



PROJECT MANUAL

*Replace Inner Perimeter Fence,
Administration Building*

*Hawthorn Childrens Psychiatric
Hospital*

St. Louis, Missouri

Designed By: Hurst-Rosche, Inc.
3675 West Outer Road, Suite 205
Arnold, Missouri 63010

Date Issued: August 21, 2024

Project No.: M2415-01

STATE *of* MISSOURI

OFFICE *of* ADMINISTRATION
Facilities Management, Design & Construction

SECTION 000107 - PROFESSIONAL SEALS AND CERTIFICATIONS

PROJECT NUMBER: M2415-01

THE FOLLOWING DESIGN PROFESSIONALS HAVE SIGNED AND SEALED THE ORIGINAL PLANS AND SPECIFICATIONS FOR THIS PROJECT, WHICH ARE ON FILE WITH THE DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION:

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PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section provides a comprehensive list of the drawings that comprise the Bid Documents for this project.

PART 2 - PRODUCTS (NOT APPLICABLE)

PART 3 - EXECUTION

3.1 LIST OF DRAWINGS

- A. The following list of drawings is a part of the Bid Documents:

	<u>TITLE</u>	<u>SHEET #</u>	<u>DATE</u>	<u>CAD #</u>
1.	Cover Sheet	Sheet G-001	08/21/2024	G-001.dwg
2.	Notes and Abbreviations	Sheet C-001	08/21/2024	C-001.dwg
3.	Fence Site Plan	Sheet C-101	08/21/2024	C-101.dwg
4.	Fence Details	Sheet C-501	08/21/2024	C-501.dwg

END OF SECTION 000115

SECTION 001116 - INVITATION FOR BID

1.0 OWNER:

- A. The State of Missouri
Office of Administration,
Division of Facilities Management, Design and Construction
Jefferson City, Missouri

2.0 PROJECT TITLE AND NUMBER:

- A. Replace Inner Perimeter Fence, Administration Building
Hawthorn Childrens Psychiatric Hospital
St. Louis, Missouri
Project No.: M2415-01

3.0 BIDS WILL BE RECEIVED:

- A. Until: 1:30 PM, October 24, 2024
- B. **Only electronic bids on MissouriBUYS shall be accepted: <https://missouribuys.mo.gov>. Bidder must be registered to bid.**

4.0 DESCRIPTION:

- A. Scope: The project includes inner perimeter fence improvements for Hawthorn Children's Psychiatric Hospital that includes the removal and replacement of existing inner perimeter fence, manway access gate, vehicle access gate, concrete foundations, removal of an existing manway access gate, contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction, temporary site security fence to secure inner perimeter courtyard during fence removal and replacement, erosion control / storm water pollution prevention, landscape / finish grading, seeding and fertilizing, all appurtenances and minor details necessary to make the completed improvements fully operational with the project plans and specifications
- B. MBE/WBE/SDVE Goals: MBE 0%, WBE 0%, and SDVE 3%. **NOTE: Only MBE/WBE firms certified by the State of Missouri Office of Equal Opportunity as of the date of bid opening, or SDVE(s) meeting the requirements of Section 34.074, RSMo and 1 CSR 30-5.010, can be used to satisfy the MBE/WBE/SDVE participation goals for this project.**
- C. ****NOTE:** Bidders are provided new Good Faith Effort (GFE) forms on MissouriBUYS.

5.0 PRE-BID MEETING:

- A. Place/Time: 10 AM, October, 9, 2024, at 1901 Pennsylvania, St. Louis MO 63133
- B. Access to State of Missouri property requires presentation of a photo ID by all persons.

6.0 HOW TO GET PLANS & SPECIFICATIONS:

- A. View Only Electronic bid sets are available at no cost or paper bid sets for a deposit of \$30.00 from American Document Solutions (ADS). MAKE CHECKS PAYABLE TO: American Document Solutions. Mail to: American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203. Phone 573-446-7768, Fax 573-355-5433, <https://www.adsplanroom.net>. NOTE: Prime contractors will be allowed a maximum of two bid sets at the deposit rate shown above. Other requesters will be allowed only one bid set at this rate. Additional bid sets or parts thereof may be obtained by any bidder at the cost of printing and shipping by request to American Document Solutions at the address shown above. **Bidder must secure at least one bid set to become a planholder.**
- B. **Refunds: Return plans and specifications in unmarked condition within 15 working days of bid opening to American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203. Phone 573-446-7768, Fax 573-355-5433. Deposits for plans not returned within 15 working days shall be forfeited.**
- C. Information for upcoming bids, including downloadable plans, specifications, Invitation for Bid, bid tabulation, award, addenda, and access to the ADS planholders list, is available on the Division of Facilities Management, Design and Construction's web site: <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans>.

7.0 POINT OF CONTACT:

- A. Designer: Hurst-Rosche, Inc., Zach York, (636) 333-3351, email: zyork@hurst-rosche.com
- B. Project Manager: Lorena Villalobos, (573) 751-3565, email: Lorena.Villalobos@oa.mo.gov

8.0 GENERAL INFORMATION:

- A. The State reserves the right to reject any and all bids and to waive all informalities in bids. No bid may be withdrawn for a period of 20 working days subsequent to the specified bid opening time. The contractor shall pay not less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed, as determined by the Missouri Department of Labor and Industrial Relations and as set out in the detailed plans and specifications.
- B. Bid results will be available at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans> after it is verified that at least one bid is awardable and affordable.

Very Important MissouriBUYS Instructions to Help Submit a Bid Correctly

- A. The bidder shall submit his or her bid and all supporting documentation on MissouriBUYS eProcurement System. No hard copy bids shall be accepted. Go to <https://missouribuy.mo.gov> and register. The bidder must register and complete a profile fully with all required documents submitted prior to submitting a bid.
- B. Once registered, log in.
1. Under "Solicitation" select "View Current Solicitations."
 2. Under "Filter by Agency" select "OA-FMDC-Contracts Chapter 8", then click "Filter Solicitation" button.
 3. Select "Active Solicitations" tab.
 4. To see the Solicitation Summary, click on the Project Number and the summary will open. Click each heading to open detailed information.
- C. Here are simplified instructions for uploading the bid to MissouriBUYS:
1. Find the solicitation by completing Steps 1 through 4 above.
 2. Select the three dots under "Actions." Select "Add New Response."
 3. When the Quote box opens, give the response a title and select "OK."
 4. The detailed solicitation will open. Select "Check All" for the Original Solicitation Documents, open each document, and select "Accept." If this step is not completed, a bid cannot be uploaded. Scroll to the bottom of the page and select "Add Attachments." If you do not see this command, not all documents have been opened and accepted.
 5. The Supplier Attachments box will open. Select "Add Attachment" again.
 6. The Upload Documents box will open. Read the instructions for uploading. Disregard the "Confidential" check box.
 7. Browse and attach up to 5 files at a time. Scroll to bottom of box and select "Upload." The Supplier Attachments box will open. Repeat Steps 5 through 7 if more than 5 files are to be uploaded.
 8. When the Supplier Attachments box opens again and uploading is complete, select "Done." A message should appear that the upload is successful. If it does not, go to the Bidder Response tab and select "Submit."
 9. The detailed solicitation will open. At the bottom select "Close."
- D. Any time a bidder wants to modify the bid, he or she will have to submit a new one. FMDC will open the last response the bidder submits. The bidder may revise and submit the bid up to the close of the solicitation (bid date and time). Be sure to allow for uploading time so that the bid is successfully uploaded prior to the 1:30 PM deadline; we can only accept the bid if it is uploaded before the deadline.
- E. If you want to verify that you are uploading documents correctly, please contact Paul Girouard: 573-751-4797, paul.girouard@oa.mo.gov ; April Howser: 573-751-0053, April.Howser@oa.mo.gov ; or Mandy Roberson: 573-522-0074, Mandy.Roberson@oa.mo.gov.
- F. If you are experiencing login issues, please contact Web Procure Support (Proactis) at 866-889-8533 anytime from 7:00 AM to 7:00 PM Central Time, Monday through Friday. If you try using a userid or password several times that is incorrect, the system will lock you out. Web Procure Support is the only option to unlock you! If you forget your userid or password, Web Procure Support will provide a temporary userid or password. Also, if it has been a while since your last successful login and you receive an "inactive" message, contact Web Procure (Proactis). If you are having a registration issue, you may contact Cathy Holliday at 573-751-3491 or by email: cathy.holliday@oa.mo.gov.

SECTION 002113 – INSTRUCTIONS TO BIDDERS

1.0 - SPECIAL NOTICE TO BIDDERS

- A. If awarded a contract, the Bidder's employees, and the employees of all subcontractors, who perform the work on the project must adhere to requirements in Section 013513 – Site Security and Health Requirements as applicable per Agency.
- B. The Bidder's prices shall include all city, state, and federal sales, excise, and similar taxes that may lawfully be assessed in connection with the performance of work, and the purchased of materials to be incorporated in the work. THIS PROJECT IS NOT TAX EXEMPT.

2.0 - BID DOCUMENTS

- A. The number of sets obtainable by any one (1) party may be limited in accordance with available supply.
- B. For the convenience of contractors, sub-contractors and suppliers, copies of construction documents are on file at the office of the Director, Division of Facilities Management, Design and Construction and on the Division's web site - <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans>.

3.0 - BIDDERS' OBLIGATIONS

- A. Bidders must carefully examine the entire site of the work and shall make all reasonable and necessary investigations to inform themselves thoroughly as to the facilities available as well as to all the difficulties involved in the completion of all work in accordance with the specifications and the plans. Bidders are also required to examine all maps, plans and data mentioned in the specifications. No plea of ignorance concerning observable existing conditions or difficulties that may be encountered in the execution of the work under this contract will be accepted as an excuse for any failure or omission on the part of the contractor to fulfill in every detail all of the requirements of the contract, nor accepted as a basis for any claims for extra compensation.
- B. Under no circumstances will contractors give their plans and specifications to another contractor. Any bid received from a contractor whose name does not appear on the list of plan holders may be subject to rejection.

4.0 - INTERPRETATIONS

- A. No bidder shall be entitled to rely on oral interpretations as to the meaning of the plans and specifications or the acceptability of alternate products, materials, form or type of construction. Every request for interpretation shall be made in writing and submitted with all supporting documents not less than five (5) working days before opening of bids. Every interpretation made to a bidder will be in the form of an addendum and will be sent as promptly as is practicable to all persons to whom plans and specifications have been issued. All such addenda shall become part of the contract documents.
- B. Approval for an "acceptable substitution" issued in the form of an addendum as per Paragraph 4A above, and as per Article 3.1 of the General Conditions; ACCEPTABLE SUBSTITUTIONS shall constitute approval for use in the project of the product.
- C. An "acceptable substitution" requested after the award of bid shall be approved if proven to the satisfaction of the Owner and the Designer as per Article 3.1, that the product is acceptable in design, strength, durability, usefulness, and convenience for the purpose intended. Approval of the substitution after award is at the sole discretion of the Owner.
- D. A request for "Acceptable Substitutions" shall be made on the Section 006325 Substitution Request Form. The request shall be sent directly to the project Designer. A copy of said request should also be mailed to the Owner, Division of Facilities Management, Design and Construction, Post Office Box 809, Jefferson City, Missouri 65102.

5.0 - BIDS AND BIDDING PROCEDURE

- A. Bidders shall submit all submission forms and accompanying documents listed in SECTION 004113 – BID FORM, Article 5.0, ATTACHMENTS TO BID by the stated time or their bid will be rejected for being non-responsive.

Depending on the specific project requirements, **the following is a GENERIC list** of all possible bid forms that may be due with bid submittals and times when they may be due. Please check for specific project requirements on the proposal form (Section 004113). ***Not all of the following bid forms may be required to be submitted.***

Bid Submittal – due before stated date and time of bid opening (see IFB):

004113	Bid Form (all pages are always required)
004322	Unit Prices Form
004336	Proposed Subcontractors Form
004337	MBE/WBE/SDVE Compliance Evaluation Form
004338	MBE/WBE/SDVE Eligibility Determination for Joint Ventures
004339	MBE/WBE/SDVE GFE Determination
004340	SDVE Business Form
004541	Affidavit of Work Authorization
004545	Anti-Discrimination Against Israel Act Certification form

- B. All bids shall be submitted without additional terms and conditions, modification or reservation on the bid forms with each space properly filled. Bids not on these forms will be rejected.
- C. All bids shall be accompanied by a bid bond executed by the bidder and a duly authorized surety company, certified check, cashier's check or bank draft made payable to the Division of Facilities Management, Design and Construction, State of Missouri, in the amount indicated on the bid form, Section 004113. Failure of the contractor to submit the full amount required shall be sufficient cause to reject his bid. The bidder agrees that the proceeds of the check, draft or bond shall become the property of the State of Missouri, if for any reason the bidder withdraws his bid after closing, or if on notification of award refuses or is unable to execute tendered contract, provide an acceptable performance and payment bond, provide evidence of required insurance coverage and/or provide required copies of affirmative action plans within ten (10) working days after such tender.
- D. The check or draft submitted by the successful bidder will be returned after the receipt of an acceptable performance and payment bond and execution of the formal contract. Checks or drafts of all other bidders will be returned within a reasonable time after it is determined that the bid represented by same will receive no further consideration by the State of Missouri. Bid bonds will only be returned upon request.

6.0 - SIGNING OF BIDS

- A. A bid from an individual shall be signed as noted on the Bid Form.
- B. A bid from a partnership or joint venture shall require only one signature of a partner, an officer of the joint venture authorized to bind the venture or an attorney-in-fact. If the bid is signed by an officer of a joint venture or an attorney-in-fact, a document evidencing the individual's authority to execute contracts should be included with the bid form.
- C. A bid from a limited liability company (LLC) shall be signed by a manager or a managing member of the LLC.
- D. A bid from a corporation shall have the correct corporate name thereon and the signature of an authorized officer of the corporation manually written. Title of office held by the person signing for the corporation shall appear, along with typed name of said individual. Corporate license number shall be provided and, if a corporation organized in a state other than Missouri, a Certificate of Authority to do business in the State of Missouri shall be attached. In addition, for corporate proposals, the President or Vice-President should sign as the bidder. If the signatory is other than the corporate president or vice president, the bidder must provide satisfactory evidence that the signatory has the legal authority to bind the corporation.

- E. A bid should contain the full and correct legal name of the Bidder. If the Bidder is an entity registered with the Missouri Secretary of State, the Bidder's name on the bid form should appear as shown in the Secretary of State's records.
- F. The Bidder should include its corporate license number on the Bid Form and, if the corporation is organized in a state other than Missouri, a Certificate of Authority to do business in the State of Missouri shall be attached to the bid form.

7.0 - RECEIVING BID SUBMITTALS

- A. It is the bidder's sole responsibility to assure receipt by Owner of bid submittals by the date and time specified in the Invitation for Bid. Bids received after the date and time specified shall not be considered by the Owner.
- B. Bids must be submitted through the MissouriBUYS statewide eProcurement system (<https://www.missouribuys.mo.gov/>) in accordance with the instructions for that system. The Owner shall only accept bids submitted through MissouriBUYS. Bids received by the Owner through any other means, including hard copies, shall not be considered and will be discarded by the Owner unopened.
- C. To respond to an Invitation for Bid, the Bidder must first register with MissouriBUYS by going through the MissouriBUYS Home Page (<https://www.missouribuys.mo.gov/>), clicking the "Register" button at the top of the page, and completing the Vendor Registration. Once registered, the Bidder accesses its account by clicking the "Login" button at the top of the MissouriBUYS Home Page. Enter your USERID and PASSWORD, which the Bidder will select. Under Solicitations, select "View Current Solicitations." A new screen will open. Under "Filter by Agency" select "OA-FMDC-Contracts Chapter 8." Under "Filter by Opp. No." type in the State Project Number. Select "Submit." Above the dark blue bar, select "Other Active Opportunities." To see the Solicitation Summary, single click the Opp. No. (Project Number) and the summary will open. Single quick click each blue bar to open detailed information. The Bidder must read and accept the Original Solicitation Documents and complete all identified requirements. The Bidder should download and save all of the Original Solicitation Documents on its computer so that the Bidder can prepare its response to these documents. The Bidder should upload its completed response to the downloaded documents as an attachment to the electronic solicitation response.
- D. Step-by-step instructions for how a registered vendor responds to a solicitation electronically are provided in Section 001116 – Invitation For Bid.
- E. The Bidder shall submit its bid on the forms provided by the Owner on MissouriBUYS with each space fully and properly completed, including all amounts required for alternate bids, unit prices, cost accounting data, etc. The Owner may reject bids that are not on the Owner's forms or that do not contain all requested information.
- F. No Contractor shall stipulate in his bid any conditions not contained in the specifications or standard bid form contained in the contract documents. To do so may subject the Contractor's bid to rejection.
- G. The completed forms shall be without interlineations, alterations or erasures.

8.0 - MODIFICATION AND WITHDRAWAL OF BIDS

- A. Bidder may withdraw his bid at any time prior to scheduled closing time for receipt of bids, but no bidder may withdraw his bid for a period of twenty (20) working days after the scheduled closing time for receipt of bids.
- B. The Bidder shall modify his or her original bid by submitting a revised bid on MissouriBUYS.

9.0 - AWARD OF CONTRACT

- A. The Owner reserves the right to reject any and/or all bids and further to waive all informalities in bidding when deemed in the best interest of the State of Missouri.
- B. The Owner reserves the right to let other contracts in connection with the work, including but not by way of limitation, contracts for the furnishing and installation of furniture, equipment, machines, appliances and other apparatus.

- C. The Owner shall award a contract to the lowest, responsive, responsible Bidder in accordance with Section 8.250, RSMo. No contract will be awarded to any Bidder who has had a contract with the Owner terminated within the preceding twelve months for material breach of contract or who has been suspended or debarred by the Owner.
- D. Award of alternates, if any, will be made in numerical order unless all bids received are such that the order of acceptance of alternates does not affect the determination of the lowest, responsive, responsible bidder.
- E. No bid shall be considered binding upon the Owner until the written contract has been properly executed, a satisfactory bond has been furnished, evidence of required insurance coverage, submittal of executed Section 004541, Affidavit of Work Authorization form, documentation evidencing enrollment and participation in a federal work authorization program has been received and an affirmative action plan submitted. Failure to execute and return the contract and associated documents within the prescribed period of time shall be treated, at the option of the Owner, as a breach of bidder's obligation and the Owner shall be under no further obligation to bidder.
- F. If the successful bidder is doing business in the State of Missouri under a fictitious name, he shall furnish to Owner, attached to the Bid Form, a properly certified copy of the certificate of Registration of Fictitious Name from the State of Missouri, and such certificate shall remain on file with the Owner.
- G. Any successful bidder which is a corporation organized in a state other than Missouri shall furnish to the Owner, attached to the Bid Form, a properly certified copy of its current Certificate of Authority to do business in the State of Missouri, such certificate to remain on file with the Owner. No contract will be awarded by the Owner unless such certificate is furnished by the bidder.
- H. Any successful bidder which is a corporation organized in the State of Missouri shall furnish at its own cost to the Owner, if requested, a Certificate of Good Standing issued by the Secretary of State, such certificate to remain on file with the Owner.
- I. Transient employers subject to Sections 285.230 and 285.234, RSMo, (out-of-state employers who temporarily transact any business in the State of Missouri) may be required to file a bond with the Missouri Department of Revenue. No contract will be awarded by the Owner unless the successful bidder certifies that he has complied with all applicable provisions of Section 285.230-234.
- J. Sections 285.525 and 285.530, RSMo, require business entities to enroll and participate in a federal work authorization program in order to be eligible to receive award of any state contract in excess of \$5,000. Bidders should submit with their bid an Affidavit of Work Authorization (Section 004541) along with appropriate documentation evidencing such enrollment and participation. Section-004541, Affidavit of Work Authorization is located on the MissouriBUYS solicitation for this project. Bidders must also submit an E-Verify Memorandum before the Owner may award a contract to the Bidder. Information regarding a E-Verify is located at <https://www.uscis.gov/e-verify/>. The contractor shall be responsible for ensuring that all subcontractors and suppliers associated with this contract enroll in E-Verify.

10.0 - CONTRACT SECURITY

- A. The successful bidder shall furnish a performance/payment bond as set forth in General Conditions Article 6.1 on a condition prior to the State executing the contract and issuing a notice to proceed.

11.0 - LIST OF SUBCONTRACTORS

- A. If required by “Section 004113 – Bid Form,” each bidder must submit as part of their bid a list of subcontractors to be used in performing the work (Section 004336). The list must specify the name of the single designated subcontractor, for each category of work listed in “Section 004336 - Proposed Subcontractors Form.” If work within a category will be performed by more than one subcontractor, the bidder must provide the name of each subcontractor and specify the exact portion of the work to be done by each. Failure to list the Bidder’s firm, or a subcontractor for each category of work identified on the Bid Form or the listing of more than one subcontractor for any category without designating the portion of work to be performed by each shall be cause for rejection of the bid. If the bidder intends to perform any of the designated subcontract work with the use of his own employees, the bidder shall make that fact clear, by listing his own firm for the subject category. **If any category of work is left vacant, the bid shall be rejected.**

12.0 - WORKING DAYS

- A. Contract duration time is stated in working days and will use the following definition in determining the actual calendar date for contract completion:
 - 1. Working days are defined as all calendar days except Saturdays, Sundays and the following State of Missouri observed holidays: New Year's Day, Martin Luther King, Jr. Day, Lincoln Day, Washington's Birthday, Truman Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.

13.0 - AMERICAN AND MISSOURI - MADE PRODUCTS AND FIRMS

- A. By signing the bid form and submitting a bid on this project, the Bidder certifies that it will use American and Missouri products as set forth in Article 1.7 of the General Conditions. Bidders are advised to review those requirements carefully prior to bidding.
- B. A preference shall be given to Missouri firms, corporations or individuals, or firms, corporations or individuals that maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less.
- C. Pursuant to Section 34.076, RSMo, a contractor or Bidder domiciled outside the boundaries of the State of Missouri shall be required, in order to be successful, to submit a bid the same percent less than the lowest bid submitted by a responsible contractor or Bidder domiciled in Missouri as would be required for such a Missouri domiciled contractor or Bidder to succeed over the bidding contractor or Bidder domiciled outside Missouri on a like contract or bid being let in the person's domiciliary state and, further, the contractor or Bidder domiciled outside the boundaries of Missouri shall be required to submit an audited financial statement as would be required of a Missouri domiciled contractor or Bidder on a like contract or bid being let in the domiciliary state of that contractor or Bidder.

14.0 – ANTI-DISCRIMINATION AGAINST ISRAEL ACT CERTIFICATION:

- A. Pursuant to section 34.600, RSMo, if the Bidder meets the section 34.600, RSMo, definition of a “company” and the Bidder has ten or more employees, the Bidder must certify in writing that the Bidder is not currently engaged in a boycott of goods or services from the State of Israel as defined in section 34.600, RSMo, and shall not engage in a boycott of goods or services from the State of Israel, if awarded a contract, for the duration of the contract. The Bidder is requested to complete and submit the applicable portion of Section 004545 - Anti-Discrimination Against Israel Act Certification with their Bid Form. The applicable portion of the exhibit must be submitted prior to execution of a contract by the Owner and issuance of Notice to Proceed. If the exhibit is not submitted, the Owner shall rescind its Intent to Award and move to the next lowest, responsive, responsible bidder.

15.0 - MBE/WBE/SDVE INSTRUCTIONS

- A. Definitions:
 - 1. “**MBE**” means a Minority Business Enterprise.
 - 2. “**MINORITY**” has the same meaning as set forth in 1 C.S.R. 10-17.010.
 - 3. “**MINORITY BUSINESS ENTERPRISE**” has the same meaning as set forth in section 37.020, RSMo.
 - 4. “**WBE**” means a Women’s Business Enterprise.
 - 5. “**WOMEN’S BUSINESS ENTERPRISE**” has the same meaning as set forth in section 37.020, RSMo.
 - 6. “**SDVE**” means a Service-Disabled Veterans Enterprise.
 - 7. “**SERVICE-DISABLED VETERAN**” has the same meaning as set forth in section 34.074, RSMo.
 - 8. “**SERVICE-DISABLED VETERAN ENTERPRISE**” has the same meaning as “Service-Disabled Veteran Business” set forth in section 34.074, RSMo.

B. MBE/WBE/SDVE General Requirements:

1. For all bids greater than \$100,000, the Bidder shall obtain MBE, WBE and SDVE participation in an amount equal to or greater than the percentage goals set forth in the Invitation for Bid and the Bid Form, unless the Bidder is granted a Good Faith Effort waiver by the Director of the Division, as set forth below. If the Bidder does not meet the MBE, WBE and SDVE goals, or make a good faith effort to do so, the Bidder shall be non-responsive, and its bid shall be rejected.
2. The Bidder should submit with its bid all of the information requested in the MBE/WBE/SDVE Compliance Evaluation Form for every MBE, WBE, or SDVE subcontractor or material supplier the Bidder intends to use for the contract work. The Bidder is required to submit all appropriate MBE/WBE/SDVE documentation before the stated time and date set forth in the Invitation for Bid. If the Bidder fails to provide such information by the specified date and time, the Owner shall reject the bid.
3. The Director reserves the right to request additional information from a Bidder to clarify the Bidder's proposed MBE, WBE, and/or SDVE participation. The Bidder shall submit the clarifying information requested by the Owner within two (2) Working Days of receiving the request for clarification.
4. Pursuant to section 34.074, RSMo, a Bidder that is a SDVE doing business as Missouri firm, corporation, or individual, or that maintains a Missouri office or place of business, shall receive a three-point bonus preference in the contract award evaluation process. The bonus preference will be calculated and applied by reducing the bid amount of the eligible SDVE by three percent of the apparent low responsive bidder's bid. Based on this calculation, if the eligible SDVE's evaluation is less than the apparent low responsive bidder's bid, the eligible SDVE's bid becomes the apparent low responsive bid. This reduction is for evaluation purposes only, and will have no impact on the actual amount(s) of the bid or the amount(s) of any contract awarded. In order to be eligible for the SDVE preference, the Bidder must complete and submit with its bid the Missouri Service Disabled Veteran Business Form, and any information required by the form. The form is available on the MissouriBUYS solicitation for this project.

C. Computation of MBE/WBE/SDVE Goal Participation:

1. A Bidder who is a MBE, WBE, or SDVE may count 100% of the contract towards the MBE, WBE or SDVE goal, less any amounts awarded to another MBE, WBE or SDVE. (NOTE: A MBE firm that bids as general contractor must obtain WBE and SDVE participation; a WBE firm that bids as a general contractor must obtain MBE and SDVE participation; and a SDVE firm that bids as general contractor must obtain MBE and WBE participation.) In order for the remaining contract amount to be counted towards the MBE, WBE or SDVE goal, the Bidder must complete the MBE/WBE/SDVE Compliance Evaluation Form (Section 004337) identifying itself as an MBE, WBE or SDVE.
2. The total dollar value of the work granted to a certified MBE, WBE or SDVE by the Bidder shall be counted towards the applicable goal.
3. Expenditures for materials and supplies obtained from a certified MBE, WBE, or SDVE supplier or manufacturer may be counted towards the MBE, WBE and SDVE goals, if the MBE, WBE, or SDVE assumes the actual and contractual responsibility for the provision of the materials and supplies.
4. The total dollar value of the work granted to a second or subsequent tier subcontractor or a supplier may be counted towards a Bidder's MBE, WBE and SDVE goals, if the MBE, WBE, or SDVE properly assumes the actual and contractual responsibility for the work.
5. The total dollar value of work granted to a certified joint venture equal to the percentage of the ownership and control of the MBE, WBE, or SDVE partner in the joint venture may be counted towards the MBE/WBE/SDVE goals.
6. Only expenditures to a MBE, WBE, or SDVE that performs a commercially useful function in the work may be counted towards the MBE, WBE and SDVE goals. A MBE, WBE, or SDVE performs a commercially useful function when it is responsible for executing a distinct element of the work and carrying out its responsibilities by actually performing, managing and supervising the work or providing supplies or manufactured materials.

D. Certification of MBE/WBE/SDVE Subcontractors:

1. In order to be counted towards the goals, an MBE or WBE must be certified by the State of Missouri Office of Equal Opportunity and an SDVE must be certified by the State of Missouri, Office of Administration, Division of Purchasing and Material Management or by the Department of Veterans Affairs.
2. The Bidder may determine the certification status of a proposed MBE or WBE subcontractor or supplier by referring to the Office of Equal Opportunity (OEO)'s online MBE/WBE directory (<https://apps1.mo.gov/MWBCertifiedFirms/>). The Bidder may determine the eligibility of a SDVE subcontractor or supplier by referring to the Division of Purchasing and Materials Management's online SDVE directory (<https://oao.mo.gov/sdve-certification-program/>) or the Department of Veterans Affairs' directory (<https://veterans.certify.sba.gov/#search>).
3. Additional information, clarifications, etc., regarding the listings in the directories may be obtained by calling the Division at (573)751-3339 and asking to speak to the Contract Specialist of record as shown in the Supplementary Conditions (Section 007300).

E. Waiver of MBE/WBE/SDVE Participation:

1. If a Bidder has made a good faith effort to secure the required MBE, WBE and/or SDVE participation and has failed, the Bidder shall submit with its bid the information requested in MBE/WBE/SDVE Good Faith Effort (GFE) Determination form. The GFE forms are located on the MissouriBUYS solicitation for this project. The Director will determine if the Bidder made a good faith effort to meet the applicable goals. If the Director determines that the Bidder did not make a good faith effort, the bid shall be rejected as being nonresponsive to the bid requirements. Bidders who demonstrate that they have made a good faith effort to include MBE, WBE, and/or SDVE participation will be determined to be responsive to the applicable participation goals, regardless of the percent of actual participation obtained, if the bid is otherwise acceptable.
2. In determining whether a Bidder has made a good faith effort to obtain MBE, WBE and/or SDVE participation, the Director may evaluate the factors set forth in 1 CSR 30-5.010(6)(C) and the following:
 - a. The amount of actual participation obtained;
 - b. How and when the Bidder contacted potential MBE, WBE, and SDVE subcontractors and suppliers;
 - c. The documentation provided by the Bidder to support its contacts, including whether the Bidder provided the names, addresses, phone numbers, and dates of contact for MBE/WBE/SDVE firms contacted for specific categories of work;
 - d. If project information, including plans and specifications, were provided to MBE/WBE/SDVE subcontractors;
 - e. Whether the Bidder made any attempts to follow-up with MBE, WBE or SDVE firms prior to bid;
 - f. Amount of bids received from any of the subcontractors and/or suppliers that the Bidder contacted;
 - g. The Bidder's stated reasons for rejecting any bids;
3. If no bidder has obtained any participation in a particular category (MBE/WBE/SDVE) or made a good faith effort to do so, the Director may waive that goal rather than rebid.

F. Contractor MBE/WBE/SDVE Obligations

1. If awarded a contract, the Bidder will be contractually required to subcontract with or obtain materials from the MBE, WBE, and SDVE firms listed in its bid, in amounts equal to or greater than the dollar amount bid, unless the amount is modified in writing by the Owner.

2. If the Contractor fails to meet or maintain the participation requirements contained in the Contractor's bid, the Contractor must satisfactorily explain to the Director why it cannot comply with the requirement and why failing meeting the requirement was beyond the Contractor's control. If the Director finds the Contractor's explanation unsatisfactory, the Director may take any appropriate action including, but not limited to:
 - a. Declaring the Contractor ineligible to participate in any contracts with the Division for up to twelve (12) months (suspension); and/or
 - b. Declaring the Contractor be non-responsive to the Invitation for Bid, or in breach of contract and rejecting the bid or terminating the contract.
3. If the Contractor replaces an MBE, WBE, or SDVE during the course of this contract, the Contractor shall replace it with another MBE, WBE, or SDVE or make a good faith effort to do so. All MBE, WBE and SDVE substitutions must be approved by the Director.
4. The Contractor shall provide the Owner with regular reports on its progress in meeting its MBE/WBE/SDVE obligations. At a minimum, the Contractor shall report the dollar-value of work completed by each MBE, WBE, or SDVE during the preceding month and the cumulative total of work completed by each MBE, WBE or SDVE to date with each monthly application for payment. The Contractor shall also make a final report, which shall include the total dollar-value of work completed by each MBE, WBE, and SDVE during the entire contract.

**STATE OF MISSOURI
DIVISION OF FACILITIES MANAGEMENT,
DESIGN AND CONSTRUCTION
*MBE/WBE/SDVE DIRECTORIES***

The MBE/WBE Directory for goods and services is maintained by the Office of Equal Opportunity (OEO) and is located at the following web address:

<https://apps1.mo.gov/MWBCertifiedFirms/>

The SERVICE DISABLED VETERAN ENTERPRISE (SDVE) Directories may be accessed at the following web addresses:

<https://o eo.mo.gov/sdve-certification-program/>

<https://veterans.certify.sba.gov/#search>



State of Missouri Construction Contract

THIS AGREEMENT is made (DATE) by and between:

Contractor Name and Address

hereinafter called the "Contractor,"

and the **State of Missouri**, hereinafter called the "**Owner**", represented by the Office of Administration, Division of Facilities Management, Design and Construction, on behalf of the Department of Mental Health.

WITNESSETH, that the Contractor and the Owner, for the consideration stated herein agree as follows:

ARTICLE 1. STATEMENT OF WORK

The Contractor shall furnish all labor and materials and perform all work required for furnishing and installing all labor, materials, equipment and transportation and everything necessarily inferred from the general nature and tendency of the plans and specifications for the proper execution of the work for:

Project Name: **Replace Inner Perimeter Fence, Administration Building
Hawthorn Childrens Psychiatric Hospital
St. Louis, Missouri**

Project Number: **M2415-01**

in strict accordance with the Contract Documents as enumerated in Article 7, all of which are made a part hereof.

ARTICLE 2. TIME OF COMPLETION

The contract performance time is **110 working days** from the transmittal date of this agreement. The contract completion date is **MONTH, DAY, YEAR**. This time includes ten (10) working days for the Contractor to receive, sign and return the contract form along with required bonding and insurance certificates. Failure of the Contractor to provide correct bonding and insurance within the ten (10) working days shall not be grounds for a time extension. Receipt of proper bonding and insurance is a condition precedent to the formation of the contract and if not timely received, may result in forfeiture of the Contractor's bid security. Work may not commence until the Owner issues a written Notice to Proceed and must commence within seven (7) working days thereafter.

ARTICLE 3. LIQUIDATED DAMAGES

Whenever time is mentioned in this contract, time shall be and is of the essence of this contract. The Owner would suffer a loss should the Contractor fail to have the work embraced in this contract fully completed on or before the time above specified. THEREFORE, the parties hereto realize in order to adjust satisfactorily the damages on account of such failure that it might be impossible to compute accurately or estimate the amount of such loss or damages which the Owner would sustain by reason of failure to complete fully said work within the time required by this contract. The Contractor hereby covenants and agrees to pay the Owner, as and for **liquidated damages, the sum of \$500** per day for each and every day, Sunday and legal holidays excepted, during which the work remains incomplete and unfinished. Any sum which may be due the Owner for such damages shall be deducted and retained by the Owner from any balance which may be due the Contractor when said work shall have been finished and accepted. But such provisions shall not release the Bond of the Contractor from liability according to its terms. In case of failure to complete, the Owner will be under no obligation to show or prove any actual or specific loss or damage.

ARTICLE 4. CONTRACT SUM

The Owner shall pay the Contractor for the prompt, faithful and efficient performance of the conditions and undertakings of this contract, subject to additions, and deductions as provided herein, in current funds the sum of:

Base Bid: \$

TOTAL CONTRACT AMOUNT: (\$CONTRACT AMOUNT)

ARTICLE 5. PREVAILING WAGE RATE

MISSOURI PREVAILING WAGE LAW (Sections 290.210 to 290.340, RSMo): The Contractor shall pay not less than the specified hourly rate of wages, as set out in the wage order attached to and made part of the specifications for work under this contract, to all workers performing work under the contract, in accordance with sections 290.210 to 290.340, RSMo. The Contractor shall forfeit a penalty to the Owner of one hundred dollars per day (or portion of a day) for each worker that is paid less than the specified rates for any work done under the contract by the Contractor or by any subcontractor, in accordance with section 290.250, RSMo.

DAVIS-BACON ACT: If this Project is financed in whole or in part from Federal funds (as indicated in the Instructions to Bidders or other bid or contract documents for this Project), then this contract shall be subject to all applicable federal labor statutes, rules and regulations, including provisions of the Davis-Bacon Act, 40 U.S.C. §3141 et seq., and the “Federal Labor Standards Provisions,” as further set forth in Section 007333 – Supplementary General Conditions for Federally Funded/Assisted Construction Projects, which is incorporated into the contract by reference. Where the Missouri Prevailing Wage Law and the Davis-Bacon Act require payment of different wages for work performed under this contract, the Contractor and all Subcontractors shall pay the greater of the wages required under either law, on a classification by classification basis.

ARTICLE 6. MINORITY/WOMEN/SERVICE DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION

The Contractor has been granted a waiver of the 0% MBE and 0% WBE and 3% SDVE participation goals. The Contractor agrees to secure the MBE/WBE/SDVE participation amounts for this project as follows: (OR)

The Contractor has met the MBE/WBE/SDVE participation goals and agrees to secure the MBE/WBE/SDVE participation amounts for this project as follows:

MBE/WBE/SDVE Firm: Subcontract Amt:\$
MBE/WBE/SDVE Firm: Subcontract Amt:\$
MBE/WBE/SDVE Firm: Subcontract Amt:\$

Total \$

MBE/WBE/SDVE assignments identified above shall not be changed without a contract change signed by the Owner.

The Director of the Division of Facilities Management, Design and Construction or his Designee shall be the final authority to resolve disputes and disagreements between the Contractor and the MBE/WBE/SDVE firms listed above when such disputes impact the subcontract amounts shown above.

ARTICLE 7. CONTRACT DOCUMENTS

The following documents are hereby incorporated into this contract by reference (all division/section numbers and titles are as utilized in the Project Manual published by the Owner for this Project):

1. Division 0 – Procurement and Contracting Information, including, but not limited to:
 - a. Invitation for Bid (Section 001116)
 - b. Instructions to Bidders (Section 002113)
 - c. Supplementary Instructions to Bidders (if applicable) (Section 002213)
 - d. The following documents as completed and executed by the Contractor and accepted by the Owner, if applicable:
 - i. Bid Form (Section 004113)
 - ii. Unit Prices (Section 004322)
 - iii. Proposed Contractors Form (Section 004336)

- iv. MBE, WBE, SDVE Compliance Evaluation Form(s) (Section 004337)
 - v. MBE, WBE, SDVE Eligibility Determination Form for Joint Ventures (Section 004338)
 - vi. MBE, WBE, SDVE Good Faith Effort (GFE) Determination Form (Section 004339)
 - vii. Missouri Service Disabled Veteran Business Form (Section 004340)
 - viii. Affidavit of Work Authorization (Section 004541)
 - ix. Affidavit for Affirmative Action (Section 005414)
 - e. Performance and Payment Bond, completed and executed by the Contractor and surety (Section 006113)
 - f. General Conditions (Section 007213)
 - g. Supplementary Conditions (Section 007300)
 - h. Supplementary General Conditions for Federally Funded/Assisted Construction Projects (Section 007333)
 - i. Wage Rate(s) (Section 007346)
2. Division 1 – General Requirements
 3. All Drawings identified in the Project Manual
 4. All Technical Specifications included in the Project Manual
 5. Addenda, if applicable

ARTICLE 8 – CERTIFICATION

By signing this contract, the Contractor hereby re-certifies compliance with all legal requirements set forth in Section 6.0, Bidder’s Certifications of the Bid Form.

Further, if the Contractor provides any “personal information” as defined in §105.1500, RSMo concerning an entity exempt from federal income tax under Section 501(c) of the Internal Revenue Code of 1986, as amended, the Contractor understands and agrees that it is voluntarily choosing to enter into a state contract and providing such information for that purpose. The state will treat such personal information in accord with §105.1500, RSMo.

By signature below, the parties hereby execute this contract document.

APPROVED:

 Brian Yansen, Director
 Division of Facilities Management,
 Design and Construction

 Contractor’s Authorized Signature

I, Corporate Secretary, certify that I am Secretary of the corporation named above and that (CONTRACTOR NAME), who signed said contract on behalf of the corporation, was then (TITLE) of said corporation and that said contract was duly signed for and in behalf of the corporation by authority of its governing body, and is within the scope of its corporate powers.

Corporate Secretary



STATE OF MISSOURI
 OFFICE OF ADMINISTRATION
 DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION
AFFIDAVIT FOR AFFIRMATIVE ACTION

PROJECT NUMBER

NAME

First being duly sworn on oath states: that

he/she is the sole proprietor partner officer or manager or managing member of

NAME

a sole proprietorship partnership
 limited liability company (LLC)

or corporation, and as such, said proprietor, partner, or officer is duly authorized to make this

affidavit on behalf of said sole proprietorship, partnership, or corporation; that under the contract known as

PROJECT TITLE

Less than 50 persons in the aggregate will be employed and therefore, the applicable Affirmative Action requirements as set forth in Article 1.4 of the General Conditions of the State of Missouri have been met.

PRINT NAME & SIGNATURE

DATE

--

NOTARY INFORMATION

NOTARY PUBLIC EMBOSSER SEAL

STATE OF

COUNTY (OR CITY OF ST. LOUIS)

USE RUBBER STAMP IN CLEAR AREA BELOW

SUBSCRIBED AND SWORN BEFORE ME, THIS

DAY OF
NOTARY PUBLIC SIGNATURE

YEAR
MY COMMISSION EXPIRES

NOTARY PUBLIC NAME (TYPED OR PRINTED)

SECTION 006113 - PERFORMANCE AND PAYMENT BOND FORM

KNOW ALL MEN BY THESE PRESENTS, THAT we _____

as principal, and _____

_____ as Surety, are held and firmly bound unto the

STATE OF MISSOURI. in the sum of _____ Dollars (\$ _____)

for payment whereof the Principal and Surety bind themselves, their heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

WHEREAS, the Principal has, by means of a written agreement dated the _____

day of _____, 20_____, enter into a contract with the State of Missouri for

(Insert Project Title and Number)

NOW, THEREFORE, if the Principal shall faithfully perform and fulfill all the undertakings, covenants, terms, conditions and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the State of Missouri, with or without notice to the Surety and during the life of any guaranty required under the contract; and shall also faithfully perform and fulfill all undertakings, covenants, terms, conditions and agreements of any and all duly authorized modifications of said contract that may hereafter be made with or without notice to the Surety; and shall also promptly make payment for materials incorporated, consumed or used in connection with the work set forth in the contract referred to above, and all insurance premiums, both compensation and all other kinds of insurance, on said work, and for all labor performed on such work, whether by subcontractor or otherwise, at not less than the prevailing hourly rate of wages for work of a similar character (exclusive of maintenance work) in the locality in which the work is performed and not less than the prevailing hourly rate of wages for legal holiday and overtime work (exclusive of maintenance work) in the locality in which the work is performed both as determined by the Department of Labor and Industrial Relations or determined by the Court of Appeal, as provided for in said contract and in any and all duly authorized modifications of said contract that may be hereafter made, with or without notice to the Surety, then, this obligation shall be void and of no effect, but it is expressly understood that if the Principal should make default in or should fail to strictly, faithfully and efficiently do, perform and comply with any or more of the covenants, agreements, stipulations, conditions, requirements or undertakings, as specified in or by the terms of said contract, and with the time therein named, then this obligation shall be valid and binding upon each of the parties hereto and this bond shall remain in full force and effect; and the same may be sued on at the instance of any material man, laborer, mechanic, subcontractor, individual, or otherwise to whom such payment is due, in the name of the State of Missouri, to the use of any such person.

AND, IT IS FURTHER specifically provided that any modifications which may hereinafter be made in the terms of the contract or in the work to be done under it or the giving by the Owner of any extension of the time for the performance of the contract or any other forbearance on the part of either the Owner or the Principal to the other, shall not in any way release the Principal and the Surety, or either or any of them, their heirs, executors, administrators and successors, from their liability hereunder, notice to the Surety of any such extension, modifications or forbearance being hereby waived.

IN WITNESS WHEREOF, the above bounden parties have executed the within instrument this _____ day of _____, 20 ____.

AS APPLICABLE:

AN INDIVIDUAL

Name: _____

Signature: _____

A PARTNERSHIP

Name of Partner: _____

Signature of Partner: _____

Name of Partner: _____

Signature of Partner: _____

CORPORATION

Firm Name: _____

Signature of President: _____

SURETY

Surety Name: _____

Attorney-in-Fact: _____

Address of Attorney-in-Fact: _____

Telephone Number of Attorney-in-Fact: _____

Signature Attorney-in-Fact: _____

NOTE: Surety shall attach Power of Attorney



STATE OF MISSOURI
 OFFICE OF ADMINISTRATION
 DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION
PRODUCT SUBSTITUTION REQUEST

PROJECT NUMBER

PROJECT TITLE AND LOCATION

CHECK APPROPRIATE BOX

SUBSTITUTION PRIOR TO BID OPENING
 (Minimum of (5) working days prior to receipt of Bids as per Article 4 – Instructions to Bidders)

SUBSTITUTION FOLLOWING AWARD
 (Maximum of (20) working days from Notice to Proceed as per Article 3 – General Conditions)

FROM: BIDDER/CONTRACTOR (PRINT COMPANY NAME)

TO: ARCHITECT/ENGINEER (PRINT COMPANY NAME)

Bidder/Contractor hereby requests acceptance of the following product or systems as a substitution in accordance with provisions of Division One of the Bidding Documents:

SPECIFIED PRODUCT OR SYSTEM

SPECIFICATION SECTION NO.

SUPPORTING DATA

Product data for proposed substitution is attached (include description of product, standards, performance, and test data)

Sample Sample will be sent, if requested

QUALITY COMPARISON

	SPECIFIED PRODUCT	SUBSTITUTION REQUEST
NAME, BRAND		
CATALOG NO.		
MANUFACTURER		
VENDOR		

PREVIOUS INSTALLATIONS

PROJECT	ARCHITECT/ENGINEER
LOCATION	DATE INSTALLED

SIGNIFICANT VARIATIONS FROM SPECIFIED PRODUCT

REASON FOR SUBSTITUTION

DOES PROPOSED SUBSTITUTION AFFECT OTHER PARTS OF WORK?

YES NO

IF YES, EXPLAIN

SUBSTITUTION REQUIRES DIMENSIONAL REVISION OR REDESIGN OF STRUCTURE OR A/E WORK

YES NO

BIDDER'S/CONTRACTOR'S STATEMENT OF CONFORMANCE OF PROPOSED SUBSTITUTION TO CONTRACT REQUIREMENT:

We have investigated the proposed substitution. We believe that it is equal or superior in all respects to specified product, except as stated above; that it will provide the same Warranty as specified product; that we have included complete implications of the substitution; that we will pay redesign and other costs caused by the substitution which subsequently become apparent; and that we will pay costs to modify other parts of the Work as may be needed, to make all parts of the Work complete and functioning as a result of the substitution.

BIDDER/CONTRACTOR

DATE

REVIEW AND ACTION

Resubmit Substitution Request with the following additional information:

Substitution is accepted.

Substitution is accepted with the following comments:

Substitution is not accepted.

ARCHITECT/ENGINEER

DATE



PROJECT NUMBER

KNOW ALL MEN BY THESE PRESENT THAT: hereinafter called "Subcontractor" who heretofore entered into an agreement with hereinafter called "Contractor", for the performance of work and/or furnishing of material for the construction of the project entitled

(PROJECT TITLE, PROJECT LOCATION, AND PROJECT NUMBER)

at

 (ADDRESS OF PROJECT)

for the State of Missouri (Owner) which said subcontract is by this reference incorporated herein, in consideration of such final payment by Contractor.

DOES HEREBY:

1. ACKNOWLEDGE that they have been **PAID IN FULL** all sums due for work and materials contracted or done by their Subcontractors, Material Vendors, Equipment and Fixture Suppliers, Agents and Employees, or otherwise in the performance of the Work called for by the aforesaid Contract and all modifications or extras or additions thereto, for the construction of said project or otherwise.
2. RELEASE and fully, finally, and forever discharge the Owner from any and all suits, actions, claims, and demands for payment for work performed or materials supplied by Subcontractor in accordance with the requirements of the above referenced Contract.
1. REPRESENT that all of their Employees, Subcontractors, Material Vendors, Equipment and Fixture Suppliers, and everyone else has been **paid in full** all sums due them, or any of them, in connection with performance of said Work, or anything done or omitted by them, or any of them in connection with the construction of said improvements, or otherwise.

DATED this day of , 20 .

NAME OF SUBCONTRACTOR

BY (TYPED OR PRINTED NAME)

SIGNATURE

TITLE

ORIGINAL: FILE/Closeout Documents



STATE OF MISSOURI
 OFFICE OF ADMINISTRATION
 DIVISION OF FACILITIES MANAGEMENT,
 DESIGN AND CONSTRUCTION

MBE/WBE/SDVE PROGRESS REPORT

Remit with **ALL** Progress and Final Payments

(Please check appropriate box) CONSULTANT CONSTRUCTION

PAY APP NO.	PROJECT NUMBER
CHECK IF FINAL <input checked="" type="checkbox"/> FINAL	DATE

PROJECT TITLE

PROJECT LOCATION

FIRM

ORIGINAL CONTRACT SUM (Same as Line Item 1. on Form A of Application for Payment) \$	TOTAL CONTRACT SUM TO DATE (Same as Line Item 3. on Form A of Application for Payment) \$
---	--

THE TOTAL MBE/WBE/SDVE PARTICIPATION DOLLAR AMOUNT OF THIS PROJECT AS INDICATED IN THE ORIGINAL CONTRACT: \$

SELECT MBE, WBE, SDVE	ORIGINAL CONTRACT PARTICIPATION AMOUNT	PARTICIPATION AMOUNT PAID-TO-DATE (includes approved contract changes)	CONSULTANT/SUBCONSULTANT OR CONTRACTOR/SUBCONTRACTOR/SUPPLIER COMPANY NAME
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	

INSTRUCTIONS FOR MBE/WBE/SDVE PROGRESS REPORT

CONTRACTOR OR CONSULTANT TO FILL OUT AND REMIT WITH EACH PAY APPLICATION:

The MBE/WBE/SDVE Progress Report for the project is issued with the contract comprising values reported in the consultant's Proposal or on the successful contractor's Section 004337 Compliance Evaluation Forms.

At Initial Pay Application fill in the following:

1. Pay App No. Start with 1.
2. Fill in the Project Number and Date.
3. Enter Project Title, Project Location, and Firm.
4. Fill in the "Original Contract Sum" and "Total Contract Sum To Date" (Reference applicable Line Items on Form A of Application for Payment).
5. Indicate the Total Participation Dollar Amount from the Original Contract.
6. Select MBE, WBE, or SDVE for each Consultant/Subconsultant or Contractor/Subcontractor/Supplier.
7. Enter the "Total Amount of Subcontract", "\$ Amount (Paid-To-Date)", and Company Name.

For all subsequent Pay Applications fill in the following:

1. Pay App No.
2. If Final Pay App, check box.
3. Fill in the Project Number and Date.
4. Enter Project Title, Project Location, and Firm
5. At each Pay App fill in the "Original Contract Sum" and "Total Contract Sum To Date" (reference applicable Line Items on Form A of Application for Payment).
6. Indicate the Total Participation Dollar Amount from the Original Contract.
7. Select MBE, WBE, or SDVE for each Consultant/Subconsultant or Contractor/Subcontractor/Supplier
8. Enter the "Total Amount of Subcontract", "\$ Amount (Paid-To-Date)", and Company Name.



STATE OF MISSOURI
 OFFICE OF ADMINISTRATION
 DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION
AFFIDAVIT – COMPLIANCE WITH PREVAILING WAGE LAW

PROJECT NUMBER

Before me, the undersigned Notary Public, in and for the County of _____

State of _____ personally came and appeared _____

(NAME)

_____ of the _____

(POSITION) (NAME OF THE COMPANY)

(a corporation) (a partnership) (a proprietorship) and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290, Sections 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works project have been fully satisfied and there has been no exception to the full and completed compliance with said provisions and requirements and with Wage Determination No: _____ issued by the Department of Labor and Industrial Relations, State of Missouri on the _____ day of _____ 20 _____ in carrying out the contract and working in connection with _____

(NAME OF PROJECT)

Located at _____ in _____ County

(NAME OF THE INSTITUTION)

Missouri, and completed on the _____ day of _____ 20 _____

SIGNATURE

NOTARY INFORMATION

NOTARY PUBLIC EMBOSSEER OR BLACK INK RUBBER STAMP SEAL	STATE	COUNTY (OR CITY OF ST. LOUIS)
	SUBSCRIBED AND SWORN BEFORE ME, THIS	
	DAY OF	YEAR
	NOTARY PUBLIC SIGNATURE	MY COMMISSION EXPIRES
NOTARY PUBLIC NAME (TYPED OR PRINTED)		USE RUBBER STAMP IN CLEAR AREA BELOW

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GENERAL CONDITIONS

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SECTION 007213 - GENERAL CONDITIONS

- A. These General Conditions apply to each section of these specifications. The Contractor is subject to the provisions contained herein.
- B. The General Conditions are intended to define the relationship of the Owner, the Designer and the Contractor thereby establishing certain rules and provisions governing the operation and performance of the work so that the work may be performed in a safe, orderly, expeditious and workmanlike manner.

ARTICLE 1 – GENERAL PROVISIONS

ARTICLE 1.1 - DEFINITIONS

As used in these contract documents, the following terms shall have the meanings and refer to the parties designated in these definitions.

1. **"COMMISSIONER"**: The Commissioner of the Office of Administration.
2. **"CONSTRUCTION DOCUMENTS"**: The "Construction Documents" shall consist of the Project Manual, Drawings and Addenda.
3. **"CONSTRUCTION REPRESENTATIVE"**: Whenever the term "Construction Representative" is used, it shall mean the Owner's Representative at the work site.
4. **"CONTRACTOR"**: Party or parties who have entered into a contract with the Owner to furnish work under these specifications and drawings.
5. **"DESIGNER"**: When the term "Designer" is used herein, it shall refer to the Architect, Engineer, or Consultant of Record specified and defined in Paragraph 2.0 of the Supplemental Conditions, or his duly authorized representative. The Designer may be either a consultant or state employee.
6. **"DIRECTOR"**: Whenever the term "Director" is used, it shall mean the Director of the Division of Facilities Management, Design and Construction or his Designee, representing the Office of Administration, State of Missouri. The Director is the agent of the Owner.
7. **"DIVISION"**: Shall mean the Division of Facilities Management, Design and Construction, State of Missouri.

8. **"INCIDENTAL JOB BURDENS"**: Shall mean those expenses relating to the cost of work, incurred either in the home office or on the job-site, which are necessary in the course of doing business but are incidental to the job. Such costs include office supplies and equipment, postage, courier services, telephone expenses including long distance, water and ice and other similar expenses.
9. **"JOINT VENTURE"**: An association of two (2) or more businesses to carry out a single business enterprise for profit for which purpose they combine their property, capital, efforts, skills and knowledge.
10. **"OWNER"**: Whenever the term "Owner" is used, it shall mean the State of Missouri, acting by and through the Office of Administration, Division of Facilities Management, Design and Construction.
11. **"PROJECT"**: Wherever the term "Project" is used, it shall mean the work required to be completed by the construction contract.
12. **"PROJECT MANUAL"**: The "Project Manual" shall consist of Introductory Information, Invitation for Bid, Instructions to Bidders, Bid Documents, Additional Information, Standard Forms, General Conditions, Supplemental General Conditions, General Requirements and Technical Specifications.
13. **"SUBCONTRACTOR"**: Party or parties who contract under, or for the performance of part or this entire Contract between the Owner and Contractor. The subcontract may or may not be direct with the Contractor.
14. **"WORK"**: All supervision, labor, materials, tool, supplies, equipment, and any incidental operations and/or activities required by or reasonably inferable from the Contract Documents necessary to construct the Project and to produce the results intended by the Contract Documents in a safe, expeditious, orderly, and workmanlike manner, and in the best manner known to each respective trade.
15. **"WORKING DAYS"**: are all calendar days except Saturdays, Sundays and the following holidays: New Year's Day, Martin Luther King, Jr. Day, Lincoln Day, Washington's Birthday (observed), Truman Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day (observed), Thanksgiving Day, Christmas Day.

ARTICLE 1.2 DRAWINGS AND SPECIFICATIONS

- A. In case of discrepancy between drawings and specifications, specifications shall govern. Should discrepancies in architectural drawings, structural drawings and mechanical drawings occur, architectural drawings shall govern and, in case of conflict between structural and mechanical drawings, structural drawings shall govern.
- B. Specifications are separated into titled divisions for convenience of reference only and to facilitate letting of contracts and subcontracts. The Contractor is responsible for establishing the scope of work for subcontractors, which may cross titled divisions. Neither the Owner nor Designer will establish limits and jurisdiction of subcontracts.
- C. Figured dimensions take precedence over scaled measurements and details over smaller scale general drawings. In the event of conflict between any of the documents contained within the contract, the documents shall take precedence and be controlling in the following sequence: addenda, supplementary general conditions, general conditions, division 1 specifications, technical division specifications, drawings, bid form and instructions to bidders.
- D. Anything shown on drawings and not mentioned in these specifications or vice versa, as well as any incidental work which is obviously necessary to complete the project within the limits established by the drawings and specifications, although not shown on or described therein, shall be performed by the Contractor at no additional cost as a part of his contract.
- E. Upon encountering conditions differing materially from those indicated in the contract documents, the Contractor shall promptly notify the Designer and Construction Representative in writing before such conditions are disturbed. The Designer shall promptly investigate said conditions and report to the Owner, with a recommended course of action. If conditions do materially differ and cause an increase or decrease in contract cost or time required for completion of any portion of the work, a contract change will be initiated as outlined in Article 4 of these General Conditions.
- E. Only work included in the contract documents is authorized, and the Contractor shall do no work other than that described therein or in accordance with appropriately authorized and approved contract changes.

ARTICLE 1.3 - COMPLIANCE WITH LAWS, PERMITS, REGULATIONS AND INSPECTIONS

- A. Since the Owner is the State of Missouri, municipal or political subdivisions, zoning ordinances, construction codes (other than licensing of trades), and other like ordinances are not applicable to construction on Owner's property, and Contractor will not be required to submit drawings and specifications to any municipal or political subdivision, authority, obtain construction permits or any other licenses (other than licensing of trades) or permits from or submit to inspections by any municipality or political subdivision relating to the construction for this project. All permits or licenses required by municipality or political subdivision for operation on property not belonging to Owner shall be obtained by and paid for by Contractor. Each Contractor shall comply with all applicable laws, ordinances, rules and regulations that pertain to the work of this contract.
- B. Contractors, subcontractors and their employees engaged in the businesses of electrical, mechanical, plumbing, carpentry, sprinkler system work, and other construction related trades shall be licensed to perform such work by the municipal or political subdivision where the project is located, if such licensure is required by local code. Local codes shall dictate the level (master, journeyman, and apprentice) and the number, type and ratio of licensed tradesmen required for this project within the jurisdiction of such municipal or political subdivision.
- C. Equipment and controls manufacturers and their authorized service and installation technicians that do not maintain an office within the jurisdiction of the municipal or political subdivision but are a listed or specified contractor or subcontractor on this project are exempt from Paragraph 1.3 B above.
- D. The Contractor shall post a copy of the wage determination issued for the project and included as a part of the contract documents, in a prominent and easily accessible location at the site of construction for the duration of the project.
- E. Any contractor or subcontractor to such contractor at any tier signing a contract to work on this project shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. The contractor shall

forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars plus one hundred dollars for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training.

ARTICLE 1.4 - NONDISCRIMINATION IN EMPLOYMENT

A. The Contractor and his subcontractors will not discriminate against individuals based on race, color, religion, national origin, sex, disability, or age, but may use restrictions which relate to bona fide occupational qualifications. Specifically, the Contractor and his subcontractors shall not discriminate:

1. Against recipients of service on the basis of race, color, religion, national origin, sex, disability or age.
2. Against any employee or applicant, for employment on the basis of race, color, religion, national origin, sex or otherwise qualified disability status.
3. Against any applicant for employment or employee on the basis of age, where such applicant or employee is between ages 40 and 70 and where such Contractor employs at least 20 persons.
4. Against any applicant for employment or employee on the basis of that person's status as a disabled or Vietnam-era veteran.

The Contractor and his Subcontractors will take affirmative action to insure applicants for employment and employees are treated equally without regard to race, color, religion, national origin, sex, disability, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion and transfer; recruitment or recruitment advertising; and selection for training, including apprenticeship. The Contractor and his Subcontractors will give written notice of their commitments under this clause to any labor union with which they have bargaining or other agreements.

B. The Contractor and his subcontractors shall develop, implement, maintain and submit in writing to the Owner an affirmative action program if at least fifty (50) persons in the aggregate are employed under this contract. If less than fifty (50) persons in the aggregate are to be employed under this contract, the Contractor shall submit, in lieu of the written affirmative action program, a properly executed Affidavit for Affirmative Action

in the form included in the contract specifications. For the purpose of this section, an "affirmative action program" means positive action to influence all employment practices (including, but not limited to, recruiting, hiring, promoting and training) in providing equal employment opportunity regardless of race, color, sex, national origin, religion, age (where the person affected is between age 40 and 70), disabled and Vietnam-era veteran status, and disability. Such "affirmative action program" shall include:

1. A written policy statement committing the total organization to affirmative action and assigning management responsibilities and procedures for evaluation and dissemination;
2. The identification of a person designated to handle affirmative action;
3. The establishment of non-discriminatory selection standards, objective measures to analyze recruitment, an upward mobility system, a wage and salary structure, and standards applicable to lay-off, recall, discharge, demotion and discipline;
4. The exclusion of discrimination from all collective bargaining agreements; and
5. Performance of an internal audit of the reporting system to monitor execution and to provide for future planning.

In the enforcement of this non-discrimination clause, the Owner may use any reasonable procedures available, including, but not limited to: requests, reports, site visits and inspection of relevant documents of contractors and subcontractors.

C. In the event of the Contractor's or his subcontractor's noncompliance with any provisions of this Article of the Contract, the Owner may cancel this contract in whole or in part or require the Contractor to terminate his contract with the subcontractor.

ARTICLE 1.5 - ANTI-KICKBACK

No employee of the division, shall have or acquire any pecuniary interest, whether direct or indirect, in this contract or in any part hereof. No officer, employee, designer, attorney, or administrator of or for the Owner who is authorized in such capacity and on behalf of the Owner to exercise any legislative, executive, supervisory or other similar functions in connection with the construction of the project, shall have or acquire any pecuniary interest, whether direct or indirect, in this contract, any material supply contract, subcontract,

insurance contract, or any other contract pertaining to the project.

ARTICLE 1.6 - PATENTS AND ROYALTIES

- A. The Contractor shall hold and save the Owner and its officers, agents, servants and employees harmless from liabilities of any nature or kind, including cost and expenses, for, or on account of, any patented or unpatented invention, process, article or appliance manufactured or used in the performance of this contract, including its use by the Owner, unless otherwise specifically stipulated in the contract documents.
- B. If the Contractor uses any design, device or materials covered by letters, patent or copyright, the Contractor shall provide for such use by suitable agreement with the Owner of such patented or copyrighted design, device or material. It is mutually agreed and understood, without exception, that the contract prices shall include all royalties or costs arising from the use of such design, device or materials, in any way involved in the work. The Contractor and/or his sureties shall indemnify and save harmless the Owner of the project from any and all claims for infringement by reason of the use of such patented or copyrighted design, device or materials or any trademark or copyright in connection with work agreed to be performed under this contract and shall indemnify the Owner for any cost, expense or damage it may be obliged to pay by reason of such infringement at any time during the prosecution of the work or after completion of the work.

ARTICLE 1.7 - PREFERENCE FOR AMERICAN AND MISSOURI PRODUCTS AND SERVICES

- A. By virtue of statutory authority a preference will be given to Missouri labor and to products of mines, forests and quarries of the state of Missouri when they are found in marketable quantities in the state, and all such materials shall be of the best quality and suitable character that can be obtained at reasonable market prices, all as provided for in Section 8.280, Missouri Revised Statutes and Cumulative Supplements.
- B. Furthermore, pursuant to Section 34.076 Missouri Revised Statutes and Cumulative Supplements, a preference shall be given to those persons doing business as Missouri firms, corporations, or individuals, or which maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less. In addition, in order for a non-domiciliary bidder to be successful, his bid must be that same percentage lower than a domiciliary Missouri bidder's bid, as would be

required for a Missouri bidder to successfully bid in the non-domiciliary state.

- C. In accordance with the Missouri Domestic Products Procurement Act Section 34.350 RSMo and Cumulative Supplements any manufactured goods or commodities used or supplied in the performance of this contract or any subcontract thereto shall be manufactured, assembled or produced in the United States, unless the specified products are not manufactured, assembled or produced in the United States in sufficient quantities to meet the agency's requirements or cannot be manufactured, assembled or produced in the United States within the necessary time in sufficient quantities to meet the contract requirements, or if obtaining the specified products manufactured, assembled or produced in the United States would increase the cost of this contract for purchase of the product by more than ten percent.

ARTICLE 1.8 - COMMUNICATIONS

- A. All notices, requests, instructions, approvals and claims must be in writing and shall be delivered to the Designer and copied to the Construction Representative for the project except as required by Article 1.12 Disputes and Disagreements, or as otherwise specified by the Owner in writing as stated in Section 012600. Any such notice shall be deemed to have been given as of the time of actual receipt.
- B. The Contractor shall attend on-site progress and coordination meetings, as scheduled by the Construction Representative, no less than once a month.
- C. The Contractor shall ensure that major subcontractors and suppliers shall attend monthly progress meetings as necessary to coordinate the work, and as specifically requested by the Construction Representative.

ARTICLE 1.9 - SEPARATE CONTRACTS AND COOPERATION

- A. The Owner reserves the right to let other contracts in connection with this work. The Contractor shall afford other contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work and shall properly connect and coordinate his work with theirs.
- B. The Contractor shall consult the drawings for all other contractors in connection with this work. Any work conflicting with the above shall be brought to the attention of the Owner's Representative before the work is performed. If the Contractor fails to do this, and constructs any

work which interferes with the work of another contractor, the Contractor shall remove any part so conflicting and rebuild same, as directed by the Owner's Representative at no additional cost to the Owner.

- C. Each contractor shall be required to coordinate his work with other contractors so as to afford others reasonable opportunity for execution of their work. No contractor shall delay any other contractor by neglecting to perform contract work at the proper time. If any contractor causes delay to another, they shall be liable directly to that contractor for such delay in addition to any liquidated damages which might be due the Owner.
- D. Should the Contractor or project associated subcontractors refuse to cooperate with the instructions and reasonable requests of other Contractors or other subcontractors in the overall coordinating of the work, the Owner may take such appropriate action and issue directions, as required, to avoid unnecessary and unwarranted delays.
- E. Each Contractor shall be responsible for damage done to Owner's or other Contractor's property by him/her or workers in his employ through their fault or negligence.
- F. Should a Contractor sustain any damage through any act or omission of any other Contractor having a contract with the Owner, the Contractor so damaged shall have no claim or cause of action against the Owner for such damage, but shall have a claim or cause of action against the other Contractor to recover any and all damages sustained by reason of the acts or omissions of such Contractor. The phrase "acts or omissions" as used in this section shall be defined to include, but not be limited to, any unreasonable delay on the part of any such contractors.

ARTICLE 1.10 - ASSIGNMENT OF CONTRACT

- A. No assignment by Contractor of any amount or any part of this contract or of the funds to be received there under will be recognized unless such assignment has had the written approval of the Director and the surety has been given due notice of such assignment and has furnished written consent thereto. In addition to the usual recitals in assignment contracts, the following language must be set forth: "It is agreed that the funds to be paid to the assignee under this assignment are subject to performance by the Contractor of this contract and to claims or liens for services rendered or materials supplied for the performance of the work called for in said contract in favor of all persons, firms or corporations rendering such services or supplying such materials."

ARTICLE 1.11 - INDEMNIFICATION

- A. Contractor agrees to indemnify and save harmless Owner and its respective commissioners, officers, officials, agents, consultants and employees and Designer, their agents, servants and employees, from and against any and all liability for damage arising from injuries to persons or damage to property occasioned by any acts or omissions of Contractor, any subcontractors, agents, servants or employees, including any and all expense, legal or otherwise, which may be incurred by Owner or Designer, its agents, servants or employees, in defense of any claim, action or suit.
- B. The obligations of the Contractor under this paragraph shall not extend to the liability of the Designer, his agents or employees, arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, contract changes, design or specifications, or (2) giving of or the failure to give directions or instructions by the Designer, his agents or employees as required by this contract documents provided such giving or failure to give is the primary cause of the injury or damage.

ARTICLE 1.12 - DISPUTES AND DISAGREEMENTS

It is hereby expressly agreed and understood that in case any controversy or difference of opinion arises during construction, best efforts will be given to resolution at the field level. Should those efforts be unsuccessful, the Contractor has the right to appeal in writing, the decision of the Director's Designee to the Director at Room 730 Truman Building, P.O. Box 809, Jefferson City, Missouri 65102. The decision of the Director shall be final and binding on all parties.

ARTICLE 2 -- OWNER/DESIGNER RESPONSIBILITIES

- A. The Owner shall give all orders and directions contemplated under this contract relative to the execution of the work. During progress of work the Owner will be represented at the project site by the Construction Representative and/or Designer, whose responsibilities are to see that this contract is properly fulfilled.
- B. The Owner shall at all times have access to the work whenever it is in preparation or progress. The Contractors shall provide proper facilities for such access and for inspection and supervision.
- C. All materials and workmanship used in the work shall be subject to the inspection of the Designer and Construction Representative, and any work which is deemed defective shall be removed, rebuilt or made good immediately upon notice.

The cost of such correction shall be borne by the Contractor. Contractor shall not be entitled to an extension of the contract completion date in order to remedy defective work. All rejected materials shall be immediately removed from the site of the work.

- D. If the Contractor fails to proceed at once with the correction of rejected defective materials or workmanship, the Owner may, by separate contract or otherwise, have the defects remedied or rejected. Materials removed from the site and charge the cost of the same against any monies which may be due the Contractor, without prejudice to any other rights or remedies of the Owner.
- E. Failure or neglect on the part of Owner to observe faulty work, or work done which is not in accordance with the drawings and specifications shall not relieve the Contractor from responsibility for correcting such work without additional compensation.
- F. The Owner shall have the right to direct the Contractor to uncover any completed work.
 - 1. If the Contractor fails to adequately notify the Construction Representative and/or Designer of an inspection as required by the Contract Documents, the Contractor shall, upon written request, uncover the work. The Contractor shall bear all costs associated with uncovering and again covering the work exposed.
 - 2. If the Contractor is directed to uncover work, which was not otherwise required by the Contract Documents to be inspected, and the work is found to be defective in any respect, no compensation shall be allowed for this work. If, however, such work is found to meet the requirements of this contract, the actual cost of labor and material necessarily involved in the examination and replacement plus 10% shall be allowed the Contractor.
- G. The Designer shall give all orders and directions contemplated under this contract relative to the scope of the work and shall give the initial interpretation of the contract documents.
- H. The Owner may file a written notice to the Contractor to dismiss immediately any subcontractors, project managers, superintendents, foremen, workers, watchmen or other employees whom the Owner may deem incompetent, careless or a hindrance to proper or timely execution of the work. The Contractor shall comply with such notice as promptly as practicable without detriment to the work or its progress.

- I. If in the Owner's judgment it becomes necessary at any time to accelerate work, when ordered by the Owner in writing, the Contractor shall redirect resources to such work items and execute such portions of the work as may be required to complete the work within the current approved contract schedule.

ARTICLE 3 -- CONTRACTOR RESPONSIBILITIES

The Contractor shall register and utilize the Owner's eBuilder digital project management system for submission of documents described in the following sections. This includes but is not limited to submittals as required by designer, payment applications, Request for Information (RFI), construction change orders, Request for Proposals (RFP), Designer Supplemental Instructions (DSI), etc.

ARTICLE 3.1 -- ACCEPTABLE SUBSTITUTIONS

- A. The Contractor may request use of any article, device, product, material, fixture, form or type of construction which in the judgment of the Owner and Designer is equal in all respects to that named. Standard products of manufacturers other than those specified will be accepted when, prior to the ordering or use thereof, it is proven to the satisfaction of the Owner and Designer that they are equal in design, strength, durability, usefulness and convenience for the purpose intended.
- B. Any changes required in the details and dimensions indicated on the drawings for the substitution of products other than those specified shall be properly made at the expense of the Contractor requesting the substitution or change.
- C. The Contractor shall submit a request for such substitutions in writing to the Owner and Designer within twenty (20) working days after the date of the "Notice to Proceed." Thereafter no consideration will be given to alternate forms of accomplishing the work. This Article does not preclude the Owner from exercising the provisions of Article 4 hereof.
- D. Any request for substitution by the Contractor shall be submitted in accordance with SECTION 002113 - INSTRUCTIONS TO BIDDERS.
- E. When a material has been approved, no change in brand or make will be permitted unless:
 - 1. Written verification is received from the manufacturer stating they cannot make delivery on the date previously agreed, or
 - 2. Material delivered fails to comply with contract requirements.

ARTICLE 3.2 -- SUBMITTALS

- A. The Contractor’s submittals must be submitted with such promptness as to allow for review and approval so as not to cause delay in the work. The Contractor shall coordinate preparation and processing of submittals with performance of construction activities.

Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.

Submit four (4) copies to the Designer and additional copies as required for the subcontractors and material suppliers. Also provide copies to meet the requirements for maintenance manuals.

- B. All subcontractors' shop drawings and schedules shall be submitted by the Contractor and shall bear evidence that Contractor has received, reviewed, and approved them. Any shop drawings and schedules submitted without this evidence will be returned to the Contractor for resubmission.
- C. The Contractor shall include with the shop drawing, a letter indicating any and all deviations from the drawings and/or specifications. Failure to notify the Designer of such deviations will be grounds for subsequent rejection of the related work or materials. If, in the opinion of the Designer, the deviations are not acceptable, the Contractor will be required to furnish the item as specified and indicated on the drawings.
- D. The Designer shall check shop drawings and schedules with reasonable promptness and approve them only if they conform to the design concept of the project and comply with the information given in the contract documents. The approval shall not relieve the Contractor from the responsibility to comply with the drawings and specifications, unless the Contractor has called the Designer's attention to the deviation, in writing, at the time of submission and the Designer has knowingly approved thereof. An approval of any such modification will be given only under the following conditions:
 - 1. It is in the best interest of the Owner
 - 2. It does not increase the contract sum and/or completion time
 - 3. It does not deviate from the design intent
 - 4. It is without prejudice to any and all rights under the surety bond.
- E. No extension of time will be granted because of the Contractor's failure to submit shop drawings and schedules in ample time to allow for review,

possible resubmission, and approval. Fabrication of work shall not commence until the Contractor has received approval. The Contractor shall furnish prints of approved shop drawings and schedules to all subcontractors whose work is in any way related to the work under this contract. Only prints bearing this approval will be allowed on the site of construction

- F. The Contractor shall maintain a complete file on-site of approved shop drawings available for use by the Construction Representative.

ARTICLE 3.3 – AS-BUILT DRAWINGS

- A. The Contractor shall update a complete set of the construction drawings, shop drawings and schedules of all work monthly by marking changes, and at the completion of their work (prior to submission of request for final payment) note all changes and turn the set over to the Construction Representative. The updates shall show all addenda, all field changes that were made to adapt to field conditions, changes resulting from contract changes or supplemental instructions, and all locations of structures, buried installations of piping, conduit, and utility services. All buried and concealed items both inside and outside shall be accurately located as to depth and referenced to permanent features such as interior or exterior wall faces and dimensions shall be given in a neat and legible manner in a contrasting colored pencil or ink. If approved by the Designer, an electronic file format may be provided.

ARTICLE 3.4 – GUARANTY AND WARRANTIES

- A. General Guaranty
 - 1. Neither the final certificate of payment nor any provision in the contract documents nor partial use or occupancy of the premises by the Owner shall constitute an acceptance of work not done in accordance with contract requirements.
 - 2. The Contractor or surety shall remedy any defects in the work and pay for any damage to property resulting there from which shall appear within a period of one (1) year from the date of substantial completion unless a longer period is otherwise specified or a differing guaranty period has been established in the substantial completion certificate. The Owner will give notice of observed defects with reasonable promptness.
 - 3. In case of default on the part of the Contractor in fulfilling this part of this contract, the Owner may correct the work or repair the

damage and the cost and expense incurred in such event shall be paid by or recoverable from the Contractor or surety.

4. The work will be free from defects not inherent in the quality required or permitted, and that the Work will conform to the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. The Contractor's guaranty excludes remedy for damage or defect caused by abuse, modifications not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment

B. Extended Warranty

Manufacturer's certificates of warranty shall be obtained for all major equipment. Warranty shall be obtained for at least one year. Where a longer period is offered at no additional cost or called for in the specific equipment specifications, the longer period shall govern.

ARTICLE 3.5 -- OPERATION AND MAINTENANCE MANUALS

- A. Immediately after equipment submittals are approved and no later than ten (10) working days prior to the substantial completion inspection, the Contractor shall provide to the Designer three (3) copies of operating instructions and service manuals, containing the following:

1. Start-up and Shut-down Procedures: Provide a step-by-step write up of all major equipment. When manufacturer's printed start-up, trouble shooting and shut-down procedures are available; they may be incorporated into the operating manual for reference.
2. Operating Instructions: Written operating instructions shall be included for the efficient and safe operation of all equipment.
3. Equipment List: List of all major equipment as installed shall be prepared to include model number, capacities, flow rate, name place data, shop drawings and air and water balance reports.
4. Service Instructions: Provide the following information for all pieces of equipment.

- a. Recommended spare parts including catalog number and name of local supplier or factory representative.
- b. Belt sizes, types, and lengths.
- c. Wiring diagrams.

5. Manufacturer's Certificate of Warranty as described in Article 3.4.

6. Prior to the final payment, furnish to the Designer three (4) copies of parts catalogs for each piece of equipment furnished by him/her on the project with the components identified by number for replacement ordering.

- B. Submission of operating instructions shall be done in the following manner.

1. Manuals shall be in quadruplicate, and all materials shall be bound into volumes of standard 8½" x 11" hard binders. Large drawings too bulky to be folded into 8½" x 11" shall be separately bound or folded and in envelopes, cross referenced and indexed with the manuals.

2. The manuals shall identify project name, project number, and include the name and address of the Contractor, subcontractors and manufacturers who were involved with the activity described in that particular manual.

3. Internally subdivide the binder contents with permanent page dividers, logically organized with tab titles clearly printed under reinforced laminated plastic tabs.

4. Contents: Prepare a Table of Contents for each volume, with each product or system description identified.

ARTICLE 3.6 – OTHER CONTRACTOR RESPONSIBILITIES

- A. The Contractor shall keep on site, during progress of the work, a competent superintendent satisfactory to the Construction Representative. The superintendent shall represent the Contractor and all agreements made by the superintendent shall be binding. The superintendent shall carefully study and compare all drawings, specifications and other instructions and shall promptly notify the Construction Representative and Designer, in writing, any error, inconsistency or omission which may be discovered. The superintendent shall coordinate all work on the project. Any change of the superintendent shall be approved by the Construction Representative.

- B. Contractor shall, at all times, enforce strict discipline and good order among his employees,

and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him/her.

- C. The Contractor shall supply sufficient labor, material, plant and equipment and pay when due any laborer, subcontractor or supplier for supplies furnished and otherwise prosecute the work with diligence to prevent work stoppage and insure completion thereof within the time specified.
- D. The Contractor and each of his subcontractors shall submit to the Construction Representative, through the Designer such schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Owner may request concerning work performed or to be performed under this contract.
- E. The Contractor, subcontractors, and material suppliers shall upon written request, give the Owner access to all time cards, material invoices, payrolls, estimates, profit and loss statements, and all other direct or indirect costs related to this work.
- F. The Contractor shall be responsible for laying out all contract work such as layout of architectural, structural, mechanical and electrical work, which shall be coordinated with layouts of subcontractors for general construction work. The Contractor is also responsible for unloading, uncrating and handling of all materials and equipment to be erected or placed by him/her, whether furnished by Contractor or others. No extra charges or compensation will be allowed as a result of failure to verify dimensions before ordering materials or fabricating items.
- G. The Contractor must notify the Construction Representative at least one working day before placing concrete or burying underground utilities, pipelines, etc.
- H. Contractors shall prearrange time with the Construction Representative for the interruption of any facility operation. Unless otherwise specified in these documents, all connections, alterations or relocations as well as all other portions of the work will be performed during normal working hours.
- I. The Contractor shall coordinate all work so there will not be prolonged interruptions of existing equipment operation. Any existing plumbing, heating, ventilating, air conditioning or electrical disconnections necessary for the project, which affect portions of this construction or building or any other building must be scheduled with the Construction Representative to minimize or avoid any disruption of facility operations. In no case,

unless previously approved in writing by the Construction Representative, shall utilities be left disconnected at the end of a work day or over a weekend. Any interruption of utilities either intentionally or accidentally shall not relieve the Contractor responsible for the interruption from the responsibility to repair and restore the utility to normal service. Repairs and restoration shall be made before the workers responsible for the repair and restoration leave the job.

- J. Contractors shall limit operations and storage of materials to the area within the project, except as necessary to connect to existing utilities, and shall not encroach on neighboring property. The Contractor shall be responsible for repair of their damage to property on or off the project site occurring during construction of project. All such repairs shall be made to the satisfaction of the property owner.
- K. Unless otherwise permitted, all materials shall be new and both workmanship and materials shall be of the best quality.
- L. Unless otherwise provided and stipulated within these specifications, the Contractor shall furnish, construct, and/or install and pay for materials, devices, mechanisms, equipment, all necessary personnel, utilities including, but not limited to water, heat, light and electric power, transportation services, applicable taxes of every nature, and all other facilities necessary for the proper execution and completion of the work.
- M. Contractor shall carefully examine the plans and drawings and shall be responsible for the proper fitting of his material, equipment and apparatus into the building.
- N. The Contractor or subcontractors shall not overload, or permit others to overload, any part of any structure during the performance of this contract.
- O. All temporary shoring, bracing, etc., required for the removal of existing work and/or for the installation of new work shall be included in this contract. The Contractor shall make good, at no cost to the Owner, any damage caused by improper support or failure of shoring in any respect. Each Contractor shall be responsible for shoring required to protect his work or adjacent property and improvements of Owner and shall be responsible for shoring or for giving written notice to adjacent property owners. Shoring shall be removed only after completion of permanent supports.

- P. The Contractor shall provide at the proper time such material as is required for support of the work. If openings are required, whether shown on drawings or not, the Contractor shall see that they are properly constructed.
- Q. During the performance of work the Contractor shall be responsible for providing and maintaining warning signs, lights, signal devices, barricades, guard rails, fences and other devices appropriately located on site which will give proper and understandable warning to all persons of danger of entry onto land, structure or equipment.
- R. The Contractor shall be responsible for protection, including weather protection, and proper maintenance of all equipment and materials.
- S. The Contractor shall be responsible for care of the finished work and shall protect same from damage or defacement until substantial completion by the Owner. If the work is damaged by any cause, the Contractor shall immediately begin to make repairs in accordance with the drawings and specifications. Contractor shall be liable for all damage or loss unless attributable to the acts or omissions of the Owner or Designer. Any claim for reimbursement shall be submitted in accordance with Article 4. After substantial completion the Contractor will only be responsible for damage resulting from acts or omissions of the Contractor or subcontractors through final warranty.
- T. In the event the Contractor encounters an unforeseen hazardous material, the Contractor shall immediately stop work in the area affected and report the condition to the Owner and Designer in writing. The Contractor shall not be required, pursuant to Article 4, to perform, any work relating to hazardous materials.
- U. In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 4.
- V. Before commencing work, Contractors shall confer with the Construction Representative and facility representative and review any facility rules and regulations which may affect the conduct of the work.
- W. Project signs will only be erected on major projects and only as described in the specifications. If no sign is specified, none shall be erected.

ARTICLE 3.7 -- SUBCONTRACTS

- A. Subcontractor assignments as identified in the bid form shall not be changed without written approval of the Owner. The Owner will not approve changes of a listed subcontractor unless the Contractor documents, to the satisfaction of the Owner that the subcontractor cannot or will not perform the work as specified.
- B. The Contractor is fully responsible to the Owner for the acts and omissions of all subcontractors and of persons either directly or indirectly employed by them.
- C. Every subcontractor shall be bound by the applicable terms and provisions of these contract documents, but no contractual relationship shall exist between any subcontractor and the Owner unless the right of the Contractor to proceed with the work is suspended or this contract is terminated as herein provided, and the Owner in writing elects to assume the subcontract.
- D. The Contractor shall upon receipt of "Notice to Proceed" and prior to submission of the first payment request, notify the Designer and Construction Representative in writing of the names of any subcontractors to be used in addition to those identified in the bid form and all major material suppliers proposed for all parts of the work.

ARTICLE 4 -- CHANGES IN THE WORK

4.1 CHANGES IN THE WORK

- A. The Construction Representative, without giving notice to the surety and without invalidating this contract, may order extra work or make changes by altering, adding to or deducting from the work, this contract sum being adjusted accordingly. All such work shall be executed under the conditions of the original contract. A claim for extension of time caused by any change must be adjusted at the time of ordering such change. No future request for time will be considered.
- B. Each Contract Change shall include all costs required to perform the work including all labor, material, equipment, overheads and profit, delay, disruptions, or other miscellaneous expenses. No subsequent requests for additional compensation including claims for delay, disruption, or reduced efficiency as a result of each change will be considered. Values from the Schedule of Values will not be binding as a basis for additions to or deductions from the contract price.
- C. The amount of any adjustment in this contract price for authorized changes shall be agreed upon

before such changes become effective and shall be determined, through submission of a request for proposal, as follows:

1. By an acceptable fixed price proposal from the Contractor. Breakdowns shall include all takeoff sheets of each Contractor and subcontractor. Breakdown shall include a listing of each item of material with unit prices and number of hours of labor for each task. Labor costs per hour shall be included with labor burden identified, which shall be not less than the prevailing wage rate, etc. Overhead and profit shall be shown separately for each subcontractor and the Contractor.
2. By a cost-plus-fixed-fee (time and material) basis with maximum price, total cost not to exceed said maximum. Breakdown shall include a listing of each item of material with unit prices and number of hours of labor for each task. Labor costs per hour shall be included with labor burden identified, which shall be not less than the prevailing wage rate, etc. Overhead and profit shall be shown separately for each subcontractor and the Contractor.
3. By unit prices contained in Contractor's original bid form and incorporated in the construction contract.

D. Overhead and Profit on Contract Changes shall be applied as follows:

1. The overhead and profit charge by the Contractor and all subcontractors shall be considered to include, but is not limited to: incidental job burdens, small truck (under 1 ton) expense, mileage, small hand tools, warranty costs, company benefits and general office overhead. Project supervision including field supervision and job site office expense shall be considered a part of overhead and profit unless a compensable time extension is granted.
2. The percentages for overhead and profit charged on Contract Changes shall be subject to the following limits: (a) the percentage mark-up for the Contractor shall be limited to the Contractor's fee; (b) fifteen percent (15%) maximum for Work directly performed by employees of a subcontractor, or sub-subcontractor; (c) five percent (5%) maximum for the Work performed or passed through to the Owner by the Contractor; (d) five percent (5%) maximum subcontractor's mark-up for Work performed by a sub-subcontractor and

passed through to the Owner by the subcontractor and Contractor; and (e) in no case shall the total overhead and profit paid by the Owner on any Contract Changes exceed twenty-five percent (25%) of the cost of materials, labor and equipment (exclusive of Contractor or any Subcontractor overhead and profit) necessary to put the contract change work in place.

3. The Contractor will be allowed to add the cost of Contractor's payment and performance bonding, builder's risk insurance, and general liability insurance to their cost of work. The above listed bonding and insurance cost shall not exceed 2% and shall be allowed on the total cost of the added work, including overhead and profit.
 4. On proposals covering both increases and decreases in the amount of this contract, the application of overhead and profit shall be on the net change in the cost of the work.
 5. The percentage(s) for overhead and profit to be credited to the Owner on Contract Changes that are solely decreases in the quantity of work or materials shall be the same as those for additive Contract Changes provided above.
- E. No claim for an addition to this contract sum shall be valid unless authorized as aforesaid in writing by the Owner. In the event that none of the foregoing methods are agreed upon, the Owner may order the Contractor to perform work on a time and material basis. The cost of such work shall be determined by the Contractor's actual labor and material cost to perform the work plus overhead and profit as outlined herein. The Designer and Construction Representative shall approve the Contractor's daily time and material invoices for the work involved.
- F. If the Contractor claims that any instructions involve extra cost under this contract, the Contractor shall give the Owner's Representative written notice thereof within a reasonable time after the receipt of such instructions, and in any event before proceeding to execute the work. No such claim shall be valid unless so made and authorized by the Owner, in writing.
- G. In an emergency affecting the safety of life or of the structure or of adjoining property, the Contractor, without special instruction or authorization from the Construction Representative, is hereby permitted to act at their discretion to prevent such threatened loss or injury. The Contractor shall submit a claim for

compensation for such emergency work in writing to the Owner's Representative.

ARTICLE 4.2 – CHANGES IN COMPLETION TIME

- A. Extension of the number of work days stipulated in the Contract for completion of the work with compensation may be made when:
 - 1. The contractor documents that proposed Changes in the work, as provided in Article 4.1, extends construction activities critical to contract completion date, OR
 - 2. The Owner suspends all work for convenience of the Owner as provided in Article 7.3, OR
 - 3. An Owner caused delay extends construction activities critical to contract completion (except as provided elsewhere in these General Conditions). The Contractor is to review the work activities yet to begin and evaluate the possibility of rescheduling the work to minimize the overall project delay.
- B. Extension of the number of work days stipulated in the Contract for completion of the work without compensation may be made when:
 - 1. Weather-related delays occur, subject to provisions for the inclusion of a specified number of "bad weather" days when provided for in Section 012100-Allowances, OR
 - 2. Labor strikes or acts of God occur, OR
 - 3. The work of the Contractor is delayed on account of conditions which were beyond the control of the Contractor, subcontractors or suppliers, and were not the result of their fault or negligence.
- C. No time extension or compensation will be provided for delays caused by or within the control of the Contractor, subcontractors or suppliers and for concurrent delays caused by the Owner.
- D. The Contractor shall notify the Owner promptly of any occurrence or conditions which in the Contractor's opinion results in a need for an extension of time. The notice shall be in writing and shall include all necessary supporting materials with details of any resultant costs and be submitted in time to permit full investigation and evaluation of the Contractor's claim. The Owner shall promptly acknowledge the Contractor's notice and, after recommendation from the Owner's Representative and/or Designer, shall provide a decision to the Contractor. Failure on the part of the Contractor to provide such notice and to detail the costs shall constitute a waiver by

the Contractor of any claim. Requests for extensions of time shall be for working days only.

ARTICLE 5 - CONSTRUCTION AND COMPLETION

ARTICLE 5.1 – CONSTRUCTION COMMENCEMENT

- A. Upon receipt of the "Intent to Award" letter, the Contractor must submit the following properly executed instruments to the Owner:
 - 1. Contract;
 - 2. Performance/payment bond as described in Article 6.1;
 - 3. Certificates of Insurance, or the actual policies themselves, showing that the Contractor has obtained the insurance coverage required by Article 6.2.
 - 4. Written Affirmative Action Plans as required in Article 1.4.
- Above referenced items must be received by the Owner within ten (10) working days after the effective date of the contract. If not received, the Owner may treat the failure to timely submit them as a refusal by the Contractor to accept a contract for this work and may retain as liquidated damages the Contractor's bid bond, cashier's check or certified check as provided in the Instructions to Bidders. Upon receipt the Owner will issue a "Notice to Proceed" with the work to the Contractor.
- B. Within the time frame noted in Section 013200 - Schedules, following receipt of the "Notice to Proceed", the Contractor shall submit to the Owner a progress schedule and schedule of values, showing activities through the end of the contract period. Should the Contractor not receive written notification from the Owner of the disapproval of the schedule of values within fifteen (15) working days, the Contractor may consider it approved for purpose of determining when the first monthly Application and Certification for Payment may be submitted.
 - C. The Contractor may commence work upon receipt of the Division of Facilities Management, Design and Construction's "Notice to Proceed" letter. Contractor shall prosecute the work with faithfulness and energy, and shall complete the entire work on or before the completion time stated in the contract documents or pay to the Owner the damages resulting from the failure to timely complete the work as set out within Article 5.4.

ARTICLE 5.2 -- PROJECT CONSTRUCTION

- A. Each Contractor shall submit for the Owner's approval, in reproducible form, a progress schedule showing the rate of progress and the order of the work proposed to carry on various phases of the project. The schedule shall be in conformance with the requirements outlined in Section 013200 – Schedules.
- B. Contractor shall employ and supply a sufficient force of workers, material, and equipment and shall pay when due, any worker, subcontractor or supplier and otherwise prosecute the work with such diligence so as to maintain the rate of progress indicated on the progress schedule, prevent work stoppage, and insure completion of the project within the time specified.

ARTICLE 5.3 -- PROJECT COMPLETION

- A. Substantial Completion. A Project is substantially complete when construction is essentially complete and work items remaining to be completed can be done without interfering with the Owner's ability to use the Project for its intended purpose.
 1. Once the Contractor has reached what they believe is Substantial Completion, the Contractor shall notify the Designer and the Construction Representative of the following:
 - a. That work is essentially complete with the exception of certain listed work items. The list shall be referred to as the "Contractor's Punch."
 - b. That all Operation and Maintenance Manuals have been assembled and submitted in accordance with Article 3.5A.
 - c. That the Work is ready for inspection by the Designer and Construction Representative. The Owner shall be entitled to a minimum of ten working days notice before the inspection shall be performed.
 2. If the work is acceptable, the Owner shall issue a Certificate of Substantial Completion, which shall set forth the responsibilities of the Owner and the Contractor for utilities, security, maintenance, damage to the work and risk of loss. The Certificate shall also identify those remaining items of work to be performed by the Contractor. All such work items shall be complete within 30 working days of the date of the Certificate, unless the Certificate specifies a different time. If the

Contractor shall be required to perform tests that must be delayed due to climatic conditions, it is understood that such tests and affected equipment will be identified on the Certificate and shall be accomplished by the Contractor at the earliest possible date. Performance of the tests may not be required before Substantial Completion can be issued. The date of the issuance of the Certificate of Substantial Completion shall determine whether or not the work was completed within the contract time and whether or not Liquidated Damages are due.

3. If the work is not acceptable, and the Owner does not issue a Certificate of Substantial Completion, the Owner shall be entitled to charge the Contractor with the Designer's and Owner's costs of re-inspection, including time and travel.
- B. Partial Occupancy. Contractor agrees that the Owner shall be permitted to occupy and use any completed or partially completed portions of the Project, when such occupancy and use is in the Owner's best interest. Owner shall notify Contractor of its desire and intention to take Partial Occupancy as soon as possible but at least ten (10) working days before the Owner intends to occupy. If the Contractor believes that the portion of the work the Owner intends to occupy is not ready for occupancy, the Contractor shall notify the Owner immediately. The Designer shall inspect the work in accordance with the procedures above. If the Contractor claims increased cost of the project or delay in completion as a result of the occupancy, he shall notify the Owner immediately but in all cases before occupancy occurs.
- C. Final Completion. The Project is finally complete when the Certificate of Substantial Completion has been issued and all work items identified therein as incomplete have been completed, and when all administrative items required by the contract have been completed. Final Completion entitles the Contractor to payment of the outstanding balance of the contract amount including all change orders and retainage. Within five (5) working days of the date of the Certificate of Substantial Completion, the Contractor shall identify the cost to complete any outstanding items of work. The Designer shall review the Contractor's estimate and either approve it or provide an independent estimate for all such items. If the Contractor fails to complete the remaining items within the time specified in the Certificate, the Owner may terminate the contract and go to the surety for project completion in accordance with Article 7.2 or release the contract balance to the Contractor less 150% of the

approved estimate to complete the outstanding items. Upon completion of the outstanding items, when a final cost has been established, any monies remaining shall be paid to the Contractor. Failure to complete items of work does not relieve the Contractor from the obligation to complete the administrative requirements of the contract, such as the provisions of Article 5.3 FAILURE TO COMPLETE ALL ITEMS OF WORK UNDER THE CONTRACT SHALL BE CONSIDERED A DEFAULT AND BE GROUNDS FOR CONTRACT TERMINATION AND DEBARMENT.

- D. Liquidated Damages. Contractor agrees that the Owner may deduct from the contract price and retain as liquidated damages, and not as penalty or forfeiture, the sum stipulated in this contract for each work day after the Contract Completion Day on which work is not Substantially Complete. Assessment of Liquidated Damages shall not relieve the Contractor or the surety of any responsibility or obligation under the Contract. In addition, the Owner may, without prejudice to any other rights, claims, or remedies the Owner may have including the right to Liquidated Damages, charge the Contractor for all additional expenses incurred by the Owner and/or Designer as the result of the extended contract period through Final Completion. Additional Expenses shall include but not be limited to the costs of additional inspections.
- E. Early Completion. The Contractor has the right to finish the work before the contract completion date; however, the Owner assumes no liability for any hindrances to the Contractor unless Owner caused delays result in a time extension to the contract completion date. The Contractor shall not be entitled to any claims for lost efficiencies or for delay if a Certificate of Substantial Completion is given on or before the Contract Completion Date.

ARTICLE 5.4 -- PAYMENT TO CONTRACTOR

- A. Payments on account of this contract will be made monthly in proportion to the work which has been completed. Request for payment must be submitted on the Owner's forms. No other pay request will be processed. Supporting breakdowns must be in the same format as Owner's forms and must provide the same level of detail. The Designer will, within 5 working days from receipt of the contractor's request for payment either issue a Certificate for Payment to the Owner, for such amount as the Designer determines is properly due, or notify the Contractor in writing of reasons for withholding a Certificate. The Owner shall make payment within 30 calendar days after the

"Application and Certification for Payment" has been received and certified by the Designer. The following items are to be attached to the contractor's pay request:

1. Updated construction schedule
 2. Certified payrolls consisting of name, occupation and craft, number of hours worked and actual wages paid for each individual employee, of the Contractor and all subcontractors working on the project
- B. The Owner shall retain 5 percent of the amount of each such payment application, except as allowed by Article 5.4, until final completion and acceptance of all work covered by this contract.
- C. Each payment made to Contractor shall be on account of the total amount payable to Contractor and all material and work covered by paid partial payment shall thereupon become the sole property of Owner. This provision shall not be construed as relieving Contractor from sole responsibility for care and protection of materials and work upon which payments have been made or restoration of any damaged work or as a waiver of the right of Owner to require fulfillment of all terms of this contract.
- D. Materials delivered to the work site and not incorporated in the work will be allowed in the Application and Certification for Payment on the basis of one hundred (100%) percent of value, subject to the 5% retainage providing that they are suitably stored on the site or in an approved warehouse in accordance with the following requirements:
1. Material has previously been approved through submittal and acceptance of shop drawings conforming to requirements of Article 3.2 of General Conditions.
 2. Delivery is made in accordance with the time frame on the approved schedule.
 3. Materials, equipment, etc., are properly stored and protected from damage and deterioration and remain so - if not, previously approved amounts will be deleted from subsequent pay applications.
 4. The payment request is accompanied by a breakdown identifying the material equipment, etc. in sufficient detail to establish quantity and value.
- E. The Contractor shall be allowed to include in the Application and Certification for Payment, one hundred (100%) of the value, subject to retainage,

of major equipment and material stored off the site if all of the following conditions are met:

1. The request for consideration of payment for materials stored off site is made at least 15 working days prior to submittal of the Application for Payment including such material. Only materials inspected will be considered for inclusion on Application for Payment requests.
 2. Materials stored in one location off site are valued in excess of \$25,000.
 3. That a Certificate of Insurance is provided indicating adequate protection from loss, theft conversion or damage for materials stored off site. This Certificate shall show the State of Missouri as an additional insured for this loss.
 4. The materials are stored in a facility approved and inspected, by the Construction Representative.
 5. Contractor shall be responsible for, Owner costs to inspect out of state facilities, and any delays in the completion of the work caused by damage to the material or for any other failure of the Contractor to have access to this material for the execution of the work.
- F. The Owner shall determine the amount, quality and acceptability of the work and materials which are to be paid for under this contract. In the event any questions shall arise between the parties, relative to this contract or specifications, determination or decision of the Owner or the Construction Representative and the Designer shall be a condition precedent to the right of the Contractor to receive any money or payment for work under this contract affected in any manner or to any extent by such question.
- G. Payments Withheld: The Owner may withhold or nullify in whole or part any certificate to such extent as may be necessary to protect the Owner from loss on account of:
1. Defective work not remedied. When a notice of noncompliance is issued on an item or items, corrective action shall be undertaken immediately. Until corrective action is completed, no monies will be paid and no additional time will be allowed for the item or items. The cost of corrective action(s) shall be borne by the Contractor.
 2. A reasonable doubt that this contract can be completed for the unpaid balance.
3. Failure of the Contractor to update as-built drawings monthly for review by the Construction Representative.
 4. Failure of the Contractor to update the construction schedule.
- When the Construction Representative is satisfied the Contractor has remedied above deficiencies, payment shall be released.
- H. Final Payment: Upon receipt of written notice from the Contractor to the Designer and Project Representative that the work is ready for final inspection and acceptance, the Designer and Project Representative, with the Contractor, shall promptly make such inspection. If the work is acceptable and the contract fully performed, the Construction Representative shall complete a final acceptance report and the Contractor will be directed to submit a final Application and Certification for Payment. If the Owner approves the same, the entire balance shall be due and payable, with the exception of deductions as provided for under Article 5.4.
1. Where the specifications provide for the performance by the Contractor of (certain tests for the purpose of balancing and checking the air conditioning and heating equipment and the Contractor shall have furnished and installed all such equipment in accordance with the specifications, but said test cannot then be made because of climatic conditions, such test shall may be considered as required under the provisions of the specifications, Section 013300 and this contract may be substantial Full payment will not be made until the tests have been made and the equipment and system is finally accepted. If the tests are not completed when scheduled, the Owner may deduct 150% of the value of the tests from the final payment.
 2. The final payment shall not become due until the Contractor delivers to the Construction Representative:
 - a) A complete file of releases, on the standard form included in the contract documents as "Final Receipt of Payment and Release Form", from subcontractors and material suppliers evidencing payment in full for services, equipment and materials, as the case may require, if the Owner approves, or a consent from the Surety to final payment accepting liability for any unpaid amounts.

- b) An Affidavit of Compliance with Prevailing Wage Law, in the form as included in this contract specifications, properly executed by each subcontractor, and the Contractor
 - c) Certified copies of all payrolls
 - d) As-built drawings
3. If any claim remains unsatisfied after all payments are made, the Contractor shall refund to the Owner all monies that the latter may be compelled to pay in discharging such a claim including all costs and a reasonable attorney's fee.
 4. Missouri statute requires prompt payment from the Owner to the Contractor within thirty calendar days and from the Contractor to his subcontractors within fifteen calendar days. Failure to make payments within the required time frame entitles the receiving party to charge interest at the rate of one and one half percent per month calculated from the expiration of the statutory time period until paid.
 5. The value of all unused unit price allowances and/or 150% of the value of the outstanding work items, and/or liquidated damages may be deducted from the final pay request without executing a Contract Change. Any unit price items which exceed the number of units in the contract may be added by Contract Change.

ARTICLE 6 -- INSURANCE AND BONDS

ARTICLE 6.1 -- BOND

- A. Contractor shall furnish a performance/payment bond in an amount equal to 100% of the contract price to guarantee faithful performance of the contract and 100% of the contract price to guarantee the payment of all persons performing labor on the project and furnishing materials in connection therewith under this contract as set forth in the standard form of performance and payment bond included in the contract documents. The surety on such bond shall be issued by a surety company authorized by the Missouri Department of Insurance to do business in the state of Missouri.
- B. All Performance/Payment Bonds furnished in response to this provision shall be provided by a bonding company with a rating of B+ or higher as established by A.M. Best Company, Inc. in their most recent publication.

ARTICLE 6.2 – INSURANCE

- A. The successful Contractor shall procure and maintain for the duration of the contract issued a policy or policies of insurance for the protection of both the Contractor and the Owner and their respective officers, officials, agents, consultants and employees. The Owner requires certification of insurance coverage from the Contractor prior to commencing work.
- B. Minimum Scope and Extent of Coverage
 1. General Liability

Commercial General Liability, ISO coverage form number or equivalent CG 00 01 ("occurrence" basis), or I-SO coverage form number CG 00 02, or ISO equivalent.

If ISO equivalent or manuscript general liability coverage forms are used, minimum coverage will be as follows: Premises/Operations; Independent Contractors; Products/Completed Operations; personal Injury; Broad Form Property Damage including Completed Operations; Broad Form Contractual Liability Coverage to include Contractor's obligations under Article 1.11 Indemnification and any other Special Hazards required by the work of the contract.
 2. Automobile Liability

Business Automobile Liability Insurance, ISO Coverage form number or equivalent CA 00 01 covering automobile liability, code 1 "ANY AUTO".
 3. Workers' Compensation and Employer's Liability

Statutory Workers' Compensation Insurance for Missouri and standard Employer's Liability Insurance, or the authorization to self-insure for such liability from the Missouri Division of Workers' Compensation.
 4. Builder's Risk or Installation Floater Insurance

Insurance upon the work and all materials, equipment, supplies, temporary structures and similar items which may be incident to the performance of the work and located at or adjacent to the site, against loss or damage from fire and such other casualties as are included in extended coverage in broad "All Risk" form, including coverage for Flood and Earthquake, in an amount not less than the replacement cost of the work or this contract price, whichever is greater, with loss payable

to Contractor and Owner as their respective interests may appear.

Contractor shall maintain sufficient insurance to cover the full value of the work and materials as the work progresses, and shall furnish Owner copies of all endorsements. If Builder's Risk Reporting- Form of Endorsement is used, Contractor shall make all reports as required therein so as to keep in force an amount of insurance which will equal the replacement cost of the work, materials, equipment, supplies, temporary structures, and other property covered thereby; and if, as a result of Contractor's failure to make any such report, the amount of insurance so recoverable shall be less than such replacement cost, Contractor's interest in the proceeds of such insurance, if any, shall be subordinated to Owner's interest to the end that Owner may receive full reimbursement for its loss.

C. Minimum Limits of Insurance

1. General Liability

Contractor

\$2,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage

\$2,000,000 annual aggregate

2. Automobile Liability

\$2,000,000 combined single limit per occurrence for bodily injury and property damage

3. Workers' Compensation and Employers Liability

Workers' Compensation limits as required by applicable State Statutes (generally unlimited) and minimum of \$1,000,000 limit per accident for Employer's Liability.

General Liability and Automobile Liability insurance may be arranged under individual policies for the full limits required or by a combination of underlying policies with the balance provided by a form-following Excess or Umbrella Liability policy.

D. Deductibles and Self-Insured Retentions

All deductibles, co-payment clauses, and self-insured retentions must be declared to and approved by the Owner. The Owner reserves the right to request the reduction or elimination of unacceptable deductibles or self-insured retentions,

as they would apply to the Owner, and their respective officers, officials, agents, consultants and employees. Alternatively, the Owner may request Contractor to procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.

E. Other Insurance Provisions and Requirements

The respective insurance policies and coverage, as specified below, must contain, or be endorsed to contain the following conditions or provisions:

1. General Liability

The Owner, and its respective commissioners, officers, officials, agents, consultants and employees shall be endorsed as additional insured's by ISO form CG 20 26 Additional Insured - Designated Person or Organization. As additional insured's, they shall be covered as to work performed by or on behalf of the Contractor or as to liability which arises out of Contractor's activities or resulting from the performance of services or the delivery of goods called for by the Contract.

Contractor's insurance coverage shall be primary with respect to all additional insured's. Insurance of self-insurance programs maintained by the designated additional -insured's shall be excess of the Contractor's insurance and shall not contribute with it.

Additionally, the Contractor and Contractor's general liability insurer shall agree to waive all rights of subrogation against the Owner and any of their respective officers, officials, agents, consultants or employees for claims, losses, or expenses which arise out of Contractor's activities or result from the performance of services or the delivery of goods called for by the Contract.

Contractor's failure to comply with the terms and conditions of these insurance policies shall not affect or abridge coverage for the Owner, or for any of their officers, officials, agents, consultants or employees.

2. Automobile Insurance

The Owner, and their respective officers, officials, agents, consultants and employees shall be endorsed as additional insured's by ISO form CG 20 26 - Additional Insured Designated Person or Organization. As additional insured's, they shall be covered as to work performed by or on behalf of the Contractor or as to liability which arises out of Contractor's activities or resulting from the

performance of services or the delivery of goods called for by the Contract.

Contractor's insurance coverage shall be primary with respect to all additional insured's. Insurance or self-insurance programs maintained by the designated additional insured's shall be in excess of the Contractor's insurance and shall not contribute with it.

Additionally, the Contractor and Contractor's automobile insurer shall agree to waive all rights of subrogation against the Owner and any of their respective officers, officials, agents, consultants or employees for claims, losses, or expenses which arise out of Contractor's activities or result from the performance of services or the delivery of goods called for by the Contract.

Contractor's failure to comply with the terms and conditions of these insurance policies shall not affect or abridge coverage for the Owner or for any of its officers, officials, agents, consultants or employees.

3. Workers' Compensation/Employer's Liability

Contractor's workers' compensation insurance shall be endorsed with NCCI form WC 00 03 01 A - Alternative Employer Endorsement. The Alternative Employer Endorsement shall designate the Owner as "alternate employers."

4. All Coverages

Each insurance policy required by this section of the Contract shall contain a stipulation, endorsed if necessary, that the Owner will receive a minimum of a thirty (30) calendar day advance notice of any policy cancellation. Ten (10) calendar days advance notice is required for policy cancellation due to non-payment of premium.

F. Insurer Qualifications and Acceptability

Insurance required hereunder shall be issued by an A.M. Best, "B+" rated, Class IX insurance company approved to conduct insurance business in the state of Missouri.

G. Verification of Insurance Coverage

Prior to Owner issuing a Notice to Proceed, the Contractor shall furnish the Owner with Certificate(s) of Insurance and with any applicable original endorsements evidencing the required insurance coverage. The insurance certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its

behalf. All certificates and endorsements received by the Owner are subject to review and approval by the Owner. The Owner reserves the right to require certified copies of all required policies at any time. If the scope of this contract will exceed one (1) year - or, if any of Contractor's applicable insurance coverage expires prior to completion of the work or services required under this contract - the Contractor will provide a renewal or replacement certificate before continuing work or services hereunder. If the Contractor fails to provide documentation of required insurance coverage, the Owner may issue a stop work order and no additional contract completion time and/or compensation shall be granted as a result thereof.

ARTICLE 7 – SUSPENSION OR TERMINATION OF CONTRACT

ARTICLE 7.1 - FOR SITE CONDITIONS

When conditions at the site of the proposed work are considered by the Owner to be unsatisfactory for prosecution of the work, the Contractor may be ordered in writing to suspend the work or any part thereof until reasonable conditions exist. When such suspension is not due to fault or negligence of the Contractor, time allowed for completion of such suspended work will be extended by a period of time equal to that lost due to delay occasioned by ordered suspension. This will be a no cost time extension.

ARTICLE 7.2 - FOR CAUSE

A. Termination or Suspension for Cause:

1. If the Contractor shall file for bankruptcy, or should make a general assignment for the benefit of the creditors, or if a receiver should be appointed on account of insolvency, or if the contractor should persistently or repeatedly refuse or fail to supply enough properly skilled workers or proper materials, or if the contractor should fail to make prompt payment to subcontractors or for material or labor, or persistently disregard laws, ordinances or the instructions of the Owner, or otherwise be guilty of a substantial violation of any provision of this contract, then the Owner may serve notice on the Contractor and the surety setting forth the violations and demanding compliance with this contract. Unless within ten (10) consecutive calendar days after serving such notice, such violations shall cease and satisfactory arrangements for correction be made, the Owner may suspend the Contractor's right to proceed with the work or terminate this contract.

2. In the event the Owner suspends Contractor's right to proceed with the work or terminates the contract, the Owner may demand that the Contractor's surety take over and complete the work on this contract, after the surety submits a written proposal to the Owner and receives written approval and upon the surety's failure or refusal to do so within ten (10) consecutive calendar days after demand therefore, the Owner may take over the work and prosecute the same to completion by bid or negotiated contract, or the Owner may elect to take possession of and utilize in completing the work such materials, supplies, appliances and plant as may be on the site of the work, and all subcontractors, if the Owner elects, shall be bound to perform their contracts.
- B. The Contractor and its surety shall be and remain liable to the Owner for any excess cost or damages occasioned to the Owner as a result of the actions above set forth.
- C. The Contractor in the event of such suspension or termination shall not be entitled to receive any further payments under this contract until the work is wholly finished. Then if the unpaid balance under this contract shall exceed all expenses of the Owner as certified by the Director, such excess shall be paid to the Contractor; but, if such expenses shall exceed the unpaid balance as certified by the Director, the Contractor and their surety shall be liable for and shall pay the difference and any damages to the Owner.
- D. In exercising Owner's right to secure completion of the work under any of the provisions hereof, the Director shall have the right to exercise Owner's sole discretion as to the manner, methods and reasonableness of costs of completing the work.
- E. The rights of the Owner to suspend or terminate as herein provided shall be cumulative and not exclusive and shall be in addition to any other remedy provided by law.
- F. The Contractor in the event of such suspension or termination may be declared ineligible for Owner contracts for a minimal period of twelve (12) months. Further, no contract will be awarded to any Contractor who lists in their bid form any subcontractor whose prior performance has contributed, as determined by the Owner, to a breach of a contract. In order to be considered for state-awarded contracts after this period, the Contractor/subcontractor will be required to forward acceptance reports to the Owner regarding successful completion of non-state projects during the intervening twelve (12) months from the date

of default. No contracts will be awarded to a subcontractor/Contractor until the ability to perform responsibly in the private sector has been proven to the Owner.

ARTICLE 7.3 -- FOR CONVENIENCE

- A. The Owner may terminate or suspend the Contract or any portion of the Work without cause at any time, and at the Owner's convenience. Notification of a termination or suspension shall be in writing and shall be given to the Contractor and their surety. If the Contract is suspended, the notice will contain the anticipated duration of the suspension or the conditions under which work will be permitted to resume. If appropriate, the Contractor will be requested to demobilize and re-mobilize and will be reimbursed time and costs associated with the suspension.
- B. Upon receipt of notification, the Contractor shall:
 1. Cease operations when directed.
 2. Take actions to protect the work and any stored materials.
 3. Place no further subcontracts or orders for material, supplies, services or facilities except as may be necessary to complete the portion of the Contract that has not been terminated. No claim for payment of materials or supplies ordered after the termination date shall be considered.
 4. Terminate all existing subcontracts, rentals, material, and equipment orders.
 5. Settle all outstanding liabilities arising from termination with subcontractors and suppliers.
 6. Transfer title and deliver to the Owner, work in progress, completed work, supplies and other material produced or acquire for the work terminated, and completed or partially completed plans, drawings information and other property that, if the Contract had been completed, would be required to be furnished to the Owner.
- C. For termination without cause and at the Owner's convenience, in addition to payment for work completed prior to date of termination, the Contractor may be entitled to payment of other documented costs directly associated with the early termination of the contract. Payment for anticipated profit and unapplied overhead will not be allowed.

SECTION 007300 - SUPPLEMENTARY CONDITIONS

1.0 GENERAL:

A. These Supplementary General Conditions clarify, add, delete, or otherwise modify standard terms and conditions of DIVISION 0, BIDDING AND CONTRACTING REQUIREMENTS.

2.0 CONTACTS:

Designer:

Zach York
Hurst-Rosche, Inc.
3675 West Outer Road, Suite 205
Arnold, Missouri 63010
Telephone: (636) 333-3351
Email: zyork@hurst-rosche.com

Construction Representative:

Michael Howard
Division of Facilities Management, Design and Construction
119 Olympic Way
St. Peters, Missouri 63376
Telephone: (636)-524-8503
Email: Mike.Howard@oa.mo.gov

Project Manager:

Lorena Villalobos
Division of Facilities Management, Design and Construction
301 West High Street, Room 730
Jefferson City, Missouri 65101
Telephone: (573) 751-3565
Email: Lorena.Villalobos@oa.mo.gov

Contract Specialist:

Mandy Roberson
Division of Facilities Management, Design and Construction
301 West High Street, Room 730
Jefferson City, Missouri 65101
Telephone: (573) 522-0074
Email: Mandy.Roberson@oa.mo.gov

3.0 NOTICE: ALL BID MATERIALS ARE DUE AT THE TIME OF BID SUBMITTAL. THERE IS NO SECOND SUBMITTAL FOR THIS PROJECT.

4.0 FURNISHING CONSTRUCTION DOCUMENTS:

- A. The Owner will furnish the Contractor with approximately 3 complete sets of drawings and specifications at no charge.
- B. The Owner will furnish the Contractor with approximately 3 sets of explanatory or change drawings at no charge.
- C. The Contractor may make copies of the documents as needed with no additional cost to the Owner.

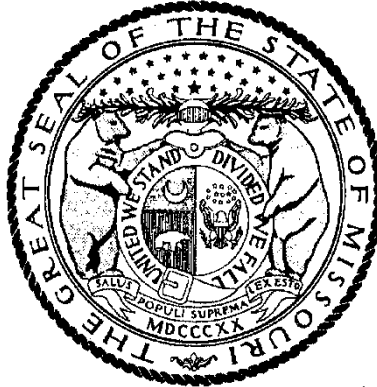
5.0 SAFETY REQUIREMENTS

Contractor and subcontractors at any tier shall comply with RSMo 292.675 and Article 1.3, E, of Section 007213, General Conditions.

Missouri

Division of Labor Standards

WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

Annual Wage Order No. 31

Section 100
ST. LOUIS COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by _____

Todd Smith, Director
Division of Labor Standards

Filed With Secretary of State: _____ **March 8, 2024**

Last Date Objections May Be Filed: **April 8, 2024**

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$67.80
Boilermaker	\$42.03*
Bricklayer-Stone Mason	\$62.04
Carpenter	\$64.31
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$57.86
Plasterer	
Communication Technician	\$62.59
Electrician (Inside Wireman)	\$75.44
Electrician Outside Lineman	\$42.03*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$42.03*
Glazier	\$66.98
Ironworker	\$70.24
Laborer	\$53.79
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$57.61
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$69.55
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$54.63
Plumber	\$77.88
Pipe Fitter	
Roofer	\$57.83
Sheet Metal Worker	\$73.78
Sprinkler Fitter	\$82.11
Truck Driver	\$42.03*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in RSMo Section 290.210.

Heavy Construction Rates for
ST. LOUIS County

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$64.02
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$78.52
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$54.45
General Laborer	
Skilled Laborer	
Operating Engineer	\$70.83
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$50.95
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title.

OVERTIME and HOLIDAYS

OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

HOLIDAYS

January first;
The last Monday in May;
July fourth;
The first Monday in September;
November eleventh;
The fourth Thursday in November; and
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.

SECTION 011000 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions and Division 1 Specification Sections apply to this Section.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

- A. **OBJECTIVE OF CONTRACT:** It is the objective of this contract to provide the owner with complete and fully functional fence improvements. The improvements furnished and the construction performed must conform to this objective. These specifications and drawings present those minimum standards considered essential. In no respect are these requirements intended to alleviate the Contractor's responsibility in achieving this objective.
- B. The Project consists of **inner perimeter fence improvements for Hawthorn Children's Psychiatric Hospital that includes the removal and replacement of existing inner perimeter fence, manway access gate, vehicle access gate, concrete foundations, removal of an existing manway access gate, contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction, temporary site security fence to secure inner perimeter courtyard during fence removal and replacement, erosion control / storm water pollution prevention, landscape / finish grading, seeding and fertilizing, all appurtenances and minor details necessary to make the completed improvements fully operational with the project plans and specifications.**
 - 1. Project Location: **Hawthorn Children's Psychiatric Hospital, 1901 Pennsylvania Avenue, St. Louis, Missouri 63133 in St. Louis County, Missouri.**
 - 2. Owner: State of Missouri, Office of Administration, Division of Facilities Management, Design and Construction, Harry S Truman State Office Building, Post Office Box 809, 301 West High Street, Jefferson City, Missouri 65102.
- C. Contract Documents, dated **August 21, 2024** were prepared for the Project by **Zachariah A. York, PE, PLS, Hurst-Rosche, Inc., 3675 W. Outer Road, Suite 205, Arnold, Missouri 63010.**
- D. The Work consists of **inner perimeter fence improvements for Hawthorn Children's Psychiatric Hospital that includes the removal and replacement of existing inner perimeter fence, manway access gate, vehicle access gate, concrete foundations, removal of an existing manway access gate, contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction, temporary site security fence to secure inner perimeter courtyard during fence removal and replacement, erosion control / storm water pollution prevention, landscape / finish grading, seeding and fertilizing, all appurtenances and minor details necessary to make the completed improvements fully operational with the project plans and specifications.**

1. The Work includes **contract utility locate service to locate existing onsite private utilities, excavation, inner perimeter fence, manway access gate, vehicle access gate, concrete foundations, temporary site security fence to secure inner perimeter courtyard, erosion control / storm water pollution prevention, landscape / finish grading, seeding and fertilizing.**

E. The Work will be constructed under a single prime contract.

1.3 WORK UNDER OTHER CONTRACTS

A. None.

1.4 FUTURE WORK

A. None.

1.5 WORK SEQUENCE

A. The Work will be conducted in **one (1)** phase and described as follows:

1. Contract Utility Locate Service to Locate Existing Onsite Private Utilities.
2. Erosion Control / Storm Water Pollution Prevention Installation.
3. Temporary Site Security Fence to Secure Inner Perimeter Courtyard.
4. Inner Perimeter Fence Removal and Replacement Section at a Time Building Corner to Building Corner [Eight (8) Sections Total].
5. One (1) Manway Access Gate Removal and Replacement with Fence.
6. One (1) Manway Access Gate Removal and Replacement [Existing and Proposed Six (6) Foot Wide].
7. One (1) Vehicle Access Gate Removal and Replacement [Existing Twenty-Four (24) Foot Wide and Proposed Twelve (12) Foot Wide].
8. Landscape / Finish Grading.
9. Seeding and Fertilizing and Other Miscellaneous Items.

B. Work for the total project shall be substantially complete within **110 working days** of intent to award.

1.6 CONTRACTOR USE OF PREMISES

A. General: During the construction period the Contractor shall have full use of the premises for construction operations, including use of the site. The Contractor's use of the premises limited only by the Owner's right to perform work or to retain other contractors on portions of the Project.

B. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.

1. Owner Occupancy: Allow for Owner occupancy and use by the public.

2. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Repair damage cause by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

1.7 OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts and facilitate owner usage. Perform the Work so as not to interfere with the Owner's operations.

1.8 OWNER-FURNISHED PRODUCTS

- A. None.

1.9 MISCELLANEOUS PROVISIONS

- A. **WORKMANSHIP AND MATERIALS:** All work or materials commonly known to be required best modern practice for any or all portions of the project shall be included in the Contractor's obligation whether or not shown on drawings or called for in these specifications.
- B. **LABORATORY TESTS:** Any required routine shop or factory tests, field testing and geotechnical soils testing shall be paid for by the Contractor. Refer to specifications section for laboratory and testing requirements. Costs for testing shall be incidental to other items of work.
- C. **EXISTING UTILITIES AND IMPROVEMENTS:** The size, type and location of all known obstacles on the property of the proposed construction are shown on the drawings. The Owner does not guarantee the number, type, size or location of the obstacles and they are given only as a guide to the Contractor in their location ahead of excavation. No additional compensation will be allowed for delays or costs caused by existing obstacles being incorrectly located or inadvertently omitted from the drawings.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 SCHEDULE OF PRODUCTS ORDERED IN ADVANCE

- A. None.

- 3.2 PROTECTION OF EXISTING PROPERTY AND EXISTING IMPROVEMENTS:** The Contractor shall not use any of the Owner's facilities or equipment for personal comfort, for execution of the work for any other purpose. The Contractor shall provide all of his/her tools, devices, sanitary facilities and personnel facilities.
- A. The Contractor shall protect from damage or injury all existing property and improvements. Any such items which are damaged shall immediately be repaired or replaced at the Contractor's expense. Gas mains, water mains, sanitary and storm sewers, telephone and electric power conduit and cables, house drains and services shall be exposed in advance of excavation so that they might be protected against damage and so that minor change in grade and alignment may be made, if necessary, or so that the obstruction may be removed and relocated as directed by the Owner.
- B. If the Contractor desires the removal of an existing improvement such as a pipe, sewer, conduit, cable, pole, tree, shrub, curb, pavement, etc., to facilitate construction, such item not conflicting with the final location of the project, he shall apply to the Owner for permission for such temporary removal with the expressed understanding that, if such permission is granted, all costs incurred in removing and replacing the item shall be paid by the Contractor and that no extra compensation shall be paid the Contractor for work done by him/her in the removal and replacement of the item.
- 3.3 DELIVERY OF MATERIAL:** The Contractor shall have someone available to receive all material and equipment delivered to the site of the work under this contract.
- 3.4 CLEANING UP:** As directed by the Owner during construction and at the completion of the project, the Contractor shall remove from the Owner's property and from all public and private property, at this/her own expense, all temporary structures, rubbish and waste material resulting from his/her operations. All refuse, debris, excess excavation, material unsuitable for backfill, etc., shall be disposed of via means and at a site obtained by the Contractor and approved by the Owner.
- 3.5 RESTORATION:** At the completion of the project the Contractor shall restore all areas used for construction, parking, equipment and material laydown or equipment and material storage to their original condition.
- 3.6 STARTUP:** The Contractor shall operate, maintain and secure the improvements being provided under this contract throughout the startup phases until acceptance by the Owner. The Contractor, Engineer and operating personnel of the Owner shall conduct a detailed critique of the operating procedures after the improvements are in operation and have been successfully tested. The Contractor shall then provide, as directed by the Owner and at no additional cost to the Owner, any painting, posting, labeling, etc. of safety or operating procedures and other work deemed appropriate by the Owner.

END OF SECTION 011000

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements governing allowances.
 - 1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.
- B. Types of allowances include the following:
 - 1. Weather allowances.
- C. Related Sections include the following:
 - 1. Division 1, Section 012600 "Contract Modification Procedures" for procedures for submitting and handling Change Orders for allowances.

1.3 WEATHER ALLOWANCE

- A. Included within the completion period for this project are a specified number of "bad weather" days (see Schedule of Allowances).
- B. The Contractor's progress schedule shall clearly indicate the bad weather day allowance as an "activity" or "activities". In the event weather conditions preclude performance of critical work activities for 50% or more of the Contractor's scheduled workday, that day shall be declared unavailable for work due to weather (a "bad weather" day) and charged against the above allowance. Critical work activities will be determined by review of the Contractor's current progress schedule.
- C. The Contractor's Representative and the Construction Representative shall agree monthly on the number of "bad weather" days to be charged against the allowance. This determination will be documented in writing and be signed by the Contractor and the Construction Representatives. If there is a failure to agree on all or part of the "bad weather" days for a particular month, that disagreement shall be noted on this written document and signed by each party's representative. Failure of the Contractor's representative to sign the "bad weather" day documentation after it is presented, with or without the notes of disagreement, shall constitute agreement with the "bad weather" day determination contained in that document.
- D. There will be no modification to the time of contract performance due solely to the failure to deplete the "bad weather" day allowance.

- E. Once this allowance is depleted, a no cost Change Order time extension will be executed for “bad weather” days, as defined above, encountered during the remainder of the Project.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALLOWANCES

- A. Weather Allowance: Included within the completion period for this Project fifteen (15) “bad weather” days.

END OF SECTION 012100

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract Modifications.
- B. Related Sections include the following:
 - 1. Division 1, Section 012100 "Allowances" for procedural requirements for handling and processing Allowances.
 - 2. Division 0, Section 007213, Article 3.1 "Acceptable Substitutions" for administrative procedures for handling Requests for Substitutions made after Contract award.
 - 3. Division 0, Section 007213, Article 4.0 "Changes in the Work" for Contract Change requirements.

1.3 REQUESTS FOR INFORMATION

- A. In the event that the Contractor or Subcontractor, at any tier, determines that some portion of the Drawings, Specifications, or other Contract Documents requires clarification or interpretation, the Contractor shall submit a "Request for Information" (RFI) in writing to the Designer. A RFI may only be submitted by the Contractor and shall only be submitted on the RFI forms provided by the Owner. The Contractor shall clearly and concisely set forth the issue for which clarification or interpretation is sought and why a response is needed. In the RFI, the Contractor shall set forth an interpretation or understanding of the requirement along with reasons why such an understanding was reached.
- B. Responses to RFI shall be issued within ten (10) working days of receipt of the Request from the Contractor unless the Designer determines that a longer time is necessary to provide an adequate response. If a longer time is determined necessary by the Designer, the Designer will, within five (5) working days of receipt of the request, notify the Contractor of the anticipated response time. If the Contractor submits a RFI on a time sensitive activity on the current project schedule, the Contractor shall not be entitled to any time extension due to the time it takes the Designer to respond to the request provided that the Designer responds within the ten (10) working days set forth above.
- C. Responses from the Designer will not change any requirement of the Contract Documents. In the event the Contractor believes that a response to a RFI will cause a change to the requirements of the Contract Document, the Contractor shall give written notice to the Designer requesting a Contract Change for the work. Failure to give such

written notice within ten (10) working days, shall waive the Contractor's right to seek additional time or cost under Article 4, "Changes in the Work" of the General Conditions.

1.4 MINOR CHANGES IN THE WORK

- A. Designer will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Amount or the Contract Time, on "Designer's Supplemental Instructions" (DSI).

1.5 PROPOSAL REQUESTS

- A. The Designer or Owner Representative will issue a detailed description of proposed Changes in the Work that may require adjustment to the Contract Amount or the Contract Time. The proposed Change Description will be issued using the "Request for Proposal" (RFP) form. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Proposal Requests issued by the Designer or Owner Representative are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
 - 2. Within ten (10) working days after receipt of Proposal Request, submit a proposal for the cost adjustments to the Contract Amount and the Contract Time necessary to execute the Change. The Contractor shall submit his proposal on the appropriate Contract Change Detailed Breakdown form. Subcontractors may use the appropriate Contract Change Detailed Breakdown form or submit their proposal on their letterhead provided the same level of detail is included. All proposals shall include:
 - a. A detailed breakdown of costs per Article 4.1 of the General Conditions.
 - b. If requesting additional time per Article 4.2 of the General Conditions, 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.

1.6 CONTRACT CHANGE PROCEDURES

- A. On Owner's approval of a Proposal Request, the Designer or Owner Representative will issue a Contract Change for signatures of Owner and Contractor on the "Contract Change" form.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 REFERENCED FORMS

- A. The following forms can be found on our website at <https://oa.mo.gov/facilities/vendor-links/architectengineering-forms> or <https://oa.mo.gov/facilities/vendor-links/contractor-forms>:
 - 1. Request for Information

2. Designer's Supplemental Instructions
3. Request for Proposal
4. Contract Change
5. Contract Change Detailed Breakdown (Sample)
6. Contract Change Detailed Breakdown - General Contractor (GC)
7. Contract Change Detailed Breakdown - Subcontractor (SUB)

END OF SECTION 012600

SECTION 013100 - COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative provisions for coordinating construction operations on Projects including, but not limited to, the following:
 - 1. Coordination Drawings.
 - 2. Administrative and supervisory personnel.
 - 3. Project meetings.
- B. Each Contractor shall participate in coordination requirements. Certain areas of responsibility will be assigned to a specific Contractor.
- C. Related Sections include the following:
 - 1. Division 1, Section 013200 "Schedules" for preparing and submitting Contractor's Construction Schedule.
 - 2. Articles 1.8.B and 1.8.C of Section 007213 "General Conditions" for coordinating meetings onsite.
 - 3. Article 5.4.H of Section 007213 "General Conditions" for coordinating Closeout of the Contract.

1.3 COORDINATION

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections, which depend on each other for proper installation, connection, and operation.
- B. Coordination: Each Contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each Contractor shall coordinate its operations with operations included in different Sections that depend on each other for proper installation, connection, and operation.
 - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 - 2. Coordinate installation of different components with other Contractors to ensure maximum accessibility for required maintenance, service, and repair.
 - 3. Make adequate provisions to accommodate items scheduled for later installation.

4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components including mechanical and electrical.
- C. Prepare memoranda for distribution to each party involved outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
1. Prepare similar memoranda for Owner and separate Contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other Contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of Contractor's Construction Schedule.
 2. Preparation of the Schedule of Values.
 3. Installation and removal of temporary facilities and controls.
 4. Delivery and processing of submittals.
 5. Progress meetings.
 6. Preinstallation conferences.
 7. Startup and adjustment of systems.
 8. Project Closeout activities.
- E. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.
1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

1.4 SUBMITTALS

- A. Coordination Drawings: Prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.
- B. Key Personnel Names: Within fifteen (15) work days of starting construction operations, submit a list of key personnel assignments including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
1. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.5 PROJECT MEETINGS

- A. The Owner's Construction Representative will schedule a Pre-Construction Meeting prior to beginning of construction. The date, time, and exact place of this meeting will be determined after Contract Award and notification of all interested parties. The Contractor shall arrange to have the Job Superintendent and all prime Subcontractors present at the meeting. During the Pre-Construction Meeting, the construction procedures and information necessary for submitting payment requests will be discussed and materials distributed along with any other pertinent information.
 - 1. Minutes: Designer will record and distribute meeting minutes.

- B. Progress Meetings: The Owner's Construction Representative will conduct Monthly Progress Meetings as stated in Articles 1.8.B and 1.8.C of Section 007213 "General Conditions".
 - 1. Minutes: Designer will record and distribute to Contractor the meeting minutes.

- C. Preinstallation Conferences: Contractor shall conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.
 - 1. Attendees: Installer and representatives of Manufacturers and Fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Designer and Construction Representative of scheduled meeting dates.
 - 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration including requirements for the following:
 - a. Contract Documents
 - b. Options
 - c. Related RFIs
 - d. Related Contract Changes
 - e. Purchases
 - f. Deliveries
 - g. Submittals
 - h. Review of mockups
 - i. Possible conflicts
 - j. Compatibility problems
 - k. Time schedules
 - l. Weather limitations
 - m. Manufacturer's written recommendations
 - n. Warranty requirements
 - o. Compatibility of materials

- p. Acceptability of substrates
 - q. Temporary facilities and controls
 - r. Space and access limitations
 - s. Regulations of authorities having jurisdiction
 - t. Testing and inspecting requirements
 - u. Installation procedures
 - v. Coordination with other Work
 - w. Required performance results
 - x. Protection of adjacent Work
 - y. Protection of construction and personnel
3. Contractor shall record significant conference discussions, agreements, and disagreements including required corrective measures and actions.
 4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
 5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
 6. Revise paragraph below if Project requires holding progress meetings at different intervals. Insert special intervals such as "every third Tuesday" to suit special circumstances.
 7. Project name
 8. Name and address of Contractor
 9. Name and address of Designer
 10. RFI number including RFIs that were dropped and not submitted
 11. RFI description
 12. Date the RFI was submitted
 13. Date Designer's response was received
 14. Identification of related DSI or Proposal Request, as appropriate

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SECTION 013115 - PROJECT MANAGEMENT COMMUNICATIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.
- B. Division 1, Section 012600 - Contract Modification Procedures
- C. Division 1, Section 013300 - Submittals

1.2 SUMMARY

- A. Project Management Communications: The Contractor shall use the Internet web based project management communications tool, E-Builder[®] ASP software, and protocols included in that software during this project. The use of project management communications as herein described does not replace or change any contractual responsibilities of the participants.
 - 1. Project management communications is available through E-Builder[®] as provided by "e-Builder[®]" in the form and manner required by the Owner.
 - 2. The project communications database is on-line and fully functional. User registration, electronic and computer equipment, and Internet connections are the responsibility of each project participant. The sharing of user accounts is prohibited
- B. Support: E-Builder[®] will provide on-going support through on-line help files.
- C. Copyrights and Ownership: Nothing in this specification or the subsequent communications supersedes the parties' obligations and rights for copyright or document ownership as established by the Contract Documents. The use of CAD files, processes or design information distributed in this system is intended only for the project specified herein.
- D. Purpose: The intent of using E-Builder[®] is to improve project work efforts by promoting timely initial communications and responses. Secondly, to reduce the number of paper documents while providing improved record keeping by creation of electronic document files
- E. Authorized Users: Access to the web site will be by individuals who are authorized users.
 - 1. Individuals shall complete the E-Builder New Company/User Request Form located at the following web site: <https://oa.mo.gov/facilities/vendor-links/contractor-forms>. Completed forms shall be emailed to the following email address: OA.FMDCE-BuilderSupport@oa.mo.gov.
 - 2. Authorized users will be contacted directly and assigned a temporary user password.
 - 3. Individuals shall be responsible for the proper use of their passwords and access to data as agents of the company in which they are employed.
- F. Administrative Users: Administrative users have access and control of user licenses and all posted items. DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE DATABASE! Improper or abusive language toward any party or

repeated posting of items intended to deceive or disrupt the work of the project will not be tolerated and will result in deletion of the offensive items and revocation of user license at the sole discretion of the Administrative User(s).

G. Communications: The use of fax, email and courier communication for this project is discouraged in favor of using E-Builder® to send messages. Communication functions are as follows:

1. Document Integrity and Revisions:
 - a. Documents, comments, drawings and other records posted to the system shall remain for the project record. The authorship time and date shall be recorded for each document submitted to the system. Submitting a new document or record with a unique ID, authorship, and time stamp shall be the method used to make modifications or corrections.
 - b. The system shall make it easy to identify revised or superseded documents and their predecessors.
 - c. Server or Client side software enhancements during the life of the project shall not alter or restrict the content of data published by the system. System upgrades shall not affect access to older documents or software.
2. Document Security:
 - a. The system shall provide a method for communication of documents. Documents shall allow security group assignment to respect the contractual parties communication except for Administrative Users. **DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE DATABASE!**
3. Document Integration:
 - a. Documents of various types shall be logically related to one another and discoverable. For example, requests for information, daily field reports, supplemental sketches and photographs shall be capable of reference as related records.
4. Reporting:
 - a. The system shall be capable of generating reports for work in progress, and logs for each document type. Summary reports generated by the system shall be available for team members.
5. Notifications and Distribution:
 - a. Document distribution to project members shall be accomplished both within the extranet system and via email as appropriate. Project document distribution to parties outside of the project communication system shall be accomplished by secure email of outgoing documents and attachments, readable by a standard email client.
6. Required Document Types:
 - a. RFI, Request for Information.
 - b. Submittals, including record numbering by drawing and specification section.

- c. Transmittals, including record of documents and materials delivered in hard copy.
 - d. Meeting Minutes.
 - e. Application for Payments (Draft or Pencil).
 - f. Review Comments.
 - g. Field Reports.
 - h. Construction Photographs.
 - i. Drawings.
 - j. Supplemental Sketches.
 - k. Schedules.
 - l. Specifications.
 - m. Request for Proposals
 - n. Designer's Supplemental Instructions
 - o. Punch Lists
- H. Record Keeping: Except for paper documents, which require original signatures and large format documents (greater than 8-1/2 x 11 inches), all other 8-1/2 x 11 inches documents shall be submitted by transmission in electronic form to the E-Builder® web site by licensed users.
- 1. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier shall respond to documents received in electronic form on the web site, and consider them as if received in paper document form.
 - 2. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier reserves the right to and shall reply or respond by transmissions in electronic form on the web site to documents actually received in paper document form.
 - 3. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier reserves the right to and shall copy any paper document into electronic form and make same available on the web site.
- I. Minimum Equipment and Internet Connection: In addition to other requirements specified in this Section, the Owner and his representatives, the Construction Manager and his representatives, the Architect and his consultants, and the Contractor and his sub-contractors and suppliers at every tier required to have a user license(s) shall be responsible for the following:
- 1. Providing suitable computer systems for each licensed user at the users normal work location¹ with high-speed Internet access, i.e. DSL, local cable company's Internet connection, or T1 connection.

¹ The normal work location is the place where the user is assigned for more than one-half of his time working on this project.

2. Each of the above referenced computer systems shall have the following minimum system² and software requirements:
 - a. Desktop configuration (Laptop configurations are similar and should be equal to or exceed desktop system.)
 - 1) Operating System: Windows XP or newer
 - 2) Internet Browser: Internet Explorer 6.01SP2+ (Recommend IE7.0+)
 - 3) Minimum Recommend Connection Speed: 256K or above
 - 4) Processor Speed: 1 Gigahertz and above
 - 5) RAM: 512 mb
 - 6) Operating system and software shall be properly licensed.
 - 7) Internet Explorer version 7 (current version is a free distribution for download). This specification is not intended to restrict the host server or client computers provided that industry standard HTTP clients may access the published content.
 - 8) Adobe Acrobat Reader (current version is a free distribution for download).
 - 9) Users should have the standard Microsoft Office Suite (current version must be purchased) or the equivalent.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable.)

END OF SECTION 013115

² The minimum system herein will not be sufficient for many tasks and may not be able to process all documents and files stored in the E-Builder® Documents area.

SECTION 013200 - SCHEDULES - BAR CHART

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes requirements for a Bar Chart Schedule for the project construction activities, schedule of submittals, and schedule for testing.

PART 2 - PRODUCTS - (Not Applicable)

PART 3 - EXECUTION

3.1 SUBMITTAL PROCEDURES

- A. The Contractor shall submit to the Designer, within ten (10) working days following the Notice to Proceed, a Progress Schedule including Schedule of Values showing the rate of progress the Contractor agrees to maintain and the order in which he proposed to carry out the various phases of Work. No payments shall be made to the Contractor until the Progress Schedule has been approved by the Owner.
 - 1. The Schedule of Values must have the following line items included with the value of the item as indicated below:
 - a. O&M's (Owner's Manual)
 - 1) \$1,000,000.00 (One million) and under - 2% of the total contract amount
 - 2) Over \$1,000,000.00 (One million) - 1% of the total contract amount
 - b. Close Out Documents
 - 1) \$1,000,000.00 (One million) and under - 2% of the total contract amount
 - 2) Over \$1,000,000.00 (One million) - 1% of the total contract amount
 - c. General Conditions
 - 1) No more than 10%
- B. The Contractor shall submit an updated Schedule for presentation at each Monthly Progress Meeting. The Schedule shall be updated by the Contractor as necessary to reflect the current Schedule and its relationship to the original Schedule. The updated Schedule shall reflect any changes in the logic, sequence, durations, or completion date. Payments to the Contractor shall be suspended if the Progress Schedule is not adequately updated to reflect actual conditions.

- C. The Contractor shall submit Progress Schedules to Subcontractors to permit coordinating their Progress Schedules to the general construction Work. The Contractor shall coordinate preparation and processing of Schedules and reports with performance of other construction activities.

3.2 CONSTRUCTION PROGRESS SCHEDULE – BAR CHART SCHEDULE

- A. Bar-Chart Schedule: The Contractor shall prepare a comprehensive, fully developed, horizontal bar chart-type Contractor’s Construction Schedule. The Contractor for general construction shall prepare the Construction Schedule for the entire Project. The Schedule shall show the percentage of work to be completed at any time, anticipated monthly payments by Owner, as well as significant dates (such as completion of excavation, concrete foundation work, underground lines, superstructure, rough-ins, enclosure, hanging of fixtures, etc.) which shall serve as check points to determine compliance with the approved Schedule. The Schedule shall also include an activity for the number of “bad” weather days specified in Section 012100 - Allowances.
 - 1. The Contractor shall provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week.
 - a. If practical, use the same Schedule of Values breakdown for schedule time bars.
 - 2. The Contractor shall provide a base activity time bar showing duration for each construction activity. Each bar is to indicate start and completion dates for the activity. The Contractor is to place a contrasting bar below each original schedule activity time for indicating actual progress and planned remaining duration for the activity.
 - 3. The Contractor shall prepare the Schedule on a minimal number of separate sheets to readily show the data for the entire construction period.
 - 4. Secure time commitments for performing critical elements of the Work from parties involved. Coordinate each element on schedule with other construction activities. Include minor elements involved in the overall sequence of the Work. Show each activity in proper sequence. Indicate graphically the sequences necessary for completion of related portions of the Work.
 - 5. Coordinate the Contractor’s Construction Schedule with the Schedule of Values, list of subcontracts, Submittal Schedule, progress reports, payment requests, and other required schedules and reports.
 - 6. Indicate the Intent to Award and the Contract Substantial Completion dates on the schedule.
- B. Phasing: Provide notations on the schedule to show how the sequence of the Work is affected by the following:
 - 1. Requirement for Phased completion
 - 2. Work by separate Contractors
 - 3. Work by the Owner
 - 4. Pre-purchased materials

5. Coordination with existing construction
 6. Limitations of continued occupancies
 7. Un-interruptible services
 8. Partial Occupancy prior to Substantial Completion
 9. Site restrictions
 10. Provisions for future construction
 11. Seasonal variations
 12. Environmental control
- C. Work Stages: Use crosshatched bars to indicate important stages of construction for each major portion of the Work. Such stages include, but are not necessarily limited to, the following:
1. Subcontract awards
 2. Submittals
 3. Purchases
 4. Mockups
 5. Fabrication
 6. Sample testing
 7. Deliveries
 8. Installation
 9. Testing
 10. Adjusting
 11. Curing
 12. Startup and placement into final use and operation
- D. Area Separations: Provide a separate time bar to identify each major area of construction for each major portion of the Work. For the purposes of this Article, a “major area” is a story of construction, a separate building, or a similar significant construction element.
1. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
 - a. Structural completion.
 - b. Permanent space enclosure
 - c. Completion of mechanical installation
 - d. Completion of the electrical portion of the Work
 - e. Substantial Completion

3.3 SCHEDULE OF SUBMITTALS

- A. Upon acceptance of the Construction Progress Schedule, prepare and submit a complete schedule of submittals. Coordinate the submittal schedule with Section 011300 SUBMITTALS, the approved Construction Progress Schedule, list of subcontracts, Schedule of Values and the list of products.
- B. Prepare the schedule in chronological order. Provide the following information
 - 1. Scheduled date for the first submittal
 - 2. Related Section number
 - 3. Submittal category
 - 4. Name of the Subcontractor
 - 5. Description of the part of the Work covered
 - 6. Scheduled date for resubmittal
 - 7. Scheduled date for the Designer's final release or approval
- C. Distribution: Following the Designer's response to the initial submittal schedule, print and distribute copies to the Designer, Owner, subcontractors, and other parties required to comply with submittal dates indicated.
 - 1. Post copies in the Project meeting room and temporary field office.
 - 2. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned part of the Work and are no longer involved in construction activities.
- D. Schedule Updating: Revise the schedule after each meeting or other activity where revisions have been recognized or made. Issue the updated schedule concurrently with the report of each meeting.

3.4 SCHEDULE OF INSPECTIONS AND TESTS

- A. Prepare a schedule of inspections, tests, and similar services required by the Contract Documents. Submit the schedule with (15) days of the date established for commencement of the Contract Work. The Contractor is to notify the testing agency at least (5) working days in advance of the required tests unless otherwise specified.
- B. Form: This schedule shall be in tabular form and shall include, but not be limited to, the following:
 - 1. Specification Section number
 - 2. Description of the test
 - 3. Identification of applicable standards
 - 4. Identification of test methods
 - 5. Number of tests required
 - 6. Time schedule or time span for tests

7. Entity responsible for performing tests
 8. Requirements for taking samples
 9. Unique characteristics of each service
- C. Distribution: Distribute the schedule to the Owner, Architect, and each party involved in performance of portions of the Work where inspections and tests are required.

END OF SECTION 013200

SECTION 013300 - SUBMITTALS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.
- B. Division 1, Section 013115 "Project Management Communications" for administrative requirements for communications.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submittals required for performance of the Work including the following:
 - 1. Shop Drawings
 - 2. Product Data
 - 3. Samples
 - 4. Quality Assurance Submittals
 - 5. Construction Photographs
 - 6. Operating and Maintenance Manuals
 - 7. Warranties
- B. Administrative Submittals: Refer to General and Supplementary Conditions other applicable Division 1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to, the following:
 - 1. Construction Progress Schedule including Schedule of Values
 - 2. Performance and Payment Bonds
 - 3. Insurance Certificates
 - 4. Applications for Payment
 - 5. Certified Payroll Reports
 - 6. Partial and Final Receipt of Payment and Release Forms
 - 7. Affidavit - Compliance with Prevailing Wage Law
 - 8. Record Drawings
 - 9. Notifications, Permits, etc.
- C. The Contractor is obliged and responsible to check all shop drawings and schedules to assure compliance with contract plans and specifications. The Contractor is responsible for the content of the shop drawings and coordination with other contract work. Shop drawings and schedules shall indicate, in detail, all parts of an Item or Work including erection and setting instructions and integration with the Work of other trades.

- D. The Contractor shall at all times make a copy, of all approved submittals, available on site to the Construction Representative.

1.3 SUBMITTAL PROCEDURES

- A. The Contractor shall comply with the General and Supplementary Conditions and other applicable sections of the Contract Documents. The Contractor shall submit, with such promptness as to cause no delay in his work or in that of any other contractors, all required submittals indicated in Part 3.1 of this section and elsewhere in the Contract Documents. Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
 - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 - 2. Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.
 - a. The Designer reserves the right to withhold action on a submittal requiring coordination with other submittals until all related submittals are received.
 - 3. Transmit each submittal with Engineer acceptance form.
 - 4. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.
 - 5. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate.
 - 6. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.
 - 7. Schedule submittal to expedite the Project, and deliver to Owner at business address. Coordinate submission of related items.
 - 8. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 - 9. Identify variations from Contract Documents and Product or system limitations which may be detrimental to successful performance of the completed Work.
 - 10. Provide space for Contractor and Owner review stamps.
 - 11. When revised for resubmission, identify all change made since previous submission.
 - 12. Distribute copies of reviewed submittal as appropriate. Instruct parties to promptly report any inability to comply with requirements.
 - 13. Submittals not requested will not be recognized or processed.
- B. Each drawing and/or series of drawings submitted must be accompanied by a letter of transmittal giving a list of the titles and numbers of the drawings. Each series shall be

numbered consecutively for ready reference and each drawing shall be marked with the following information:

1. Date of Submission
2. Name of Project
3. Location
4. Section Number of Specification
5. State Project Number
6. Name of Submitting Contractor
7. Name of Subcontractor
8. Indicate if Item is submitted as specified or as a substitution

1.4 SHOP DRAWINGS

- A. Comply with the General Conditions, Article 3.2.
- B. The Contractor shall submit newly prepared information drawn accurately to scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not a Shop Drawing.
- C. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates, and similar drawings including the following information:
 1. Dimensions
 2. Identification of products and materials included by sheet and detail number
 3. Compliance with specified standards
 4. Notation of coordination requirements
 5. Notation of dimensions established by field measurement
 6. Sheet Size: Except for templates, patterns and similar full-size Drawings, submit Shop Drawings on sheets at least 8-1/2"x11" but no larger than 36"x48".

1.5 PRODUCT DATA

- A. The Contractor shall comply with the General Conditions, Article 3.2.
- B. The Contractor shall collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information, such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams, and performance curves.
 1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products that are not required, mark copies to indicate the applicable information including the following information:
 - a. Manufacturer's printed recommendations

- b. Compliance with Trade Association standards
 - c. Compliance with recognized Testing Agency standards
 - d. Application of Testing Agency labels and seals
 - e. Notation of dimensions verified by field measurement
 - f. Notation of coordination requirements
2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.

1.6 SAMPLES

- A. The Contractor shall comply with the General Conditions, Article 3.2.
- B. The Contractor shall submit full-size, fully fabricated samples, cured and finished as specified, and physically identical with the material or product proposed. Samples include partial sections of manufactured or fabricated components, cuts or containers of materials, color range sets, and swatches showing color, texture, and pattern.
- 1. The Contractor shall mount or display samples in the manner to facilitate review of qualities indicated. Prepare samples to match the Designer's sample including the following:
 - a. Specification Section number and reference
 - b. Generic description of the Sample
 - c. Sample source
 - d. Product name or name of the Manufacturer
 - e. Compliance with recognized standards
 - f. Availability and delivery time
 - 2. The Contractor shall submit samples for review of size, kind, color, pattern, and texture. Submit samples for a final check of these characteristics with other elements and a comparison of these characteristics between the final submittal and the actual component as delivered and installed.
 - a. Where variation in color, pattern, texture, or other characteristic is inherent in the material or product represented, submit at least three (3) multiple units that show approximate limits of the variations.
 - b. Refer to other Specification Sections for requirements for samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation, and similar construction characteristics.
 - c. Refer to other Sections for samples to be returned to the Contractor for incorporation in the Work. Such samples must be undamaged at time of use. On the transmittal, indicate special requests regarding disposition of sample submittals.
 - d. Samples not incorporated into the Work, or otherwise designated as the Owner's property, are the property of the Contractor and shall be removed from the site prior to Substantial Completion.

3. Field samples are full-size examples erected onsite to illustrate finishes, coatings, or finish materials and to establish the Project standard.
 - a. The Contractor shall comply with submittal requirements to the fullest extent possible. The Contractor shall process transmittal forms to provide a record of activity.

1.7 QUALITY ASSURANCE DOCUMENTS

- A. The Contractor shall comply with the General Conditions, Article 3.2
- B. The Contractor shall submit quality control submittals including design data, certifications, manufacturer's instructions, manufacturer's field reports, and other quality-control submittals as required under other Sections of the Specifications.
- C. Certifications: Where other Sections of the Specifications require certification that a product, material, or installation complies with specified requirements, submit a notarized certification from the Manufacturer certifying compliance with specified requirements.
 1. Signature: Certification shall be signed by an officer of the Manufacturer or other individual authorized to contractually bind the Company.
- D. Inspection and Test Reports: The Contractor shall submit the required inspection and test reports from independent testing agencies as specified in this Section and in other Sections of the Contract Documents.
- E. Construction Photographs: The Contractor shall submit record construction photographs as specified in this Section and in other Sections of the Contract Documents.
 1. The Contractor shall submit digital photographs. The Construction Administrator shall determine the quantity and naming convention at the preconstruction meeting.
 2. The Contractor shall identify each photograph with project name, location, number, date, time, and orientation.
 3. The Contractor shall submit progress photographs monthly unless specified otherwise. Photographs shall be taken one (1) week prior to submitting.
 4. The Contractor shall take four (4) site photographs from differing directions and a minimum of five (5) interior photographs indicating the relative progress of the Work.

1.8 OPERATING AND MAINTENANCE MANUALS AND WARRANTIES

- A. The Contractor shall submit all required manufacturer's operating instructions, maintenance/service manuals, and warranties in accordance with the General Conditions, Article 3.5, and Supplementary Conditions along with this and other Sections of the Contract Documents.

1.9 PROPOSED PRODUCT LIST

- A. Within 15 days after date of Notice to Proceed, submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each products.

- B. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards. The Contractor shall submit all required manufacturer's operating instruction, maintenance/service manuals, and warranties in accordance with the General Conditions, Article 3.5, and Supplementary Conditions along with this and other Sections of the Contract Documents.

1.10 CERTIFICATES

- A. When specified in individual specification sections, submit certification by the manufacturer, installation/application subcontractor, of the Contractor to Owner, in quantities specified for Product Data.
- B. Indicate material or Product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Certificates may be recent or pervious test results on material or Product, but must be acceptable to Owner.

1.11 MANUFACTURER'S INSTRUCTIONS

- A. When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, adjusting, and finishing, to Owner for delivery in quantities specified for Product Data.
- B. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installations.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 REQUIRED SUBMITTALS

- A. Contractor shall submit the following information for materials and equipment to be provided under this contract. This list may not be all inclusive. Submittals shall be provided as specified in each Section.

SPEC SECTION	TITLE	CATEGORY
013200	Schedules	Construction Schedule
013200	Schedules	Schedule of Values
013200	Schedules	List of Subcontractors
013200	Schedules	Major Material Suppliers
032000	Concrete Reinforcing	Shop Drawings
032000	Concrete Reinforcing	Certification
032000	Concrete Reinforcing	Test Report
033000	Cast-In-Place Concrete	Product Data

312513	Erosion and Sedimentation Control	Product Data
312513	Erosion and Sedimentation Control	Operation / Maintenance Manual
329219	Seeding	Product Data
329219	Seeding	Certification
323113	Chain Link Fences and Gates	Shop Drawings
323113	Chain Link Fences and Gates	Product Data
323113	Chain Link Fences and Gates	Certification
323113	Chain Link Fences and Gates	Test Report
323113	Chain Link Fences and Gates	Operation / Maintenance Manual

END OF SECTION 013300

SECTION 013513 - SITE SECURITY AND HEALTH REQUIREMENTS (DMH)

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes general Institution rules.
- B. This Section includes requirements for infection control in environments that Clients are housed in, dine in, or participate in program activities in or adjacent to the Scope of Work area:
 - 1. The Contractor shall have the applicable measures specified below in-place any time demolition or construction activities occur in occupied or non-occupied project work areas.
 - 2. The Contractor shall complete all specified cleaning procedures and receive clearance from the Construction Representative prior to removing any barriers and other precautionary measures – even for areas that the Clients do not occupy during construction.

1.3 SUBMITTALS

- A. List of required submittals:
 - 1. Materials Safety Data Sheets for all hazardous materials to be brought onsite.
 - 2. Schedule of proposed shutdowns, if applicable.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 GENERAL RULES OF THE INSTITUTION

- A. All workers and supervisors employed by the Contractor or any Subcontractors shall be made aware that the buildings and grounds are part of a Department of Mental Health facility and that:
 - 1. The Residents or Patients are to be treated with dignity.
 - 2. Construction activities shall not interfere with normal facility operation, except as otherwise arranged with and approved by the Facility Authorities.
 - 3. Access to the Facility, Residents, and Staff by Emergency Responders shall not be compromised at any time.
 - 4. Fire exits, alarm systems, and sprinkler systems shall remain fully operational at all times unless written approval is received from the Construction Representative and the appropriate Facility Representative at least (24) hours in advance. The Contractor shall submit a written time schedule for any proposed shutdowns.

5. Smoking is not permitted in State-operated buildings. Smoking on grounds shall be in accordance with local Facility regulations and only as approved by Facility Management.
 6. Intoxicating beverages or narcotics shall not be brought upon the premises nor shall Contractor's personnel be under the influence of these substances while on the premises.
 7. Explosives or firearms and other weapons shall not be allowed onsite.
 8. Keys shall not be left in unattended vehicles. Vehicles shall be locked when not in use.
 9. The Residents shall not be photographed. Maintaining confidentiality of the Residents shall be required.
- B. Because of the persistent risk that Residents or Patients may cause harm to themselves or others, extreme caution and special care must be taken in the interest of safety.
1. Materials, tools, and construction apparatus including ropes, ladders, and flammable liquids shall not be left unattended during working hours and shall be securely stored during non-working hours. Secure storage includes lockable cabinets, rooms, trailers, and rigid fenced areas. The location and use of exterior storage areas shall be approved by the Construction Representative and Facility Management prior to their use.
 2. An inventory of tools, equipment, and materials intended to be left unsecured must be submitted to and approved by the Construction Representative in advance.
 3. Any missing tools, equipment, or material must be immediately reported to the Construction Representative and Facility Management. Unattended or unsecured tools, equipment, or material that poses a potential risk may be confiscated by Facility Staff and returned after completion of the appropriate request documents by the Contractor.
 4. Access to construction areas must be controlled at all times. Appropriate barriers must be erected to secure trenches, pits, wiring, etc.
 5. Material Safety Data Sheets, or their equivalent, shall be provided to the Construction Representative for all hazardous materials to be brought onsite at least a day before their delivery.
 6. Construction debris and trash must be securely stored in approved containers or removed from the site at least daily.
- C. If the safety of Residents or Staff is jeopardized because Safety Guidelines are not properly observed, the Facility Representative will notify the Construction Representative, who may stop the Work until the situation is resolved. In such case, the Work will resume only after the unsafe conditions have been corrected and the Contractor is notified by the Construction Representative to resume the Work.

3.2 ACCESS TO THE SITE

- A. The Contractor shall coordinate with the Facility and Construction Representative to establish a schedule for working hours. Normal working hours for this Facility are 7:30AM to 4:00PM Monday through Friday. Working hour changes or overtime are to be requested and approved (48) hours in advance. The need for emergency overtime shall be reported to the Construction Representative as soon as it is evident that overtime is needed.

- B. The Contractor shall provide the name and phone number of the individual who is in charge onsite and who can be contacted in case of an emergency. This individual must maintain a current list of names and addresses of all project construction personnel and to furnish this list to the Construction Representative or Facility Representative upon request.
- C. All construction personnel shall be identified to the Facility Representative and, when the Facility Representative feels it is necessary, they will be issued identification cards.

3.3 HEALTH AND TRAFFIC CONTROLS

- A. Take all reasonable and necessary measures to reduce air and water pollution by any material or equipment used during construction. Keep volatile wastes in approved covered containers. Do not dispose of volatile wastes or oils in storm or sanitary drains.
- B. Keep project area in a neat, clean, orderly, and safe condition at all times. Immediately remove all waste materials. Do not allow trash or rubbish to accumulate. Provide approved onsite containers for collection of trash and rubbish and dispose of it at frequent intervals during progression of the Work.
- C. No burning will be permitted on the grounds.
- D. Conduct all construction-related activities and management of debris to ensure minimum interference with roadways, streets, walks, utilities, and adjacent facilities.
- E. Do not obstruct streets, driveways, walks, or use facilities without permission from the Facility Representative.
- F. No driver shall exceed the Facility speed limit of 5mph.

3.4 SPECIFICATION OF REQUIRED INFECTION CONTROL PRECAUTIONS BY CLASS

- A. The Facility Contact or the DMH Capital Improvements Administrator will help you determine which Class applies to this particular project.
- B. Class I is for inspection and non-invasive type activities. These include, but are not limited to, the removal of ceiling tiles for visual inspection (1) tile per 50SqFt, painting without sanding, wall covering, electrical trim work, minor plumbing, and activities which do not generate dust or require cutting of walls or access to ceilings other than for visual inspection.
 - 1. Class I Contractor shall perform the following precautionary measures during the project:
 - a. Execute work by methods to minimize raising dust from construction operations.
 - b. Immediately replace a ceiling tile displaced for visual inspection.
 - 2. Class I Contractor shall perform the following measures upon completion of the project.
 - a. No work is required.
- C. Class II is for work that generates minimal to a high level of dust, requires demolition, or removal of any fixed building components or assemblies. Work of this type includes, but

is not limited to, installation of telephone and computer cabling, access to chase spaces, cutting of walls or ceiling where dust migration can be controlled, sanding of walls for painting or wall covering, removal of floor coverings, ceiling tiles and casework, new wall construction, minor duct work, electrical or plumbing work above ceilings, and any activity that cannot be completed within a single work shift.

1. Class II Contractor shall perform the following precautionary measures during the project:
 - a. Provide active means to prevent airborne dust from dispersing into the atmosphere.
 - b. Water mist work surfaces to control dust while cutting.
 - c. Seal unused doors with duct tape.
 - d. Block off and seal air vents.
 - e. Place dust mat at entrance and exit of work area.
 - f. Remove or isolate HVAC system in areas where work is being performed.
 2. Class II Contractor shall perform the following measures upon completion of the project:
 - a. Wipe work surfaces with disinfectant.
 - b. Contain construction waste before transport in tightly covered containers.
 - c. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.
 - d. Remove isolation of HVAC system in areas where work was performed.
- D. Class III is for major demolition and construction projects. Work includes, but is not limited to, activities which require consecutive work shifts, heavy demolition, the removal of a complete cabling system, and new construction.
1. Class III Contractor shall perform the following precautionary measures during the project:
 - a. Remove or isolate HVAC system in area where work is being done to prevent contamination of duct system including block off and seal air vents.
 - b. Complete all critical barriers, i.e., drywall, plywood, and plastic to seal area from non-work area or implement control cube method (use cart with plastic covering and sealed connection to worksite with HEPA vacuum for vacuuming prior to exit) before construction begins.
 - c. Maintain negative air pressure within worksite utilizing HEPA equipped air filtration units.
 - d. Place dust mat at entrance and exit of work area.
 - e. Contain construction waste before transport in tightly covered containers.
 - f. Cover transport receptacles or carts. Tape covering unless solid lid.
 2. Class III Contractor shall perform the following measures upon completion of the project:
 - a. Do not remove barriers from work area until completed project is inspected by the Construction Representative and a Representative of the Facility's Safety and Inspection Control Section.
 - b. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.
 - c. Vacuum work area with HEPA filtered vacuums.
 - d. Wet mop area with disinfectant.
 - e. Remove isolation of HVAC system in areas where work is being performed.

3.5 SECURITY CLEARANCES AND RESTRICTIONS

A. FMDC CONTRACTOR BACKGROUND AND ID BADGE PROCESS

1. All employees of an OA/FMDC contractor (or subcontractor performing work under an OA/FMDC contract) are required to submit a fingerprint check through the Missouri State Highway Patrol (MSHP) and the FBI enabling OA/FMDC to obtain state and national criminal background checks on the employees, unless stated otherwise in the Contractor's contract.
2. FMDC reserves the right to prohibit any employee of the Contractor from performing work in or on the premises of any facility owned, operated, or utilized by the State of Missouri for any reason.
3. The Contractor shall ensure all of its employees submit fingerprints to the Missouri State Highway Patrol and pay for the cost of such background checks. The Contractor shall submit to FMDC via email to FMDCSecurity@oa.mo.gov a list of the names of the Contractor's employees who will be fingerprinted and a signed OA/FMDC Authorization for Release of Information Confidentiality Oath for each employee. All employees of the Contractor approved by FMDC to work at a State facility must obtain a contractor ID badge from FMDC prior to beginning work on-site, unless the Director of FMDC, at the Director's discretion, waives the requirement for a contractor ID badge. The Contractor and its employees must comply with the process for background checks and contractor ID badges found on FMDC's website at: <https://oa.mo.gov/facilities/facilities-operations/security-information/fmdc-contractor-background-and-id-badge>
4. Fingerprints and Authorization for Release of Information Confidentiality Oath form are valid for one (1) year and must be renewed annually. Changing or adding locations may result in additional required documentation. Certain employees may be required to be fingerprinted more frequently. OA/FMDC reserves the right to request additional background checks at any time for any reason.

- B. The Contractor shall notify FMDC via email to FMDCSecurity@oa.mo.gov within 48 hours of anyone severing employment with their company.

3.6 PROTECTION OF PERSONS AND PROPERTY

A. SAFETY PRECAUTIONS AND PROGRAMS

1. The Contractor shall at all times conduct operations under this Contract in a manner to avoid the risk of bodily harm to persons or risk of damage to any property. The Contractor shall promptly take precautions which are necessary and adequate against conditions created during the progress of the Contractor's activities hereunder which involve a risk of bodily harm to persons or a risk of damage to property. The Contractor shall continuously inspect Work, materials, and equipment to discover and determine any such conditions and shall be solely responsible for discovery, determination, and correction of any such conditions. The Contractor shall comply with applicable safety laws, standards, codes, and regulations in the jurisdiction where the Work is being performed, specifically, but without limiting the generality of the foregoing, with rules regulations, and standards adopted pursuant to the Williams-Steiger Occupational Safety and Health Act of 1970 and applicable amendments.

2. All contractors, subcontractors and workers on this project are subject to the Construction Safety Training provisions 292.675 RSMo.
3. In the event the Contractor encounters on the site, material reasonably believed to be asbestos, polychlorinated biphenyl (PCB), lead, mercury, or other material known to be hazardous, which has not been rendered harmless, the Contractor shall immediately stop Work in the area affected and report the condition to the Owner's Representative and the Architect in writing. The Work in the affected area shall not thereafter be resumed except by written agreement of the Owner's Representative and Contractor if in fact the material is asbestos or polychlorinated biphenyl (PCB) and has not been rendered harmless. The Work in the affected area shall be resumed in the absence of asbestos or polychlorinated biphenyl (PCB), or when it has been rendered harmless by written agreement of the Owner's Representative and the Contractor. "Rendered Harmless" shall mean that levels of such materials are less than any applicable exposure standards, including but limited to OSHA regulations.

B. SAFETY OF PERSONS AND PROPERTY

1. The Contractor shall take reasonable precautions for safety of, and shall provide protection to prevent damage, injury, or loss to:
 - a. clients, staff, the public, construction personnel, and other persons who may be affected thereby;
 - b. the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor or the Contractor's Subcontractors of any tier; and
 - c. other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.
2. The Contractor shall give notices and comply with applicable laws, standards, codes, ordinances, rules, regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury, or loss.
3. The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, safeguards for safety and protection, including, but not limited to, posting danger signs and other warnings against hazards, promulgating safety regulations, and notifying owners and users of adjacent sites and utilities.
4. When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise the highest degree of care and carry on such activities under supervision of properly qualified personnel.
5. The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in this Section caused in whole or in part by the Contractor, a Subcontractor of any tier, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable, and for which the Contractor is responsible under this Section, except damage or loss attributable solely to acts or omissions of Owner or the Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's other obligations stated elsewhere in the Contract.

6. The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents, and the maintaining, enforcing and supervising of safety precautions and programs. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner's Representative and Architect. The Contractor shall hold regularly scheduled safety meetings to instruct Contractor personnel on safety practices, accident avoidance and prevention, and the Project Safety Program. The Contractor shall furnish safety equipment and enforce the use of such equipment by its employees and its subcontractors of any tier.
7. The Contractor shall not load or permit any part of the construction or site to be loaded so as to endanger its safety.
8. The Contractor shall promptly report in writing to the Owner all accidents arising out of or in connection with the Work which cause death, lost time injury, personal injury, or property damage, giving full details and statements of any witnesses. In addition, if death, serious personal injuries, or serious property damages are caused, the accident shall be reported immediately.
9. The Contractor shall promptly notify in writing to the Owner of any claims for injury or damage to personal property related to the work, either by or against the Contractor.
10. The Owner assumes no responsibility or liability for the physical condition or safety of the Work site or any improvements located on the Work site. The Contractor shall be solely responsible for providing a safe place for the performance of the Work. The Owner shall not be required to make any adjustment in either the Contract Sum or Contract Time concerning any failure by the Contractor or any Subcontractor to comply with the requirements of this Paragraph.
11. In no event shall the Owner have control over, charge of, or any responsibility for construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the Work, notwithstanding any of the rights and authority granted the Owner in the Contract Documents.
12. The Contractor shall maintain at his own cost and expense, adequate, safe and sufficient walkways, platforms, scaffolds, ladders, hoists and all necessary, proper, and adequate equipment, apparatus, and appliances useful in carrying on the Work and which are necessary to make the place of Work safe and free from avoidable danger for clients, staff, the public and construction personnel, and as may be required by safety provisions of applicable laws, ordinances, rules regulations and building and construction codes.

END OF SECTION 013513

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Quality control and control of installation.
- B. Tolerances.
- C. References.
- D. Testing and inspection services.
- E. Manufacturers' field services.
- F. Examination.

1.2 QUALITY CONTROL AND CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. When manufacturers' instructions conflict with Contract Documents, request clarification from Engineer before proceeding.
- D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform Work by persons qualified to produce required and specified quality.
- F. Verify field measurements are as indicated on Shop Drawings or as instructed by manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, or disfigurement.

1.3 TOLERANCES

- A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply with manufacturers' tolerances. When manufacturers' tolerances conflict with Contract Documents, request clarification from Engineer before proceeding.
- C. Adjust products to appropriate dimensions; position before securing products in place.

1.4 REFERENCES

- A. For products or workmanship specified by association, trade, or other consensus standards, comply with requirements of standard, except when more rigid requirements are specified or are required by applicable codes.
- B. Conform to reference standard by date of issue current on date of Contract Documents, except where specific date is established by code.
- C. Obtain copies of standards where required by product specification sections.
- D. When specified reference standards conflict with Contract Documents, request clarification from Engineer before proceeding.
- E. Neither contractual relationships, duties, nor responsibilities of parties in Contract nor those of Engineer shall be altered from Contract Documents by mention or inference otherwise in reference documents.

1.5 TESTING AND INSPECTION SERVICES

- A. Contractor will employ and pay for specified services of an independent firm to perform inspection services.
- B. The independent firm will perform inspections and other services specified in individual specification sections and as required by Engineer.
- C. The Contractor will perform testing services when indicated by the pertinent specifications section.
- D. When testing services require laboratory services, the following will apply:
 - 1. Laboratory: Authorized to operate in State of Missouri.
 - 2. Laboratory Staff: Maintain full time specialist on staff to review services.
 - 3. Testing Equipment: Calibrated at reasonable intervals with devices of an accuracy traceable to National Bureau of Standards or accepted values of natural physical constants.
- E. Testing, inspections and source quality control may occur on or off project site. Perform off-site testing as required by Engineer or Owner.
- F. Reports will be submitted by independent firm to Engineer and Contractor, indicating observations and results of tests and indicating compliance or non-compliance with Contract Documents.
- G. Contractor shall cooperate with independent firm; furnish samples of materials, design mix, equipment, tools, storage, safe access, and assistance by incidental labor as requested.
 - 1. Notify Engineer and independent firm 24 hours prior to expected time for operations requiring services.
 - 2. Make arrangements with independent firm and pay for additional samples and tests required for Contractor's use.

- H. Testing and employment of testing agency or laboratory shall not relieve Contractor of obligation to perform Work in accordance with requirements of Contract Documents.
- I. Re-testing or re-inspection required because of non-conformance to specified requirements shall be performed by same independent firm or other firm on instructions by Engineer. Payment for re-testing or re-inspection will be charged to Contractor by deducting testing charges from Contract Sum/Price.
- J. Agency Responsibilities:
 - 1. Test samples of mixes submitted by Contractor.
 - 2. Provide qualified personnel at site. Cooperate with Engineer and Contractor in performance of services.
 - 3. Perform specified sampling and testing of products in accordance with specified standards.
 - 4. Ascertain compliance of materials and mixes with requirements of Contract Documents.
 - 5. Promptly notify Engineer and Contractor of observed irregularities or non-conformance of Work or products.
 - 6. Perform additional tests required by Engineer.
 - 7. Attend preconstruction meetings and any progress meetings.
- K. Agency Reports: After each test, promptly submit one copy of report to Engineer and to Contractor. When requested by Engineer, provide interpretation of test results. Include the following:
 - 1. Date issued.
 - 2. Project title and number.
 - 3. Name of inspector.
 - 4. Date and time of sampling or inspection.
 - 5. Identification of product and specifications section.
 - 6. Location in Project.
 - 7. Type of inspection or test.
 - 8. Date of test.
 - 9. Results of tests.
 - 10. Conformance with Contract Documents.
- L. Limits On Testing Authority:
 - 1. Agency or laboratory may not release, revoke, alter, or enlarge on requirements of Contract Documents.
 - 2. Agency or laboratory may not approve or accept any portion of the Work.
 - 3. Agency or laboratory may not assume duties of Contractor.
 - 4. Agency or laboratory has no authority to stop the Work.

1.6 MANUFACTURERS' FIELD SERVICES

- A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment as applicable, and to initiate instructions when necessary.

- B. Submit qualifications of observer to Engineer 30 days in advance of required observations.
- C. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.
- D. Refer to Section 013300 - Submittal Procedures.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify existing site conditions and substrate surfaces are acceptable for subsequent Work. Beginning new Work means acceptance of existing conditions.
- B. Verify existing substrate is capable of structural support or attachment of new Work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Verify utility services are available, of correct characteristics, and in correct locations.

END OF SECTION 014000

SECTION 015000 - CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes requirements for construction facilities and temporary controls including temporary utilities, support facilities, security, and protection.
- B. Temporary utilities include, but are not limited to, the following:
 - 1. Water service and distribution
 - 2. Temporary electric power and light
 - 3. Sanitary facilities, including drinking water
 - 4. Storm and sanitary sewer
- C. Support facilities include, but are not limited to, the following:
 - 1. Field offices and storage sheds
 - 2. Temporary roads and paving
 - 3. Dewatering facilities and drains
 - 4. Temporary enclosures
 - 5. Hoists and temporary elevator use
 - 6. Temporary project identification signs and bulletin boards
 - 7. Waste disposal services
 - 8. Construction aids and miscellaneous services and facilities
- D. Security and protection facilities include, but are not limited to, to following:
 - 1. Temporary fire protection
 - 2. Barricades, warning signs, and lights
 - 3. Sidewalk bridge or enclosure fence for the site
 - 4. Environmental protection

1.3 SUBMITTALS

- A. Temporary Utilities: Submit reports of tests, inspections, meter readings, and similar procedures performed on temporary utilities.

- B. Implementation and Termination Schedule: Within (15) days of the date established for commencement of the Work, submit a schedule indicating implementation and termination of each temporary utility.

1.4 QUALITY ASSURANCE

- A. Regulations: Comply with industry standards and applicable laws and regulations including, but not limited to, the following:
 - 1. Building code requirements
 - 2. Health and safety regulations
 - 3. Utility company regulations
 - 4. Police, fire department, and rescue squad rules
 - 5. Environmental protection regulations
- B. Standards: Comply with NFPA 241 “Standard for Safeguarding Construction, Alterations, and Demolition Operations”. ANSI A10 Series standards for “Safety Requirements for Construction and Demolition”, and NECA Electrical Design Library “Temporary Electrical Facilities”.
 - 1. Electrical Service: Comply with NEMA, NECA, and UL standards and regulations for temporary electric service. Install service in compliance with NFPA 70 “National Electric Code”.
- C. Inspections: Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Obtain required certifications and permits.

1.5 PROJECT CONDITIONS

- A. Temporary Utilities: Prepare a schedule indicating dates for implementation and termination of each temporary utility. At the earliest feasible time, when acceptable to the Owner, change over from use of temporary service to use of permanent service.
- B. Conditions of Use: Keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Relocate temporary services and facilities as the Work progresses. Do not overload facilities or permit them to interfere with progress. Take necessary fire-prevention measures. Do not allow hazardous, dangerous, or unsanitary conditions, or public nuisances to develop or persist onsite.

1.6 BARRIERS

- A. Provide barriers to prevent unauthorized entry to construction areas specifically any areas that present a potential hazard to the general public, to allow for Owner’s use of site, and to protect existing facilities and adjacent properties from damage from construction operations and demolition.

1.7 PROTECTION OF INSTALLED WORK

- A. Protect installed Work and provide special protection where specified in individual specification sections.

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

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Provide new materials. If acceptable to the Designer, the Contractor may use undamaged, previously used materials in serviceable condition. Provide materials suitable for use intended.
- B. Tarpaulins: Provide waterproof, fire-resistant, UL-labeled tarpaulins with flame-spread rating of (15) or less. For temporary enclosures, provide translucent, nylon-reinforced laminated polyethylene or polyvinyl chloride, fire-retardant tarpaulins.
- C. Water: Provide potable water approved by local health authorities.
- D. Open-Mesh Fencing: Provide 0.148" (4mm) thick, galvanized 2" (50mm) chainlink fabric fencing 8' (2.5m) high and galvanized steel pipe posts, 2-3/8" (60mm) OD for line posts and 2-7/8" (73mm) OD for corner posts.

2.2 EQUIPMENT

- A. General: Provide new equipment. If acceptable to the Designer, the Contractor may use undamaged, previously used equipment in serviceable condition. Provide equipment suitable for use intended.
- B. Water Hoses: Provide 3/4" (19mm), heavy-duty, abrasion-resistant, flexible rubber hoses 100' (30m) long, with pressure rating greater than the maximum pressure of the water distribution system. Provide adjustable shutoff nozzles at hose discharge.
- C. Electrical Outlets: Provide properly configured, NEMA-polarized outlets to prevent insertion of 110 to 120V plugs into higher voltage outlets. Provide receptacle outlets equipped with ground-fault circuit interrupters, reset button, and pilot light for connection of power tools and equipment.
- D. Electrical Power Cords: Provide grounded extension cords. Use hard-service cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords if single lengths will not reach areas where construction activities are in progress. Do not exceed safe length-voltage rating.
- E. Temporary Toilet Units: Provide self-contained, single-occupant toilet units of the chemical, aerated re-circulation, or combustion type. Provide units properly vented and fully enclosed with a glass-fiber-reinforced polyester shell or similar nonabsorbent material.
- F. Fire Extinguishers: Provide hand-carried, portable, UL-rated, Class A fire extinguishers for temporary offices and similar spaces. In other locations, provide hand-carried, portable, UL-rated, Class ABC, dry-chemical extinguishers, or a combination of extinguishers of NFPA-recommended classes for the exposures.

1. Comply with NFPA 10 and NFPA 241 for classification, extinguishing agent, and size required by location and class of fire exposure.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required.
- B. Provide each Facility ready for use when needed to avoid delay. Maintain and modify as required. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

- A. General: Engage the appropriate local utility company to install temporary service or connect to existing service. Where company provides only part of the service, provide the remainder with matching, compatible materials and equipment. Comply with company recommendations.
 1. Arrange with company and existing users for a time when service can be interrupted, if necessary, to make connections for temporary services.
 2. Provide adequate capacity at each stage of construction. Prior to temporary utility availability, provide trucked-in services.
 3. Obtain easements to bring temporary utilities to the site where the Owner's easements cannot be used for that purpose.
 4. Use Charges: Cost or use charges for temporary facilities are not chargeable to the Owner or Designer. Neither the Owner nor Designer will accept cost or use charges as a basis of claims for Contract Change.
- B. Temporary Water Service: The Owner will provide water for construction purposes from the existing building system. All required temporary extensions shall be provided and removed by the Contractor. Connection points and methods of connection shall be designated and approved by the Construction Representative.
- C. Temporary Electric Power Service: The Owner will provide electric power for construction lighting and power tools. Contractors using such services shall pay all costs of temporary services, circuits, outlet, extensions, etc.
- D. Temporary Toilets: Install self-contained toilet units. Use of pit-type privies will not be permitted. Comply with regulations and health codes for the type, number, location, operation, and maintenance of fixtures and facilities. Install where facilities will best serve the Project's needs.
 1. Shield toilets to ensure privacy.
 2. Provide separate facilities for male and female personnel.
 3. Provide toilet tissue materials for each facility.

- E. Provide earthen embankments and similar barriers in and around excavations and subgrade construction, sufficient to prevent flooding by runoff of storm water from heavy rains.

3.3 SUPPORT FACILITIES INSTALLATION

- A. General: Locate field offices, storage sheds, and other temporary construction and support facilities for easy access.
 - 1. Maintain support facilities until near Substantial Completion. Remove prior to Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to the Owner.
- B. Storage Facilities: The Owner will provide storage onsite as designated by the Facility Representative or the Construction Representative. Areas for use by the Contractor for storage will be identified at the Pre-Bid Meeting.
- C. Construction Parking: Parking at the site will be provided in the areas designated at the Pre-Construction Meeting.
- D. Dewatering Facilities and Drains: For temporary drainage and dewatering facilities and operations not directly associated with construction activities included under individual Sections, comply with dewatering requirements of applicable Division 2 Sections. Where feasible, utilize the same facilities. Maintain the site, excavations, and construction free of water.
- E. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities.
 - 1. Where heat is needed and the permanent building enclosure is not complete, provide temporary enclosures where there is no other provision for containment of heat. Coordinate enclosure with ventilating and materials drying or curing requirements to avoid dangerous conditions and effects.
 - 2. Install tarpaulins securely with incombustible wood framing and other materials. Close openings of 25SqFt (2.3SqM) or less with plywood or similar materials.
 - 3. Close openings through floor or roof decks and horizontal surfaces with load-bearing, wood-framed construction.
 - 4. Where temporary wood or plywood enclosure exceeds 100SqFt (9.2SqM) in area, use UL-labeled, fire-retardant-treated material for framing and main sheathing.
- F. Temporary Lifts and Hoists: Provide facilities for hoisting materials and employees. Truck cranes and similar devices used for hoisting materials are considered “tools and equipment” and not temporary facilities.
- G. Project Identification and Temporary Signs: Prepare project identification and other signs of size indicated. Install signs where indicated to inform the public and persons seeking entrance to the Project. Support on posts or framing of preservative-treated wood or steel. Do not permit installation of unauthorized signs.

1. Project Identification Signs: Engage an experienced sign painter to apply graphics. Comply with details indicated.
 2. Temporary Signs: Prepare signs to provide directional information to construction personnel and visitors.
- H. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere daily. Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold materials more than seven (7) days during normal weather or three (3) days when the temperature is expected to rise above 80°F (27°C). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of material lawfully.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Except for use of permanent fire protection as soon as available, do not change over from use of temporary security and protection facilities to permanent facilities until Substantial Completion, or longer, as requested by the Designer.
- B. Barricades, Warning Signs, and Lights: Comply with standards and code requirements for erection of structurally adequate barricades. Paint with appropriate colors, graphics, and warning signs to inform personnel and the public of the hazard being protected against. Where appropriate and needed, provide lighting including flashing red or amber lights.
- C. Enclosure Fence: Before excavation begins, install an enclosure fence with lockable entrance gates. Locate where indicated, or enclose the entire site or the portion determined sufficient to accommodate construction operations. Install in a manner that will prevent people, dogs, and other animals from easily entering the site, except by the entrance gates.
1. Provide open-mesh, chainlink fencing with posts set in a compacted mixture of gravel and earth.
 2. Provide plywood fence, 8' (2.5m) high, framed with (4) 2"x4" (50mm x 100mm) rails, and preservative-treated wood posts spaced not more than 8' (2.5m) apart.
- D. Security Enclosure and Lockup: Install substantial temporary enclosure of partially completed areas of construction. Provide locking entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security.
1. Storage: Where materials and equipment must be stored and are of value or attractive for theft, provide a secure lockup. Enforce discipline in connection with the installation and release of material to minimize the opportunity for theft and vandalism.
- E. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and minimize the possibility that air, waterways, and subsoil might be contaminated or polluted or that other undesirable effects might result. Avoid use of tools and equipment that produce harmful noise. Restrict use of noisemaking tools and equipment to hours that will minimize complaints from persons or firms near the site.

3.5 OPERATION, TERMINATION AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. Limit availability of temporary facilities to essential and intended uses to minimize waste and abuse.
- B. Maintenance: Maintain facilities in good operating condition until removal. Protect from damage by freezing temperatures and similar elements.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
 - 2. Protection: Prevent water-filled piping from freezing. Maintain markers for underground lines. Protect from damage during excavation operations.
- C. Termination and Removal: Unless the Designer requests that it be maintained longer, remove each temporary facility when the need has ended, when replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with the temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are the Contractor's property. The Owner reserves the right to take possession of project identification signs.
 - 2. Remove temporary paving not intended for or acceptable for integration into permanent paving. Where the area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil in the area. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at the temporary entrances as required by the governing authority.
 - 3. At Substantial Completion, clean and renovate permanent facilities used during the construction period including, but not limited to, the following:
 - a. Replace air filters and clean inside of ductwork and housing.
 - b. Replace significantly worn parts and parts subject to unusual operating conditions.
 - c. Replace lamps burned out or noticeably dimmed by hours of use.

END OF SECTION 015000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Products.
- B. Product delivery requirements.
- C. Product storage and handling requirements.
- D. Product options.
- E. Product substitution procedures.

1.2 PRODUCTS

- A. Furnish products of qualified manufacturers suitable for intended use. Furnish products of each type by single manufacturer unless specified otherwise.
- B. Do not use materials and equipment removed from existing premises, except as specifically permitted by Contract Documents.
- C. Furnish interchangeable components from same manufacturer for components being replaced.

1.3 PRODUCT DELIVERY REQUIREMENTS

- A. Transport and handle products in accordance with manufacturer's instructions.
- B. Promptly inspect shipments to ensure products comply with requirements, quantities are correct, and products are undamaged.
- C. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.

1.4 PRODUCT STORAGE AND HANDLING REQUIREMENTS

- A. Store and protect products in accordance with manufacturers' instructions.
- B. Store with seals and labels intact and legible.
- C. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.
- D. For exterior storage of fabricated products, place on sloped supports above ground.
- E. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.

- F. Store loose granular materials on solid flat surfaces in well-drained area. Prevent mixing with foreign matter.
- G. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- H. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

1.5 PRODUCT OPTIONS

- A. Products Specified by Naming One or More Manufacturers with Provision for Substitutions: Submit request for substitution for any manufacturer not named in accordance with the following article.

1.6 PRODUCT SUBSTITUTION PROCEDURES

- A. Instructions to Bidders specify time restrictions for submitting requests for Substitutions during bidding period to requirements specified in this section.
- B. Substitutions may be considered when a product becomes unavailable through no fault of the Contractor.
- C. Document each request with complete data substantiating compliance of proposed Substitution with Contract Documents.
- D. A request constitutes a representation that Bidder:
 - 1. Has investigated proposed product and determined that it meets or exceeds quality level of specified product.
 - 2. Will provide same warranty for Substitution as for specified product.
 - 3. Will coordinate installation and make changes to other Work, which may be required for the Work to be complete with no additional cost to Owner.
 - 4. Waives claims for additional costs or time extension which may subsequently become apparent.
 - 5. Will reimburse Owner and Engineer for review or redesign services associated with re-approval by authorities having jurisdiction.
- E. Substitutions will not be considered when they are indicated or implied on Shop Drawing or Product Data submittals, without separate written request, or when acceptance will require revision to Contract Documents.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION 016000

SECTION 017000 - EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Closeout procedures.
- B. Final cleaning.
- C. Starting of systems.
- D. Demonstration and instructions.
- E. Testing, adjusting, and balancing.
- F. Protecting installed construction.
- G. Project record documents.
- H. Operation and maintenance data.
- I. Manual for materials and finishes.
- J. Manual for equipment and systems.
- K. Spare parts and maintenance products.
- L. Product warranties and product bonds.
- M. Maintenance service.

1.2 CLOSEOUT PROCEDURES

- A. Submit written certification that Contract Documents have been reviewed, Work has been inspected, and that Work is complete in accordance with Contract Documents and ready for Engineer's review.
- B. Provide submittals to Engineer required by authorities having jurisdiction.
- C. Submit final Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due.

1.3 FINAL CLEANING

- A. Execute final cleaning prior to final project assessment.
- B. Clean equipment and fixtures to sanitary condition with cleaning materials appropriate to surface and material being cleaned.
- C. Clean site; sweep paved areas, rake clean landscaped surfaces.

- D. Remove rocks from grassed or landscaped areas.
- E. Remove waste and surplus materials, rubbish, and construction facilities from site.

1.4 STARTING OF SYSTEMS

- A. Coordinate schedule for start-up of various equipment and systems.
- B. Notify Engineer seven days prior to start-up of each item.
- C. When specified in individual specification Sections, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.
- D. Submit a written report in accordance with Section 013300 that equipment or system has been properly installed and is functioning correctly.

1.5 DEMONSTRATION AND INSTRUCTIONS

- A. Demonstrate operation and maintenance of products to Owner's personnel two weeks prior to date of final inspection.
- B. Demonstrate Project equipment and instruct in classroom environment located at Owners office and instructed by qualified manufacturer's representative who is knowledgeable about the Project.
- C. Utilize operation and maintenance manuals as basis for instruction. Review contents of manual with Owner's personnel in detail to explain all aspects of operation and maintenance.
- D. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at agreed time, at designated location.
- E. Prepare and insert additional data in operations and maintenance manuals when need for additional data becomes apparent during instruction.
- F. Required instruction time for each item of equipment and system is specified in individual sections.

1.6 TESTING, ADJUSTING AND BALANCING

- A. Contractor will appoint, employ, and pay for services of independent firm to provide testing, adjusting, and balancing.
- B. Reports will be submitted by independent firm to Engineer indicating observations and results of tests and indicating compliance or non-compliance with requirements of Contract Documents.

1.7 PROTECTING INSTALLED CONSTRUCTION

- A. Protect installed Work and provide special protection where specified in individual specification sections.
- B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- C. Prohibit traffic from landscaped areas.

1.8 PROJECT RECORD DOCUMENTS

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
 - 1. Drawings.
 - 2. Specifications.
 - 3. Addenda.
 - 4. Change Orders and other modifications to the Contract.
 - 5. Reviewed Shop Drawings, Product Data, and Samples.
 - 6. Manufacturer's instruction for assembly, installation, and adjusting.
 - 7. Permits may include the following:
 - a. Land Disturbance (NPDES) and Storm Water Pollution Prevention Plan
 - b. Local Agency Permits (building, plumbing, etc.)
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress, not less than weekly.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
 - 1. Manufacturer's name and product model and number.
 - 2. Product substitutions or alternates utilized.
 - 3. Changes made by Addenda and modifications.
- F. Record Drawings: Legibly mark each item to record actual construction including:
 - 1. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - 2. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
 - 3. Field changes of dimension and detail.
 - 4. Details not on original Contract drawings.
- G. Submit documents to Engineer with claim for final Application for Payment.

1.9 OPERATION AND MAINTENANCE DATA

- A. Submit data bound in 8-1/2 x 11 inch text pages, three D side ring binders with durable plastic covers.

- B. Prepare binder cover with printed title "OPERATION AND MAINTENANCE INSTRUCTIONS", title of project, and subject matter of binder when multiple binders are required.
- C. Internally subdivide binder contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.
- D. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- E. Contents: Prepare Table of Contents for each volume, with each product or system description identified, typed on white paper, in three parts as follows:
 - 1. Part 1: Directory, listing names, addresses, and telephone numbers of Engineer, Contractor, Subcontractors, and major equipment suppliers.
 - 2. Part 2: Operation and maintenance instructions, arranged by system and subdivided by specification section or as accepted by the Owner. For each category, identify names, addresses, and telephone numbers of Subcontractors and suppliers. Identify the following:
 - a. Significant design criteria.
 - b. List of equipment.
 - c. Parts list for each component.
 - d. Operating instructions.
 - e. Maintenance instructions for equipment and systems.
 - f. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
 - 3. Part 3: Project documents and certificates, including the following:
 - a. Shop drawings and product data.
 - b. Air and water balance reports.
 - c. Certificates.
 - d. Originals of warranties and bonds.

1.10 MANUAL FOR MATERIALS AND FINISHES

- A. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Engineer will review draft and return one copy with comments.
- B. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit documents within ten days after acceptance.
- C. Submit one copy of completed volumes fifteen days prior to final inspection. Draft copy be reviewed and returned after final inspection, with Engineer comments. Revise content of document sets as required prior to final submission.
- D. Submit two sets of revised final volumes in final form within 10 days after final inspection.
- E. Building Products, Applied Materials, and Finishes: Include product data, with catalog number, size, composition, and color and texture designations. Include information for re-ordering custom manufactured products.

- F. Instructions for Care and Maintenance: Include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- G. Moisture Protection and Weather Exposed Products: Include product data listing applicable reference standards, chemical composition, and details of installation. Include recommendations for inspections, maintenance, and repair.
- H. Additional Requirements: As specified in individual product specification sections.
- I. Include listing in Table of Contents for design data, with tabbed fly sheet and space for insertion of data.

1.11 MANUAL FOR EQUIPMENT AND SYSTEMS

- A. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Engineer will review draft and return one copy with comments.
- B. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit documents within ten days after acceptance.
- C. Submit one copy of completed volumes fifteen days prior to final inspection. Draft copy to be reviewed and returned after final inspection, with Engineer comments. Revise content of document sets as required prior to final submission.
- D. Submit two sets of revised final volumes in final form within 10 days after final inspection.
- E. Each Item of Equipment and Each System: Include description of unit or system, and component parts. Identify function, normal operating characteristics, and limiting conditions. Include performance curves, with engineering data and tests, and complete nomenclature and model number of replaceable parts.
- F. Panelboard Circuit Directories: Provide electrical service characteristics, controls, and communications; typed.
- G. Include color-coded wiring diagrams as installed.
- H. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shutdown, and emergency instructions. Include summer, winter, and special operating instructions.
- I. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and troubleshooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- J. Include servicing and lubrication schedule, and list of lubricants required.
- K. Include manufacturer's printed operation and maintenance instructions.
- L. Include sequence of operation by controls manufacturer.

- M. Include original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- N. Include control diagrams by controls manufacturer as installed.
- O. Include Contractor's coordination drawings, with color-coded piping diagrams as installed.
- P. Include charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- Q. Include list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- R. Include test and balancing reports as specified in Section 014000.
- S. Additional Requirements: As specified in individual product specification sections.
- T. Include listing in Table of Contents for design data, with tabbed dividers and space for insertion of data.

1.12 SPARE PARTS AND MAINTENANCE PRODUCTS

- A. Furnish spare parts, maintenance, and extra products in quantities specified in individual specification sections.
- B. Deliver to Project site and place in location as directed by Owner; obtain receipt prior to final payment.

1.13 PRODUCT WARRANTIES AND PRODUCT BONDS

- A. Obtain warranties and bonds executed in duplicate by responsible subcontractors, suppliers, and manufacturers, within ten days after completion of applicable item of work.
- B. Execute and assemble transferable warranty documents and bonds from subcontractors, suppliers, and manufacturers.
- C. Verify documents are in proper form, contain full information, and are notarized.
- D. Co-execute submittals when required.
- E. Include Table of Contents and assemble in three D side ring binder with durable plastic cover.
- F. Submit prior to final Application for Payment.
- G. Time Of Submittals:
 - 1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within ten days after acceptance.

2. Make other submittals within ten days after Date of Substantial Completion, prior to final Application for Payment.
3. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within ten days after acceptance, listing date of acceptance as beginning of warranty or bond period.

1.14 MAINTENANCE SERVICE

- A. Furnish service and maintenance of components indicated in specification sections during warranty period.
- B. Examine system components at frequency consistent with reliable operation. Clean, adjust, and lubricate as required.
- C. Include systematic examination, adjustment, and lubrication of components. Repair or replace parts whenever required. Use parts produced by manufacturer of original component.
- D. Do not assign or transfer maintenance service to agent or Subcontractor without prior written consent of Owner.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION 017000

SECTION 017400 - CLEANING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for cleaning during the Project.
- B. Environmental Requirements: Conduct cleaning and waste-disposal operations in compliance with local laws and ordinances. Comply fully with federal and local environmental and anti-pollution regulations.
 - 1. Do not dispose of volatile wastes such as mineral spirits, oil, or paint thinner in storm or sanitary drains.
 - 2. Burning or burying of debris, rubbish, or other waste material on the premises is not permitted.

PART 2 - PRODUCTS

2.1 MATERIALS

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

PART 3 - EXECUTION

3.1 PROGRESS CLEANING

- A. General
 - 1. Retain all stored items in an orderly arrangement allowing maximum access, not impending drainage or traffic, and providing the required protection of materials.
 - 2. Do not allow the accumulation of scrap, debris, waste material, and other items not required for construction of this Work.
 - 3. At least twice each month, and more often if necessary, completely remove all scrap, debris, and waste material from the jobsite.
 - 4. Provide adequate storage for all items awaiting removal from the jobsite, observing all requirements for fire protection and protection of the ecology.
- B. Site
 - 1. Daily, inspect the site and pick up all scrap, debris, and waste material. Remove all such items to the place designated for their storage.

2. Weekly, inspect all arrangements of materials stored onsite. Re-stack, tidy, or otherwise service all material arrangements.
3. Maintain the site in a neat and orderly condition at all times.

C. Structures

1. Daily, inspect the structures and pick up all scrap, debris, and waste material. Remove all such items to the place designated for their storage.
2. Weekly, sweep all interior spaces clean. "Clean" for the purposes of this paragraph, shall be interpreted as meaning free from dust and other material capable of being removed by use of reasonable effort and handheld broom.
3. In preparation for installation of succeeding materials, clean the structures or pertinent portions thereof to the degree of cleanliness recommended by the manufacturer of the succeeding material, using all equipment and materials required to achieve the required cleanliness.
4. Following the installation of finish floor materials, clean the finish floor daily while work is being performed in the space in which finish materials have been installed. "Clean" for the purposes of this subparagraph, shall be interpreted as meaning free from all foreign material which, in the opinion of the Construction Representative, may be injurious to the finish of the finish floor material.

3.2 FINAL CLEANING

- A. General: Provide final cleaning operations when indicated. Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit of Work to the condition expected from a commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
- B. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for the entire Project or a portion of the Project.
 1. Clean the Project Site, yard and grounds, in areas disturbed by construction activities including landscape development areas, of rubbish, waste material, litter, and foreign substances.
 2. Sweep paved areas broom clean. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 3. Remove petrochemical spills, stains, and other foreign deposits.
 4. Remove tools, construction equipment, machinery, and surplus material from the site.
 5. Remove snow and ice to provide safe access to the building.
 6. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 7. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 8. Broom clean concrete floors in unoccupied spaces.

9. Vacuum clean carpet and similar soft surfaces removing debris and excess nap. Shampoo, if required.
 10. Leave the Project clean and ready for occupancy.
- C. Removal of Protection: Remove temporary protection and facilities installed during construction to protect previously completed installations during the remainder of the construction period.
- D. Compliances: Comply with governing regulations and safety standards for cleaning operations. Remove waste materials from the site and dispose of lawfully.
1. Where extra materials of value remain after Final Acceptance by the Owner, they become the Owner's property.

END OF SECTION 017400

SECTION 031000 - CONCRETE FORMING AND ACCESSORIES

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Formwork for cast-in place concrete.
 - 2. Shoring, bracing, and anchorage.
 - 3. Form accessories.
 - 4. Form stripping.
- B. Related Sections:
 - 1. Section 032000 - Concrete Reinforcing.
 - 2. Section 033000 - Cast-In-Place Concrete.

1.2 REFERENCES

- A. American Concrete Institute:
 - 1. ACI 117 - Standard Specifications for Tolerances for Concrete Construction and Materials.
 - 2. ACI 301 - Specifications for Structural Concrete.
 - 3. ACI 318 - Building Code Requirements for Structural Concrete.
 - 4. ACI 347 - Guide to Formwork for Concrete.
- B. American Forest and Paper Association:
 - 1. AF&PA - National Design Specifications for Wood Construction.
- C. The Engineered Wood Association:
 - 1. APA/EWA PS 1 - Voluntary Product Standard for Construction and Industrial Plywood.
- D. American Society of Mechanical Engineers:
 - 1. ASME A17.1 - Safety Code for Elevators and Escalators.
- E. ASTM International:
 - 1. ASTM D1751 - Standard Specification for Preformed Expansion Joint Filler for Concrete Paving and Structural Construction (Nonextruding and Resilient Bituminous Types).
- F. West Coast Lumber Inspection Bureau:
 - 1. WCLIB - Standard Grading Rules for West Coast Lumber.

1.3 DESIGN REQUIREMENTS

- A. Design, engineer and construct formwork, shoring and bracing in accordance with ACI 318 to conform to design and applicable code requirements to achieve concrete shape, line and dimension as indicated on Drawings.

1.4 SUBMITTALS

- A. Section 013300 - Submittal Procedures: Requirements for submittals.
- B. Shop Drawings:
 - 1. Submit formwork, and shoring shop drawings.
 - 2. Indicate the following:
 - a. Pertinent dimensions, openings, methods of construction, types of connections, materials, joint arrangement and details, ties and shores, location of framing, studding and bracing, and temporary supports.
 - b. Means of leakage prevention for concrete exposed to view in finished construction.
 - c. Sequence and timing of erection and stripping assumed compressive strength at time of stripping, height of lift and height of drop during placement.
 - d. Vertical, horizontal and special loads in accordance with ACI 347, Section 2.2 and camber diagrams, when applicable.
 - e. Notes to formwork erector showing size and location of conduits and piping embedded in concrete in accordance with ACI 318, Section 6.3.
- C. Product Data: Submit data on void form materials and installation requirements.
- D. Design Data:
 - 1. Indicate design data for formwork, and shoring.
 - 2. Include structural calculations to support design.

1.5 QUALITY ASSURANCE

- A. Perform Work in accordance with ACI 347, ACI 301 & ACI 318.
- B. For wood products furnished for work of this Section, comply with AF&PA.

1.6 QUALIFICATIONS

- A. Design formwork under direct supervision of Professional Engineer experienced in design of this Work and licensed in State of Missouri.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Section 016000 - Product Requirements: Products storage and handling requirements.
- B. Deliver void forms and installation instructions in manufacturer's packaging.
- C. Store off ground in ventilated and protected manner to prevent deterioration from moisture.

1.8 COORDINATION

- A. Section 013100 - Coordination: Coordination and project conditions.
- B. Coordinate this Section with other sections of work, requiring attachment of components to formwork.

PART 2 PRODUCTS

2.1 WOOD FORM MATERIALS

- A. Form Materials: At discretion of Contractor.
- B. Lumber Forms:
 - 1. Application: Use for edge forms and unexposed finish concrete.
 - 2. Boards: 6 inches or 8 inches in width, shiplapped or tongue and groove, "Standard" Grade Douglas Fir, conforming to WCLIB Standard Grading Rules for West Coast Lumber. Surface boards on four sides.
- C. Plywood Forms:
 - 1. Application: Use for exposed finish concrete.
 - 2. Forms: Conform to PS 1; full size 4 x 8 feet panels; each panel labeled with grade trademark of APA/EWA.
 - 3. Plywood for Surfaces to Receive Membrane Waterproofing: Minimum of 5/8 inch thick; APA/EWA "B-B Plyform Structural I Exterior" grade.
 - 4. Plywood where "Smooth Finish" is required, as indicated on Drawings: APA/EWA "HD Overlay Plyform Structural I Exterior" grade, minimum of 3/4 inch thick.

2.2 FORMWORK ACCESSORIES

- A. Form Ties: Removable type, metal, adjustable length, cone type, free of defects capable of leaving holes larger than 1 inch in concrete surface.
- B. Spreaders: Standard, non-corrosive metal form clamp assembly, of type acting as spreaders and leaving no metal within 1 inch of concrete face. Wire ties, wood spreaders or through bolts are not permitted.
- C. Form Anchors and Hangers:
 - 1. Do not use anchors and hangers exposed concrete leaving exposed metal at concrete surface.
 - 2. Symmetrically arrange hangers supporting forms from structural steel members to minimize twisting or rotation of member.
 - 3. Penetration of structural steel members is not permitted.
- D. Form Release Agent: Colorless mineral oil that will not stain concrete or absorb moisture.
- E. Dovetail Anchor Slot: Galvanized steel, 22 gage thick, release tape sealed slots, anchors for securing to concrete formwork.
- F. Bituminous Joint Filler: ASTM D1751.
- G. Nails, Spikes, Lag Bolts, Through Bolts, Anchorages: Size, strength and character to maintain formwork in place while placing concrete.
- H. Water Stops: Rubber, minimum 1,750 psi tensile strength, minimum 50 degrees F to plus 175 degrees F working temperature range, 4-inch wide, maximum possible lengths, ribbed profile, preformed corner sections, heat welded jointing.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 013100 - Coordination: Coordination and project conditions.
- B. Verify lines, levels, and centers before proceeding with formwork. Verify dimensions agree with Drawings.
- C. When formwork is placed after reinforcement resulting in insufficient concrete cover over reinforcement before proceeding, request instructions from Architect/Engineer.

3.2 INSTALLATION

- A. Earth Forms:
 - 1. Trench earth forms neatly, accurately, and at least 2 inches wider than footing widths indicated on Drawings.
 - 2. Trim sides and bottom of earth forms.
 - 3. Construct wood edge strips at top of each side of trench to secure reinforcing and prevent trench from sloughing.
 - 4. Form sides of footings where earth sloughs.
 - 5. Tamp earth forms firm and clean forms of debris and loose material before depositing concrete.
- B. Formwork - General:
 - 1. Provide top form for sloped surfaces steeper than 1.5 horizontal to 1 vertical to hold shape of concrete during placement, unless it can be demonstrated that top forms can be omitted.
 - 2. Construct forms to correct shape and dimensions, mortar-tight, braced, and of sufficient strength to maintain shape and position under imposed loads from construction operations.
 - 3. Camber forms where necessary to produce level finished soffits unless otherwise shown on Drawings.
 - 4. Carefully verify horizontal and vertical positions of forms. Correct misaligned or misplaced forms before placing concrete.
 - 5. Complete wedging and bracing before placing concrete.
- C. Forms for Smooth Finish Concrete:
 - 1. Use steel, plywood or lined board forms.
 - 2. Use clean and smooth plywood and form liners, uniform in size, and free from surface and edge damage capable of affecting resulting concrete finish.
 - 3. Install form lining with close-fitting square joints between separate sheets without springing into place.
 - 4. Use full size sheets of form lines and plywood wherever possible.
 - 5. Tape joints to prevent protrusions in concrete.
 - 6. Use care in forming and stripping wood forms to protect corners and edges.
 - 7. Level and continue horizontal joints.
 - 8. Keep wood forms wet until stripped.
- D. Framing, Studding and Bracing:

1. Space studs at 16 inches on center maximum for boards and 12 inches on center maximum for plywood.
 2. Size framing, bracing, centering, and supporting members with sufficient strength to maintain shape and position under imposed loads from construction operations.
 3. Construct beam soffits of material minimum of 2 inches thick.
 4. Distribute bracing loads over base area on which bracing is erected.
 5. When placed on ground, protect against undermining, settlement or accidental impact.
- E. Erect formwork, shoring, and bracing to achieve design requirements, in accordance with requirements of ACI 301.
- F. Arrange and assemble formwork to permit dismantling and stripping. Do not damage concrete during stripping. Permit removal of remaining principal shores.
- G. Obtain Architect/Engineer's approval before framing openings in structural members not indicated on Drawings.
- H. Install chamfer strips on external corners.
- I. Install void forms in accordance with manufacturer's recommendations.

3.3 APPLICATION - FORM RELEASE AGENT

- A. Apply form release agent on formwork in accordance with manufacturer's recommendations.
- B. Apply prior to placement of reinforcing steel, anchoring devices, and embedded items.
- C. Do not apply form release agent where concrete surfaces are indicated to receive special finishes or applied coverings that are affected by agent. Soak inside surfaces of untreated forms with clean water. Keep surfaces coated prior to placement of concrete.
- D. Reuse and Coating of Forms: Thoroughly clean forms and reapply form coating before each reuse. For exposed work, do not reuse forms with damaged faces or edges. Apply form coating to forms in accordance with manufacturer's specifications. Do not coat forms for concrete indicated to receive "scored finish". Apply form coatings before placing reinforcing steel.

3.4 INSTALLATION - INSERTS, EMBEDDED PARTS, AND OPENINGS

- A. Install formed openings for items to be embedded in or passing through concrete work.
- B. Locate and set in place items required to be cast directly into concrete.
- C. Coordinate with Work of other sections in forming and placing openings, slots, recesses, sleeves, bolts, anchors, other inserts, and components of other Work.
- D. Install accessories straight, level, and plumb. Ensure items are not disturbed during concrete placement.

- E. Install water stops continuous without displacing reinforcement. Heat seal joints watertight.
- F. Provide temporary ports or openings in formwork where required to facilitate cleaning and inspection. Locate openings at bottom of forms to allow flushing water to drain.
- G. Close temporary openings with tight fitting panels, flush with inside face of forms, and neatly fitted so joints will not be apparent in exposed concrete surfaces.
- H. Form Ties:
 - 1. Use sufficient strength and sufficient quantity to prevent spreading of forms.
 - 2. Place ties at least 1 inch away from finished surface of concrete.
 - 3. Leave inner rods in concrete when forms are stripped.
 - 4. Space form ties equidistant, symmetrical and aligned vertically and horizontally unless otherwise shown on Drawings.
- I. Arrangement: Arrange formwork to allow proper erection sequence and to permit form removal without damage to concrete.
- J. Construction Joints:
 - 1. Install surfaced pouring strip where construction joints intersect exposed surfaces to provide straight line at joints.
 - 2. Just prior to subsequent concrete placement, remove strip and tighten forms to conceal shrinkage.
 - 3. Show no overlapping of construction joints. Construct joints to present same appearance as butted plywood joints.
 - 4. Arrange joints in continuous line straight, true and sharp.
- K. Embedded Items:
 - 1. Make provisions for pipes, sleeves, anchors, inserts, reglets, anchor slots, nailers, water stops, and other features.
 - 2. Do not embed wood or uncoated aluminum in concrete.
 - 3. Obtain installation and setting information for embedded items furnished under other Specification sections.
 - 4. Securely anchor embedded items in correct location and alignment prior to placing concrete.
 - 5. Verify conduits and pipes, including those made of coated aluminum, meet requirements of ACI 318 for size and location limitations.
- L. Openings for Items Passing Through Concrete:
 - 1. Frame openings in concrete where indicated on Drawings. Establish exact locations, sizes, and other conditions required for openings and attachment of work specified under other sections.
 - 2. Coordinate work to avoid cutting and patching of concrete after placement.
 - 3. Perform cutting and repairing of concrete required as result of failure to provide required openings.
- M. Screeds:
 - 1. Set screeds and establish levels for tops of concrete slabs and levels for finish on slabs.
 - 2. Slope slabs to drain where required or as shown on Drawings.

3. Before depositing concrete, remove debris from space to be occupied by concrete and thoroughly wet forms. Remove freestanding water.
- N. Screed Supports:
1. For concrete over waterproof membranes and vapor retarder membranes, use cradle, pad or base type screed supports which will not puncture membrane.
 2. Staking through membrane is not permitted.
- O. Cleanouts and Access Panels:
1. Provide removable cleanout sections or access panels at bottoms of forms to permit inspection and effective cleaning of loose dirt, debris and waste material.
 2. Clean forms and surfaces against which concrete is to be placed. Remove chips, saw dust and other debris. Thoroughly blow out forms with compressed air just before concrete is placed.

3.5 FORM CLEANING

- A. Clean forms as erection proceeds, to remove foreign matter within forms.
- B. Clean formed cavities of debris prior to placing concrete.
- C. Flush with water or use compressed air to remove remaining foreign matter. Ensure that water and debris drain to exterior through clean-out ports.
- D. During cold weather, remove ice and snow from within forms. Do not use de-icing salts. Do not use water to clean out forms, unless formwork and concrete construction proceed within heated enclosure. Use compressed air or other means to remove foreign matter.

3.6 FORM REMOVAL

- A. Do not remove forms or bracing until concrete has gained sufficient strength to carry its own weight and imposed loads and removal has been approved by Architect/Engineer.
- B. Loosen forms carefully. Do not wedge pry bars, hammers, or tools against finish concrete surfaces scheduled for exposure to view.
- C. Store removed forms in manner that surfaces to be in contact with fresh concrete will not be damaged. Discard damaged forms.
- D. Leave forms in place for minimum number of days as specified in ACI 347.

3.7 ERECTION TOLERANCES

- A. Construct formwork to maintain tolerances required by ACI 301.
- B. Construct and align formwork for elevator hoistway in accordance with ASME A17.1.
- C. Camber slabs and beams 1/4 inch per 10 feet in accordance with ACI 301.

3.8 FIELD QUALITY CONTROL

- A. Section 017000 - Execution and Closeout Requirements: Field inspecting, testing, adjusting, and balancing.
- B. Inspect erected formwork, shoring, and bracing to ensure that work is in accordance with formwork design, and that supports, fastenings, wedges, ties, and items are secure.
- C. Notify Architect/Engineer after placement of reinforcing steel in forms, but prior to placing concrete.
- D. Schedule concrete placement to permit formwork inspection before placing concrete.

END OF SECTION 031000

SECTION 032000 - CONCRETE REINFORCING

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Reinforcing bars.
 - 2. Welded wire fabric.
 - 3. Fiber Reinforced Concrete.
 - 4. Reinforcement accessories.

- B. Related Sections:
 - 1. Section 033000 - Cast-In-Place Concrete.

1.2 REFERENCES

- A. American Concrete Institute:
 - 1. ACI 301 - Specifications for Structural Concrete.
 - 2. ACI 318 - Building Code Requirements for Structural Concrete.
 - 3. ACI 530.1 - Specifications for Masonry Structures.
 - 4. ACI SP-66 - ACI Detailing Manual.

- B. ASTM International:
 - 1. ASTM A82 - Standard Specification for Steel Wire, Plain, for Concrete Reinforcement.
 - 2. ASTM A184/A184M - Standard Specification for Fabricated Deformed Steel Bar Mats for Concrete Reinforcement.
 - 3. ASTM A496 - Standard Specification for Steel Wire, Deformed, for Concrete Reinforcement.
 - 4. ASTM A497 - Standard Specification for Steel Welded Wire Fabric, Deformed, for Concrete Reinforcement.
 - 5. ASTM A615/A615M - Standard Specification for Deformed and Plain Billet-Steel Bars for Concrete Reinforcement.
 - 6. ASTM A704/A704M - Standard Specification for Welded Steel Plain Bar or Rod Mats for Concrete Reinforcement.
 - 7. ASTM A706/A706M - Standard Specification for Low-Alloy Steel Deformed and Plain Bars for Concrete Reinforcement.
 - 8. ASTM A767/A767M - Standard Specification for Zinc-Coated (Galvanized) Steel Bars for Concrete Reinforcement.
 - 9. ASTM A775/A775M - Standard Specification for Epoxy-Coated Reinforcing Steel Bars.
 - 10. ASTM A884/A884M - Standard Specification for Epoxy-Coated Steel Wire and Welded Wire Fabric for Reinforcement.
 - 11. ASTM A934/A934M - Standard Specification for Epoxy-Coated Prefabricated Steel Reinforcing Bars.
 - 12. ASTM A996/A996M - Standard Specification for Rail-Steel and Axle-Steel Deformed Bars for Concrete Reinforcement.
 - 13. ASTM C1116 / C1116M - 08a Standard Specification for Fiber-Reinforced Concrete

14. ASTM D3963/D3963M - Standard Specification for Fabrication and Jobsite Handling of Epoxy-Coated Reinforcing Steel Bars.
- C. American Welding Society:
 1. AWS D1.4 - Structural Welding Code - Reinforcing Steel.
- D. Concrete Reinforcing Steel Institute:
 1. CRSI - Manual of Standard Practice.
 2. CRSI - Placing Reinforcing Bars.

1.3 SUBMITTALS

- A. Section 013300 - Submittals: Submittal procedures.
- B. Shop Drawings: Indicate bar sizes, spacings, locations, and quantities of reinforcing steel and welded wire fabric, bending and cutting schedules, and supporting and spacing devices.
- C. Certificates: Submit AWS qualification certificate for welders employed on the Work.

1.4 QUALITY ASSURANCE

- A. Perform Work in accordance with ACI 318.

1.5 QUALIFICATIONS

- A. Welders: AWS qualified within previous 12 months.

1.6 COORDINATION

- A. Coordination and project conditions.
- B. Coordinate with placement of formwork, formed openings and other Work.

PART 2 PRODUCTS

2.1 REINFORCEMENT

- A. Deformed and Plain Reinforcement: ASTM A615/A615M; 60 ksi (420 MPa) yield strength, steel bars, unfinished.
- B. Deformed Bar Mats: ASTM A184/A184M; fabricated from ASTM A615/A615M; 60 ksi (420 MPa) yield strength, steel bars, unfinished.
- C. Plain Bar Mats: ASTM A704/A704M; fabricated from ASTM A615/A615M; 60 ksi (420 MPa) yield strength, steel bars, unfinished.
- D. Deformed Wire: ASTM A496; unfinished.
- E. Plain Wire: ASTM A82; unfinished.

- F. Fiber Reinforced Concrete:
- G. Epoxy-Coated Reinforcing Bars:
 - 1. Steel Bars: ASTM A615, Grade 60.
 - 2. Epoxy Coating: ASTM A775 with less than 2 percent damaged coating in each 12 inch bar length.

2.2 ACCESSORY MATERIALS

- A. Tie Wire: Minimum 16 gage annealed type.
- B. Chairs, Bolsters, Bar Supports, Spacers: Sized and shaped for strength and support of reinforcement during concrete placement conditions.
- C. Epoxy Coating Patching Material: Type as recommended by coating manufacturer.

2.3 FABRICATION

- A. Fabricate concrete reinforcement in accordance with ACI 318.
- B. Form reinforcement bends with minimum diameters in accordance with ACI 318.
- C. Fabricate column reinforcement with offset bends at reinforcement splices.
- D. Weld reinforcement in accordance with AWS D1.4.
- E. Locate reinforcement splices not indicated on Drawings, at point of minimum stress. Review location of splices with Architect/Engineer.

PART 3 EXECUTION

3.1 PLACEMENT

- A. Place, support and secure reinforcement against displacement. Do not deviate from required position beyond specified tolerance.
 - 1. Do not weld crossing reinforcement bars for assembly except as permitted by Architect/Engineer.
- B. Do not displace or damage vapor retarder.
- C. Accommodate placement of formed openings.
- D. Space reinforcement bars with minimum clear spacing in accordance with ACI 318 of one bar diameter, but not less than 1 inch (25 mm).
 - 1. Where bars are indicated in multiple layers, place upper bars directly above lower bars.

Reinforcement Location	Minimum Concrete Cover
Footings and Concrete Formed Against Earth	3 inches (75 mm)

Concrete exposed to earth or weather	No. 6 (19) bars and larger	2 inches (50 mm)
	No. 5 (16) bars and smaller	1-1/2 inches (38 mm)
Supported Slabs, Walls, and Joists	No. 14 (43) bars and larger	1-1/2 inches (38 mm)
	No. 11 (36) bars and smaller	3/4 inches (19 mm)
Beams and Columns		1-1/2 inches (38 mm)
Shell and Folded Plate Members	No. 6 (19) bars and larger	3/4 inches (19 mm)
	No. 5 (16) bars and smaller	1/2 inches (13 mm)

- E. Epoxy-Coated Reinforcement: Repair cut and damaged epoxy coatings with epoxy repair coating in accordance with ASTM D3963.

3.2 ERECTION TOLERANCES

- A. Section 014000 - Quality Requirements: Tolerances.
- B. Install reinforcement within the following tolerances for flexural members, walls, and compression members:

Reinforcement Depth	Depth Tolerance	Concrete Cover Tolerance
Greater than 8 inches (200 mm)	plus or minus 3/8 inch (10 mm)	minus 3/8 inch (10 mm)
Less than 8 inches (200 mm)	plus or minus 1/2 inch (13 mm)	minus 1/2 inch (13 mm)

- C. Install reinforcement within the tolerances specified in ACI 530.1 for foundation walls.

3.3 FIELD QUALITY CONTROL

- A. Field inspecting, testing, adjusting, and balancing.
- B. Perform field inspection and testing in accordance with ACI 318.
- C. Provide free access to Work and cooperate with appointed firm.
- D. Reinforcement Inspection:
1. Placement Acceptance: Specified and ACI 318 material requirements and specified placement tolerances.
 2. Welding: Inspect welds in accordance with AWS D1.1.
 3. Periodic Placement Inspection: Inspect for correct materials, fabrication, sizes, locations, spacing, concrete cover, and splicing.
 4. Weldability Inspection: Inspect for reinforcement weldability when formed from steel other than ASTM A706/A706M.

5. Periodic Weld Inspection: Other welded connections.

3.4 SCHEDULES

A. Reinforcement For Foundation Wall Framing Members and Slab-on-Grade: Deformed bars, wire fabric and steel reinforcing, epoxy coated finish.

END OF SECTION 032000

SECTION 033000 - CAST-IN-PLACE CONCRETE

PART 1 GENERAL

1.1 SUMMARY

- A. Section includes cast-in-place concrete for the following:
 - 1. Foundation walls.
 - 2. Slabs on grade.
 - 3. Fence post foundations.
 - 4. Control, expansion and contraction joint devices.
 - 5. Thrust blocks.
 - 6. Control and expansion/contraction joint devices associated with concrete work, including joint sealants.
- B. Related Sections:
 - 1. Section 032000 - Concrete Reinforcement.

1.2 REFERENCES

- A. The Missouri Standard Specification for Highway Construction, Division 700, Section 706: Reinforcing Steel for Concrete Structures and Division 1000, Section 1019: Cement. – Which states as follows:
 - 1. Division 700, Section 706
 - a. ASTM C192 - Standard Practice for Making and Curing Concrete Test Specimens in the Laboratory
 - b. ASTM C231 - Standard Test Method for Air Content of Freshly Mixed Concrete by the Pressure Method.
 - c. “706.3.1 Reinforcing steel shall be protected from damage at all times. When placed in the work and before concrete is placed, reinforcing steel shall be free from dirt, oil, paint, grease, loose mill scale, thick rust, any dried mortar and other foreign substances. A thin layer of powdery rust may remain. All reinforcing steel required for superstructure concrete, such as slabs, girders and beams and top slabs of culverts with more than a 4-foot span, shall be held securely in correct position with approved metal or plastic bar supports and ties. Reinforcing bars shall be positively secured against displacement. For bridge decks and top slabs of culverts, bars in the top mat shall be tied at all intersections except where spacing is less than or equal to 12 inches in each direction, in which case alternate intersections shall be tied. At other locations, the bars shall be firmly tied at alternate crossings or closer. The steel shall be tied in the correct position with proper clearance maintained between the forms and the reinforcement. The contractor shall construct the unit as shown on the plans. Measurements to reinforcing steel will be made to the centerline of bar, except where the clear distance from face of concrete is shown on the plans”
 - 2. Division 1000, Section 1019

- a. “1019.2.1 Portland Cement. All Portland cement shall be in accordance with AASHTO M 85”
- B. American Concrete Institute:
- 1. ACI 301 - Specifications for Structural Concrete.
 - 2. ACI 305 - Hot Weather Concreting.
 - 3. ACI 306.1 - Standard Specification for Cold Weather Concreting.
 - 4. ACI 308.1 - Standard Specification for Curing Concrete.
 - 5. ACI 318 - Building Code Requirements for Structural Concrete.
- C. ASTM International:
- 1. ASTM C31/C31M - Standard Practice for Making and Curing Concrete Test Specimens in the Field.
 - 2. ASTM C33 - Standard Specification for Concrete Aggregates.
 - 3. ASTM C94/C94M - Standard Specification for Ready-Mixed Concrete.
 - 4. ASTM C150 - Standard Specification for Portland Cement.
 - 5. ASTM C172 - Standard Practice for Sampling Freshly Mixed Concrete.
 - 6. ASTM C173/C173M - Standard Test Method for Air Content of Freshly Mixed Concrete by the Volumetric Method.
 - 7. ASTM C260/C260M-10a - Standard Specification for Air-Entraining Admixtures for Concrete.
 - 8. ASTM C330 - Standard Specification for Lightweight Aggregates for Structural Concrete.
 - 9. ASTM C494/C494M - Standard Specification for Chemical Admixtures for Concrete.
 - 10. ASTM C685/C685M - Standard Specification for Concrete Made By Volumetric Batching and Continuous Mixing.
 - 11. ASTM C1017/C1017M - Standard Specification for Chemical Admixtures for Use in Producing Flowing Concrete.
 - 12. ASTM C1218 - Standard Test Method for Water-Soluble Chloride in Mortar and Concrete.
 - 13. ASTM D1751 - Standard Specification for Preformed Expansion Joint Filler for Concrete Paving and Structural Construction (Nonextruding and Resilient Bituminous Types).
 - 14. ASTM E1643 - Standard Practice for Installation of Water Vapor Retarders Used in Contact with Earth or Granular Fill under Concrete Slabs.
 - 15. ASTM E1745 - Standard Specification for Plastic Water Vapor Retarders Used in Contact with Soil or Granular Fill under Concrete Slabs.

1.3 PERFORMANCE REQUIREMENTS

- A. Vapor Retarder Permeance: Maximum 2 perm max. per inch of thickness per ASTM E96.

1.4 SUBMITTALS

- A. Section 013300 - Submittals: Submittal procedures.
- B. Design Data:
 - 1. Submit concrete mix design
 - 2. Identify mix ingredients and proportions, including admixtures.

3. Identify chloride content of admixtures and whether or not chloride was added during manufacture.

C. Tests - field quality control tests.

1.5 CLOSEOUT SUBMITTALS

- A. Project Record Documents: Accurately record actual locations of embedded utilities and components concealed from view in finished construction.

1.6 QUALITY ASSURANCE

- A. Perform Work in accordance with ACI 318.
- B. Conform to ACI 305 when concreting during hot weather.
- C. Conform to ACI 306.1 when concreting during cold weather.
- D. Acquire cement and aggregate from one source for Work.
- E. Use only one brand of cement.

1.7 ENVIRONMENTAL REQUIREMENTS

- A. Maintain concrete temperature after installation at minimum 50 degrees F in a moist condition for a minimum of 7 days.

1.8 COORDINATION

- A. Coordinate placement of joint devices with erection of concrete formwork and placement of form accessories.

PART 2 PRODUCTS

2.1 CONCRETE MATERIALS

- A. Cement:
 1. ASTM C150, Type I - Normal or Type IA - Air Entraining (if approved by the Engineer).
 2. The Portland cement used under this contract shall be a standard brand of Portland cement which has been in practical use in public works and which has heretofore given satisfactory results. The cement, when delivered to the site or at the location where the concrete is to be mixed, shall be stored so as to protect it from damage. No damaged, partially set, or lumpy cement shall be used in the work but shall immediately be removed from the premises.
- B. Normal Weight Aggregates: ASTM C33.
 1. Coarse Aggregate:
 - a. The coarse aggregate shall be clean washed and screened gravel or crushed limestone, having a specific gravity of not less than 2.56. The

gravel shall be free from dust, loam, clay, alkali, or organic impurities, and free from thin porous, elongated, or laminated particles. A sample of the gravel when subjected to the sodium sulphate accelerated soundness test for freezing and thawing shall have a weighted average loss of not more than 15%. Crushed limestone aggregate shall consist of uncoated particles of sound, durable rock of uniform quality without an excess of flat, elongated, or laminated pieces.

- b. The gravel or crushed limestone shall be graded to meet the following sieve analysis using the U.S. Standard Sieve Series, with all percentages determined by weight.

<u>Sieve Size</u>	<u>Percent Passing</u>
1-1/2 inch	100
1 inch	95-100
3/4 inch	70-85
3/8 inch	20-40
No. 4	0-5

- c. The use of frozen aggregates will not be permitted. When the temperature of the air permits concreting to be carried on, the aggregates must be thawed out, thoroughly removing all frost before inclusion in the concrete mixture.

2. Fine Aggregate Sizing:

- a. The fine aggregate must be clean. Natural, unwashed sand deposits may not be used. Sand must consist of hard, strong, durable material, washed from all foreign organic material or other injurious impurities conforming to ASTM C33.
- b. Sand that has become contaminated by improper storage or installation practices will be unacceptable for use and will be removed from the construction site immediately by the contractor.
- c. The sand shall be graded to meet the following sieve analysis using the U.S. Standard sieve series, with all percentages determined by weight.

<u>Sieve Size</u>	<u>Percent Passing</u>
3/8 inch	100
No. 4	95-100
No. 16	60-75
No. 50	10-30

No. 100	0-5
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- C. Water:
1. ACI 318; potable,
 2. Without deleterious amounts of chloride ions with maximum 0.15 percent of water-soluble chloride ions by weight of cement.
 3. Non-potable water will not be considered acceptable for use.

2.2 ADMIXTURES

- A. Manufacturers: Should the Contractor desire to incorporate in the concrete mix an admixture to improve the workability of concrete, the approval must be obtained from the Engineer. However, no additional payment will be made for the use of the admixture; the use of such admixture will be made at the Contractor's expense.
- B. Air Entrainment: ASTM C260.
1. Consider using "Darex" Dewey and Almy Chemical Company, "Adz Air", Chem Masters Corp., or equal.
- C. Plasticizing: ASTM C1017/C1017M.
1. Consider using "Pozzolith" by Master Builders Company, WR77 by Chem Masters Corp., or equal.

2.3 JOINT DEVICES AND FILLER MATERIALS

- A. Expansion Joint Devices: ASTM D1751-04; resilient neoprene filler strip.

2.4 CONCRETE MIX

- A. Select proportions for normal weight concrete in accordance with application:
1. Class A Concrete shall be used for all structural concrete such as floor slabs, sidewalks, concrete walls, fence post foundations, etc. Class A concrete shall meet the following requirements:
 - a. Cement: 6-1/2-sack minimum per cubic yard. (600 pounds minimum per cubic yard).
 - b. w/c ratio: 0.40 maximum (including water in aggregates).
 - c. Strength ($f'c$): 4,500 psi in 28 days and 3,050 psi in 7 days.
 - d. Slump: 3 to 5 inches.
 - e. Air Entrainment: 4% - 6%
 2. Class B Concrete shall be used for pipe encasements, thrust blocks, concrete cradles and for a stabilized fill if desired. Class B concrete shall consist of the following requirements:
 - a. Cement: 4-1/2-sack minimum per cubic yard.
 - b. w/c ratio: 0.36 minimum - 0.45 maximum (including water in aggregates).
 - c. Strength ($f'c$): 2,500 psi in 28 days and 1,600 psi in 7 days.

- B. Ready Mixed Concrete may be used provided:
 - 1. Concrete is mixed and delivered in accordance with ASTM C94/C94M and ASTM C685/C685M.
 - 2. The concrete must be placed within 45 minutes of mixing.
 - 3. The Central Mixing Plant shall be designated in writing to the Engineer for his/her approval one week prior to usage of concrete on job site.
- C. Site Mixed Concrete: Mix concrete in accordance with ACI 318.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify requirements for concrete cover over reinforcement.
- B. Verify anchors, seats, plates, reinforcement and other items to be cast into concrete are accurately placed, positioned securely, and will not interfere with placing concrete.

3.2 PREPARATION

- A. Prepare previously placed concrete by cleaning with steel brush. Remove laitance, coatings, and unsound materials.
- B. Install pre-molded expansion joint
 - 1. Clean expansion joint surfaces before installing pre-molded filler and placing adjacent concrete.
 - 2. Install polyvinyl chloride or rubber water seals, as shown in accordance with manufacturer's instructions, to form continuous watertight seal.
 - 3. Pre-molded expansion joint shall be installed to the full depth of the joint and in accordance with the manufacturer's instructions.
- C. In locations where new concrete is doweled to existing work, drill holes in existing concrete; insert steel dowels and pack solid with non-shrink grout.
- D. Remove debris and ice from formwork, reinforcement, and concrete substrates.
- E. Remove water from areas receiving concrete before concrete is placed.

3.3 PLACING CONCRETE

- A. Place concrete in accordance with ACI 318.
- B. Notify testing laboratory and Engineer minimum 24 hours prior to commencement of operations.
- C. Ensure reinforcement, inserts, embedded parts, formed expansion and contraction joints are not disturbed during concrete placement.
- D. Install vapor retarder under interior slabs on grade in accordance with ASTM E1643. Lap joints minimum 6 inches and seal watertight by taping edges and ends.

- E. Repair vapor retarder damaged during placement of concrete reinforcing. Repair with vapor retarder material; lap over damaged areas minimum 6 inches and seal watertight.
- F. The placing of concrete shall be accomplished by placing in one continuous operation between the limits of the work or between properly constructed and permissible construction joints.
- G. The Contractor shall place no concrete until after inspection, by the Engineer, of forms, reinforcing, and embedded items. Place no concrete over water covered, muddy, frozen soil or dry soil or sub-base. Dry sub base shall be sprinkled with water prior to the placement of concrete.
- H. In preparation for the placing of concrete, all chips, and other construction debris and extraneous matter, shall be removed from the interior of the forms. Struts, stays and braces, serving temporarily to hold the forms in correct shape and alignment pending the placing of concrete in their locations, shall be removed when the concrete placing has reached an elevation rendering their services unnecessary. These temporary members shall be entirely removed from the forms and not buried in the concrete. Concrete shall be placed so as to avoid segregation of the materials and displacement of the reinforcement. The use of long troughs, chutes, and pipes for conveying concrete from the mixer to the forms shall be permitted only on written authorization from the Engineer. In case an inferior quality of concrete is produced by the use of such conveyors, the Engineer may order discontinuance of their use and the substitution of a satisfactory method of placing.
- I. Open troughs and chutes shall be of metal or metal lines; where steep slopes are required, the chutes shall be equipped with baffles or be in short lengths that reverse the direction of movement.
- J. All chutes, troughs, and pipes shall be kept clean and free from coatings of hardened concrete by thoroughly flushing with water after each run; water used for flushing shall be discharged clear of the structure.
- K. When placing operations would involve dropping the concrete more than 5 feet, it shall be deposited through sheet metal or other approved pipes. As far as practicable, the pipe shall be kept full of concrete during placing and their lower ends shall be kept buried in the newly placed concrete. After initial set of the concrete, the forms shall not be jarred and no strain shall be placed on the ends of reinforcement bars that project.
- L. During the placing of the concrete, it shall be compacted by mechanical vibration obtained by mechanical power operating within the mass of the concrete, supplemented by spading tools. The Engineer shall of a type and design approve vibrators.
- M. The intensity of vibration shall be such as to visibly affect a mass of concrete of 1-inch slump over a radius of at least 18 inches. The Contractor shall provide a sufficient number of vibrators to properly compact each batch immediately after it is placed in the forms. Vibration shall be manipulated so as to thoroughly work the concrete around the reinforcement and embedded fixtures and in the corners and angles of the forms. Vibration shall be applied at the point of deposit and in the areas of the freshly deposited concrete.

- N. The vibrators shall be inserted and withdrawn out of the concrete slowly. The vibration shall be of sufficient duration and intensity to thoroughly compact the concrete, but shall not be continued so as to cause segregation of aggregate. Vibration shall not be continued at any one point to the extent that localized areas of grout are formed.
- O. Vibrations shall not be applied directly or through the reinforcement to sections or layers of concrete that have hardened to the degree that the concrete ceases to be plastic under vibration. It shall not be used to make concrete flow in the forms over distances so great as to cause segregation, and vibrators shall not be used to transport concrete in the forms.
- P. Vibration shall be supplemented by such spading as is necessary to ensure smooth surfaces and dense concrete along form surfaces and in corners and locations impossible to reach with the vibrators.

3.4 CONCRETE FINISHING

- A. Finishing of the concrete shall be accomplished as follows:
 - 1. Finish concrete floor surfaces in accordance with ACI 301 and ACI 302.1.
 - 2. Immediately after removing the forms, all fins or irregular projections shall be removed from all surfaces exposed above ground. On all surfaces the areas of cavities produced by form ties, holes, honeycombing, broken edges or corners, and other surface defects, shall be cleaned and carefully filled, pointed, and trowelled to a true uniform smooth surface with sand cement mortar mixed in the proportions used in the grade of concrete being furnished. Defective concrete as determined by the Engineer shall be repaired by cutting out the unsatisfactory material and placing new concrete that shall be secured with keys, dovetails or anchors. Concrete for patching shall be drier than the usual mixture and shall be thoroughly tamped into place.
 - 3. All exposed concrete surfaces, that is, those surfaces which will be visible (except floor slabs and sidewalks), shall be finished in the following manner: Forms shall be removed from such surfaces as soon as structurally possible, as approved by the Engineer and all depressions or imperfections immediately patched as described above. The surface shall then be machine or hand rubbed until the entire surface has a smooth, homogeneous pleasant appearing finish of uniform texture and color. Any delay in patching or rubbing such surfaces shall be cause for rejection of the entire structure or for requiring the surfaces to be ground smooth and painted.
 - 4. All surfaces to receive paint or protective coating shall be ground, rubbed and filled as necessary to provide a surface smooth enough to insure good paint coverage.
 - 5. No mortar-wet cement shall be used in finishing except the mortar necessary to fill imperfections. Edging tools shall be used on all exposed top edges.
 - 6. The top surface of walls where exposed shall receive a smooth trowelled finish. Where the top surface joins the sides, a 3/4-inch chamfer shall be provided. All floor slabs shall receive a steel trowel finish.
 - 7. In areas with floor drains, maintain design floor elevation at walls; slope surfaces uniformly to drains at 1/8" per foot nominal.

3.5 CURING AND PROTECTION

- A. Immediately after placement, protect concrete from premature drying, excessively hot or cold temperatures, and mechanical injury.
- B. Maintain concrete with minimal moisture loss at relatively constant temperature for period necessary for hydration of cement and hardening of concrete.
- C. Cure floor surfaces in accordance with ACI 318.
- D. Curing shall be accomplished by preventing loss of moisture, rapid temperature change, and mechanical injury or injury from rain or flowing water for a period of not less than 5 days when normal Portland Cement has been used. Curing shall be started as soon as free water has disappeared from the surface of the concrete after placing and finishing. Curing shall be accomplished by using any of the following methods or combination thereof, as approved by the Engineer.
- E. Unformed surfaces shall be covered with approved fabric, mats, burlap, or with sand, and shall be kept continually wet, or be covered with waterproof paper or polyethylene sheeting, or be coated with liquid membrane. Where formed surfaces are cured in forms, the forms shall be kept continually wet or the top forms may be loosened, as directed or approved by the Engineer and water allowed to run down between the forms and concrete. If forms are removed before the end of the curing period, curing shall be continued as on unformed surfaces. Burlap shall be used only on surfaces that will be exposed in the finish work and shall be in two layers. Water shall be applied in a manner that will not damage the concrete, and shall be free from impurities that may damage or discolor the concrete.
- F. Liquid membrane forming curing compounds, when approved by the Engineer, shall be applied by power spraying equipment using a spray nozzle equipped with a wind guard. The compound shall be applied in a two coat, continuous operation at coverage of not more than 200 square feet per gallon for each coat as recommended by the manufacturer. The compound shall form a uniform, continuous, adherent film that will not check, crack or peel and shall be free from pinholes or other imperfections. Surfaces subject to heavy rainfall within 3 hours after application of compound shall be re sprayed at the rate specified above. Surfaces coated with curing compound shall be kept free of foot and vehicle traffic or other abrasions during the curing period. Membrane curing compound shall not be used on surfaces that are to receive concrete, bituminous membrane waterproofing, resilient floor covering, or surfaces that are to be painted.
- G. Waterproof paper or polyethylene sheeting shall be placed to completely cover the concrete with enough overlap for secure anchorage around the edges. Adjoining sheets shall be lapped 6 inches and appropriately weighted, or sealed with tape or other approved means. Edge and lap anchorage shall be sufficient to prevent billowing or displacement by the wind. The sheeting material shall be no less than 4 mils thick and black in color for cold weather use and white or clear for hot weather.
- H. To facilitate rubbing of concrete, or for other reasons, forms may be removed from vertical surfaces of thick sections 48 hours after concreting, with the approval of the Engineer. Extreme caution should be exercised to prevent injury of concrete surfaces and edges during form removal. Surfaces revealed by form removal before the 5 day curing

period shall have one of the other curing methods applied as soon as possible after from stripping.

I. COLD AND HOT WEATHER REQUIREMENTS

1. Cold weather concreting shall not be continued when the air temperature is below 45°F, unless the following conditions are maintained:
 - a. Mixing water shall be heated to a maximum of 150°F.
 - b. Aggregates shall be heated until free of all ice and frost.
 - c. The concrete temperature after mixing shall be between 50°F and 70°F if the air temperature is 25°F to 45°F.
 - d. After the concrete is placed, it shall be covered, protected and heated so as to maintain a minimum of 70°F air temperature for the first 24 hours and 50°F for the next six days.
 - e. Moist conditions shall be maintained during the heating period.
 - f. All covering, heating equipment, etc., shall be on hand and approved by the Engineer before any concrete is placed.
2. Hot weather will not be permitted on exposed surfaces while air temperature exceeds 100°F. Cover and protect and cool as necessary to maintain the internal temperature of the concrete below 100°F. Concrete delivered to the job site while in the Ready Mix truck shall maintain a temperature less than 85°F.
3. Admixtures, such as calcium chloride, shall be used only with the approval of the Engineer.
4. No concrete shall be placed on iced or frozen subgrade or when the air temperature is below 25°F.

3.6 FIELD QUALITY CONTROL

- A. Provide free access to Work.
- B. Concrete Inspections:
 1. Continuous Placement Inspection: Inspect for proper installation procedures.
 2. Periodic Curing Inspection: Inspect for specified curing temperature and procedures.
- C. Strength Test Samples:
 1. Sampling Procedures: ASTM C192/C192M-05.
 2. Sample concrete and make one set of five cylinders for 50 cubic yards or less of concrete mixed.
 3. When volume of concrete for any class of concrete would provide less than 5 sets of cylinders, take samples from five randomly selected batches, or from every batch when less than 5 batches are used.
 4. Make one additional cylinder during cold weather concreting, and field cure.
- D. Cylinder Compressive Strength Testing:
 1. Test Method: ASTM C39.
 2. Test Acceptance: In accordance with ACI 318.

3. Test one cylinder at 7-days, 1 at 14-days, 1 at 28-days and 2 as needed for spares (bad break or 56-day), at the Contractor's expense by a testing laboratory selected by the Engineer.
 4. Dispose remaining cylinders when testing is not required.
 5. Three sets of test data shall be submitted to the Engineer for each test made.
- E. Maintain records of concrete placement. Record date, location, quantity, air temperature and test samples taken.

3.7 PATCHING

- A. Allow Engineer to inspect concrete surfaces immediately upon removal of forms.
- B. Excessive honeycomb or embedded debris in concrete is not acceptable. Notify Engineer upon discovery.
- C. Patch imperfections as directed by Engineer in accordance with ACI 318.

3.8 DEFECTIVE CONCRETE

- A. Defective Concrete: Concrete not conforming to required lines, details, dimensions, tolerances or specified requirements.
- B. Engineer will determine repair or replacement of defective concrete at the Contractor's expense.
- C. Do not patch, fill, touch-up, repair, or replace exposed concrete except upon express direction of Engineer for each individual area.

3.9 SHOP DRAWINGS

- A. Shop drawings shall be submitted in accordance with the General Conditions and General Requirements.

END OF SECTION 033000

SECTION 310513 - SOILS FOR EARTHWORK

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Subsoil materials.
 - 2. Topsoil materials.

- B. Related Sections:
 - 1. Section 310516 - Aggregates for Earthwork.
 - 2. Section 312213 - Rough Grading.
 - 3. Section 312317 - Trenching.
 - 4. Section 312323 - Fill.

1.2 REFERENCES

- A. American Association of State Highway and Transportation Officials:
 - 1. AASHTO T99 - Standard Specification for Moisture-Density Relations of Soils Using a 2.5-kg (5.5-lb) Rammer and a 305-mm (12-in.) Drop.

- B. ASTM International:
 - 1. ASTM D2487 - Standard Classification of Soils for Engineering Purposes (Unified Soil Classification System).

- C. Missouri Department of Transportation (MODOT): Standard Specification Book for Highway Construction, (Current Edition) including Special Provision for Erosion Control and all addenda. References made to compensation, method of measurement and basis of payment shall not apply.

1.3 SUBMITTALS

- A. Section 013300 - Submittal Procedures: Requirements for submittals.

1.4 QUALITY ASSURANCE

- A. Furnish each material from:
 - 1. Excavated and reused materials
 - 2. If not reused material - A single source throughout the Work.

- B. Topsoil work shall be performed in accordance with MODOT Standard Specification Book Section 804 - Topsoil.
 - 1. The Contactor may want to keep (1) copy of MODOT Standard Specification Book Section 804 - Topsoil on site at all times during the construction phase.

PART 2 PRODUCTS

2.1 SUBSOIL MATERIALS

- A. Subsoil (S1):
 - 1. Excavated and re-used material.
 - 2. Well-Graded.
 - 3. Free of lumps larger than 3 inches (75 mm), rocks larger than 2 inches (50 mm) and debris.

2.2 TOPSOIL MATERIALS

- A. Topsoil (S2):
 - 1. Conforming to MODOT Standard Specification Book Section 804 - Topsoil which states as follows:
 - a. “804.2 Material. Topsoil shall be obtained from sources approved by the engineer. Topsoil shall be a fertile, friable and loamy soil of uniform quality, without admixture of subsoil material, and shall be free from material such as hard clods, stiff clay, hardpan, partially disintegrated stone, pebbles larger than one inch in diameter and other impurities. Topsoil shall be relatively free from grass, roots, weeds and other objectionable plant material or vegetative debris undesirable or harmful to plant life or which will prevent the formation of a suitable seedbed.”

2.3 SOURCE QUALITY CONTROL

- A. Testing and Analysis of Subsoil Material: Perform in accordance with ASTM D698.
- B. When tests indicate materials do not meet specified requirements, change material and retest.
- C. Furnish materials of each type from same source throughout the Work.

PART 3 EXECUTION

3.1 EXCAVATION

- A. Excavate subsoil and topsoil from areas designated. Strip topsoil to full depth of topsoil in designated areas.
- B. Stockpile excavated material meeting requirements for subsoil and topsoil materials.
- C. Remove excess excavated subsoil and topsoil not intended for reuse, from site.
- D. Remove excavated materials not meeting requirements for subsoil and topsoil materials from site.

3.2 STOCKPILING

- A. Stockpile materials on site at locations designated by Engineer.

- B. Stockpile in sufficient quantities to meet Project schedule and requirements.
- C. Separate differing materials with dividers or stockpile apart to prevent mixing.
- D. Stockpile topsoil 8 feet (2.5 m) high maximum.
- E. Prevent intermixing of soil types or contamination.
- F. Direct surface water away from stockpile site to prevent erosion or deterioration of materials.
- G. Stockpile unsuitable materials on impervious material and cover to prevent erosion and leaching, until disposed of.

3.3 STOCKPILE CLEANUP

- A. Remove stockpile; leave area in clean and neat condition. Grade site surface to prevent freestanding surface water.

END OF SECTION 310513

SECTION 310516 - AGGREGATES FOR EARTHWORK

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Coarse aggregate materials.
 - 2. Fine aggregate materials.
 - 3. Drainage aggregate material

- B. Related Sections:
 - 1. Section 310513 - Soils For Earthwork
 - 2. Section 312317 - Trenching.
 - 3. Section 312323 - Fill.

1.2 REFERENCES

- A. American Association of State Highway and Transportation Officials:
 - 1. AASHTO M147 - Standard Specification for Materials for Aggregate and Soil-Aggregate Subbase, Base and Surface Courses.
 - 2. AASHTO T180 - Standard Specification for Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop.

- B. ASTM International:
 - 1. ASTM C136 - Standard Test Method for Sieve Analysis of Fine and Coarse Aggregates.
 - 2. ASTM D698 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft³ (600 kN-m/m<sup>3 - 3. ASTM D1557 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Modified Effort (6,000 ft-lbf/ft³ (2,700 kN-m/m<sup>3 - 4. ASTM D2487 - Standard Classification of Soils for Engineering Purposes (Unified Soil Classification System).
 - 5. ASTM D4318 - Standard Test Method for Liquid Limit, Plastic Limit, and Plasticity Index of Soils.</sup></sup>

- C. Missouri Department of Transportation (MODOT): Standard Specification Book for Highway Construction, (Current Edition) including Special Provision for Erosion Control and all addenda. References made to compensation, method of measurement and basis of payment shall not apply.

1.3 SUBMITTALS

- A. Section 013300 - Submittal Procedures: Requirements for submittals.

- B. Materials Source: Submit name of imported materials suppliers.

- C. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.4 QUALITY ASSURANCE

- A. Furnish each aggregate material from single source throughout the Work.
- B. Aggregate shall be in the gradation and type in accordance with MODOT Specification Section 1007
 - 1. The Contractor may want to keep (1) copy of MODOT Specification Section 1007 on construction site at all times.

PART 2 PRODUCTS

2.1 COARSE AGGREGATE MATERIALS (A1 - Road/Driveway Base Coarse)

- A. Coarse Aggregate - Missouri Department of Transportation (MODOT) Specification Section 1007 Type 1 Aggregate. - Which states as follows:
 - 1. “1007.2.1 Type 1 aggregate for base shall consist of crushed stone, sand and gravel or reclaimed asphalt or concrete. The aggregate shall not contain more than 15 percent deleterious rock and shale. The fraction passing No. 40 sieve shall have a maximum plasticity index of six. Any sand, silt and clay and any deleterious rock and shale shall be uniformly distributed throughout the material.”
 - 2. “1007.2.2 The aggregate shall be in accordance with the following gradation requirements: “

Sieve	Percent by Weight
Passing 1-inch	100
Passing 1/2-inch	60-90
Passing No. 4	35-60
Passing No. 30	10-35

2.2 FINE AGGREGATE MATERIALS (A2 - Pipe Bedding)

- A. Fine Aggregate - Missouri Department of Transportation (MODOT) Specification Section 1007 Type 5 Aggregate. - Which states as follows:
 - 1. “1007.3.1 Type 5 aggregate for base shall consist of crushed stone, sand and gravel or reclaimed asphalt or concrete. The aggregate shall not contain more than 15 percent deleterious rock and shale. The fraction passing the No. 40 sieve shall have a plasticity index not to exceed six. Any sand, silt and clay, and any deleterious rock and shale shall be uniformly distributed throughout the material.”
 - 2. “1007.3.2 Type 5 aggregate shall be in accordance with the following gradation requirements: “

Sieve	Percent by Weight
Passing 1-inch	100
Passing 1/2-inch	60-90
Passing No. 4	35-60
Passing No. 30	10-35
Passing No. 200	0-15

- 3. In lieu of Type 5 aggregate, screenings, rock with a large percentage of fines will be considered acceptable.

2.3 DRAINAGE AGGREGATE MATERIAL (A3 -Drainage Aggregate)

- A. Drainage Aggregate - Missouri Department of Transportation (MODOT) Specification Section 1009 Grade 2 - Which states as follows:
1. “1009.3.2 Grade 2. The aggregate shall be a washed sand-gravel mixture in accordance with the following gradation requirements:”

Sieve Size	Percent by Weight
1-inch	100
1/2-inch	55-90
No. 10	25-50
No. 40	10-30
No. 100	0-10
No. 200	0-3

2.4 ROCK RIP-RAP BLANKET

- A. Rock shall be hard, durable, angular in shape and resist weathering. Rock should be blocky in shape rather than elongated, more nearly cubical in shape, nested together to provide more resistance to movement. Rock shall not contain shale. Neither breadth nor thickness of a single stone shall be less than 1/3 its length. Rock shall be well graded. The rock shall contain fines in sufficient quantities to fill voids while allowing point-to-point contact between rocks. Rock suspended in a matrix of fines shall not be allowed. THERE SHALL BE NO VISIBLE VOIDS IN ROCK RIP-RAP BLANKET.
- B. Revetment – Missouri Department of Transportation (MODOT) Specification Section 611.50 Heavy stone revetment. - Which states as follows:
1. “Stone for heavy stone revetment shall be sound, durable and free from cracks and other structural defects that would cause the revetment to deteriorate. The stone shall not contain any soapstone, shale or other material easily disintegrated. The stones shall be at least 12 inches in size and all stones shall weigh no less than 50 pounds, and at least 60 percent shall weigh no less than 100 pounds.”
- C. The rock rip-rap blanket shall be at least 18 inches in thickness perpendicular to the slope or the bottom of the drainage swale. The rock rip-rap blanket shall be placed on top of a Mirafi N140 filter fabric and a prepared / compacted subgrade.

2.5 SOURCE QUALITY CONTROL

- A. All aggregates used shall be in accordance with ASTM C136 - Standard Test Method for Sieve Analysis of Fine and Coarse Aggregates.
- B. When tests indicate materials do not meet specified requirements, change material and retest.

PART 3 EXECUTION

3.1 STOCKPILING

- A. Stockpile materials on site at locations designated by Engineer.

- B. Stockpile in sufficient quantities to meet Project schedule and requirements.
- C. Separate different aggregate materials with dividers or stockpile individually to prevent mixing.
- D. Direct surface water away from stockpile site to prevent erosion or deterioration of materials.
- E. Stockpile unsuitable materials on impervious material and cover to prevent erosion and leaching, until disposed of.

3.2 STOCKPILE CLEANUP

- A. Remove stockpile; leave area in clean and neat condition. Grade site surface to prevent freestanding surface water.

END OF SECTION 310516

SECTION 311000 - SITE CLEARING

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Removing surface debris.
 - 2. Removing designated trees, shrubs, and other plant life.
- B. Related Sections:
 - 1. Section 312213 - Rough Grading.
 - 2. Section 312316 - Excavation.
 - 3. Section 312513 - Erosion Control/Storm Water Pollution Prevention.

1.2 QUALITY ASSURANCE

- A. Perform Work in accordance with MODOT Standard Specification Book for Highway Construction, including all addenda, applicable portions of Section 201 as determined by Engineer.
- B. Conform to State of Missouri, USEPA, and MODNR Standards and Specifications for Soil Erosion and Sediment Control.
- C. Conform to local codes and ordinances for disposal of debris and removal of trees.

PART 2 PRODUCTS

2.1 WIRE SUPPORTED AND SELF SUPPORTING SILT FENCE

- A. Wire Supported and Self Supporting Silt Fence as specified in Section 312513.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 013100 - Coordination: Verification of existing conditions before starting work.
- B. Verify existing plant life designated to remain is tagged or identified.
- C. Identify salvage area for placing removed materials.

3.2 PREPARATION

- A. Call Missouri One Call service at 1-800-DIG-RITE not less than three working days before performing Work. Also, utilize contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction.

1. Request underground utilities to be located and marked within and surrounding construction areas.

3.3 PROTECTION

- A. Locate, identify, and protect utilities indicated to remain, from damage as listed on the drawings and/or directed by the Engineer.
- B. Site clearing shall not be conducted during heavy rains or excessively muddy soil conditions to prevent mud tracking and sediment runoff onto or into sidewalks, streets, and existing drainage system.
- C. Protect trees, plant growth, and features designated to remain as final landscaping.
- D. Protect benchmarks, survey control points, and existing structures from damage or displacement.

3.4 CLEARING

- A. Clear designated areas in accordance with the MODOT Standard Specification Section 201, Articles 201.2.1 through 201.2.5.4 - Which states as follows:
 1. “201.2.1 General. The engineer will designate all trees, shrubs, plants and other objects that are to remain. All designated items shall be preserved. Any damage to natural terrain, vegetation or objects designated to remain shall be repaired or replaced, as determined by the engineer, at the contractor's expense.
 2. “201.2.2 Clearing and Grubbing. Unless otherwise specified in the contract documents, the entire length of the project shall be cleared and grubbed to the limits and requirements specified. Clearing and grubbing shall include removal of all trees, stumps, roots and any objectionable matter resting on or protruding through the surface of the original ground, except for those items designated to remain.”
 3. “201.2.2.1 Clearing. The area for clearing shall be within the following limits:
 - (a) Highway construction areas on the right of way or right of way easements, including structures, frontage roads, streets, ramps, approaches, ditches, channels and all other access roads, connections and incidental items that are to be constructed. These areas shall extend 10 feet outside of construction lines, or to the right of way limits if less than 10 feet.
 - (b) Material sites within the right of way or right of way easements.
 - (c) Areas enclosed by interchange loops and ramps.
 - (d) Site distance areas for intersecting routes.”
 4. “201.2.2.2 Limits of Grubbing. Within the limits of the cut areas, grubbing shall be performed to a minimum depth of 18 inches below the finished earth grade of roadways, ditches, channels, borrows and structures. The areas below the natural ground surface shall be grubbed to a depth necessary to remove all stumps, roots, buried logs and other objectionable material. In embankment areas, undisturbed stumps and roots extending no more than 6 inches above the ground line may remain, provided the stumps and roots are a minimum of 4 feet below the finished earth grade. Except in areas to be excavated, holes created by removals shall be backfilled with suitable material and compacted to the approximate density of the adjacent area.”

5. “201.2.2.3 Selective Clearing and Grubbing. All areas outside the limits designated for clearing and grubbing, but on the right of way, shall be free of unsightly vegetation, debris and other objectionable matter. In lieu of grubbing, undisturbed stumps outside the slope stake limits and in mowable areas may be cut to a maximum height of 3 inches above the ground. Low hanging, unsound or unsightly branches on trees or shrubs designated to remain shall be removed as directed by the engineer.”
6. “201.2.3 Scalping. The contractor shall scalp all areas where excavation or embankment is to be performed, except mowed or burned over sod may remain where the embankment to be constructed is at least 4 feet above natural ground. Scalping shall include the removal of surface material such as sod, grass, residue of agricultural crops, sawdust and any other vegetative matter without removing more earth than is necessary.”
7. “201.2.5 Removal and Disposal of Material. The contractor shall dispose of all trees, stumps, brush, roots and all other objectionable matter removed in the clearing and grubbing process.”
8. “201.2.5.2 Disposal of Wood. Burial of stumps and debris will not be permitted on the right of way. Products of clearing and grubbing may be removed from the right of way and disposed of out of sight from the roadway, provided there is no conflict with governing regulations for the wasted material. A signed, written agreement with the property owner shall be submitted by the contractor to the engineer prior to the disposal of material on that property.”
9. “201.2.5.3 Disposal of Scalping. The products of scalping shall be deposited at the toe of embankments where such areas are available within the limits of the roadway balance affected. If such areas are not available, the products shall be neatly and uniformly deposited on the right of way in such a manner that no drainage will be blocked.”
10. “201.2.5.4 Disposal of Timber. Except in national forest areas, all timber that has not been removed from the right of way prior to construction and is not designated to remain in place shall become the property of the contractor.”

- B. Remove trees and shrubs within marked areas.
- C. Grub out stumps, roots and rocks in designated cut areas to a depth not less than 12-inches below the finished earth grade. Except in areas to be excavated, stump holes shall be backfilled with subsoil (S1) and topsoil (S2) to depths as indicated on the drawings.
- D. Clear undergrowth and deadwood, without disturbing subsoil.
- E. Cap off and seal abandoned lines and remove portions of lines within excavated areas.

3.5 REMOVAL

- A. Remove debris, rock, and extracted plant life from site.
- B. Remove abandoned utilities. Indicate removal termination point for underground utilities on Record Documents.
- C. Continuously clean up and remove waste materials from site. Do not allow materials to accumulate on site.

D. Burning of removed debris is not permitted.

3.6 TOPSOIL EXCAVATION

A. Excavate topsoil from areas to be further excavated, relandscaped, or regraded, without mixing with foreign materials for use in finish grading.

B. Do not excavate wet topsoil.

C. Stockpile in area designated on site to depth not exceeding 8' and protect from erosion. Stockpile material on 36 mil Hypalon material and cover over with same material, until disposal.

3.7 SILT FENCE

A. Silt Fence installation, maintenance and removal as specified in Section 312513.

END OF SECTION 311000

SECTION 312213 - ROUGH GRADING

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Excavating topsoil.
 - 2. Excavating subsoil.
 - 3. Cutting, grading, filling, rough contouring, and compacting for site structures and paving.

- B. Related Sections:
 - 1. Section 310513 - Soils for Earthwork: Soils for fill.
 - 2. Section 310516 - Aggregates for Earthwork: Aggregates for fill.
 - 3. Section 311000 - Site Clearing: Excavating topsoil.
 - 4. Section 312316 - Excavation.
 - 5. Section 312317 - Trenching: Trenching and backfilling for utilities.
 - 6. Section 312323 - Fill: General building area backfilling.
 - 7. Section 312513 - Erosion Control/Storm Water Pollution Prevention.
 - 8. Section 329119 - Landscape Grading: Finish grading with topsoil to contours.

1.2 REFERENCES

- A. Conform to State of Missouri, USEPA, and MODNR Standards and Specifications for Soil Erosion and Sediment Control.

- B. ASTM International:
 - 1. ASTM D698 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft³ (600 kN-m/m³)).
 - 2. ASTM D2922 - Standard Test Method for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth).
 - 3. ASTM D3017 - Standard Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth).

- C. Missouri Department of Transportation (MODOT): Standard Specification Book for Highway Construction, (Current Edition) including Special Provision for Erosion Control and all addenda. References made to compensation, method of measurement and basis of payment shall not apply.

1.3 SUBMITTALS

- A. Section 013300 - Submittal Procedures: Requirements for submittals.

- B. Accurately record location of utilities remaining, rerouted utilities, or new utilities by horizontal dimensions, elevation or inverts, and slope gradients.

1.4 QUALITY ASSURANCE

- A. Perform Work in accordance with ASTM C136, ASTM D2419, and ASTM D2434.

- B. Perform Work in accordance with MODOT Standard Specifications sections 804 as determined by the Engineer. - Which states as follows:
1. “804.1 Description. This work shall consist of furnishing and placing approved selected topsoil at the locations shown on the plans or as directed by the engineer.”
 2. “804.2 Material. Topsoil shall be obtained from sources approved by the engineer. Topsoil shall be a fertile, friable and loamy soil of uniform quality, without admixture of subsoil material, and shall be free from material such as hard clods, stiff clay, hardpan, partially disintegrated stone, pebbles larger than one inch in diameter and other impurities. Topsoil shall be relatively free from grass, roots, weeds and other objectionable plant material or vegetative debris undesirable or harmful to plant life or which will prevent the formation of a suitable seedbed.”
 3. “804.3 Construction Requirements.”
 - a. “804.3.1 The engineer shall be notified sufficiently in advance of the opening of any material source to permit the engineer to prepare for necessary checking and measurement. Topsoil shall be secured from areas from which the topsoil has not been previously removed either by erosion or mechanical methods. The soil shall not be removed in excess of the depth approved by the engineer. The contractor shall furnish the source of material, unless otherwise shown on the plans. During the period of removal of the topsoil material, the site shall be kept drained, and when all material has been removed, the site shall be left in a neat and presentable condition to the satisfaction of the engineer.”
 - b. “804.3.2 The surface on which the topsoil is to be placed shall be free of all loose rock and foreign material greater in any dimension than one half the depth of the topsoil to be added. The surface shall be raked or otherwise loosened just prior to being covered with topsoil. Topsoil shall be placed and spread over the designated areas to the depth shown on the plans. After settling, the completed work shall conform to the thickness shown on the plans. After spreading, all large clods and foreign material shall be removed by the contractor.”
 4. “804.4 Method of Measurement. Topsoil will be measured to the nearest cubic yard, based on area multiplied by the average depth as determined by the engineer.”
 5. “804.5 Basis of Payment. The accepted quantity of topsoil will be paid for at the contract unit price, including hauling from any distance.”

PART 2 PRODUCTS

2.1 MATERIALS

- A. Topsoil: Type S2 as specified in Section 310513.
- B. Subsoil Fill: Type S1 as specified in Section 310513.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Rough grading shall not be in progress during heavy rain or very muddy site conditions.
- B. Verify survey benchmarks and intended elevations are as indicated on Drawings.

3.2 PREPARATION

- A. Call Missouri One Call service at 1-800-DIG-RITE not less than three working days before performing Work. Also, utilize contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction.
 - 1. Request underground utilities to be located and marked within and surrounding construction areas.
- B. Identify required lines, levels, contours, and datum.
- C. Notify utility company to remove and relocate utilities as indicated.
- D. Protect utilities indicated to remain from damage.
- E. Protect plant life, lawns, and other features remaining as portion of final landscaping.
- F. Protect benchmarks, sidewalks, paving, and curbs from excavating equipment and vehicular traffic.

3.3 TOPSOIL EXCAVATION

- A. Excavate topsoil from areas to be further excavated, relandscaped, or regraded without mixing with foreign materials for use in finish grading.
- B. Do not excavate wet topsoil.
- C. Stockpile in area designated in the park to depth not exceeding 8 feet and protect from erosion. Stockpile material on impervious material and cover over with same material, until disposal.
- D. Do not remove topsoil from site unless otherwise instructed by the Owner.

3.4 SUBSOIL EXCAVATION

- A. Excavate subsoil from areas to be further excavated, relandscaped, or regraded
- B. Do not excavate wet subsoil or excavate and process wet material to obtain optimum moisture content.
- C. When excavating through roots, perform Work by hand and cut roots with sharp axe.
- D. Stockpile subsoil in area designated on site to depth not exceeding 8 feet and protect from erosion.

- E. Benching Slopes: Horizontally bench existing slopes greater than 1:4 to key placed fill material to slope to provide firm bearing.
- F. Stability: Replace damaged or displaced subsoil as specified for fill.

3.5 FILLING

- A. Fill areas to contours and elevations with unfrozen materials.
- B. Place material in continuous layers as follows:
 - 1. Subsoil Fill: Maximum 6 inches compacted depth.
 - 2. Granular Fill: Maximum 6 inches compacted depth.
- C. Maintain optimum moisture content of fill materials to attain required compaction density.
- D. Slope grade away from road and structures a minimum 2.0%, unless noted otherwise.
- E. Make grade changes gradual. Blend slope into level areas.
- F. Repair or replace items indicated to remain, damaged by excavation or filling.

3.6 TOLERANCES

- A. Section 014000 - Quality Requirements: Tolerances.
- B. Top Surface of Subgrade: Plus or minus 0.1 foot from required elevation.

3.7 FIELD QUALITY CONTROL

- A. Section 014000 - Quality Requirements.
- B. Perform in place compaction tests in accordance with the following:
 - 1. Density Tests: ASTM D2922.
 - 2. Moisture Tests: ASTM D3017.
- C. When tests indicate Work does not meet specified requirements, remove Work, replace and retest.

END OF SECTION 312213

SECTION 312316 - EXCAVATION

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Soil densification.
 - 2. Excavating for paving, roads, and parking areas.
 - 3. Excavating for site structures.

- B. Related Sections:
 - 1. Section 312213 - Rough Grading: Topsoil and subsoil removal from site surface.
 - 2. Section 312317 - Trenching: Excavating for utility trenches.
 - 3. Section 312323 - Fill.
 - 4. Section 323113 - Chain Link Fences and Gates.

1.2 REFERENCES

- A. ASTM International:
 - 1. ASTM D698 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft³ (600 kN-m/m³)).
 - 2. ASTM D2922 - Standard Test Method for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth).
 - 3. ASTM D3017 - Standard Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth).

- B. Local utility standards when working within 24 inches of utility lines.

1.3 SUBMITTALS

- A. Section 013300 - Submittal Procedures: Requirements for submittals.

- B. Excavation Protection Plan: Describe sheeting, shoring, and bracing materials and installation required to protect excavations and adjacent structures and property; include structural calculations to support plan.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

3.1 PREPARATION

- A. Call Missouri One Call service at 1-800-DIG-RITE not less than three working days before performing Work. Also, utilize contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction.

1. Request underground utilities to be located and marked within and surrounding construction areas.
- B. Identify required lines, levels, contours, and datum.
- C. Notify utility company to remove and relocate utilities.
- D. Protect utilities indicated to remain from damage.
- E. Protect plant life, lawns, and other features remaining as portion of final landscaping.
- F. Protect bench marks, survey control points, existing structures, fences, sidewalks, paving, and curbs from excavating equipment and vehicular traffic.

3.2 COMPACTING

- A. Compact all fills to minimum 95% of the Standard Proctor Density and within 3 % percentage points of optimum moisture content.
 1. Structural fills - Compaction testing to be performed a minimum once per 1,000 ft². Tests are to be a minimum of 50 ft o.c.

3.3 EXCAVATION

- A. Underpin adjacent structures that may be damaged by excavation work.
- B. Excavate subsoil to accommodate building foundations, slabs-on-grade, paving and construction operations.
- C. Compact disturbed load-bearing soil in direct contact with foundations to original bearing capacity; perform compaction in accordance with Section 312317 and 312323.
- D. Slope banks with machine to angle of repose or less until shored.
- E. Grade top perimeter of excavation to prevent surface water from draining into excavation.
- F. Trim excavation. Remove loose matter.
- G. Remove lumped subsoil, boulders, and rock up to 1/3 cu yd measured by volume.
- H. Notify Engineer of unexpected subsurface conditions.
- I. Correct areas over-excavated as directed by Engineer.
- J. Remove excess and unsuitable material from site.
- K. Stockpile subsoil in area designated on site to depth not exceeding 8 feet and protect from erosion.
- L. Repair or replace items indicated to remain, damaged by excavation.

3.4 FIELD QUALITY CONTROL

- A. Section 014000 - Quality Requirements and Section 017000 - Execution and Closeout Requirements: Field inspecting, testing, adjusting, and balancing.
- B. Request visual inspection of bearing surfaces by Engineer before installing subsequent work.

3.5 PROTECTION

- A. Prevent displacement or loose soil from falling into excavation; maintain soil stability.
- B. Protect bottom of excavations and soil adjacent to and beneath structures from freezing.
- C. Protect structures, utilities and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earth operations.

END OF SECTION 312316

SECTION 312317 - TRENCHING

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Excavating trenches for utilities as shown on the drawing plans.
 - 2. Compacted fill from top of utility bedding to subgrade elevations.
 - 3. Backfilling and compaction.

- B. Related Sections:
 - 1. Section 033000 - Cast-In-Place Concrete: Concrete materials.
 - 2. Section 310513 - Soils for Earthwork: Soils for fill.
 - 3. Section 310516 - Aggregates for Earthwork: Aggregates for fill.
 - 4. Section 312213 - Rough Grading: Topsoil and subsoil removal from site surface.
 - 5. Section 312316 - Excavation: General building excavation.
 - 6. Section 312318 - Rock Removal: Removal of rock during excavating.
 - 7. Section 312323 - Fill: General backfilling.
 - 8. Section 329119 - Landscape Grading: Filling of topsoil over backfilled trenches to finish grade elevation.
 - 9. Section 329219 - Seeding.
 - 10. Section 323113 - Chain Link Fences and Gates.

1.2 REFERENCES

- A. American Association of State Highway and Transportation Officials:
 - 1. AASHTO T180 - Standard Specification for Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop.

- B. ASTM International:
 - 1. ASTM C136 - Standard Test Method for Sieve Analysis of Fine and Coarse Aggregates.
 - 2. ASTM D698 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft³ (600 kN-m/m³)).
 - 3. ASTM D1556 - Standard Test Method for Density of Soil in Place by the Sand-Cone Method.
 - 4. ASTM D1557 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Modified Effort (6,000 ft-lbf/ft³ (2,700 kN-m/m³)).
 - 5. ASTM D2167 - Standard Test Method for Density and Unit Weight of Soil in Place by the Rubber Balloon Method.
 - 6. ASTM D2922 - Standard Test Method for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth).
 - 7. ASTM D3017 - Standard Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth).

1.3 DEFINITIONS

- A. Utility: Any buried pipe, duct, conduit, or cable.

1.4 QUALITY ASSURANCE

- A. Perform Work in accordance with MoDOT requirements for stormwater installation.

1.5 COORDINATION

- A. Verify Work associated with lower elevation utilities is complete before placing higher elevation utilities.

PART 2 PRODUCTS

2.1 FILL MATERIALS

- A. Subsoil Fill: Type S1 as specified in Section 310513.
- B. Fine Aggregate: Type A2 as specified in Section 310516.
- C. Concrete: Fence post foundation, Class A Concrete with compressive strength of 4,500 psi as specified in Section 033000.

PART 3 EXECUTION

3.1 LINES AND GRADES

- A. Lay pipes to lines and grades indicated on Drawings.
 - 1. Engineer reserves right to make changes in lines, grades, and depths of utilities when changes are required for Project conditions.
- B. Use laser-beam instrument with qualified operator to establish lines and grades.

3.2 PREPARATION

- A. Call Missouri One Call service at 1-800-DIG-RITE not less than three working days before performing Work. Also, utilize contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction.
 - 1. Request underground utilities to be located and marked within and surrounding construction areas.
- B. Identify required lines, levels, contours, and datum locations.
- C. Protect plant life, lawns, rock outcroppings and other features remaining as portion of final landscaping.
- D. Protect benchmarks, existing structures, fences, sidewalks, paving, and curbs from excavating equipment and vehicular traffic.
- E. Maintain and protect above and below grade utilities indicated to remain.

- F. Establish temporary traffic control and detours when trenching is performed in public right-of-way. Relocate controls and reroute traffic as required during progress of Work.

3.3 TRENCHING

- A. Excavate subsoil required for utilities.
- B. Remove lumped subsoil, boulders, and rock up to 1/6 cubic yard, measured by volume. Remove larger material as specified in Section 312318.
- C. Perform excavation within 36 inches of existing utility in accordance with utility's requirements.
- D. Do not advance open trench more than 300 feet ahead of installed pipe.
- E. Cut trenches to width indicated on Drawings. Remove water or materials that interfere with Work.
- F. Excavate bottom of trenches maximum 2 feet wider than outside diameter of pipe.
- G. Excavate trenches to depth required to maintain a minimum of 42" of cover at the top of the pipe. Provide uniform and continuous bearing and support for bedding material and pipe.
- H. When subsurface materials at bottom of trench are loose or soft, excavate to greater depth as directed by Engineer until suitable material is encountered.
- I. Cut out soft areas of subgrade not capable of compaction in place. Backfill with Fill Type A2 aggregate and compact to density equal to or greater than requirements for subsequent backfill material.
- J. Correct areas over excavated areas with compacted backfill as specified for authorized excavation or replace with fill concrete as directed by Engineer.
- K. Remove excess subsoil not intended for reuse, from site.
- L. Stockpile excavated material in area designated on site in accordance with Section 310513.

3.4 SHEETING AND SHORING

- A. Sheet, shore, and brace excavations to prevent danger to persons, structures and adjacent properties and to prevent caving, erosion, and loss of surrounding subsoil.
- B. Support trenches more than 5 feet deep excavated through unstable, loose, or soft material. Provide sheeting, shoring, bracing, or other protection to maintain stability of excavation.
- C. Design sheeting and shoring to be removed at completion of excavation work.
- D. Repair damage caused by failure of the sheeting, shoring, or bracing and for settlement of filled excavations or adjacent soil.

- E. Repair damage to new and existing Work from settlement, water or earth pressure or other causes resulting from inadequate sheeting, shoring, or bracing.

3.5 BACKFILLING

- A. Backfill trenches to contours and elevations with unfrozen fill materials.
- B. Systematically backfill to allow maximum time for natural settlement. Do not backfill over porous, wet, frozen, or spongy subgrade surfaces.
- C. Place fill material in continuous layers and compact all fill materials in 6" compacted lifts.
- D. Place material in continuous layers as follows:
 - 1. Non - Roadway Areas
 - a. Granular Fill (A2):
 - 1) Place 3" compacted bedding prior to placing pipe
 - 2) Place Type A2 to 6" above pipe apex - compact in 6" lifts.
 - b. Subsoil Fill (S1): Place Type S1 from top of A2 to within 6" of surface in 6" compacted lifts.
 - c. Topsoil Fill (S2): Place Type S2 from top of S1 to surface.
 - 2. Roadway Areas
 - a. Granular Fill (A2):
 - 1) Place 3" compacted bedding prior to placing pipe
 - 2) Place Type A2 to grade - compact in 6" lifts.
- E. Employ placement method that does not disturb or damage utilities in trench.
- F. Maintain optimum moisture content of fill materials to attain required compaction density.
- G. Do not leave more than 25 feet of trench open at end of working day.
- H. Protect open trench to prevent danger to the public.

3.6 TOLERANCES

- A. Section 014000 - Quality Requirements: Tolerances.
- B. Top Surface of Backfilling Under Paved Areas: Plus or minus 0.1 ft from required elevations.
- C. Top Surface of General Backfilling: Plus or minus 0.1 ft from required elevations.

3.7 FIELD QUALITY CONTROL

- A. Section 014000 - Quality Requirements and Section 017000 - Execution and Closeout Requirements: Field inspecting, testing, adjusting, and balancing.
- B. When tests indicate Work does not meet specified requirements, remove Work, replace, compact, and retest.

3.8 PROTECTION OF FINISHED WORK

- A. Section 017000 - Execution and Closeout Requirements: Protecting finished work.
- B. Reshape and re-compact fills subjected to vehicular traffic during construction.

END OF SECTION 312317

SECTION 312318 - ROCK REMOVAL

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Removing discovered rock during excavation.
 - 2. Expansive tools to assist rock removal.

- B. Related Sections:
 - 1. Section 312213 - Rough Grading.
 - 2. Section 312316 - Excavation.
 - 3. Section 312317 - Trenching: Trenching and backfilling for utilities.
 - 4. Section 312323 - Fill: Backfill materials.
 - 5. Section 323113 - Chain Link Fences and Gates.

1.2 UNIT PRICE - MEASUREMENT AND PAYMENT

- A. Trench Rock Removal shall be incidental to this project.

1.3 DEFINITIONS

- A. Trench Rock: Solid mineral material with volume in excess of 1/3 cubic yard; solid material in original beds, well-defined ledges, bedding deposits, and un-stratified masses that cannot be removed without systematic mechanical method (i.e., rock breaker, rock saw, drilling, etc.); and conglomerate deposits that are so firmly cemented that they possess the characteristics of solid rock and that cannot be removed without systematic mechanical method (i.e., rock breaker, rock saw, drilling, etc.)

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 013100 - Coordination: Coordination and project conditions.

- B. Verify site conditions and note subsurface irregularities affecting Work of this section.

3.2 PREPARATION

- A. Identify required lines, levels, contours, and datum.

3.3 ROCK REMOVAL BY MECHANICAL METHOD

- A. Excavate and remove rock by mechanical method.

1. Drill holes and use impact tools, expansive tools, wedges, mechanical disintegration compound to fracture rock.
 2. Hydraulic rock breaker, such as, a powerful percussion hammer fitted to an excavator for demolishing concrete structures or rocks.
- B. Cut away rock at bottom of excavation to form level bearing.
- C. Remove shaled layers to provide sound and unshattered base for structures and roads.
- D. In utility trenches, excavate to 6 inches below invert elevation of pipe and 24 inches wider than pipe diameter.
- E. Remove excavated materials from site.
- F. Correct unauthorized rock removal in accordance with backfilling and compacting requirements of Section 312323.

3.4 FIELD QUALITY CONTROL

- A. Request visual inspection of structures and roads bearing surfaces by Engineer before installing subsequent work.

END OF SECTION 312318

SECTION 312323 - FILL

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Backfilling site structures to subgrade elevations.
 - 2. Fill under paving.
 - 3. Fill for over-excavation.

- B. Related Sections:
 - 1. Section 033000 - Cast-In-Place Concrete: Concrete materials.
 - 2. Section 310513 - Soils for Earthwork: Soils for fill.
 - 3. Section 310516 - Aggregates for Earthwork: Aggregates for fill.
 - 4. Section 312213 - Rough Grading: Site filling.
 - 5. Section 312316 - Excavation.
 - 6. Section 312317 - Trenching: Backfilling of utility trenches.
 - 7. Section 329119 - Landscape Grading: Filling of topsoil to finish grade elevation.
 - 8. Section 329219 - Seeding.

1.2 REFERENCES

- A. American Association of State Highway and Transportation Officials:
 - 1. AASHTO T180 - Standard Specification for Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop.

- B. ASTM International:
 - 1. ASTM D698 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ft³ (600 kN-m/m<sup>3 - 2. ASTM D1556 - Standard Test Method for Density of Soil in Place by the Sand-Cone Method.
 - 3. ASTM D1557 - Standard Test Method for Laboratory Compaction Characteristics of Soil Using Modified Effort (6,000 ft-lbf/ft³ (2,700 kN-m/m<sup>3 - 4. ASTM D2167 - Standard Test Method for Density and Unit Weight of Soil in Place by the Rubber Balloon Method.
 - 5. ASTM D2922 - Standard Test Method for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth).
 - 6. ASTM D3017 - Standard Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth).
 - 7. ASTM D4253 - Standard Test Methods for Maximum Index Density and Unit Weight of Soils Using a Vibratory Table.</sup></sup>

PART 2 PRODUCTS

2.1 FILL MATERIALS

- A. Subsoil Fill: Type S1 as specified in Section 310513.

- B. Structural Fill: Type A1 as specified in Section 310516.
- C. Granular Fill: Type A2 as specified in Section 310516.
- D. Concrete: Class A Concrete as specified in Section 033000 with a minimum 7-day compressive strength of 3,050 psi and a minimum 28-day compressive strength of 4,500 psi.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 013100 - Coordination: Coordination and project conditions.
- B. Verify subdrainage, dampproofing, or waterproofing installation has been inspected.

3.2 PREPARATION

- A. Compact subgrade to density requirements for subsequent backfill materials.
- B. Cut out soft areas of subgrade not capable of compaction in place. Backfill with structural fill and compact to density equal to or greater than requirements for subsequent fill material.
- C. Proof roll to identify soft spots; fill and compact to density equal to or greater than requirements for subsequent fill material.

3.3 BACKFILLING

- A. Backfill areas to contours and elevations with unfrozen materials.
- B. Systematically backfill to allow maximum time for natural settlement. Do not backfill over porous, wet, frozen or spongy subgrade surfaces.
- C. Place geotextile fabric over Type S1 fill prior to placing Type A1 Fill if called for on the plans.
- D. Place fill material in continuous layers and compact in 6" lifts.
- E. Employ placement method that does not disturb or damage other work.
- F. Maintain optimum moisture content of backfill materials to attain required compaction density.
- G. Make gradual grade changes. Blend slope into level areas.
- H. Remove surplus backfill materials from site.
- I. Leave fill material stockpile areas free of excess fill materials.

3.4 TOLERANCES

- A. Section 014000 - Quality Requirements: Tolerances.
- B. Plus or minus 0.1 ft from required elevations.

3.5 FIELD QUALITY CONTROL

- A. Section 014000 - Quality Requirements and Section 017000 - Execution and Closeout Requirements: Field inspecting, testing, adjusting, and balancing.
- B. When tests indicate Work does not meet specified requirements, remove Work, replace and retest.
- C. Proof roll compacted fill surfaces under slabs-on-grade and paving.

3.6 PROTECTION OF FINISHED WORK

- A. Section 017000 - Execution and Closeout Requirements: Protecting finished work.
- B. Reshape and re-compact fills subjected to vehicular traffic.

END OF SECTION 312323

SECTION 312513 - EROSION CONTROL/STORM WATER POLLUTION PREVENTION

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Installation of temporary water pollution control measures to prevent discharge of pollutants such as chemicals, fuels, lubricants, bitumen, raw sewage, or other harmful material from the project.
- B. Other related documents.
 - 1. U.S. Environmental Protection Agency - Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices, (Document No. EPA 832-R-92-005) published by the U.S. Environmental Protection Agency (USEPA) in September 1992.
 - 2. Missouri Department of Natural Resources - Protecting Water Quality: A field guide to erosion, sediment and storm water best management practices for development sites in Missouri, published by Missouri Department of Natural Resources in November 1995. See website at: www.dnr.mo.gov/wpscd/wpcp-guide.htm.

1.2 GENERAL

- A. The Contractor shall manage his operations to control water pollution in accordance with this specification and applicable State regulations. Construction of permanent drainage facilities and other contract work, contributing to control of erosion, shall be scheduled at the earliest practicable time.
- B. The Contractor shall furnish, install, maintain, and remove temporary erosion control measures. The Contractor shall prevent silt or polluted storm water discharge from the site.
- C. The Owner's Representative may require installation of additional erosion control facilities, by the Contractor, if in the sole opinion of the Owner's Representative, the Contractor's efforts are inadequate.

1.3 DEFINITIONS

- A. General Permit: The General Permit for storm water discharges associated with construction activity (Land Disturbance General Permit No. MO-R100038) issued to FMDC as a blanket permit by the Missouri Department of Natural Resources, Water Pollution Program.
- B. Storm Water Pollution Prevention Plan (SWPPP): A plan required by the General Permit that includes site map(s), an identification of construction/contractor activities that could cause pollutants in the storm water, and a description of measures or practices to control these pollutants.

- C. Best Management Practice (BMP): Any program, technology, process, siting criteria, operating method, measure, or device that controls, prevents, removes, or reduces pollution.
- D. Temporary Berm: A temporary ridge of compacted soil, with or without a shallow ditch, constructed at the top of slopes or transverse to the centerline of a slope. The berm diverts storm runoff to temporary outlets to discharge water with minimal erosion.
- E. Temporary Slope Drain: A temporary facility used to carry water down a slope.
- F. Ditch Check: An obstruction placed at frequent intervals across ditches, creating small ponds to cause sediment to settle and be contained.
- G. Sediment Basin: An excavated or dammed storage area to trap and store sediment and prevent the discharge of silt.
- H. Temporary Seeding and Mulching: Placement of a quick ground cover to reduce erosion in areas expected to be re-disturbed.
- I. Straw Bales: Standard agricultural bales used to filter the flow of water, trap, deposit sediment, and/or divert water.
- J. Silt Fence: A geotextile barrier fence to contain sediment by removing suspended particles from water passing through the fence.
- K. Temporary Pipe: Conduit utilized to carry water under haul roads, silt fences, etc., and prevent equipment from direct contact with water when crossing an active or intermittent stream.
- L. Sediment Removal: Removal of accumulated sediment to restore the efficiency of sediment control features.

1.4 SUBMITTALS

- A. The Contractor shall submit his proposed "Erosion Control Plan" for review and approval by the Owner's Representative. Approval of the plan does not relieve the Contractor of his contractual responsibility to prevent the discharge of pollutants into the receiving drainage ways.
- B. The Contractor shall review the Storm Water Pollution Prevention Plan (SWPPP) provided by the Designer, make appropriate field corrections to the document, and submit final corrected copies of the SWPPP to the Owner and facility.

1.5 RELATED SECTIONS

- A. Section 310513 - Soils for Earthwork.
- B. Section 312316 - Excavation.
- C. Section 312323 - Fill.
- D. Section 329119 - Landscape Grading.

- E. Section 329212 - Seeding.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Temporary slope drains: Stone, concrete or asphalt gutters, half-round pipe, metal pipe, plastic pipe or flexible rubber pipe.
- B. Ditch Checks:
 - 1. Rock ditch checks: 2" to 3" clean gravel or limestone.
 - 2. Straw bale ditch checks: Rectangular wheat straw bales in good condition. Other foliage may be substituted for straw in accordance with MoDOT 802.2.1.
 - 3. Silt fence ditch checks: Geotextile meeting the requirements of this specification.
- C. Riprap for Temporary Erosion Control: Type 1 Rock Blanket conforming to MoDOT 611.32.
- D. Pipe: Corrugated metal (16 Ga.) or ADS N12 Corrugated Plastic.
- E. Temporary Seeding:
 - 1. December 1 to March 1: 50 lbs oats/acre.
 - 2. March 1 to December 1: 50 lbs cereal rye or wheat.
 - 3. Mulch shall be wheat straw.
- F. Wire Supported and Self Supporting Silt Fence:
 - 1. Geotextile Fabric
 - a. Fibers used in geotextiles shall consist of longchain synthetic polymers, composed of at least 85 percent by weight polyolefins, polyesters, or polyamides. They shall be formed into a network such that the filaments or yarns retain dimensional stability relative to each other, including selvages.
 - b. The geotextile shall be free of any treatment or coating which might adversely alter its physical properties after installation.
 - c. Geotextile shall be furnished in 36" width rolls.
 - d. Geotextile rolls shall be furnished with suitable wrapping for protection against moisture and extended ultraviolet exposure.
 - e. Each roll shall be labeled or tagged to provide product identification sufficient for inventory.
 - f. Rolls shall be stored in a manner, which protects them from the elements.
 - g. Geotextile shall conform to the following:

TABLE 1
PHYSICAL REQUIREMENTS¹ FOR
TEMPORARY SILT FENCE GEOTEXTILES

<u>Property</u>	<u>Test Method</u>	<u>Wire Fence Supported Requirements</u>	<u>Self Supported Requirements</u>
Tensile Strength, Lbs.	ASTM D4632	90 Minimum ²	90 Minimum ²
Elongation at 50% Minimum			
Tensile Strength (45 Lbs.)	ASTM D4632	N/A	50 Maximum
Filtering Efficiency, %	VTM-51 ³	75	75
Flow Rate gal/ft/min	VTM-51 ³	0.3	0.3
Ultraviolet Degradation at 500 hrs.	ASTM D4355	Minimum 70% Strength Retained	Minimum 70% Strength Retained

- Notes: 1. All numerical values represent minimum average roll value.
- A. When tested in any principal direction.
 - B. Virginia DOT test method.
2. Posts: Wood, steel or synthetic posts may be used. Posts shall have a minimum length of 36" plus embedment depth (24" min.). Posts shall have sufficient strength to resist damage during installation and to support applied loads.
3. Support Fence: Wire or other support fence shall be at least 24" high and strong enough to support applied loads.
4. Prefabricated Fence: Prefabricated fence systems may be used provided they meet all of the above material requirements.

2.2 CERTIFICATION AND SAMPLING:

- A. The Contractor shall furnish a manufacturer's certification, stating the material conforms to the requirements of these specifications.
- B. The certification shall include, or have attached, typical results of tests for the specified properties, representative of the materials supplied.
- C. The Owner's Representative reserves the right to sample and test any material offered for use.

PART 3 - EXECUTION

3.1 GENERAL REQUIREMENTS

- A. The Owner's Representative may limit the surface area of erodible earth material exposed by clearing and grubbing, excavation, borrow, or fill operations.

- B. The Owner's Representative may direct the Contractor to provide immediate permanent or temporary pollution control measures to prevent contamination of adjacent streams, other watercourses, lakes, ponds, or other areas of water impoundment. Work may involve the construction of temporary berms, dikes, dams, sediment basins, slope drains, use of temporary mulches, seeding or other control devices or methods to control erosion.
- C. The Contractor shall incorporate permanent erosion control features at the earliest practicable time.
- D. The Contractor at no additional cost shall provide temporary pollution control measures needed to control erosion during normal construction practices to the Owner.
- E. Contractor shall designate trained and knowledgeable personnel to coordinate all SWPPP activities, and identify these personnel to the Owner's Representative during construction. Missouri Department of Natural Resources offers training classes in Erosion Control free of charge in Jefferson City. Contact for training: David Goggins at (573) 751-2556.
- F. The SWPPP is a living document. As the conditions of the site changes, the SWPPP should be updated by the Contractor.
- G. The SWPPP is subject to random inspection by the Owner. The SWPPP should be kept up to date by the Contractor and available for inspection at any time.
- H. If Contractor determines that any BMP should need modification, the changes shall be dated and documented, and all necessary field changes performed.

3.2 LIMITATION OF AREA DISTURBED:

- A. The Contractor's operations shall be scheduled to install permanent erosion control features immediately after clearing and grubbing, and grading.
- B. The surface area of erodible earth material exposed at one time by clearing and grubbing, excavating, fill, or borrow shall not exceed 200,000 square feet without written approval of the Owner's Representative.
- C. The Owner's Representative may limit the area of clearing and grubbing, excavation, borrow, and embankment operations commensurate with the Contractor's capability and progress in completing the finish grading, mulching, seeding, and other such permanent pollution control measures current.
- D. The Contractor shall respond to seasonal variations. If required by weather, temporary erosion control measures shall be taken immediately.

3.3 RIVERS, STREAMS, AND IMPOUNDMENTS:

- A. Construction operations in rivers, streams, and impoundments shall be restricted to areas, which must be entered for the construction of temporary or permanent structures.
- B. Rivers, streams, and impoundments shall be promptly cleared of falsework, piling, debris, or other obstructions as soon as practical.

- C. Frequent fording of live streams with construction equipment will not be permitted.
- D. Temporary bridges or other structures shall be used when the Contractor's operations include cycling of equipment across streams, rivers, or impoundments.
- E. Mechanized equipment shall not be operated in flowing streams except as required to construct channel changes and temporary or permanent structures.

3.4 BORROW AND WASTE AREAS

- A. Material pits other than commercially operated sources and material spoil areas shall be subject to pollution control measures of this specification. An offsite location does not relieve the Contractor of his contractual obligation to prevent the introduction of silt or other pollutants into receiving waterways.

3.5 CONFLICT WITH FEDERAL, STATE OR LOCAL LAWS, RULES OR REGULATIONS

- A. In case of conflict between these requirements and pollution control laws, rules, or regulations or other Federal, State or local agencies, the more restrictive laws, rules, or regulations shall apply.

3.6 TEMPORARY BERMS

- A. Temporary berms shall be constructed at the top of newly constructed slopes and / or transverse to grade to divert runoff and prevent erosion until permanent controls are installed and / or slopes are stabilized. Two types of temporary berms will be utilized under conditions listed below:
 - 1. Type "A" Berm: At the end of each day's operations on embankments.
 - 2. Type "B" Berm: At shut down of embankment operations for the winter season or discontinuation of work at the direction of, or with concurrence of the Owner's Representative.
- B. Interceptor berms transverse to centerline may be used when temporary berms are installed on grades in excess of 1 percent and at locations where water is to be carried down the fill slope by temporary or permanent slope drains.
- C. Construction Requirements:
 - 1. Type "A" Berms shall be constructed to the approximate dimensions indicated on the drawings. Berms shall be machine compacted with a minimum of one pass over the entire width with a bulldozer tread, grader wheel, or other approved method.
 - 2. Type "B" Berms shall be constructed to the approximate dimensions indicated on the drawings. These berms shall be machine compacted with a minimum of three passes over the entire width with a bulldozer tread, grader wheel, or other approved method.
 - 3. Type "A" and Type "B" Berms must drain to a compacted outlet at a slope drain. The top width of these berms may be wider and the side slopes flatter on transverse berms to allow equipment to pass over these berms with a minimal disruption.

3.7 TEMPORARY SLOPE DRAINS

A. General:

1. Temporary slope drains are required to concentrate water flowing down a slope prior to installation of permanent facilities. Slope drains shall be placed at approximately 500-foot intervals or as directed by the Owner's Representative.

B. General Requirements

1. The Contractor shall install a temporary silt fence in locations shown on the drawings, around inlets that accept flow carrying silt, and other locations necessary to prevent the discharge of silt from the site.
2. Installation shall conform to the drawing detail.
3. Fence construction shall be adequate to handle the stress from hydraulic and sediment loading.

C. Construction Requirements:

1. Temporary slope drains shall be anchored to prevent disruption by the force of the water flowing in the drain.
2. The inlet end shall be constructed to channel water into the drain.
3. The outlet ends of these temporary slope drains shall have some means of dissipating the energy of this water to reduce erosion downstream.
4. Unless otherwise directed by the Owner's Representative, temporary slope drains shall be removed when no longer necessary and the site restored to match the surroundings.

3.8 DITCH CHECKS

A. General:

1. Rock ditch checks may be used on ditches with grades of 4 percent or less.
2. Straw bale ditch checks may be used on all ditches.
 - a. The silt fence fabric may be eliminated for grades of 2 percent or less.
3. Silt fence ditch check may be used on all ditches.
4. A straw bale ditch check or a silt fence ditch check may be used in lieu of a sediment basin for drainage areas less than two acres. The basin shall have a volume of 1,815 CF per acre of contributing drainage area.

B. Construction Requirements:

1. Construct rock ditch checks in accordance with the drawing detail.
 - a. Achieve complete coverage of the ditch or swale and insure the center of the check is lower than the edges.
2. Construct straw bale ditch checks in accordance with the drawing detail.
3. Construct silt fence ditch checks in accordance with the drawing detail.

C. Maintenance:

1. Inspect ditch checks for sediment accumulation after each rainfall.
2. Sediment shall be removed when it reaches one-half of the original height.
 - a. Regular inspections shall insure that the center of a rock check is lower than the edges. Correct erosion caused by high flows around the edges of the check immediately.

3.9 SEDIMENT BASIN

A. General

1. Sediment basins are used for drainage areas of two (2) to five (5) acres or for a roadway ditch exceeding 1,000 consecutive feet in length. Break larger drainage areas or longer ditches into smaller areas.

B. Construction Requirements:

1. The area where a sediment basin is to be constructed shall be cleared of vegetation.
2. Construct the inlets of sediment basins with a wide cross-section and a minimum grade to prevent turbulence and allow deposition of soil particles.
 - a. The minimum depth is 2'; the maximum depth is 6'.
 - b. The minimum width is 5'; the maximum width is 20'.
 - c. The minimum length is 25'; the maximum length is 200'.
 - d. The minimum volume shall be 1,815 CF per acre of drainage area.
3. Sediment basins shall remain in service until all disturbed areas draining into the structure have been stabilized.
4. When use of sediment basin is discontinued, backfill all excavations and compact fill. Fill material shall be removed and the existing ground restored to the original or plan grade.
5. Maintenance
6. When the depth of sediment reaches 1/3 of the depth of structure in any part of the pool, all accumulation shall be removed.
7. Removed sediment shall be disposed of in locations that the sediment will not erode into the construction areas or into natural waterways. The same holds true for excavated material removed during construction of the sediment basin.

3.10 TEMPORARY SEEDING AND MULCHING

A. General

1. This item is applicable to all projects.
2. Seeding and/or mulching shall be a continuous operation on all cut slopes, fill slopes, and borrow pits during the construction process. All disturbed areas shall be seeded and mulched within five (5) working days after the last construction activity in all locations where necessary to eliminate erosion.

B. Construction Requirements:

1. Permanent seeding and mulching following temporary seeding will be performed during the favorable seeding seasons only.
2. Temporary seeding mixtures and planting season:
 - a. December 1 to March 1: 50 lbs. oat grain per acre
 - b. March 1 to December 1: 50 lbs. (cereal rye or wheat) per acre
3. Temporary mulch, fertilizer, and lime for seeding:
 - a. Fertilizer and mulch for temporary seed mixtures shall be applied in accordance with Section 329212 - Seeding.
 - b. Fertilizer shall be applied at the rate specified for permanent seeding.
 - c. Lime will not be required for temporary seeding.

3.11 STRAW BALES

A. General

1. Install at the bottom of embankment slopes less than 10' high to divert runoff from sheet flow and intercept some of the sediment in the sheet flow.
2. Install as ditch checks in small ditches and drainage areas.
3. Install on the lower side of cleared areas to catch sediment from sheet flow.
4. Remove all straw bales and dispose offsite after each affected slope is stabilized.

B. Construction Requirements:

1. Bales of straw shall be utilized to control erosion, trap sediment, and divert runoff.
2. Bales shall be placed in a single row, lengthwise and embedded in the soil to a depth of 3 inches.
3. Bales must be adequately braced from behind to prevent displacement.
4. Any damage to barrier must be repaired promptly as needed.
5. All straw bales shall be removed and hauled offsite once the site has been stabilized.

3.12 SILT FENCE

A. General

1. Install along the toe of fills over 10' in height, along the right-of-way line, parallel to streams or around an inlet to prevent sediment from entering the pipe system.

B. General Requirements:

1. The Contractor shall install a temporary silt fence in locations shown on the drawings, around inlets that accept flows containing silt, and other locations necessary to prevent the discharge of silt from the site.
2. Installation shall conform to the detail at the end of this section.

3. Fence construction shall be adequate to handle the stress from hydraulic and sediment loading.

C. Installation

1. Geotextile at the bottom of the fence shall be buried as indicated on the detail.
2. The trench shall be backfilled and the soil compacted over the geotextile. The geotextile shall be spliced together as indicated on the detail.
3. Post Installation
 - a. Post spacing shall not exceed 8' for wire support fence installation or 5' for self-supported installations.
 - b. Posts shall be driven a minimum of 24" into the ground. Where rock is encountered, posts shall be installed in a manner approved by the Owner's Representative.
 - c. Closer spacing, greater embedment depth and/or wider posts shall be used in low areas, soft, or swampy ground to ensure adequate resistance to applied loads.
4. When support fence is used, the mesh shall be fastened securely to the upstream side of the post.
 - a. The mesh shall extend into the trench a minimum of 2" and extend a maximum of 36" above the original ground surface.
5. When self-supported fence is used, the geotextile shall be securely fastened to fence posts.
6. Maintenance
 - a. The Contractor shall maintain the integrity of silt fences as long as they are necessary to contain sediment runoff.
 - b. The Contractor shall inspect all temporary silt fences immediately after each rainfall and at least daily, during prolonged rainfall.
 - c. The Contractor shall immediately correct deficiencies.
 - d. The Contractor shall make a daily review of the location of silt fences in areas where construction activities have changed the natural contour and drainage runoff to ensure that the silt fences are properly located for effectiveness.
 - e. Where a single fence is not adequate to handle the volume of silt or flows are not completely intercepted, additional silt fences shall be installed.
7. The Contractor shall remove and dispose of sediment deposits when the deposit approaches one-half the height of the fence.
8. The silt fence shall remain in place until the upstream surface is stabilized. Upon removal, the Contractor shall remove the silt fence, dispose of excess silt, and restore the disturbed area in accordance with Section 329212 - Seeding.

3.13 TEMPORARY PIPE

A. General:

1. The Contractor shall install temporary pipes and fill at locations, to be crossed by the Contractor's equipment, which carry a concentrated flow during rain events.
- B. Construction Requirements:
1. All temporary pipes shall be installed in the same manner as permanent pipe is installed on the project to assure that the water does not cause erosion around the pipe.
 2. Material to backfill the pipe should be placed in 6" lifts and mechanically compacted. Compaction testing will not be required.

3.14 SEDIMENT REMOVAL

- A. General
1. Sediment deposits shall be removed when:
 - a. The deposits reach approximately one-half the height of a ditch check, straw bale barrier or silt fence.
 - b. The sediments have reduced the ponded volume of sediment basins to one-third of the original volume.
 - c. Requested by the Owner's Representative.
- B. Sediment removed from erosion control features shall be deposited in a location where it will not erode into construction areas or watercourses.

END OF SECTION 312513

SECTION 323113 - CHAIN LINK FENCES AND GATES

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Fence framework, fabric, and accessories.
 - 2. Excavation for post bases.
 - 3. Concrete foundation for posts and center drop for gates.
 - 4. Manual gates and related hardware.
 - 5. Privacy slats.
 - 6. Site grounding.

- B. Related Sections:
 - 1. Section 033000 - Cast-In-Place Concrete.
 - 2. Section 312213 - Rough Grading.
 - 3. Section 312316 - Excavation.
 - 4. Section 312318 - Rock Removal.

1.2 REFERENCES

- A. ASTM International:
 - 1. ASTM A116 - Standard Specification for Metallic-Coated, Steel Woven Wire Fence Fabric.
 - 2. ASTM A123/A123M - Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products.
 - 3. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware.
 - 4. ASTM A392 - Standard Specification for Zinc-Coated Steel Chain-Link Fence Fabric.
 - 5. ASTM A491 - Standard Specification for Aluminum-Coated Steel Chain-Link Fence Fabric.
 - 6. ASTM A780 - Standard Practice for Repair of Damaged and Uncoated Areas of Hot-Dip Galvanized Coatings.
 - 7. ASTM A817 - Standard Specification for Metallic-Coated Steel Wire for Chain-Link Fence Fabric and Marcellled Tension Wire, Type II Galvanized, Class 5, 9 Gauge.
 - 8. ASTM A824 - Standard Specification for Metallic-Coated Steel Marcellled Tension Wire for Use with Chain Link.
 - 9. ASTM A1011/A1011M - Standard Specification for Steel, Sheet and Strip, Hot-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, and Ultra-High Strength
 - 10. ASTM B429/B429M - Standard Specification for Aluminum-Alloy Extruded Structural Pipe and Tube.
 - 11. ASTM C94/C94M - Standard Specification for Ready-Mixed Concrete.
 - 12. ASTM F552 - Standard Terminology relating to Chain Link Fencing.
 - 13. ASTM F567 - Standard Practice for Installation of Chain-Link Fence.
 - 14. ASTM F626 - Standard Specification for Fence Fittings.
 - 15. ASTM F668 - Standard Specification for Polyvinyl Chloride (PVC) and Other Organic Polymer-Coated Steel Chain-Link Fence Fabric, Class 2b.

16. ASTM F669 - Standard Specification for Strength Requirements of Metal Posts and Rails for Industrial Chain Link Fence, Group IA Schedule 40.
 17. ASTM F900 - Standard Specification for Industrial and Commercial Swing Gates.
 18. ASTM F934 - Standard Specification for Standard Colors for Polymer-Coated Chain Link Fence Materials, Black.
 19. ASTM F1043 - Standard Specification for Strength and Protective Coatings on Metal Industrial Chain Link Fence Framework.
 20. ASTM F1083 - Standard Specification for Pipe, Steel, Hot-Dipped Zinc-Coated (Galvanized) Welded, for Fence Structures, Schedule 40.
 21. ASTM F1183 - Standard Specification for Aluminum Alloy Chain Link Fence Fabric.
 22. ASTM F1184 - Standard Specification for Industrial and Commercial Horizontal Slide Gates.
 23. ASTM F1345 - Standard Specification for Zinc - 5% Aluminum -Mischmetal Alloy-Coated Steel Chain-Link Fence Fabric.
 24. ASTM F1664 - Standard Specification for Poly (Vinyl Chloride) (PVC) and Other Conforming Organic Polymer-Coated Steel Tension Wire Used with Chain Link Fence.
- B. AASHTO - American Association of State Highway and Transportation Officials:
1. AASHTO M181 - Chain-Link Fence.
 2. AASHTO M279 - Metallic-Coated, Steel Woven Wire Fence Fabric.
 3. AASHTO M280 - Metallic-Coated, Carbon Steel Barbed Wire.
- C. Chain Link Fence Manufacturers Institute:
1. CLFMI - Product Manual.
- D. Institute of Electrical and Electronic Engineers:
1. IEEE 80 - Guide for Safety in AC Substation Grounding.
 2. IEEE 142 - Recommended Practice for Grounding of Industrial and Commercial Power Systems.
 3. IEEE C2 - National Electrical Safety Code.
- E. International Electrical Testing Association:
1. NETA ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems.

1.3 SYSTEM DESCRIPTION

- A. Fence Height: 12 feet plus 1-foot-tall extension arm on top of fence, and 9 feet adjacent to buildings with existing roof overhang/soffit.
- B. Fence Color: Black per ASTM F934.
- C. Fence Fabric: No-climb security fabric, installed on the inside of all posts and rails on secured courtyard side. Color black per ASTM F934.
- D. Line Post Spacing: At intervals not exceeding 8 feet.
- E. Fence Post and Rail Strength: Conform to ASTM F1043 Heavy Industrial Fence quality. Color black per ASTM F934.

- F. Rod electrode for local grounding at fencing and structures.
- G. Contractor to provide temporary site security fence to secure inner perimeter courtyard during construction and for fence and gate removal and replacement. The Owner and Facility wants to ensure there will be minimal disruption or interference with the daily operations of the Facility during construction.

1.4 SUBMITTALS

- A. Section 013300 - Submittals: Requirements for submittals.
- B. Shop Drawings: Indicate plan layout, spacing of components, post foundation dimensions, hardware anchorage, gates, schedule of components and layout and installation of grounding components.
- C. Product Data: Submit data on fabric, posts, accessories, fittings, hardware, grounding electrodes and connectors.
- D. Manufacturer's Installation Instructions: Submit installation requirements.
- E. Test Reports: Indicate overall resistance to ground.

1.5 CLOSEOUT SUBMITTALS

- A. Section 017000 - Execution and Closeout Requirements: Closeout procedures.
- B. Project Record Documents: Accurately record actual locations of perimeter posts relative to property lines and connections.
- C. Operation and Maintenance Data: Procedures for submittals.

1.6 QUALITY ASSURANCE

- A. Supply material in accordance with CLFMI - Product Manual.
- B. Perform installation in accordance with ASTM F567, IEEE 142 and IEEE 80.
- C. Perform Work in accordance with Missouri Department of Transportation Standard Specification Section 607 and the details provided in the plans.

1.7 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing Products specified in this section with minimum three years experience.
- B. Installer: Company specializing in performing work of this section with minimum five years experience.

1.8 DELIVERY, STORAGE AND HANDLING

- A. Section 016000 - Product Requirements: Requirements for transporting, handling, storing, and protecting products.

- B. Deliver fence fabric and accessories in packed cartons or firmly tied rolls.
- C. Identify each package with manufacturer's name.
- D. Store fence fabric and accessories in secure and dry place.

PART 2 PRODUCTS

2.1 COMPONENTS

- A. Components shall be heavy-industrial-strength material, ASTM F1043, Group IA, round steel pipe, Schedule 40, ASTM F1083 regular grade (30,000 psi yield). Components shall be as follows:
 - 1. 8-5/8" O.D. gate post for vehicle access gate (28.58 lb/ft), color black per ASTM F934.
 - 2. 6-5/8" O.D. gate post for manway access gate (18.97 lb/ft), color black per ASTM F934.
 - 3. 6-5/8" O.D. terminal post (18.97 lb/ft), color black per ASTM F934.
 - 4. 6-5/8" O.D. line post (18.97 lb/ft), spaced a maximum of 8 feet apart, color black per ASTM F934.
 - 5. 1-5/8" O.D. top rail, intermediate rail, bottom rail, and bracing (2.27 lb/ft), color black per ASTM F934.
 - 6. 3/8" diamond mesh, 11-gauge, zinc coated wire, color black per ASTM F934.

2.2 ACCESSORIES

- A. Chain link no-climb security fabric shall be in accordance with ASTM A392, Type II, Class 2, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F668, Class 2b, fused and adhered, over zinc coated steel, color black per ASTM F934. The no-climb security fabric shall be 3/8-inch diamond mesh interwoven wire, 11 gage thick (0.120-inch nominal diameter), top selvage barbed security twisted tight, bottom selvage barbed security twisted tight. Wire constituting the no-climb security fabric shall have a minimum tensile strength of 80,000 psi based on the coated wire diameter. The no-climb security fabric shall be coated with prime western spelter or equal uncoated wire surface weaving. The mesh size shall be measured in either direction as the minimum clear distance between the wires forming the parallel sides of the mesh.
- B. Chain link no-climb security fabric, line posts, terminal posts, top rail, intermediate rail, bottom rail, gate posts, tension wires, gate frames, stretcher bars, fabric ties, fittings, latches, bolts and nuts, fabric ties and horizontal braces shall be of the same materials as the no-climb security fabric and in accordance with Section 607 of the MODOT Standard Specifications and the project plans and specifications.
- C. Truss Rod Assemblies shall be in accordance with ASTM F626, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F626, fused and adhered, over zinc coated steel, color black per ASTM F934. Truss Rod Assemblies shall be 3/8-inch diameter steel truss rod with a pressed steel tightener, assembly capable of withstanding a tension of 2,000 pounds.

- D. Tension Bars shall be in accordance with ASTM F626, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F626, fused and adhered, over zinc coated steel, color black per ASTM F934. Tension Bars shall be one-piece length, 2 inches shorter than full height of no-climb security fabric. Tension Bars for small mesh shall be attached (sandwiched) to the post using a zinc coated and polymer coated, fused and adhered, over zinc coated steel, color black, steel strap having a minimum cross section of 2 inches by 3/16 inch with holes spaced 12 inches on center to accommodate 3/8 inch carriage bolts that are to be thru bolted - thru the strap, the mesh, and thru the post. Provide one bar for each gate and end post, and two for each corner and pull post.
- E. Tension Wire shall be in accordance with ASTM A817 or ASTM A824, Type II, Class 5, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F1664, Class 2b, fused and adhered, over zinc coated steel, color black per ASTM F934. Tension Wire shall be marcelled, 7 gage thick (0.177-inch nominal diameter).
- F. Gate Hardware for Fence: Gate stop and latch with provisions for padlocking. Gate hinges shall be of sufficient strength to sustain the weight of the gate used in the application.
- G. Concrete: Type specified in Section 033000.
- H. Fittings: Sleeves, bands, tie wires, clips, rail ends, tension bars, fasteners, and fittings in accordance with ASTM F626; zinc coated steel, and polymer coated over zinc coated steel.
- I. Nuts and Bolts: Carriage bolts used for fittings, tension bars, etc. shall be 3/8-inch diameter and be installed with the head on the secure side of the fence. All bolts shall be peened over to prevent removal of the nut.
- J. Extension Arms shall be in accordance with ASTM F626, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F626, fused and adhered, over zinc coated steel, color black per ASTM F934, to accommodate no-climb security fabric, single arm, sloped to 45 degrees and be capable of supporting a 250 pound load at outer mesh edge connecting point without causing permanent deflection. The top of the extension arms shall have a top tension wire stretched taut, without sags, between posts to attach the top of the no-climb security fabric.
- K. Gate Hardware: Center gate stop and drop rod two 180-degree gate hinges for each leaf and hardware for keyed padlock.

2.3 GATES

- A. General:
 1. Gate Types, Opening Widths and Directions of Operation: As indicated on Drawings.
 2. Finish shall be in accordance with ASTM F1043 and ASTM F1083, 2.0 ounces per square foot, interior and exterior, zinc coated steel, and polymer coated in accordance with ASTM F1043, fused and adhered, over zinc coated steel, color black per ASTM F934.
 3. Factory assemble gates of 2" O.D. pipe with welded joints. Components shall be heavy-industrial-strength material, ASTM F1043, Group IA, round steel pipe,

Schedule 40, ASTM F1083 regular grade (30,000 psi yield). Weld areas repaired with zinc-rich coating applied per manufacturer's directions, and no-climb security fabric to match fence. Frame members spaced no greater than 8 feet apart vertically and horizontally.

4. Extended Gate Posts and Frame Members: Extend gate posts and frame end members above top of no-climb security fabric at both ends of gate frame 1 foot as required to attached extension arm assemblies with the no-climb security fabric attached, and match extension arm assembly height.
5. Design gates for operation by one person.
6. Gate accessories, hinges, latches, center stops, keepers and necessary hardware of quality required for industrial and commercial application.
7. Latches shall permit padlocking.

B. Swing Gates:

1. Fabricate gates to permit 180-degree swing.
2. Gates Construction: ASTM F900 with welded corners. Use of corner fittings is not permitted.
3. Proposed 12-foot wide vehicle access gate shall be full height to match the overall no-climb security fence height of 12 feet plus 1-foot-tall extension arm on top of the fence.
4. Proposed 6-foot wide manway access gate shall be 7-foot tall with the remainder of the fence height above the manway access gate being the proposed no-climb security fence (approximately 5 feet height) plus 1-foot-tall extension arm on top of the fence.

2.4 FINISHES

- A. Framework Components: Finish shall be in accordance with ASTM A123/A123M, Type A, 2.0 ounces per square foot, interior and exterior, zinc coated steel, and polymer coated in accordance with ASTM F1043, fused and adhered, over zinc coated steel, color black per ASTM F934.
- B. Hardware Components: Finish shall be in accordance with ASTM A153/A153M, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F1043, fused and adhered, over zinc coated steel, color black per ASTM F934.
- C. Fittings, Truss Rod Assembly, Tension Bar, and Extension Arm Components: Finish shall be in accordance with ASTM A626, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F626, fused and adhered, over zinc coated steel, color black per ASTM F934.
- D. Tension Wire: Finish shall be in accordance with ASTM A817 or ASTM A824, Type II, Class 5, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F1664, Class 2b, fused and adhered, over zinc coated steel, color black per ASTM F934.
- E. No-Climb Security Fabric: Finish shall be in accordance with ASTM A392, Type II, Class 2, 2.0 ounces per square foot, zinc coated steel, and polymer coated in accordance with ASTM F668, Class 2b, fused and adhered, over zinc coated steel, color black per ASTM F934

2.5 SITE GROUNDING

- A. Rod Electrodes
 - 1. Product Description: Copper-clad steel ground rods.
 - 2. Diameter: 3/4 inch.
 - 3. Length: 10 feet.
- B. Exothermic Connections
 - 1. Product Description: Exothermic materials, accessories, and tools for preparing and making permanent field connections between grounding system components.
- C. Mechanical Connectors
 - 1. Furnish materials in accordance with St. Louis County Building Department standards.
 - 2. Description: Bronze connectors, suitable for grounding and bonding applications, in configurations required for particular installation.
- D. Wire
 - 1. Material: Solid copper.
 - 2. Connections to Electrodes: 8 AWG, minimum size.
 - 3. Bonding Other Objects: 8 AWG, minimum size.
 - 4. Mechanical Connector: Bronze.
 - 5. Grounding Boxes: Bronze.

PART 3 EXECUTION

3.1 PREPARATION

- A. Call Missouri One Call service at 1-800-DIG-RITE not less than three working days before performing Work. Also, utilize contract utility locate service to locate existing onsite private utilities to protect said existing onsite private utilities from damage during construction.
 - 1. Request underground utilities to be located and marked within and surrounding construction areas.
- B. Protect all existing public and private utilities from damage.

3.2 INSTALLATION

- A. Install framework, no-climb security fabric, accessories, and gates in accordance with ASTM F567. The contractor shall fill, cut, or trench where necessary to produce a smooth and uniform ground surface so the bottom of the no-climb security fabric and bottom rail is not more than 1 inch above the finished ground line.
- B. Set intermediate, line, corner, terminal, and gate posts plumb, true to line and grade, in concrete footings with top of footing 1 inch above finish grade. Footing shall be of a commercial concrete mixture. The concrete shall be of a uniform thickness around the post. Slope top of concrete to have a cone or dome shaped for water runoff.
- C. All posts shall have a maximum spacing of 8 feet. Intermediate, line, corner, terminal, and gate post footing depth below finished grade:

1. Fence Height: 12 feet plus 1-foot-tall extension arm on top of fence - Eight (8) feet deep, concrete 24" diameter.
 2. Fence Height: 9 feet adjacent to buildings with existing roof overhang/soffit - Four (4) feet deep, concrete 12" diameter.
- D. Install top rail, intermediate rail, and bottom rail continuous from terminal post, connected with outside sleeve couplings, either screw or self centering type, every fifth one of which in any continuous length shall be slip coupling with an enclosed compression spring. Install the top rail, intermediate rail, and bottom rail, and all shall be secured to all posts with fittings.
- E. No-climb security fabric shall be attached to end, corner and pull posts with stretcher bar bands spaced at 10-inch to 12-inch centers, and to the outside of the top rails, intermediate rails, bottom rails, braces, top tension wire, and posts with tie wires. All no-climb security fabric shall be pulled taut by approved hand powered mechanical means before it is attached to top rails, intermediate rails, bottom rails, braces, top tension wire, and posts.
- F. Brace each gate and corner post to adjacent line post with horizontal center brace rail and diagonal truss rods. Install brace rail one bay from end and gate posts.
- G. Do not attach to posts or stretch no-climb security fabric until concrete foundation has cured 28 days.
- H. Stretch no-climb security fabric between terminal posts or at intervals of 100 feet maximum, whichever is less.
- I. Position bottom of no-climb security fabric 1 inch above finished grade.
- J. Fasten no-climb security fabric to top rails, intermediate rails, bottom rails, posts, braces, and top tension wire with tie wire at maximum 15 inches on centers.
- K. Attach no-climb security fabric to end, corner, and gate posts with tension bars and tension bar clips.
- L. Install top rail, intermediate rail, bottom rail, and top tension wire stretched taut, without sags, between all posts, full length of fence.
- M. Install extension arms sloped inward on secured courtyard side, top tension wire stretched taut, without sags, and attach no-climb security fabric; tension and secure.
- N. Support gates from gate posts. Do not attach hinged side of gate from building wall.
- O. Install gate with no-climb security fabric and no-climb security fabric top extension to match fence. Installation of swing gates and gate posts shall be in accordance with ASTM F567. Gates shall be level and plumb in the closed position having a bottom clearance of 1 inch, and secure for full opening without interference. Install three hinges on each gate leaf, latch, catches, drop bolt foot bolts and sockets. Hinge and latch offset opening space shall be no greater than 3 inches in the closed position. Attached hardware using tamper-resistant or concealed means and adjust hardware for smooth operation.

- P. Provide concrete center drop to footing depth and drop rod retainers at center of double gate openings.
- Q. Install posts with 3 inches maximum clear opening from end posts to buildings, fences, and other structures. The no-climb security fabric shall extend past the end posts adjacent to building structures and attach to the building structures to eliminate any clear openings between the end posts and the adjacent building structures utilizing tension bars and thru bolted – thru the strap and thru the mesh as specified herein. If the building structure has an existing roof overhang/soffit, the no-climb security fabric shall be full height from 1 inch above finished grade to the underside of the existing roof overhang/soffit to eliminate any clear openings between the no-climb security fabric and existing roof overhang/soffit.
- R. At the ends of each fence section adjacent to building structure, there shall be 2 fence posts installed, one 9-foot tall fence post directly adjacent to the existing building structure wall that will be under the existing roof overhang/soffit and the second one will be a 12-foot tall fence post adjacent to the existing building structure existing roof overhang/soffit that will extend approximately 3 feet plus 1-foot-tall extension arm on top of fence above the existing building structure existing roof overhang/soffit. For the fence post portion above the existing building structure existing roof overhang/soffit, an additional 3-foot wide by 3-foot tall fence panel with the no-climb security fabric shall be installed perpendicular to the fence section and inline with the existing building structure existing roof overhang/soffit to help prevent access to the existing building structure roof from the fence section.
- S. Excavate holes for posts to diameter and spacing indicated on Drawings without disturbing underlying materials.
- T. Center and align posts. Place concrete around posts and vibrate or tamp for consolidation. Verify vertical and top alignment of posts and make necessary corrections.
- U. The finished fence shall be in proper alignment with posts plumb and chain link no-climb security fabric pulled taut. Care shall be exercised to equalize the tension of the full width of the no-climb security fabric. No-climb security fabric shall be securely fastened to the posts and all other fence components.
- V. Verify final backfill and compaction has been completed before driving rod electrodes. Install rod electrodes in vertical position with top at least 12 inches below finished grade level.

3.3 GROUNDING

- A. Ground fence enclosures at diagonally opposite corners and at intervals not exceeding 500 feet.
- B. Where an electric utility line rated 600 volts or greater passes over the fence, fence shall be grounded at points 50 feet, measured horizontally, beyond where the outside conductors pass over the fence.

- C. Where an electric utility line rated 600 volts or greater runs parallel to and within 40 feet of the fence, measured horizontally, fence shall be grounded at 50 feet maximum intervals along the parallel section of fence.
- D. Fence post grounding shall consist of conductors secured to the fence with compression connectors.
- E. Provide ground rod at each grounding point located on post side of fence as close as possible to post and fence.
- F. Grounding conductors shall be connected to the ground rod with an exothermic welded or mechanical connection. Grounding conductors shall be clamped to the fence with bronze grounding clamps to create electrical continuity between fence posts, fence fabric, gates, and ground rods.
- G. Ground fence on each side of all gates, at each corner. Provide flexible copper bonding jumper between fixed fencing and moveable elements such as gates. Bond metal gates to gate posts.
- H. Bond across openings, with and without gates. Use No. 2 AWG wire and bury it at least 18 inches below finished grade.
- I. Connections: Make connections so the possibility of galvanic action or electrolysis is minimized. Select connectors, connection hardware, conductors, and connection methods so metals in direct contact will be galvanically compatible.
 - 1. Use electroplated or hot-tin-coated materials to ensure high conductivity and to make contact points closer in order of galvanic series.
 - 2. Make connections with clean, bare metal at points of contact.
 - 3. Make aluminum-to-steel connections with stainless steel separators and mechanical clamps.
 - 4. Make aluminum-to-galvanized-steel connection with tin-plated jumpers and mechanical clamps.
 - 5. Coat and seal connections having dissimilar metals with inert material to prevent future penetration of moisture to contact surfaces.
- J. Total resistance of the fence to ground shall not be greater than 25ohms.

3.4 ERECTION TOLERANCES

- A. Section 014000 - Quality Requirements: Tolerances.

3.5 FIELD QUALITY CONTROL

- A. Sections 014000 - Quality Requirements and 017000 - Execution and Closeout Requirements: Field inspecting, testing, adjusting, and balancing.
- B. Inspect and test site grounding in accordance with NETA ATS, except Section 4.
- C. Perform inspections and tests listed in NETA ATS, Section 7.13.

3.6 CERTIFICATION

- A. Prior to installation of the chain link fence, the manufacturer shall supply the Engineer with certification that all materials used fully comply with these specifications.

END OF SECTION 323113

SECTION 329119 - LANDSCAPE GRADING

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Final grade topsoil for finish landscaping.
- B. Related Sections
 - 1. Section 320513 - Soils for Earthwork.
 - 2. Section 329219 - Seeding: Finish ground cover.

1.2 QUALITY ASSURANCE

- A. Furnish topsoil material from single source throughout the Work.

PART 2 PRODUCTS

2.1 MATERIAL

- A. Topsoil: From site.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 013100 - Coordination: Verification of existing conditions before starting work.
- B. Verify substrate base has been contoured and compacted.
- C. Verify trench backfilling have been inspected.

3.2 PREPARATION

- A. Protect landscaping and other features remaining as final Work.
- B. Protect sidewalks, utilities, paving, and curbs.

3.3 SUBSTRATE PREPARATION

- A. Eliminate uneven areas and low spots.
- B. Remove debris, roots, branches, stones, in excess of 1 inch in size. Remove contaminated subsoil.

3.4 PLACING TOPSOIL

- A. Place topsoil in areas where seeding will occur to nominal depth of 4 inches. Place topsoil during dry weather.
- B. Fine grade topsoil to eliminate rough or low areas. Maintain profiles and contour of subgrade.
- C. Remove roots, weeds, rocks, and foreign material while spreading.
- D. Manually spread topsoil close to plant material, building, and paved areas to prevent damage of stated items.
- E. Roll placed topsoil.
- F. Remove surplus subsoil and topsoil from site.

3.5 TOLERANCES

- A. Top of Topsoil: Plus or minus 1/2 inch.

3.6 PROTECTION OF INSTALLED WORK

- A. Section 017000 - Execution and Closeout Requirements: Requirements for protecting finished Work.
- B. Prohibit construction traffic over topsoil.

END OF SECTION 329119

SECTION 329219 - SEEDING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, Division Specification sections, and the Approved DNR Land Disturbance Permit, apply to the Work specified in this Section.

1.2 DESCRIPTION OF WORK

- A. Furnish all materials, labor, equipment and services necessary to perform all Work.
- B. Work included in this Section includes clearing of weeds, seed bed preparation, installation of erosion control fabric and seeding operations required for seeding of the areas shown on Drawings.

1.3 SPECIFICATIONS AND STANDARDS

- A. U.S. Department of Agriculture: SRA 156 U.S. Department of Agriculture, Rules and Regulations under the Federal Seed Act.
- B. American Joint Committee on Horticultural Nomenclature Standard: 1942 Edition Standardized Plant Names.

PART 2 - PRODUCTS

2.1 SEED

- A. All seed shall be furnished in sealed, standard containers, unless otherwise approved. Seed which has become wet, moldy, or otherwise damaged will not be acceptable.
- B. Each container of seed shall be fully labeled in accordance with the Federal Seed Act and seed certifications shall be signed and made part of seed invoices.
- C. Seed shall be Fescue, 97 percent pure live seed
- D. Invoices and tags for seed shall show type furnished. Upon acceptance of the seeded areas, a final check of total quantities of seed used will be made against total area seeded and if minimum rates of application or specified quantities have not been met, the Architect will require distribution of additional quantities of these materials to make up minimum application specified.

2.2 FERTILIZER

- A. Fertilizer shall be uniform in composition, free-flowing, suitable for application with approved equipment and delivered to the site unopened in original containers each bearing the manufacturer's guaranteed analysis and in conformity with state fertilizer laws. Fertilizer shall contain the following minimum percentage of plant food by weight.
 - 1. 12 percent available nitrogen

2. 12 percent available phosphoric acid
 3. 12 percent available potash
- B. Fertilizer application rates shall be 600 pounds per acre.
- C. Invoices for fertilizer shall show grade furnished. Upon acceptance of the seeded areas, a final check of total quantities of fertilizer used will be made against total area seeded and if minimum rates of application or specified quantities have not been met, the Architect will require distribution of additional quantities of these materials to make up minimum application specified.

2.3 EROSION CONTROL FABRIC

- A. Fabric shall be “Soil Saver” as is distributed by Jim Walls Company in Dallas, Texas (214) 239-8577; or “Curlex Blankets” as is distributed by Americal Excelsior Company in North Kansas City, Missouri (816) 842-3034; or approved equal.

2.4 STAPLES

- A. Staples shall be a No. 11 gauge steel wire formed into a “U” shape, 6 inches long.

PART 3 - EXECUTION

3.1 GROUND PREPARATION

- A. General: the ground areas are to be seeded and fertilized as indicated on the Drawings and/or as specified herein. Equipment necessary for the proper preparation of the ground surface and for handling and placing all required materials shall be on hand, in good condition and shall be approved before the Work is started.
- B. Clearing: Prior to tillage, seeding or other specified operations, all vegetation which might interfere with the indicated treatment of the areas shall be mowed, grubbed, raked and the debris removed from the site. Prior to or during grading and tillage operations, the ground surface shall be cleared of materials which might hinder final operations. Areas which have been disturbed shall be finish graded and/or developed as indicated on the Drawings or as specified.
- C. Tillage: After the areas required to be seeded have been brought to the finish grades as specified, they shall be thoroughly tilled to a depth of at least 6 inches by plowing, disking, harrowing or other approved methods until the condition of the soil is acceptable to the Architect. Work shall be performed only during period when beneficial results are likely to be obtained. When conditions are such by reason of drought, excessive moisture, or other factors that satisfactory results are not likely to be obtained, Work shall be stopped. Work shall be resumed only when desired results are likely to be obtained.
- D. Leveling: Any undulations or irregularities in the surface resulting from tillage, fertilizing or other operations shall be leveled with a float drag before seeding operations are begun.
- E. Fertilizing: Fertilizer shall be distributed uniformly at the rate previously specified per 1,000 square feet over the areas to be seeded and shall be incorporated into the soil to a

depth of at least 3 to 4 inches by disking, harrowing or other approved methods. The incorporation of fertilizer may be a part of the tillage operation hereinbefore specified. Distribution by means of an approved seed drill equipped to sow seed and distribute fertilizer at the same time will not be accepted. Fertilizer shall be incorporated into the soil a minimum of 10 days before seed is planted.

- F. Inspection: A minimum of 48 hours prior notice must be given to the Construction Administrator before fertilizing may commence.
- G. Planting Time: All seeding Work shall be done between the dates of April 1 to May 15 for spring planting and from August 15 to October 15 for fall planting except as otherwise directed in writing by the Construction Administrator.
- H. Planting Condition: No planting shall be done until a permanent source of water is available at the site for use by the Owner.

3.2 SEEDING

- A. General: Prior to seeding, any previously prepared seedbed areas compacted or damaged by interim rains, traffic, or other cause shall be reworked to restore the ground condition previously specified. Seed shall be planted by drill seeding.
- B. Drill Seeding: Seed shall be uniformly drilled to an average depth of 1/2 inch and at the rate of 8 pounds per 1,000 square feet using equipment having drills not more than 6-1/2 inches apart. Row markers shall be used with the drill seeder.
- C. Rolling: Immediately after seeding, except for slopes 3 horizontal to 1 vertical and greater, the entire area shall be firmed with a roller not exceeding 90 pounds for each foot of roller width. Do not roll areas seeded with seed drills equipped with rollers.
- D. Inspection: A minimum of 48 hours prior notice must be given to the Construction Administrator before seeding may commence.

3.3 INSTALLATION OF EROSION CONTROL FABRIC

- A. Fabric shall be rolled out in place. Fabric shall be applied without stretching and shall lie smoothly but loosely on the soil surface. The Contractor shall refer to the Drawings for details of fabric fastening.
- B. Application of the erosion control fabric shall occur the same day that the seeding of an area has taken place.
- C. Fabric shall completely cover all areas which are shown on the Drawings to be protected from erosion. After fabric installation, the entire area shall be rolled with a smooth roller weighing between 200 to 250 pounds. After rolling, the fabric shall be in intimate contact with the soil surface at all points. Any clods, etc., which hold the fabric off the ground should be removed. The fabric shall be forced down into any depressions and held there with a staple.

3.4 MAINTENANCE

- A. General: The project areas shall be kept clean at all times and care shall be taken that use of the premises shall not be unduly hampered by Work herein specified. The intent of this Section is to ensure a healthy, well-established turf, and prevent soil erosion in compliance with the Land Disturbance Permit issued by the Missouri Department of Natural Resources.
- B. Responsibility: The Owner shall be responsible for maintenance of all seeded areas upon completion of seeding and general acceptance by the Construction Administrator.
- C. Damage: Damage to seeded areas during the project shall be repaired by the persons responsible for causing such damage.

3.5 GENERAL ACCEPTANCE

- A. The Construction Administrator shall make an inspection of the seeded areas upon completion of seeding. Seeded areas shall be considered acceptable if the specified quantities of fertilizer & seed have been properly applied.

3.6 GUARANTEE

- A. The Contractor is responsible for the proper application of the fertilizer & seeding. Watering, weeding, re-seeding, and mowing will be the responsibility of the Owner after proper application of the seed.

END OF SECTION 329219