
055213.03	Site Pipe and Tube Railings
061000	Rough Carpentry
061063	Exterior Rough Carpentry
061600	Sheathing
062013	Exterior Finish Carpentry
064023	Interior Finish Carpentry
071700	Bentonite Waterproofing
072100	Thermal Insulation
072713	Modified Bituminous Sheet Air Barrier
072726	Fluid-Applied Membrane Air Barriers
073113	Asphalt Shingles
074600	Siding
075419	Polyvinyl-Chloride (PVC) Roofing
076200	Sheet Metal Flashing and Trim
077253	Snow Guards
078123	intumescent Fireproofing

078413	Penetration Firestopping
079200	Joint Sealants
079500	Expansion Control
081113	Hollow Metal Doors and Frames
081433	Stile and Rail Wood Doors
083113	Access Doors and Frames
083313	Coiling Counter Doors
083323	Overhead Coiling Doors
083613	Sectional Doors
084113	Aluminum Entrances and Storefronts
085200	Wood Windows
087111	Door Hardware
088000	Glazing
088300	Mirrors
089119	Fixed Louvers
092216	Non-Structural Metal Framing
092900	Gypsum Board
093000	Tiling
095113	Acoustical Panel Ceilings
096400	Wood Flooring
096513	Resilient Base and Accessories
096519	Resilient Tile Flooring
096813	Tile Carpeting
097733	Sanitary Wall Panels
099123	Interior Painting
099600	High Performance Coatings
101100	Visual Display Surfaces
101400	Panel Signage
102113	Toilet Compartments
102800	Toilet, Bath and Laundry Accessories
104400	Safety Specialties
114000	Food Service Equipment
122413	Roller Window Shades
123661	Simulated Stone Countertops
124813	Entrance Floor Mats and Frames
142100	Electric Traction Elevators
210500	Common Work Results for Fire Suppression
210548	Seismic Controls for Fire Suppression Systems
211300	Fire Suppression Sprinkler System
220510	Plumbing General Conditions
220516	Expansion Fittings and Loops for Plumbing Piping
220519	Meters and Gages for Plumbing Piping
220548	Vibration & Seismic Controls for Plumbing Systems
220553	Identification for Plumbing Piping and Equipment

220719	Plumbing Piping Insulation
221005	Plumbing Piping
221006	Plumbing Piping Specialties
221250	Natural Gas Piping
223000	Plumbing Equipment
224000	Plumbing Fixtures
230500	Mechanical General Conditions
230513	Common Motor Requirements for HVAC Equipment
230519	Meters and Gages for HVAC Piping
230548	Vibration and Seismic Controls for HVAC Systems
230553	Identification for HVAC Piping and Equipment
230593	Testing, Adjusting and Balancing for HVAC
230713	Duct Insulation
230716	HVAC Equipment Insulation
230719	HVAC Piping Insulation
230913	Instrumentation and Controls for HVAC
230923	Direct-Digital Control System for HVAC
230993	Sequence of Operations for HVAC Controls
232113	Hydronic Piping
232112	Radiant Heating Hydronic Piping
232114	Hydronic Specialties
232123	Hydronic Pumps
232300	Refrigerant Piping
233100	HVAC Ducts and Casings
233300	Air Duct Accessories
233416	Centrifugal HVAC Fans
233423	HVAC Power Ventilators
233700	Air Outlets and Inlets
233813	Commercial-Kitchen Hoods
235100	Breechings, Chimneys, and Stacks
235240	Condensing Hot Water Boilers
235400	Furnaces
236213	Packaged Air-Cooled Refrigerant Compressor and Condenser Units
237201	Energy Recovery Ventilators
237213	Air-to-Air Energy Recovery Units
238101	Terminal Heat Transfer Units
238216	Air Coils
260001	Electrical General Conditions
260100	Site General Electrical
260600	Site Basic Electrical Materials and Methods
260519	Low-Voltage Power Conductors & Cables (600V & Less)
260526	Grounding and Bonding for Electrical Systems
260529	Hangers and Supports for Electrical Systems
260534	Conduit

260537	Boxes
260553	Identification for Electrical Systems
260919	Enclosed Contactors
260923	Lighting Control Devices
262400	Site Service and Distribution
262413	Switchboards
262416	Panelboards
262701	Electrical Service Entrance
262717	Equipment Wiring
262726	Wiring Devices
262813	Fuses
262817	Enclosed Circuit Breakers
262818	Enclosed Switches
265100	Interior Lighting
265600	Exterior Lighting
265601	Site Lighting
265668	Exterior Athletic Lighting
281300	Access Control
283100	Fire Detection and Alarm

## II. SPECIAL INSTRUCTIONS

1. No gasoline or diesel driven equipment will be allowed inside the new building. Material handling equipment shall either be hand operated (moved by human beings) or propane propelled. However, the use of propane propelled equipment is strictly forbidden when the building is being occupied for its intended purpose. When propane propelled is used, the contractor shall provide ventilation to remove exhaust fumes. The contractor shall also be responsible for any repairs, replacement, or deleterious effects to all flooring and other construction that this equipment comes in contact with.
2. All site-work and other exterior work performed by other contractors shall be done between 7:00 a.m. and 5:00 p.m. on weekdays and between 8:00 a.m. and 4:00 p.m. on Saturday. No exterior work will be permitted on Sundays.
3. Overhead and profit for any and all allowances listed in the Contract Documents shall be included in the base bid of the contractor responsible for the allowance(s).
4. All contractors are responsible for keeping the jobsite clean of debris and rubbish as outlined in the "Project Cleanliness", Spec. Section 017413.
5. All Trade Contractors shall review the local requirements with the Fire Marshal regarding all conditions and requirements for storing flammable materials on-site including means for temporary heat and must strictly comply.

6. Operations and Maintenance Manuals shall be submitted for review no later than sixty (60) days after receipt of approved submittals(s). An amount of \$15,000 shall be included on each contractor's Schedule of Values whose contract requires submission and acceptance of Operations and Maintenance Manuals. None of this amount will be paid to the contractor until that contractor has submitted all required Operations and Maintenance Manuals complete. All Trade Contractors shall include in their Schedule of Values individual line items for Warranties, O&M Manuals and other close-out requirements. Trade Contractors will not receive payment for any portion of these line items until all requirements of that line item have been completed to the satisfaction of the Construction Manager.
7. All contractors shall note that when submitting change order requests the cost of the payment and performance bond is not to be included in the individual change order request. Any additional bond payments that the contractor has to make due to any increases in their contract sum will be submitted as a separate change order at the end of the project. The contractor shall produce an original invoice from their bonding company for any increases paid beyond the original bond as a result of added work, and this information will be used as the basis for this change order. Additional overhead and profit will not be allowed.
8. All contractors shall note that when preparing change orders for time and material work, all costs for small tools are included in the overhead and profit percentages allowed by contract. Small tool allowance is not to be added as a separate percentage. Any specific equipment rented for the time and material work can be billed based on invoices for the rental of the equipment. A small tool shall be defined as a tool with a replacement value of \$500.00 or less and shall consist of tools used on a daily basis in the normal performance of their work and shall include items such as extension cords, ladders, hoses, etc.
9. When pricing change order work, the trade contractor shall not include separate lines for incidental labor items such as as-built drawings, clean-up, safety, etc. These items are to be included as part of the allowed percentage for overhead and profit.
10. Each trade contractor is to closely review all of the alternates listed in Section 012300 - Alternates and on the Form of Proposal. Each trade contractor shall submit an alternate price for those alternates that affect their work.
11. Each trade contractor is responsible for the accomplishment of the Finish Schedule as it pertains to their work.
12. All trade contractors shall note the requirements of Section 017420 – Construction Waste Management. It is critical that all contractors comply with this specification section and with the Construction Waste Management Plan prepared by the Construction Manager. The General Building Contractor will be providing dumpsters for all construction waste related to the building. Site

Contractor will provide all dumpsters in support of his site scope and in accordance with the Construction Waste Management Section 017420.

13. The Site Contractor shall provide dumpsters at the jobsite to be used for his work. The General Building Contractor shall provide dumpsters at the jobsite to be used for his work.
14. On any drawing where a wall tag does not match a wall thickness, the contractor shall bid according to the wall tag designation. NOTE: Drawings should not be scaled when trying to determine the wall thickness.
15. This contractor shall include all filings, fees, permits and certificates required by town, area and state authorities having jurisdiction for approval of this work. Fees payable to Town of Glastonbury (only) will be waived. The General Building Permit will be obtained by the General Building Contractor with assistance from the Construction Manager. The General Building Contractor will pay the State Education Fee (26 cents per thousand dollars) Permit Fee. The local Building Permit Fee will be waived by the Town of Glastonbury. Inspections will be in accordance with the contract documents.
16. Regarding Safety, OSHA, etc. any trade contractor causing a hazard shall be responsible to fix the hazard.
17. Critical submittals are due in the office of the Construction Manager within ten (10) working days of receipt of the Limited Notice to Proceed. All other submittals are due in the office of the Construction Manager within thirty (30) working days of receipt of the Limited Notice to Proceed. Once submittals are approved, the Construction Manager will make available copies of approved submittals for all applicable Contractors who may require them for coordination of their work. However it is the sole responsibility of each Trade Contractor to ascertain any and all coordination requirements between the work of its Bid Package and the work of all other applicable Bid Packages.
18. All contractors shall maintain a full-time Superintendent at the jobsite during any time in which their employees or subcontractors are on site or involved on the project. This Superintendent will be responsible to attend all Coordination Meetings as scheduled by the Construction Manager's Project Manager and have the authority to make decisions. This Superintendent will further be equipped with Sprint/Nextel digital walkie-talkie phone for two-way cellular phone communication with O&G Industries and other trades in lieu of walkie-talkies.
19. General Building Contractor's foreman or superintendent will provide O&G's superintendent with a copy of their Daily Field Report indicating work force and manpower quantities for all associated building trades including general building contractors, scope of work and work completed as it relates to job

schedule, job conditions, inspections ordered, inspections obtained, visitors, material deliveries, etc. This report will list each employee on site by name, where they worked and what tasks they performed. This report must be submitted no later than 10:00 a.m. the following day. Failure to submit a report will result in a \$50.00 fine. Should a subtrade contractor of a trade contractor arrive on site to complete work and the trade contractor does not have supervision on site, the Construction Manager may refuse the subtrade contractor site access or may allow the subtrade contractor to work but will charge the trade contractor a supervision charge of \$90.00 for each hour the subcontractor is on site.

20. Within five (5) working days of receipt of the Limited Notice to Proceed, a schedule of submittals shall be submitted to Construction Manager for review and approval. This schedule shall include a complete listing of all shop drawings, samples, manufacturer's data, warranties/guarantees, O&M Manuals, etc. required by the specifications to be submitted for review. The trade contractor shall also include a target submission date for each item listed which will be consistent with the project milestone schedule requirements. Failure to provide a satisfactory schedule shall result in all payment applications being held in abeyance until such time as the satisfactory schedule is submitted and accepted by the Construction Manager.
21. Within ten (10) working days of receipt of the Limited Notice to Proceed, all contractors shall furnish the following:
  - a. List of proposed contractors and vendors.
  - b. A schedule of values for billing purposes broken down with individual line items for each major component of the work. This schedule of values shall be subject to review and approval by the Construction Manager.
  - c. A man-loaded construction schedule shall be submitted to the Construction Manager for review. This schedule shall minimally meet the requirements of the Project Schedule and the bid documents. The schedule shall be updated monthly to indicate progress and submitted with contractor's requisition for payment.
22. The successful bidder shall be responsible for purchasing any required sets of project documents and bear costs for same. The Owner will not be providing any sets of project documents.
23. Listed below is an outline of how the warranties/guarantees and equipment maintenance will be handled for this project:

For all major mechanical and electrical equipment including but not limited to boilers, circulation pumps, domestic hot water heating tanks, generators, fire pumps, switchgear, air-handlers, cabinet unit heaters, unit ventilators, fans, light fixtures and other electrical devices, temperature control building management

systems, fire alarm, and security systems, the warranties and guarantees on these pieces of equipment will commence after the equipment has been put into permanent operating mode, the owner's training, if required, has been given and accepted, the operations and maintenance manuals have been submitted and approved, and finally, until all aspects of the commissioning of the respective system are complete and accepted by the Design Community and Owner.

The maintenance of these pieces of equipment will be the responsibility of the contractor for a period of one (1) year from the time warranties/guarantees commence or to the completion of the entire construction project, whichever is later.

All warranties on new roof areas shall not commence until all of the roof areas on the entire building are complete and the roof areas have been inspected by the roofing manufacturer for compliance with the manufacturer's warranty.

The roofing contractor shall include in his bid any additional costs that may occur as a result of starting all of the roof warranties at the same time. The warranties and guarantees on all food service equipment shall commence when the owner occupies the new Kitchen. The owner will be responsible for maintaining the equipment after the date of occupancy of the Kitchen.

24. All trade contractors shall perform their work in compliance with Section 018120 - Construction Indoor Air Quality Program prepared by O&G Industries included in the bid documents. O&G Industries will conduct a pre-construction conference to explain this IAQ Program and familiarize all trade contractors of their duties for meeting the goals of the program during construction.
25. All contractors shall refer to Section 017423 - Final/Interim Phase Cleaning for their responsibilities regarding final and interim phase cleaning on this project.
26. With the exception of the HVAC contractor, all contractors should note that the CADD files of drawings can be provided at no cost for shop drawings and/or as-built use by contractors if desired. The Architect/Engineer will require contractors to sign a release for use of these documents.
27. Each contractor shall be responsible for understanding the occupational classifications (refer to Department of Labor Informational Bulletin included in Section 007343) of the work to be performed within their assigned scope and shall include all costs associated with employing the correct classification of worker and for paying the correct prevailing wage. For example, each trade contractor responsible for patching partitions/ceilings shall employ workers who specialize in this work to perform all required patching, e.g. mason to patch masonry, carpenter and taper to patch drywall and lathers to patch plaster.



28. All Trade Contractors shall be responsible for submitting certain contractual and procedural documents using the Management Information System (MIS) established by the Construction Manager. The MIS shall be Primavera Contract Manager (Expedition) 12.0. The documents required to be submitted are:
  - a. Schedule of Values (SOV)
  - b. Applications for Payment (Requisitions)
  - c. Requests for Information

Upon contract award, the necessary forms for accessing the MIS shall be provided by the Construction Manager to the Trade Contractor. Trade Contractors will be able to access the MIS through the internet. If necessary, arrangements can be made to allow access to the MIS from the O&G field office. Each trade contractor shall include in their bid any costs that they might consider necessary for compliance with this requirement. Trade Contractor shall establish an agreed Schedule of Values (SOV) with the Construction Manager and enter it online to the MIS. This will be used each time a monthly pay application is submitted.

29. All RFI's shall be transmitted through the Construction Manager.
30. There shall be no direct contact with the Architect or Engineer unless approved by the Construction Manager. Otherwise, all communication will be through the Construction Manager.
31. All materials being furnished for this project to be installed by another trade contractor shall be delivered to the jobsite at a location to be determined by the Construction Manager.
32. The General Building Contractor shall be responsible for all layout required for the building. Baseline control has been established by the Site Contractor and can be utilized for the layout of the building. It is the General Building Contractors responsibility to confirm the baseline survey control established in the field by the Site Contractor prior to utilizing same for control of the building layout.
33. The General Building Contractor is responsible for installing all concrete in the metal pan stairs as shown on the architectural drawings. This concrete is to be scheduled as a separate pour, i.e. not to be poured at the same time as either the slab on grade or slab on metal deck.
34. The General Building Contractor is responsible for OSHA protection of new metal pan stair infills prior to concrete placement. General Building Contractor shall remove all temporary stair infills prior to the placement of concrete fill at the stairs. The general building contractor is also responsible for providing OSHA compliant fall protection and handrail at each new stair and shall

maintain until the new guard/handrails are installed. The General Building Contractor is responsible for the removal and disposal of this temporary protection.

35. The general building contractor shall be responsible for all winter protection required for concrete operations as well as building operations. General Building Contractor shall provide a work plan outlining his means and methods for providing required winter protection to the Construction Manager for review and approval. Said winter protection shall be provided as required by the limits of the materials being installed through the winter period. Some methods of winter protection shall require the performance of fire watch after hours. If General Building Contractor elects to utilize a method of open flame and/or a method that will require fire watch, then said general building contractor will be required to perform fire watch for after construction hours at his own cost.
36. As the General Building Contractor is responsible for all work required in the building area, he shall communicate with his concrete and masonry subcontractors as to the required materials needed to be procure such as but not limited to dovetail slots, lintels, embeds, rebar, anchor bolts, etc. It is important that the general building contractor manage their subcontractor community in an effort not to delay the progress of the work.
37. As the General Building Contractor is responsible for all of the work required in the building area, he shall communicate with his Structural Steel subcontractor as to the required materials needed to be procured on-site that may be used by other subcontractors.
38. As the General Building Contractor is responsible for all of the work required in the building area, he shall communicate with his subcontractor community as to all of the material submittals that need to be submitted on-site. The general building contractor is responsible for all of the submittals required to be submitted. Submittal Schedule shall be submitted to the Construction Manager within two weeks of notice of award.
39. The General Building Contractor shall communicate with his subcontractor community all penetration locations and see to it that the penetration layout in walls is performed prior to the pouring of walls. The general building contractor is further required to coordinate all slab penetrations, sleeves and box out prior to the pour sequence. General Building Contractor shall provide a Work Plan to the Construction Manager outlining all of these penetrations inclusive of elevation and size of penetration prior to the performance of work.
40. The General Building Contractor and their subcontractor community will be responsible for attending weekly progress and coordination meetings on-site with the CM. These meetings are mandatory and all must attend.

41. The General Building Contractor shall be responsible for providing dumpsters on-site in support of his scope of work. Site Contractor will also be providing dumpsters on-site in support of his scope of work.
42. The General Building Contractor shall provide the CM with a work plan outlining their structural steel erection plan inclusive of but not limited to crane pick locations, size of crane, steel staging area, designation of pick weights, designation of pick distances, longest distance and weight pick, crane load chart, erection sequence, calculation showing pick loads, distances in association with crane load chart compliance and in accordance with O&G Health and Safety Plan, crane submittal, crane inspection reports, crane history reports, operators credentials, crane pad density requirements, daily crane inspection reports, etc. Any and all critical picks will require to be designed by a professional structural engineer licensed in the State of Connecticut. Critical Pick design drawings are to be stamped by a professional structural engineer licensed in the State of Connecticut.
43. Foundation Excavation shall be the responsibility of the Site Contractor. General Building Contractor shall provide line and grade to the site contractor as well as offset control so that the site contractor can complete the excavation of the building. General Building Contractor is required to manage the excavation process so that the building excavation is completed in accordance with the contract documents.
44. General Building Contractor shall be responsible for layout of all underslab utilities and communicate with the Site Contractor the trenching requirements. All select bedding, cover and identification materials will be provided by the site contractor (B.P. 1.01). All select and structural fill required for the building will be provided by the site (B.P. 1.01) contractor.
45. The general building contractor shall install concrete slabs within specified tolerances. The general building contractor shall include in their base bid proposal the cost of employing an independent testing laboratory to perform floor flatness and floor levelness testing using a dipstick floor profiler. All testing shall be completed within 72 hours of pouring of each portion of the floor slab, the result shall be given to the Construction Manager together with a summary from the testing laboratory stating whether or not the concrete slab is within the specified limits to floor flatness and floor levelness. Any corrective work necessary to obtain the acceptance of the concrete slabs shall be performed by the concrete contractor in a timely manner so as not to impact the construction schedule or sequence. The general building contractor will not be entitled to any change order for cost incurred for this corrective work. It is the responsibility of the concrete trade contractor to coordinate any curing and sealing compounds to be used with the flooring contractor to verify compatibility with flooring adhesives to be used.

46. The general building contractor will be responsible for curing and eliminating curling. If the slabs curl and the measured flatness of the floors affects the floor covering installation, then the concrete contractor will be responsible for grinding and patching floors so that the flooring can be installed within the floor covering manufacturer's tolerances.
47. For all elevated floor slabs, elevator shafts and stairways, the general building contractor shall furnish and install guardrails at the perimeter that meet OSHA requirements for the duration of their scope of work. At the completion of the structural steel contractor work, all of these guardrails shall be removed and replaced with wooden guardrails by the general building contractor. These wooden guardrails shall be maintained by the general building contractor until the guardrails are no longer required.
48. For all new flat roof areas, the general building contractor shall furnish and install a guardrail at the perimeter of the roof that meets OSHA requirements. This guardrail shall be maintained by the general building contractor until the guardrails are no longer required.
49. All steel components for the building and steel project such as but not limited to embeds, dovetail slots, anchor bolts, foundation anchors, masonry column anchors shall be the responsibility of the general building contractor.
50. All Site Electrical shall be the responsibility of the general building contractor. Trenching for all site lighting electrical and general utilities shall be the responsibility of the site contractor.
51. All hoisting in the accomplishment of the general building contractors scope of work will be the responsibility of the general building contractor.
52. All concrete shown on the Site Structural Drawings (SS-Drawings) shall be the responsibility of the site contractor. All concrete shown on the structural drawings (S-Drawings) shall be the responsibility of the general building contractor.
53. The General Building Contractor is responsible for all work associated with the Building Construction. The only scope not included in the general building contractors scope is the excavation for the building, trenching for site utilities. The Site contractor will rough grade the building slab upon completion of the trenching and backfill for the underground utilities. Slab preparation inclusive of providing subbase materials, labor and equipment to prepare the slab area for pouring will be the responsibility of the general building contractor.
54. The site contractor shall provide and maintain a minimum of two vertical control points (benchmarks) for use in establishing elevations for all of the sitework and for the building additions. As each new area of construction is

started, the site contractor shall have a licensed land surveyor install a minimum of two baselines (exact locations to be agreed upon with the Construction Manager) at the new additions. Before any concrete foundation work begins, the site contractor shall submit a drawing prepared by his licensed land surveyor showing the relationship of the control lines to the existing building column lines. This drawing shall be provided to the concrete contractor for his use. From the vertical control points established by the Owner, the site contractor shall also provide a benchmark at each building addition location to be used by the concrete contractor.

55. Unless otherwise noted, the site contractor is responsible for all excavation and backfill on the interior of the new building/addition as required by the General Building Contractors subcontractors specific to concrete subcontractor, plumbing subcontractor, fire protection subcontractor, and HVAC subcontractor. Each of the above contractors shall provide line and grade including markings on the ground (line) to the site contractor for excavation. With the line and grade given to the site contractor, it shall be the responsibility of the site contractor to obtain the proper depth and location of the excavation required. The site contractor is responsible for furnishing and installing all special bedding or backfill material requirements for the installation of underground plumbing, fire protection or mechanical items located within the new building/addition(s) or exterior of the building that is specified in the plumbing/mechanical specifications or shown on the plumbing/mechanical drawings. The plumbing and HVAC contractors are responsible for the special bedding/backfill requirements for their underslab work located within the existing building.
56. Unless technical specifications prohibit, branch conduit will be allowed below the slabs on grade. After the site contractor has installed the subbase material and graded an area in preparation for concrete placement and before the concrete contractor accepts this area, the electrical subcontractor working for the General Building Contractor may install branch conduits. The electrical contractor shall rake out shallow trenches to install the branch conduit and shall re-grade the area after the conduits have been installed and before it is turned over to the concrete contractor. There shall be no electrical conduits placed in the elevated slabs on metal deck.
57. The Site Contractor shall work closely with the General Building Contractor and his subcontractors specific to concrete contractor to coordinate scheduling and installation of the concrete footings/foundations. It is understood that the concrete contractor shall give a minimum of 24 hour notice to the site contractor of specific footings/foundations to be excavated. (Note that the site contractor may not excavate for any footings/foundations unless proper notification is given).
58. The General Building Contractor's subcontractor specific to the plumbing contractor is responsible for furnishing and installing the grease trap/interceptor. The site contractor is responsible for all excavation and backfill associated with

installing this grease trap and all associated piping (inlet, outlet and vent). The plumbing contractor is responsible to furnish and install the piping within the building, from the building into the grease trap, and the exterior vent piping. The site contractor is responsible to furnish and install the outlet piping from the grease trap, including all connections into the grease trap on the outlet side.

59. The Site, and General Building Contractors subcontractors specific to Plumbing, Fire Protection, HVAC & electrical contractors shall provide the Construction Manager current as-built drawing(s) on a monthly basis. The As-built drawing(s) shall include all work completed to date, the size of the drawing(s) shall be 30"x42". These drawing(s) shall be submitted each month with the contractors Pay Application. No Applications for Payment will be processed without the submission of the current as-built drawing(s).
60. During the installation of the concrete foundations and slab on grade, the site and general building contractor shall work very closely together to minimize the exposure of the bottom of footings. During the Winter of 2013 - 2014, the site contractor shall be responsible to perform any snow/ice removal and to protect the subbase from frost until the concrete contractor is ready to place the foundation forms and pour the concrete. Once the general building contractor has started the installation of the forms and placement of concrete, it shall be the responsibility of the general building contractor to protect the ground and concrete as specified in Section 033000 - Cast-In-Place Concrete, including slab-on-grade areas. It shall be the responsibility of the site contractor to protect the slopes, the footing trenches and remove any frost before backfilling foundation walls.
61. The Site Contractor shall excavate and backfill for the entire length of the main electrical, tele/data and cable distribution services from the street through the building into the Demarc Room. The General Building Contractor's subcontractor specific to the electrical contractor shall provide all conduits.
62. The General Building Contractor's subcontractor specific to the roofing contractor is responsible for snow removal from all roofs in order to advance the work of its trade as well as the work of other trades. All snow shall be removed to the exterior of the building for its further removal by the site contractor.
63. The intent of the site contractor bid package 101 is to cover all work associated with site, hardscape, landscaping, concrete pads, concrete bollards, concrete foundations for site lighting, concrete retaining walls, concrete ramps, etc. This package is responsible for every aspect of the project other than the construction of the building. However, this Bid Package 101 is responsible for the excavation of the building and utility excavation within the building.
64. Unless otherwise noted, the site contractor is responsible for all excavation and backfill on the interior of the new building as required by the general building contractors subcontractors specific to the concrete contractor, plumbing

contractor, fire protection contractor, and HVAC contractor. Each of the above contractors shall provide line and grade including markings on the ground (line) to the site contractor for excavation. With the line and grade given to the site contractor, it shall be the responsibility of the site contractor to obtain the proper depth and location of the excavation required. The site contractor is responsible for furnishing and installing all special bedding or backfill material requirements for the installation of underground plumbing, fire protection or mechanical items located within the new building/addition(s) or exterior of the building that is specified in the plumbing/mechanical specifications or shown on the plumbing/mechanical drawings. The plumbing and HVAC contractors are responsible for the special bedding/backfill requirements for their underslab work located within the building.

65. Site contractor (BP-101) shall be responsible for all of the retaining walls on-site. Site contractor is required to coordinate his work with the General Building contractor (BP-102). Work Plan shall be developed between the parties in an effort to define the critical sequence of the work. CM will participate in establishing this work plan with both contractors and final work plan details will be annexed to and made a part of the Level IV Construction schedule.
66. Site Contractor is responsible for all site concrete foundation work including but not limited to walls shown on drawing SS102, SS103, SS104, SS301, SS302, SS501, generally all concrete slabs, stairs, piers, columns, walls, ramps, footings, tie beams, curbs, seat walls, bollards, etc. and other than the actual walls of the building which would fall under the General Building Bid Package.
67. Site Contractor shall be responsible for providing temporary toilets for the entire population of construction personnel on-site.
68. Site Contractor shall be responsible for all excavation for the building foundation, and under-slab trenching within the building. Site Contractor shall provide the final subgrade within the building at the elevation prior to the sub-base materials for the slab. Sub-base materials and slab preparation will be by the general building contractor.
69. All select fill, bedding, cover and identification materials required for under-slab preparation will be provided by the general building contractor for the site contractor to place.
70. Site Contractor is responsible for excavation of all site utility work and is to coordinate with the General Building Contractor.

71. Unless otherwise noted, the site contractor is responsible for all excavation and backfill in the interior of the new building/addition as required by the General Building Contractors subcontractors specific to concrete subcontractor, plumbing subcontractor, fire protection subcontractor, electrical subcontractor and HVAC subcontractor. Each of the above subcontractors under the responsibility of the general building contractor shall provide line and grade including markings on the ground (line) to the site contractor for excavation. Once the line and grade given to the site contractor, it shall be the responsibility of the site contractor to obtain the proper depth and location of the excavation required. The site contractor is responsible for the excavation and backfill of the trench work in accordance with the required compaction density noted in the contract documents. All select materials required for bedding, cover and identification will be supplied by the site contractor in accordance with the contract documents. Site Contractor will then furnish and install all special bedding or backfill material requirements for the installation of underground plumbing, fire protection, electrical or mechanical items located within the new building/addition(s) or exterior of the building that is specified in the MEP/FP specifications or shown on the MEP/FP drawings. Once backfill of trenches are completed inside of the building the site contractor is responsible for establishing rough grade. General Building Contractor is responsible for furnishing and installing all subbase below the slab once accepting the elevation of rough grade provided by the site contractor.
72. The intent of these Special Instructions is to alert the Bidding Contractor as to just some of the project scope requirements and is not intended to represent a full and complete list of the Bidders scope. The bidder remains responsible for all scope defined by the contract documents and as assigned through the Bid Package Document. All of the Contractors scope is to be complete, operational and meeting approvals through inspection process. Any and all Non-conforming work performed needs to be remediated through the NCN process and gaining final approval resulting in conformance of work.

**III. EXCLUSIONS:**

None.

END OF BID PACKAGE 102





**TOWN OF GLASTONBURY CONNECTICUT**

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
PROJECT NO. GL-2013-22  
GLASTONBURY, CT.**

**ADDENDUM NO. 003**

**MAY 03, 2013**

**EXHIBIT "C"**  
**Low Density Cellular Concrete Fill (LDCCF)**

## **Specification for Low Density Cellular Concrete Fill (LDCCF)**

### 1. GENERAL

#### 1.1 Description

##### 1.1.1 Work included

This work shall consist of supplying and placing LDCCF of the appropriate type as indicated on the plans

##### 1.1.2 Work not included, but related to LDCCF

A. Excavation and preparation of site for the LDCCF

B. Placement of fill over the LDCCF

### 1.2 Quality Assurance

1.2.1 The approved sub-contractor, supplier and producer shall be approved in writing by the engineer

### 1.3 Submittals

1.3.1 The prime contractor shall list the product and producer of the LDCCF and shall not employ any product without prior approval of the engineer

1.3.2 Product data: with 15 calendar day after award of the contract the prime contractor shall submit for approval by the engineer

(A) Manufacturer's specifications, catalog cut and other engineering data needed demonstrate to the issuing authority compliance with the specified requirements

(B) Written approval of the approved contractor by the engineer

## 2 Products

### 2.1 Materials

2.1.1 Provide LDCCF as specified

2.1.2 Cement: The Portland cement shall comply with ASTM C150 Type I, II or III. Pozzolons and cementitious materials may be used when specifically approved by the engineer

2.2.3 Admixtures: admixtures for accelerating, water reducing and other specific properties may be used, when specifically approved by the engineer

2.1.4 Water: use water, which is potable and free from deleterious amounts of alkali, acid or organic materials, which could adversely affect the setting and strength of the LDCCF.

## 2.2 Properties

FLOODWAY BOULDER  
(SEE FIRM PANEL 05201)

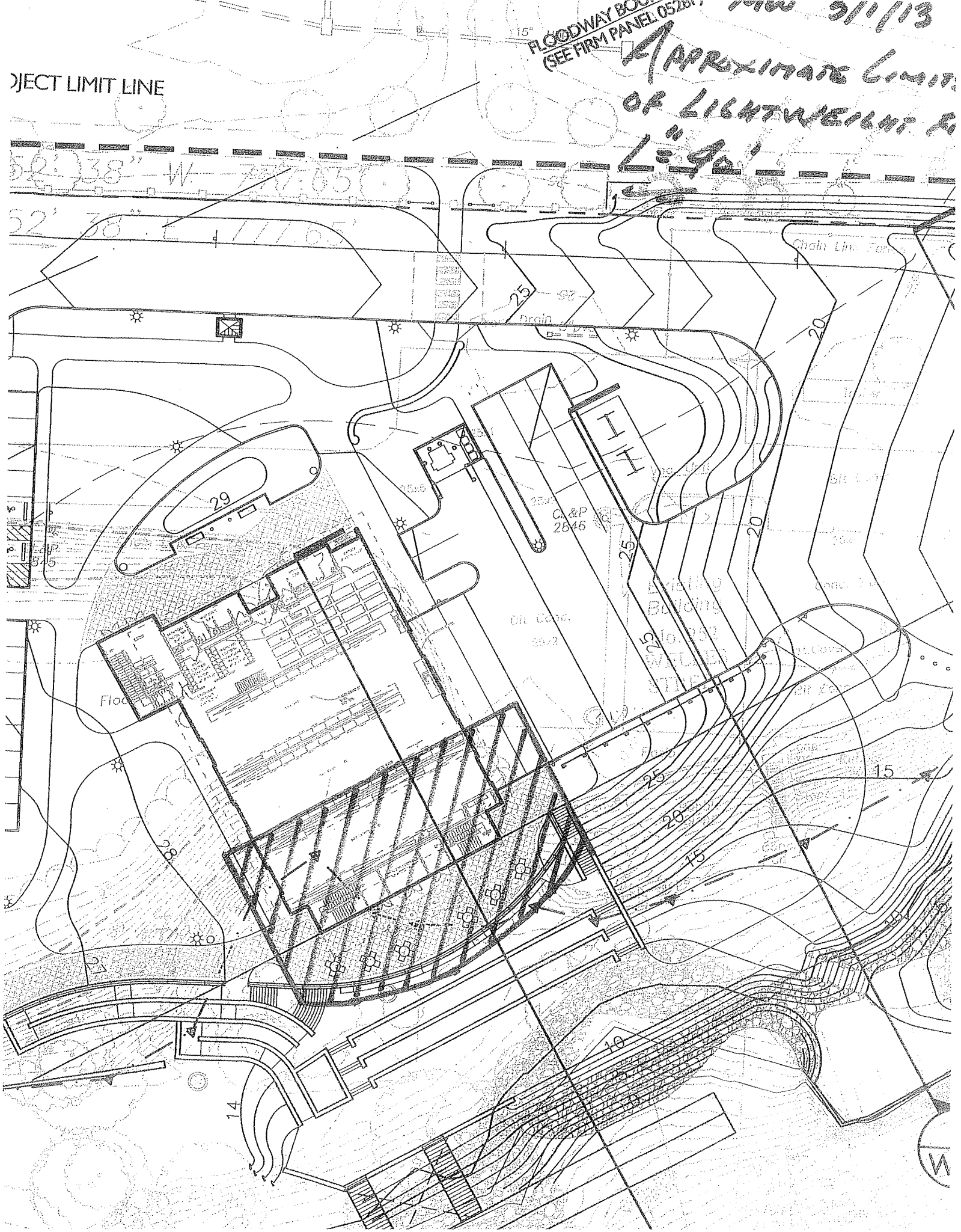
DATE 3/11/13

APPROXIMATE LIMIT  
OF LIGHTWEIGHT  
L=9'

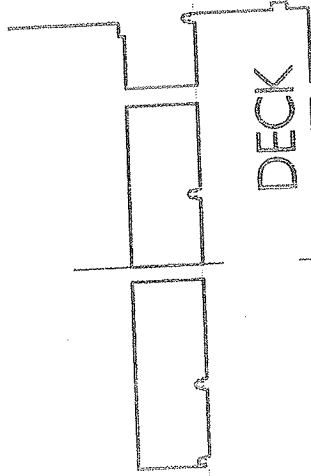
OBJECT LIMIT LINE

52' 38" W 777.65'

52' 38" E 777.65'



1" = 10'



DECK

CAT HOUSE

40

40

30

20

ELEVATION 28.7

EXISTING GRADE

FILL

EXISTING FILL

10



EXISTING HALLMARK TIRE BUILDING  
 (TO BE REMOVED)

1" = 10'



**TOWN OF GLASTONBURY CONNECTICUT**

**GLASTONBURY RIVERFRONT PARK  
PHASE TWO IMPROVEMENTS  
PROJECT NO. GL-2013-22  
GLASTONBURY, CT.**

**ADDENDUM NO. 003**

**MAY 03, 2013**

**EXHIBIT "D"  
REQUEST FOR INFORMATION**

Project: Glastonbury Riverfront Park – Phase Two Improvements  
Location: Glastonbury, CT.

BIDDER RFI FORM  
RFI# **0001.DH**

O&G Industries, Inc.  
112 Wall Street  
Torrington, CT 06790  
Phone: 860-344-0587  
Fax: 860-347-6545  
Email: [Irosenblatt@ogind.com](mailto:Irosenblatt@ogind.com)  
BIDDER REQUEST FOR INFORMATION

CM RFI# **PB-0001**

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TO: O&G Industries  
112 Wall Street  
Torrington, CT 06790  
Phone 860-496-4862  
Fax 860-626-6447  
Attention: Louis Rosenblatt  
Preconstruction Manager

From: DH & MF, LLC

Request Date: 04/24/13  
Response Required By: 05/01/13

Trade: Manufacturers of Marine Floating Structures and Aluminum Gangways

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Reference: Drawing number : \_\_\_\_\_ Detail: \_\_\_\_\_ Spec. Section: 051420 / 355136

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**Information Requested:**

1. In Section 051420, Marine Structural Aluminum, Section A, Design calculations, Would our Structural Engineer, Design Structure Engineers, Raleigh NC, be able to seal our contract drawings with his NC/SC seal rather than a State of Conn Seal? We have utilized his services for over 15 years, and have a close working relationship with him, and he understands all our property shapes we have at 4 large Aluminum Mills. His most recent project Completed here in Conn Was with BLT Properties of Stamford CT/Harbor Point Aluminum Marine Waterfront Structures. Project value 600K.
2. All of the dimension profiles on your contract drawings are available within 4-6 week lead time. Would an allowable deflection of L240 be acceptable for the two 8 ft x 30 ft Aluminum low profile gangways.
3. In section 355136, Floating docks/Crew launch, Is it the intention of the owners that the 15" Dead load Freeboard dock will be utilized as a staging event platform for awaiting crews, to step down to the lower launch platform once that platform is cleared from disembarking rowers from their crew shells along the outer platform ?
4. Being that this system will be removed for winterization, is there a particular maximum section length requirement that they are bound to with the type of lifting equipment available to them, or do they plan to hire the services of a quick pick crane each system to assist them with install and removal each season in this 3 knot current.
5. What is the reasoning/design for the crew launch dock having an upper dock (15" freeboard) and lower dock (6" free board)? This seems like it would cause a huge safety issue being a 9" trip hazard.
6. Will non-rotationally molded floats be considered?
7. Will a decking other than Tropical Hardwood be considered? We supply a PVC no maintenance decking with a 30 yr warranty.
8. The lower dock 6" freeboard is specified to be able to withstand an 85 PSF live load, is this number a structural weight requirement? Could the 10 PSF with 100% flotation on the lower dock be clarified? Does this mean the dock would be fully submerged at 10 PSF?

Response Date: 04/29/13

Respondent: **Blake Peters - Bourne**  
Consulting Engineering

**Response:**

- 01) No, All stamping requirements shall be as specified by a Professional Engineer Registered in the State of Connecticut.
- 02) No, deflection shall be as specified.
- 03) The owner, by request from boat club operations, intends to provide a two tier dock.
- 04) The Owner anticipates hiring a service to assist in the installation and removal system. However, crew launch floats shall be constructed in equal lengths of 4 or 5 units.
- 05) The owner, by request from boat club operations, intends to provide a two tier dock.
- 06) No, flotation units shall be rotationally molded as specified.
- 07) No, based on material properties decking shall be tropical hardwood as specified.
- 08) All floats shall be designed structurally for 85 psf live load. "100% Flotation" means all voids under the deck at dead load (6" freeboard) shall have flotation. Contractor shall be responsible for spacing of longitudinal and transverse members to accept flotation units. No, the dock should not be fully submerged at 10 psf loading.









**Project:** Glastonbury Riverfront Park – Phase Two Improvements  
**Location:** Glastonbury, CT.

**BIDDER RFI FORM**  
RFI# **0004.KBE**

**O&G Industries, Inc.**  
112 Wall Street  
Torrington, CT 06790  
Phone: 860-344-0587  
Fax: 860-347-6545  
Email: [rosenblatt@ogind.com](mailto:rosenblatt@ogind.com)

CM RFI# **PB-0005**

**BIDDER REQUEST FOR INFORMATION**

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**TO:** O&G Industries  
112 Wall Street  
Torrington, CT 06790  
**Phone** 860-496-4862  
**Fax** 860-626-6447  
**Attention:** Louis Rosenblatt  
Preconstruction Manager

**From:** KBE Building Corp. - Doug Lake

**Request Date:** 04/30/13  
**Response Required By:** 05/01/13

**Trade:** Site & Building Coordination

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**Reference:** Drawing number : \_\_\_\_\_ Detail: \_\_\_\_\_ Spec. Section: \_\_\_\_\_

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**Information Requested:**

- 01) "Foundations excavation shall be the responsibility of the Site Contractor" is noted 50 on 002400-33. Please Clarify that Excavation / Backfill and spoils cost will be carried in Bid Package 101.
- 02) "General Building Contractor shall be responsible for layout of all under-slab utilities and communicate with the Site Contractor the trenching requirements" is note 51 on 002400-33. Please clarify that Excavation / Backfill and spoil cost will be carried in Bid Package 101.
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**Response Date:** 04-30-13 **Respondent:** Louis Rosenblatt

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**Response:**

- 01) Please refer to Addendum No. 001 dated 04/23/13 representing modifications to the Bid Packages resulting in supersceding previous issued Bid Packages. Specification Section 002400-31 item #43 states that the foundation excavation shall be the Responsibility of the Site Contractor (BP-101). This includes excavation, dewatering, backfill, compaction, OSHA compliance for slope benching, access to foundation for concrete trucks, grading around the building, removal of spoils, etc. All select materials to be provided by the Site Contractor (BP-101). General Building Contractor shall be responsible for all foundation waterproofing. Site Contractor will be responsible for all select fill and structural fill utilized in the building.
- 02) Please refer to Addendum No. 001 dated 04/23/13 representing modifications to the Bid Packages resulting in supersceding previous issued Bid Packages. Specification Section 002400-31 item #44 stated that the General Building Contractor (BP-102) shall be responsible for the layout of all underslab utilities and communicate with the Site Contractor the trenching requirements. The intent is that the General Building Contractor (BP-102) is to direct the Site Contractor (BP-101) in the performance of work related to the Building. It is the responsibility of the Site Contractor (BP-101) to provide all necessary select materials required for the work such as but not limited to select bedding, select cover, structural fill, underground identification devices, to achieve the compliance with the contract documents to the means subgrade elevation below subbase materials for the slab. The subbase for the slab is included in slab prep. operations and remains the responsibility of providing materials and placement by the General Building Contractor (BP-102). Generally the Site Contractor is responsible for the excavation work within the building envelope including supplying all materials required to complete the excavation process and to work at the direction and responsibility of the General Building Contractor (BP-102).
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