

PROJECT MANUAL

June 20, 2016

**Midland
CUSD #7**

Elementary School Demolition

at

206 N. High Street
Lacon, IL 61540

ARCHITECT

CBJ ARCHITECTS P.C.
Algonquin, IL

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**MIDLAND COMMUNITY UNIT SCHOOL DISTRICT #7
SCHOOL DISTRICT SUPERINTENDENT
901 HILLTOP DR.
SPARLAND, IL 61565**

INVITATION TO BID

Sealed bids will be accepted in the above office until

July 12, 2016 at 10:00 A.M. (CST)

***Midland Elementary School
Building Demolition***

CONTACT PERSON – Patty Kargol
School District Secretary
Midland CUSD #7
District Office
901 Hilltop Drive
Sparland, IL 61565
P: 309-463-2364
F: 309-246-2311

COMPANY

DATE

CONTACT PERSON

ADDRESS

E-MAIL ADDRESS

CITY, STATE AND ZIP

TELEPHONE NO

FAX NO.

TAXPAYER IDENTIFICATION (FEIN, or
Social Security) NUMBER

SCOPE OF WORK

The Midland Community Unit School District #7 is soliciting bids to perform building demolition to the Midland Elementary School Building. Bid as per specifications contained herein.

A MANDATORY PRE-BID MEETING will be held at the Midland Elementary School Building at 206 N. High Street, Lacon, IL, 61540 on June 28, 2016 at 2:00 P.M. (Central Prevailing Time).

SCHEDULE OF EVENTS

JUNE 21, 2016 ----- -	Bid Available
JUNE 28, 2016 -----	Mandatory Pre-Bid Meeting and Building Tour, Midland Elementary School, 206 N. High Street, Lacon, IL, 61540, 2:00 P.M. (CPT)
JULY 6, 2016 -----	Vendors Questions Submitted via fax to 309-246-2311 by 4:00 P.M.(CPT)
JUNE 11, 2016 -----	Vendors Questions Answered via fax and Posted on the School District Website by 4:00 P.M.(CPT)
JULY 12, 2016 -----	Bid due in the School District Office no later than 10:00 A.M.(CPT)

NON-DISCRIMINATION

Contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), 775 ILCS 5/1-102, which is incorporated herein by reference, and constituting of a written EEO Policy and a workforce profile that demonstrates its EEO practices. Furthermore, the Contractor shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended. The Contractor must have a written sexual harassment policy which meets Illinois State Statutes, 775 ILCS, 15/3.

PREVAILING WAGE

The State of Illinois requires that all wages paid by the Contractor and each subcontractor shall be in compliance with The Prevailing Wage Act (820 ILCS 130), as amended. This requires payment of the general prevailing rate for each craft or type of worker, including payment of the general prevailing rate for legal holiday and overtime work. The Illinois Department of Labor publishes the prevailing wage rates on its website at www.state.il.us/agency/idol/rates.htm. The Contractor shall review the wage rates applicable to the work of the contract at regular intervals in order to ensure the timely payment of current wage rates. The Contractor agrees that no additional notice is required. The Contractor shall be responsible to notify each subcontractor of the wage rates set forth in this contract

and any revisions thereto. If wage rates change during the course of the project, the new rates are to be incorporated. Vendors may access the Illinois Department of Labor website for updates www.state.il.us/agency/idol.

CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)

Effective August 10, 2005 contractors and subcontractors on public works projects must submit certified payroll records on a monthly basis to the public body in charge of the construction project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include for every worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

INCREASED PENALTIES FOR PREVAILING WAGE VIOLATIONS (Public Act 94-0488)

Effective January 1, 2006, penalties for violations of the Prevailing Wage Act will increase from 20% to 50% of the underpaid amounts for second or subsequent violations. An additional penalty of 5% of the underpayment penalty must be paid to workers for each month the wages remain unpaid (up from the current 2% penalty).

For violations that occur after January 1, 2006, the debarment period --during which contractors are ineligible for public works contracts -increases from 2 years to 4 years if two notices of violation are issued/serious violations occur within a 5-year period. In addition, a new monetary penalty of \$5,000 may be assessed against contractors who retaliate against employees who report violations or file complaints under the Prevailing Wage Act.

SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT

The successful bidder must be in compliance with State of Illinois HB-1855 (Public Act 095-0635), which amends the Prevailing Wage Act. Before an employer commences work on a public works project, the employer shall have in place a written program which meets or exceeds the program requirements in this Act, to be filed with the public body engaged in the construction of the public works and made available to the general public, for the prevention of substance abuse among its employees. The testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.

SECURITY

The contractor represents and warrants to the Midland Community Unit School District #7 that neither it nor any of its principals, shareholders, members, partners or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the Midland Community Unit School District #7 that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as Specially Designated National and Blocked Person. The Contractor hereby agrees to defend,

indemnify and hold harmless the Midland Community Unit School District #7 , the Corporate Authorities, and all Midland Community Unit School District #7 elected or appointed officials, officers, employees, agents, representatives, architects, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representation and warranties.

ADDENDUM

Should the Vendor require any additional information about this Bid, please fax to the District Office (309-246-2311) any questions by the deadline as outlined in the schedule of events. ANY AND ALL changes to these specifications are valid only if they are included by Written Addendum to All Bidders. NO interpretation of the meaning of the plans, specifications, or other contract documents will be made orally. If required, all addenda will be faxed to bidder if a Notice of Intent to Bid has been completed and faxed to the District Office. In addition, all addenda are posted on the Midland Community Unit School District #7 website. Failure of the bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this Bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused by a bidder to improperly submit a bid.

Response to these questions will be made by means of an addendum. Only the Midland Community Unit School District #7's Architect and District Office has the authority to issue an addendum.

Addenda are written instruments issued by the District prior to the date for receipt of proposals, which modify or interpret the Bid by addition, deletions, clarifications or corrections.

Prior to the receipt of bids, addenda will be faxed or delivered to all who are known to have received a Notice to Bid. Each vendor shall ascertain prior to submitting a bid that all addenda issued have been received and, by submission of a bid, such act shall be taken to mean that such vendor has received all addenda and that the vendor is familiar with the terms thereof and understands fully the contents of the addenda.

TAXES

The Midland Community Unit School District #7 is exempt from paying Illinois Use Tax, Illinois Retailers Occupation Tax and Federal Excise Tax.

INSURANCE

(1) GENERAL

The successful bidder shall maintain for the duration of the contract and any extensions thereof, at bidder's expense, insurance that includes "Occurrence" basis wording and is issued by a company or companies qualified to do business in the State of Illinois that are acceptable to the District, which generally requires that the company(ies) be assigned a Best's Rating of A or higher with a Best's financial size category of Class XIV or higher, in the following types and amounts:

- (a) Commercial General Liability in a broad form, to include, but not limited to, coverage for the following where exposure exists: Bodily Injury and Property Damage, Premises/Operations, Independent contractors, Products/Completed Operations, Personal Injury and Contractual Liability; limits of liability not less than:

\$1,000,000 per occurrence and \$2,000,000 in the aggregate;

- (b) Business Auto Liability to include, but not be limited to, coverage for the following where exposure exists: Owned Vehicles, Hired and Non-Owned Vehicles and Employee Non-Ownership; limits of liability not less than:

\$1,000,000 per occurrence, combined single limit for:
Bodily Injury Liability and Property Damage Liability;

- (c) Workers' Compensation Insurance to cover all employees and meet statutory limits in compliance with applicable state and federal laws. The coverage must also include Employer's Liability with minimum limits of \$100,000 for each incident.

(2) EVIDENCE OF INSURANCE

The successful bidder agrees that with respect to the above required insurance that:

- (a) The Midland Community Unit School District #7 shall be provided with Certificates of Insurance evidencing the above required insurance, prior to commencement of the contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration or cancellation of any such policies;
- (b) The contractual liability arising out of the contract shall be acknowledged on the Certificate of Insurance by the insurance company;
- (c) The Midland Community Unit School District #7 shall be provided with thirty (30) days prior notice, in writing, of Notice of Cancellation or material change and said notification requirement shall be stated on the Certificate of Insurance;
- (d) Subcontractors, if any, comply with the same insurance requirements. In addition to being named as an additional insured on the Certificate of Insurance, each liability policy shall contain an endorsement naming the Midland Community Unit School District #7 as an additional insured. A copy of the endorsement shall be provided to Midland Community Unit School District #7 along with the Certificate of Insurance; and
- (e) have Midland Community Unit School District #7 named as an additional insured and the address for certificate holder must read exactly as:

Midland Community Unit School District #7
901 Hilltop Drive
Sparland, IL 61565

- (e) Insurance Notices and Certificates of Insurance shall be provided to:
Midland Community Unit School District #7
901 Hilltop Drive
Sparland, IL 61565

HOLD HARMLESS CLAUSE

The successful bidder will agree to indemnify, save harmless and defend the Midland Community Unit School District #7 its agents, architects, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the work covered by this contract upon award. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the Midland Community Unit School District #7, its agents, servants, or employees or any other person indemnified hereunder.

BID RESPONSE

It is highly recommended that the vendor completely read the bid document and Project Manual prior to filling out to become acquainted with terms and conditions of the bid document and project requirements. No relief will be allowed from the bid conditions unless you take written exception to that condition on your bid. **BIDS MUST BE SUBMITTED IN DUPLICATE FORM, (One Original, and One Copy). BIDS ARE DUE BACK BY 10:00 A.M. (CPT) ON JULY 12, 2016.**

Bidders are urged to respond to this bid request in every case to insure being maintained on current bid lists. Explanations of the reasons for not bidding will assist in maintaining the bidder on the correct bid list(s).

SUBMITTAL

Submit one (1) bid, multiple bids will not be accepted.

GENERAL CONDITIONS

This bid shall be firm for at least 120 days after the latest time specified for submission for bids and thereafter until written notice is received from the bidder.

AWARD OF CONTRACT

The Midland Community Unit School District #7 will award a purchase order to the lowest responsive, responsible bidder meeting the School District's requirements as listed in this document. The School District will be the sole judge of acceptability of any products offered.

WORKMANSHIP

Items shall be manufactured according to the highest traditions of the industry and shall meet all commercial standards of quality. The School District shall be the sole judge of acceptable products. Unacceptable products will be rejected and suitable price adjustments made.

MISCELLANEOUS

It is the bidder's task to be familiar with the referenced items and to offer only products of equal or greater quality. Any questions on specifications should be directed to the School District Office.

EXCEPTIONS

The bid speaks for itself. Bidders taking exception to any terms, conditions or specifications of this bid must clearly state in writing such exception(s) either on or with their bid. The School District will be the sole judge of the acceptability of any exception noted, and is not bound to consider any bid submitted with exceptions.

ALTERNATES

Trade names are used solely for the purpose of setting minimum standards of quality and performance and are not to be construed as exclusionary. Bidders are encouraged to contact the School District prior to the bid opening for the purpose of clarifying specifications.

FULL PRICING AND CONTINGENCIES

The School District shall hold the successful bidder to bid pricing. Additional charges for contingencies discovered by the vendor at any time after the date of opening of this bid will not be considered for payment by the School District.

RECOURSE FOR UNSATISFACTORY MATERIALS

Payment shall be contingent upon the School District's inspection of and satisfaction with completed work. Any defective work or materials, non-conformance to bid specifications, damaged materials, or unsatisfactory installation shall be corrected to the School District's satisfaction by the successful bidder at no additional charge.

TERMINATION

Failure to comply with the terms and conditions as herein stated shall be cause for cancellation of the contract. The School District will give written notice of unsatisfactory performance and the contractor will be allowed thirty (30) days to take corrective action and accomplish satisfactory control. If at the end of the thirty days, the School District deems the contractor's performance still unsatisfactory, the contract shall be canceled. The exercise of its right of cancellations shall not limit the School District's right to seek any other remedies allowed by law.

The successful bidder will agree that the resulting contract is made subject to available budgetary appropriations and shall not create any obligation on behalf of the School District in excess of such appropriations. In the event that no funds or insufficient funds are appropriated and budgeted, this Contract shall terminate without penalty or expense to the School District thirty (30) days after written notification of termination from the School District.

CHOICE OF LAW AND VENUE

The bidder agrees that this bid has been executed and delivered in Illinois and that their relationship and any and all disputes, controversies or claims arising under this bid or any resulting contract shall be governed by the laws of the State of Illinois, without regard to conflicts of laws principles. The bidder further agrees that the exclusive venue for all such disputes shall be the Circuit Court of the of Marshall County, Illinois, and the bidder hereby consent to the personal jurisdiction thereof.

COMPLIANCE WITH LAWS

The bidder hereto covenants and agrees to comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations. Failure to comply with the terms of this provision shall constitute a breach of contract and permit the School District to terminate this Request for Sealed Bids in accordance with the termination provisions stated herein.

REJECTION OF BIDS, WAIVER OF IRREGULARITIES

Midland Community Unit School District #7 reserves the right to reject any or all bids, to waive irregularities, and to accept that bid which is considered to be in the best interest of the School District. Any such decision shall be considered final.

BIDDER'S ATTACHMENT TO THE BID

Any attachment to this bid, as required by the bid conditions, or made at the bidder's option, must reference on their face the bid title, opening date, and time.

PERFORMANCE AND PAYMENT BOND:

A Performance and Payment Bond will be required by the accepted bidder as described below.

- Payment and Performance Bond shall be in the amount of 110% of the bid value. Any additional scope value during the project must be covered by the bonds.
- Obligee is Midland Community Unit School District #7, project owner for the Payment and Performance Bonds.
- Payment and Performance Bonds must be signed by an official of the bonding company and accompanied by the bonding agent's written Power of Attorney.
- Provide three (3) copies of each of the bonds and the Power of Attorney in order that one copy of each may be attached to each copy of the contract agreement. Bonds must be submitted to Midland Community Unit School District #7 within two (2) weeks of the notice of award, if start of construction is sooner, then bonds must be submitted a minimum of two (2) days prior.
- Date of Agreement and Payment and Performance Bonds shall be the same.
- Such Payment and Performance Bonds shall be issued by a surety listed on the Department of Treasury's listing as approved sureties (Department Circular 570) with an A.M. Best Rating of "A" or better which is licensed in the state of the location of the project and must be acceptable to the owner, the architect, and legal counsel.

BID BOND:

Each separate bid shall be accompanied by a bid bond, certified check, or a cashier's check, drawn on a bank authorized to do business in Illinois, in a dollar amount of not less than five percent (5%) of the sum of the computed total amount of the bid or five hundred dollars (\$500), whichever is greater.

FREIGHT

Freight is all inclusive unless otherwise stated.

FUEL SURCHARGE

The Midland Community Unit School District #7 does NOT accept any fuel surcharges.

***** NOTE THIS BID REQUIRES PREVAILING WAGES. PLEASE VISIT THE IDOL WEBSITE FOR INSTRUCTIONS. IT IS THE RESPONSIBILITY OF THE AWARDED VENDOR TO SUBMIT CERTIFIED PAYROLLS TO THE ARCHITECT *****

SPECIFICATIONS are inclusive of this document under separate cover.

THIS PAGE IS MANDATORY

REFERENCES

List three (3) references that you have done similar work, service or supplied similar products to within the last twelve (12) months (Only correct contact names and phone numbers will be acceptable).

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

THIS PAGE IS MANDATORY.

**RUBBER STAMPED, FAXED, COPIED, OR TYPED SIGNATURE
WILL DISQUALIFY YOUR BID MUST BE AN ORIGINAL
SIGNATURE**

CERTIFICATIONS

Vendor certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended. _____ Yes _____ No

Vendor certifies that it is aware that all contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) _____ Yes
No

Under penalties of perjury, I certify that _____ is my correct Federal Taxpayer Identification Number. I am doing business as a (please check one):

- | | |
|---|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Real Estate Agent |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Government Entity |
| <input type="checkbox"/> *Partnership | <input type="checkbox"/> Tax Exempt Organization |
| <input type="checkbox"/> **Corporation | (IRC 501(a) only) |
| <input type="checkbox"/> Not-for-Profit Corporation | <input type="checkbox"/> Trust or Estate |
| <input type="checkbox"/> Medical and Health Care
Services Provider Corporation | |

*State full names, titles and addresses of all responsible principles and/or partners below;

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

If needed please submit any additional sheets.

PROPOSER'S CERTIFICATION

I have carefully examined the Bid, Scope of Work, Specifications, and any other documents accompanying or made a part of this Bid.

I hereby propose to furnish the goods or services specified in the Bid. I agree that my proposal will remain firm for a period of up to 120 days in order to allow the Midland Community Unit School District #7 adequate time to evaluate the qualifications submitted.

I verify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Bid on behalf of the firm as its act and deed, and that the firm is ready, willing, and able to perform if awarded the contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service. No officer, employee or agent of the Midland Community Unit School District #7 or any other proposer is interested in said proposal and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

**State of Incorporation _____

(Individual - Partnership - Company - Corporation)

(Business Address)

(City, State and Zip Code)

(By Printed Name and Signature)

(Title)

(Witness Signature)

(Title)

(Telephone No)

(Fax No.)

(Date)

End of Document

SECTION 00 4100 - BID FORM

NAME & ADDRESS OF COMPANY SUBMITTING BIDS:

Company: _____

Street Address: _____

P.O. Box: _____

City, State, Zip: _____

Contact Person: _____

Phone No.: _____

Fax No.: _____

Email Address: _____

For: Midland Elementary School Demolition

TO: Midland Community Unit School District
901 Hilltop Drive
Sparland, Illinois 62566

SEALED BIDS DUE: 10:00 a.m., Wednesday, July 12, 2016
Public Bid Opening

Pursuant to and in compliance with the Invitation to Bid and the proposed contract documents entitled Midland Elementary School Demolition including Addenda _____, the undersigned, having become thoroughly familiar with the terms and conditions of the proposed contract documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the period as described in the Preliminary Project Construction Schedule and in strict accordance with the proposed contract documents, including furnishing of any and all labor and materials, and to do all of the work required to construct and complete said work in accordance with the contract documents, for the following dollar amounts:

BID BOND: Submit a 5% bid bond or certified check with your bid.

Provide an Itemized Bid Breakdown.

The total Bid Amount should equal the breakdown for the projects listed.

PROJECT #16-008: Midland Elementary School Demolition

DEMOLITION: _____

OVERHEAD AND PROFIT: _____

GENERAL CONDITIONS: _____

TOTAL BID AMOUNT FOR PROJECT #16-008: _____

Note: The total itemized bid amounts should equal the Total Bid. Use an attached sheet if necessary.

ALTERNATES:

Alternate No. 1: Sections: 02225-DEMOLITION Add _____

Description: THE DEMOLITION CONTRACTOR SHALL PROVIDE AN ALTERNATE BID FOR THE COMPLETE DEMOLITION OF THE WEST SIDE OF THE PROPERTY INCLUDING THE REMOVAL OF ALL ASPHALT SURFACES, CONCRETE SURFACES, CONCRETE SIDEWALKS, PLAYGROUND AREAS, STORAGE SHED, ETC...

Voluntary Alternate No. 1: Sections _____ Add / Deduct _____

Description

Voluntary Alternate No. 2: Sections _____ Add / Deduct _____

Description

Voluntary Alternate No. 3: Sections _____ Add / Deduct _____

Description

SUGGESTIONS FOR COST REDUCTIONS:

SCHEDULE OF UNIT PRICES: (Refer to Section 01 2200 and applicable specification sections)

All "Unit Costs" must be filled out. No split cost will be accepted for adds vs. deducts. The same number will be used for both for any changes during the project.

<u>SECTION</u>		<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>
02225	Demolition	Per S.Y. of Asphalt paving removal	\$ _____
02225	Demolition	Per S.Y. of Exterior concrete removal	\$ _____
02225	Demolition	Per L.F. of Site specific shoring	\$ _____

The bidder has reviewed the project insurance requirements set forth in these documents (INVITATION TO BID SECTION). If awarded a subcontract for this Work, insurance will be provided as specified herein.

INITIAL HERE: _____

Incidental items not specifically mentioned in the project description shall be included in the schedule of unit prices and the lump sum bid price to ensure a complete project in accordance with and meeting the intent of the plans and specifications.

By signing, the Contractor understands that the Owner reserves the right to wave or reject any informalities or irregularities regarding received bids, but that the bid shall remain open and shall not be withdrawn for a period of ninety days from the date prescribed for its opening. If written notice of the acceptance of this bid is mailed or delivered to the undersigned within ninety days after the date set for the opening of this bid, or at any other time thereafter before it is withdrawn, the undersigned will execute and deliver the contract documents to Midland CUSD #7 in accordance with this bid as accepted, and will also furnish and deliver to Midland CUSD #7 proofs of insurance coverage, and bonds as indicated, all within five days after personal delivery or after deposit in the mails of the notification of acceptance of this bid.

Notice of acceptance, or request for additional information, will be addressed to the undersigned at the address set forth on page one of this bid form.

Signature: _____

Printed Name & Title: _____

Proposal Date: _____

Contact Person: _____

SECTION 01 1000

SUMMARY

PART 1 GENERAL

1.01 PROJECT

- A. Project Name: Midland Elementary School Demolition.
- B. Owner's Name: Midland CUSD #7.
- C. Architect's Name: CBJ Architects P.C..
- D. The Project consists of the demolition of the existing Elementary School in Lacon, IL.

1.02 CONTRACT DESCRIPTION

- A. Contract Type: A single prime contract based on a Stipulated Price as described on the Bid Form.

1.03 OWNER OCCUPANCY

- A. None.

1.04 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: All use of site and Owner premises must be coordinated and approved the Owner.
- B. Arrange use of site to allow:
 - 1. Portions of work related to the construction of the new Elementary School.
- C. Provide access to and from site as required by law and by the Midland School District.

1.05 WORK SEQUENCE

- A. Coordinate construction schedule and operations with CBJ Architects P.C. and Midwest Construction Professionals.

1.06 SPECIFICATION SECTIONS APPLICABLE TO ALL CONTRACTS

- A. This document identifies proposed Bid Categories. It is intended to clarify the scope of work to be included in each proposed Bid Category and is a part of the Contract Documents.
- B. Unless otherwise noted, all provisions of the sections listed below apply to all subcontracts. Specific items of work listed under individual Bid Category descriptions constitute exceptions.
 - 1. Section 01 2000 (01200) - Price and Payment Procedures.
- C. Bid Categories shall include all provisions of work indicated in the specifications sections listed within the Bid Section and shall apply to said category unless otherwise noted on the following pages.
- D. Bid Categories shall include all keyed notes and items of work indicated on the drawings that are associated with the specification sections included in the bid category unless otherwise noted on the following pages.

1.07 PROPOSED BID CATEGORIES WITH INCLUDED ADDITIONAL ITEMS AND EXCLUSIONS ARE INDICATED ON THE FOLLOWING PAGES. Section 00410.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 2000

PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Schedule of values.
- B. Applications for Progress Payments
- C. Modification procedures.
- D. Application for final payment.

1.02 RELATED REQUIREMENTS

1.03 SCHEDULE OF VALUES

- A. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to CBJ Architects P.C. for approval.
- B. Forms filled out by hand will not be accepted.
- C. Submit a printed schedule on AIA G703 or equivalent. Contractor's standard form or electronic media printout will be considered.
- D. Submit Schedule of Values at least 15 days before the first Application for Payment request.
- E. Format and Content: Use AIA G703 or equivalent as the format for the Schedule of Values. Arrange the Schedule in the columns to indicate the following for each item:
 - 1. Column A: Chronological line numbering
 - 2. Column B: Description of Contract Work, broken down on each line for labor, materials, or phases of work (i.e. - Carpentry, Vinyl Base, Resilient Flooring).
 - 3. Column C: Schedule of Value, dollar amount of cost associated with description of work.
 - a. Break down Contract Sum in enough detail to facilitate evaluation of Application for Payment.
 - b. Break Contract amounts down into several line items.
- F. Include within each line item, the amount of Allowances specified in this section.
- G. Include within each line item, a direct proportional amount of Contractor's overhead and profit.
- H. Revise schedule to list approved Change Orders, with each Application For Payment.

1.04 APPLICATIONS FOR PROGRESS PAYMENTS

- A. Payment Application Times: On or before the 30th day of each month the Contractor shall submit to CBJ Architects P.C., one copy of a payment request covering work completed during the preceding one-month period. Payment applications received after the cut-off date will be held until the following month. Each Application for Payment shall be consistent with previous applications and payments as certified by CBJ Architects P.C.
- B. The following month, CBJ Architects P.C. will review the payment request, certify acceptable amounts, and submit an Application for Payment to the Owner on or about the 10th. Prior to release of monthly progress payments, all lien waivers, outstanding change orders, closeout materials and insurance must be in place.
- C. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to CBJ Architects P.C. for approval.
- D. Forms filled out by hand will not be accepted.
- E. Present required information in typewritten form.

- F. Form: AIA G702, G703 Application and Certificate for Payment documents.
- G. Execute certification by signature of authorized officer.
- H. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored Products.
- I. List each fully executed Change Order as a separate line item, listing Change Order number and dollar amount as for an original item of Contract Work.
- J. Submit one copy of each Application for Payment.

1.05 MODIFICATION PROCEDURES

- A. Submit name of the individual authorized to receive change documents and who will be responsible for informing others in Contractor's employ or Contractors of changes to the Contract Work.
- B. For minor changes not involving an adjustment to the Contract Price or Contract Time, CBJ Architects P.C. will issue instructions directly to Contractor.
- C. All contract adjustments must be executed in writing. Change order requests will only be processed for the following:
 - 1. It relates to a Construction Bulletin (CB) issued by CBJ Architects P.C.
 - 2. It relates to a Request for Pricing (RFP) issued by CBJ Architects P.C.
 - 3. It relates to an Extra Work Authorization (EWA) issued by CBJ Architects P.C.
 - 4. Prior to actual work being implemented, Contractor follows item F below.
- D. Construction Bulletins: CBJ Architects P.C. may issue a document, instructing the Contractor to proceed with a change in the Contract Work, for subsequent inclusion in a Change Order.
 - 1. The document will describe changes in the Contract Work, and will designate method of determining any change in Contract Sum.
 - 2. Promptly execute the change in Work. Contractor to respond by the date indicated with a fixed price quotation. CBJ Architects P.C. will review the price quotation and notify Contractor accordingly.
- E. Extra Work Authorizations: CBJ Architects P.C. may issue an Extra Work Authorization document, signed by Midland CUSD #7, instructing Contractor to proceed with a change in the Work, for subsequent review and approval for inclusion in a Change Order.
 - 1. The document will describe the required changes and will designate method of determining any change in Contract Sum or Contract Time.
 - 2. Promptly execute the change.
- F. Request for Pricing: CBJ Architects P.C. may issue a document which includes a detailed description of a proposed change with supplementary or revised Drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall prepare and submit a fixed price quotation by date indicated.
- G. The Contractor may propose a change by submitting a request for change to CBJ Architects P.C., describing the proposed change and its full effect on the Contract Work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors. Document any requested substitutions in accordance with Section 01 6000 (01600).
- H. Computation of Change in Contract Amount:
 - 1. For change requested by CBJ Architects P.C. for work falling under a fixed price contract, the amount will be based on Contractor's price quotation as approved by CBJ Architects P.C.
 - 2. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by CBJ Architects P.C.
 - 3. For pre-determined unit prices and quantities, the amount will be based on the fixed unit prices.

4. For change ordered by CBJ Architects P.C. without a quotation from the Contractor, the amount will be determined by CBJ Architects P.C. based on the Contractor's substantiation of costs as specified for Time and Material work. All work must be documented on CBJ Architects P.C. EWA form and signed by a representative of the General Contractor and CBJ Architects P.C.
- I. Substantiation of Costs: Provide full information required for evaluation.
 1. On request, Contractor/Supplier shall provide following data:
 - a. Quantities of products, labor, and equipment.
 - b. Taxes, insurance, and bonds.
 - c. Overhead and profit not to exceed 10% for work performed by Contractor, and 5% for Contracted work.
 - d. Justification for any change in Contract Time.
 - e. Credit for deletions from Contract, similarly documented.
 2. Support each claim for additional costs with additional information:
 - a. Origin and date of claim.
 - b. Dates and times work was performed, and by whom.
 - c. Time records and wage rates paid.
 - d. Invoices and receipts for products, equipment, and Contracts, similarly documented.
 3. For Time and Material work, submit itemized account and supporting data after completion of change, within time limits indicated in the Contract.
- J. Execution of Change Orders: The General Contractor will issue Change Orders for signatures of parties as provided in the Contract on.
- K. After execution of Change Order, Contractor shall promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Sum.
- L. Contractor shall promptly revise progress schedules with the Owner and CBJ Architects P.C. Field Project Manager to reflect any change in Contract Time, to allow for other items of work affected by the change.
- M. Contractor shall promptly enter changes in Project Record Documents.

1.06 APPLICATION FOR FINAL PAYMENT

- A. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Sum, previous payments, and sum remaining due.
- B. Application for Final Payment will not be considered until the following have been accomplished:
 1. All closeout procedures specified in Sections 017000 and 017800.
 2. Contractor compliance with Wage Determination Rates, if applicable.
 3. Consent of Surety to Final Payment, if applicable.
 4. Satisfaction of Contract Requirements for final payment.

END OF SECTION

**Prime
SECTION 01 2200**

UNIT PRICES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. This section specifies administrative and procedural requirements for unit prices.
- B. Measurement and payment criteria applicable to Contract Work performed under a unit price payment method.
- C. Defect assessment and non-payment for rejected work.

1.02 COSTS INCLUDED

- A. A unit price is an amount proposed by Bidders and stated on the Bid Form as a price per unit of measurement for materials or services, in place, that will be added to or deducted from the Contract Amount by Change Order if estimated quantities of Work required by Contract Documents are increased or decreased.
- B. Unit Prices included on the Bid Form shall include full compensation for all required labor, products, tools, equipment, plant, transportation, services and incidentals; erection, application or installation of an item of the Contract Work; overhead and profit.

1.03 UNIT QUANTITIES SPECIFIED

- A. Quantities indicated in the Bid Form are for bidding and Contract purposes only. Quantities and measurements of actual Contract Work will determine the payment amount.

1.04 MEASUREMENT OF QUANTITIES

- A. Take all measurements and compute quantities. Measurements and quantities will be verified by CBJ Architects P.C.
- B. The Owner and CBJ Architects P.C. reserve the right to reject the Contractor's measurement of Work-in place that involves use of established unit prices, and to have this Work measured by an independent surveyor acceptable to the Contractor at the Owner's expense.
- C. Assist by providing necessary equipment, workers, and survey personnel as required.
- D. Measurement by Weight: Concrete reinforcing steel, rolled or formed steel or other metal shapes will be measured by handbook weights. Welded assemblies will be measured by handbook or scale weight.
- E. Measurement by Volume: Measured by cubic dimension using mean length, width and height or thickness.
- F. Measurement by Area: Measured by square dimension using mean length and width or radius.
- G. Linear Measurement: Measured by linear dimension, at the item centerline or mean chord.
- H. Stipulated Sum/Price Measurement: Items measured by weight, volume, area, or linear means or combination, as appropriate, as a completed item or unit of the Work in place.

1.05 PAYMENT

- A. Payment for Contract Work governed by unit prices will be made on the basis of the actual measurements and quantities of Contract Work which is incorporated in or made necessary by the Contract Work and accepted by the CBJ Architects P.C., multiplied by the unit sum/price.
- B. Payment will not be made for any of the following:
 - 1. Products wasted or disposed of in a manner that is not acceptable.
 - 2. Products determined as unacceptable before or after placement.
 - 3. Products not completely unloaded from the transporting vehicle.

4. Products placed beyond the lines and levels of the required Contract Work.
5. Products remaining on hand after completion of the Contract Work.
6. Loading, hauling, and disposing of rejected Products.

1.06 DEFECT ASSESSMENT

- A. Replace Contract Work, or portions of the Contract Work, not conforming to specified requirements.
- B. If, in the opinion of CBJ Architects P.C., it is not practical to remove and replace the Contract Work, CBJ Architects P.C. will direct one of the following remedies:
 1. The defective Contract Work may remain, but the unit sum/price will be adjusted to a new unit price at the discretion of CBJ Architects P.C.
 2. The defective Contract Work will be partially repaired to the instructions of CBJ Architects P.C., and the unit sum/price will be adjusted to a new unit price at the discretion of CBJ Architects P.C..
- C. The authority of CBJ Architects P.C. to assess the defect and identify payment adjustment is final.

END OF SECTION

SECTION 01 2300

ALTERNATES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Alternate submission procedures.
- B. Documentation of changes to Contract Price and Contract Time.

1.02 RELATED REQUIREMENTS

- A. Midland CUSD #7 Purchasing Document, Bid form, qualifications of bidder.

1.03 ACCEPTANCE OF ALTERNATES

- A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at the Owner's option. Accepted alternates will be identified in the Agreement.
- B. Coordinate related work and modify surrounding work to integrate the Work of each alternate.
- C. Immediately following Contract award, prepare and distribute to each party involved, notification of the status of each alternate. Indicate whether alternates have been accepted, rejected, or deferred for consideration at a later date. Include a complete description of negotiated modifications to alternates.
- D. A schedule of Alternates follows. Affected contracts or purchase orders, referenced in the listing contain requirements for materials and methods necessary to achieve the Work described under each alternate.
- E. Alternates may be used to calculate total bid for the project. Based on discussions and direction with Midland CUSD #7 the final bid total may be cumulative of the base bid and any selected alternates.
- F. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not mentioned as part of the alternate.

END OF SECTION

SECTION 01 3000

ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Preconstruction meeting.
- B. Progress meetings.
- C. Construction progress schedule.
- D. Submittals for review, information, and project closeout.
- E. Number of copies of submittals.
- F. Submittal procedures.
- G. Action Approval

1.02 RELATED REQUIREMENTS

- A. Section 01 1000 - Summary.
- B. Section 01 3216 - Construction Progress Schedule: Includes phasing of construction.
- C. Section 01 7000 - Execution and Closeout Requirements: Additional coordination requirements.
- D. Section 01 7800 - Closeout Submittals: Project record documents.

1.03 PROJECT COORDINATION

- A. General Contractor: Office Procedures: Project Manager: Field Superintendent: Field Project Manager.
- B. Cooperate with Midland CUSD #7 in allocation of mobilization areas of site; for field offices and sheds, for access, traffic, and parking facilities.
- C. During construction, coordinate use of site and facilities through Midland CUSD #7.
- D. Comply with CBJ Architects P.C. and Midland CUSD #7's procedures for intra-project communications; submittals, reports and records, schedules, coordination drawings, and recommendations; and resolution of ambiguities and conflicts.
- E. Comply with instructions of Midland CUSD #7 for use of temporary utilities and construction facilities.
- F. The General Contractor shall coordinate field engineering and layout work.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PRECONSTRUCTION MEETING

- A. The Owner will schedule a meeting after Notice of Award.
- B. Attendance Required:
 - 1. Midland CUSD #7.
 - 2. CBJ Architects P.C.
 - 3. Demolition Contractor.
 - 4. Sub-Contractors as required.

- C. Agenda:
1. Submission of executed bonds and insurance certificates.
 2. Distribution of Contract Documents.
 3. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
 4. Designation of personnel representing the parties to Contract.
 5. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
 6. Scheduling.

3.02 PROGRESS MEETINGS

- A. The General Contractor will schedule and administer meetings throughout progress of the Work at bi-weekly intervals.
- B. The General Contractor will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required: Field Project Manager, major on site Contractors and suppliers, Midland CUSD #7, CBJ Architects P.C., as appropriate to agenda topics for each meeting.
- D. Agenda:
1. Review minutes of previous meetings.
 2. Review of Work progress.
 3. Field observations, problems, and decisions.
 4. Identification of problems that impede, or will impede, planned progress.
 5. Review of submittals schedule and status of submittals.
 6. Review of off-site fabrication and delivery schedules.
 7. Maintenance of progress schedule.
 8. Corrective measures to regain projected schedules.
 9. Planned progress during succeeding work period.
 10. Maintenance of quality and work standards.
 11. Effect of proposed changes on progress schedule and coordination.
 12. Security Issues/Concerns
 13. Other business relating to Work.
- E. Representative of each firm attending must have authority to bind company for decisions made.

3.03 CONSTRUCTION PROGRESS SCHEDULE - See Section 01 3216

3.04 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
1. Product data.
 2. Shop drawings.
 3. Samples for selection.
 4. Samples for verification.
- B. Submit to CBJ Architects P.C. for review for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.
- C. Samples will be reviewed only for aesthetics, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES per section 01 6000. Article below and for record documents purposes described in Section 01 7800 - CLOSEOUT SUBMITTALS.

3.05 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
1. Design data.
 2. Certificates.

3. Test reports.
 4. Inspection reports.
 5. Manufacturer's instructions.
 6. Manufacturer's field reports.
 7. Other types indicated.
- B. Submit for CBJ Architects P.C.'s knowledge as contract administrator or for Midland CUSD #7. No action will be taken.

3.06 SUBMITTALS FOR PROJECT CLOSEOUT

- A. When the following are specified in individual sections, submit them at project closeout:
1. Project record documents.
 2. Operation and maintenance data.
 3. Warranties.
 4. Other documents as may be required by the Contract documents.
- B. Submit to CBJ Architects P.C. for the Midland CUSD #7's benefit during and after project completion.

3.07 NUMBER OF COPIES OF SUBMITTALS

- A. Documents for Review:
1. Small Size Sheets, Not Larger than 8-1/2 x 11 inches: Submit the number of copies which the Contractor requires, plus three copies which will be retained by CBJ Architects P.C.
 2. Larger Sheets, Not Larger than 30 x 42 inches: Submit the number of opaque reproductions that Contractor requires, plus three copies that will be retained by CBJ Architects P.C.
- B. Documents for Information: Submit two copies.
- C. Documents for Project Closeout: Submit three originals for information.
- D. Samples: Submit the number specified in individual specification sections; one of which will be retained by CBJ Architects P.C..
1. Clearly label each sample stating; material, type, color, thickness, size, specification section number, and CBJ Architects P.C. project number.
 2. Retained samples will not be returned to Contractor unless specifically stated.

3.08 SUBMITTAL PROCEDURES

- A. Transmit each submittal with Contractors cover letter of transmittal.
- B. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.
- C. Identify CBJ Architects P.C. Project Number, Contractor, Contractor or supplier; and specification section number, as appropriate on each copy.
- D. 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 Contract Work and Contract Documents.
- E. Deliver submittals to CBJ Architects P.C. at business address.
- F. Deliver submittals to CBJ Architects P.C. no later than fifteen (15) working days after Contract award, if not required earlier.
- G. Schedule submittals to expedite the Project, and coordinate submission of related items.
- H. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
- I. Identify variations from Contract Documents and Product or system limitations which may be detrimental to successful performance of the completed Contract Work.
- J. Provide space for Contractor review stamp.

K. When revised for resubmission, identify all changes made since previous submission.

- L. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- M. Submittals not requested will not be recognized or processed.

3.09 APPROVAL ACTION

- A. Action of any kind by Design-Builder is only for conformance with the design concept of the work and with the information given in the Contract Documents. This action shall not relieve the Contractor of responsibility for errors, omissions or any deviation from the requirements of the Contract Documents. The Contractor shall be responsible for verifying and correlating all quantities and dimensions, selecting fabrication process or techniques of assembly and performing his work in a safe and satisfactory manner.
- B. APPROVED; indicates that the shop drawings were reviewed and found to be in conformance with the design concept and the Contract Documents, and that the Contractor may proceed with fabrication and/or installation of the work detailed on the drawing. No shop drawing or work shown thereon will be considered released for construction until it has CBJ Architects P.C. approval.
- C. APPROVED AS NOTED; indicates that the shop drawings were reviewed and found not in conformance with design concept and the Contract Documents; required corrections have been so noted on the drawing. Shop drawings marked "Approved as Noted" give authority to proceed in accordance with notes; corrected copies may be requested by CBJ Architects P.C. for final approval only if the mark-up was extensive.
- D. NOT APPROVED - RESUBMIT; indicates that the shop drawings were reviewed and found to be in substantial disagreement with the design concept and the Contract Documents; drawings so stamped shall be resubmitted for CBJ Architects P.C. approval before any work shown thereon may be started.
- E. SUPPLEMENTAL REFERENCE; indicates that shop drawings provide information that is incidental to design concept and the Contract Documents; Contractor may proceed at his discretion.

END OF SECTION

SECTION 01 3216

CONSTRUCTION PROGRESS SCHEDULE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Review and Evaluation of Schedule.
- B. Distribution of Schedule.

1.02 RELATED SECTIONS

- A. Section 01100 - Summary

1.03 SUBMITTALS

1.04 SCHEDULE FORMAT

- A. Listings: In chronological order according to the start date for each activity. Identify each activity with the applicable specification section number.
- B. Diagram Sheet Size: 30 x 42 inches or width required.
- C. Sheet Size: Multiples of 8-1/2 x 11 inches.

PART 2 PRODUCTS

2.01 SCHEDULE SOFTWARE COMPATABILITY

- A. Required; Microsoft Project

PART 3 EXECUTION

3.01 PRELIMINARY MILESTONE SCHEDULE

- A. Pre-Bid Meeting: 2:00 PM, June 28, 2016, Midland Elementary School, 206 N. High Street, Lacon, IL.
- B. Bids Due: 10AM July 12, 2016.
- C. Contract Awards: There after July 18, 2016.
- D. Pre-Construction Meeting: TBD.
- E. Construction Start: +/- August 1, 2016.
- F. Project Completion: +/- August 26, 2016.

3.02 CONTENT

- A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.
- B. Identify each item by specification section number.
- C. Show accumulated percentage of completion of each item, and total percentage of Work completed, as of the first day of each month.
- D. Provide legend for symbols and abbreviations used.

3.03 BAR CHARTS

- A. Identify the first work day of each week.

3.04 UPDATING SCHEDULE

- A. Maintain schedules to record actual start and finish dates of completed activities.
- B. Indicate progress of each activity to date of revision, with projected completion date of each

activity.

- C. Update diagrams to graphically depict current status of Contract Work.
- D. Identify activities modified since previous submittal, major changes in Contract Work, and other identifiable changes.
- E. Indicate changes required to maintain Date of Substantial Completion.
- F. Submit reports required to support recommended changes.

3.05 DISTRIBUTION OF SCHEDULE

- A. The General Contractor shall distribute updated project schedules at bi-weekly project meetings.
- B. Recipients shall promptly report, in writing, problems anticipated by projections shown in schedules.

END OF SECTION

SECTION 01 3553

SECURITY PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Security measures including formal security program, entry control, and personnel identification.
- B. All contractor's personnel will be subject to a back ground check by Midland CUSD #7. Any individuals identified as not acceptable to the School District will not be allowed as part of this project.

1.02 RELATED REQUIREMENTS

- A. Section 01 1000 - Summary: use of premises and occupancy.

1.03 SECURITY PROGRAM

- A. No watchmen will be provided by Owner.
- B. All personnel that passes the back ground check will be required to wear a School District issued badge while working on premises.
- C. All personnel, vehicles and storage trailers in or around the facility must be identified, reviewed and recorded as needed by the governing security detail according to location of the building being occupied.
- D. Each contractor shall be responsible for its work, materials, tools, equipment, or other items stored at the site and its forces.
- E. If damage occurs to any of the foregoing during construction, each contractor shall repair or replace the same without cost to the Owner.
- F. Each contractor is responsible for securing offices and storage trailers.
- G. Coordination of required security measures strongly recommended to be reviewed as early in the project as possible as not to delay the start of construction.

1.04 ENTRY CONTROL

- A. Restrict entrance of persons and vehicles into Project site and existing facilities.
- B. Entry only to authorized persons with proper identification.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 3600

SAFETY REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General Contractor responsibilities.
- B. Subcontractor responsibilities.
- C. Owner responsibilities.

1.02 RELATED DOCUMENTS

- A. AIA A401 - Standard Form of Agreement Between Contractor and Subcontractor.

1.03 GENERAL CONTRACTOR RESPONSIBILITIES

- A. General Contractor responsibilities are listed in:
 - 1. AIA A401 - Standard Form of Agreement Between Contractor and Subcontractor.
- B. General Contractor will also:
 - 1. Remind subcontractors, suppliers and owners of safety regulations associated with any activity, with the activity participants, and others working on the site.
 - 2. Observe project activities of the subcontractors, suppliers, or Owners, and make them aware of safety violations. Follow-up on immediate corrective actions needed by those parties.
 - 3. Require designation of proper competent person(s) for activities requiring such designation, prior to commencement of the activity. This includes but is not limited to; excavation, scaffold erection, steel erection, stairways and ladders.
 - 4. Require a copy of written certification of equipment operators on site, from the subcontractor or supplier, prior to equipment operation on the site. This includes but is not limited to; lift trucks, forklifts and man lifts (platform or boom).
 - 5. Have the authority to stop the unsafe activity of anyone on the site.

1.04 SUBCONTRACTOR RESPONSIBILITIES

- A. The subcontractors responsibilities are listed in:
 - 1. AIA A401 - Standard Form of Agreement Between Contractor and Subcontractor.
- B. The subcontractor will also:
 - 1. Provide the listed responsibilities to their on-site supervisory staff including but not limited to Foremen, superintendents, etc.
 - 2. Provide a designated competent person for required activities, including but not limited to: excavation, scaffold erection, steel erection, stairways and ladders.
 - 3. Provide written certification for all persons operating equipment, that require certification, prior to operation of that equipment at the site.
 - 4. Attend and participate at weekly site coordination meetings scheduled by the General Contractor Field Project Manager, communicate any project related safety issues for resolution.
 - 5. Will make timely efforts to resolve safety issues raised by the General Contractor, the Owner, and other Subcontractors.

1.05 OWNER RESPONSIBILITIES

- A. The Owner's responsibilities are listed in:
 - 1. AIA A401 - Standard Form of Agreement Between Contractor and Subcontractor.
 - 2. AIA B141 Part 1 & 2 Standard Form of Agreement Between Owner and Architect.
 - 3. AIA A101 Standard Form of Agreement Between Owner and Contractor.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 5000

TEMPORARY FACILITIES AND CONTROLS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary telecommunications services.
- B. Temporary telephone service.
- C. Temporary sanitary facilities.
- D. Temporary Controls: Barriers, enclosures, and fencing.
- E. Security requirements.
- F. Waste removal facilities and services.
- G. Fire Protection.
- H. Field offices.

1.02 RELATED REQUIREMENTS

- A. Section 01 5100 - Temporary Utilities.
- B. Section 01 5500 - Vehicular Access and Parking.
- C. Section 01 3553 - Security Procedures.

1.03 TELECOMMUNICATIONS SERVICES

- A. Each Contractor shall provide, maintain, and pay for telephone service to contractor's field office at time of project mobilization if required.
- B. Long distance calls charged to General Contractor monthly billing will be charged to appropriate Contractor at the minimum rate of \$1.00 per phone call plus long distance charges.

1.04 TEMPORARY SANITARY FACILITIES

- A. Demolition Contractor to provide and maintain on site chemical toilet facilities and enclosures in compliance with OSHA regulations. This shall be provided at time of project mobilization.
- B. Use of existing facilities is not permitted.
- C. All Contractors shall maintain the temporary facilities in a clean and sanitary condition.

1.05 PROTECTION

- A. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for owner's use of site and to protect existing facilities and adjacent properties from damage from construction operations and demolition.
- B. Each Contractor shall comply with all Applicable Standards, including but not limited to the following:
 - 1. Provide barricades separating work areas from adjacent residential areas.
 - 2. General Orders and Regulations on Safety in Construction (State of Illinois Department of Industry, Labor and Human Relations Commission).
 - 3. OSHA Regulations
 - 4. Other applicable, city, state, and federal ordinances.
 - 5. Provide as required by the Owner, and Safety Compliance Agencies fences, planking, guard lights, barricades, warning signs, and guard for protection, and such other devices, equipment, or material as is necessary to comply with applicable regulations.
 - 6. Protection of sidewalks, curbs, streets, drives and existing construction.

- C. Contractors Demolition Excavation Work:
 1. Provide proper bracing and shoring for utilities, sewers, etc.
 2. Protect same from collapse or other damage until removed, incorporated into Work, or properly backfilled.
- D. Weather Protection:
 1. Each Contractor shall protect against rain, wind, snow, ice, storms, or heat.
 2. Maintain work, materials, apparatus, and fixtures free from damage.
 3. Cover work at days and weeks end that may sustain damage.
 4. Remove snow and ice as necessary for safe and proper execution of work.
- E. Water Protection; protect at all times from:
 1. Rainwater.
 2. Groundwater.
 3. Backed up drains and sewers.
 4. Other water.
- F. Dust Protection:
 1. Each Contractor will be responsible for all costs associated with building clean-up due to omission of appropriate dust protection for their work.
- G. Each Contractor to Protect:
 1. Own work.
 2. Previously completed work of other trades.
 3. Responsibility for compliance with all applicable statutes, regulations, orders, or standards remains with the Contractor provided that if General Contractor LLC directs Contractor to remedy or correct a hazardous condition, Contractor will immediately undertake appropriate remedial or corrective action and General Contractor LLC shall have no liability therefore, as a result of such discovery, such directive, or otherwise.
- H. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.

1.06 FENCING

- A. Construction: Commercial grade chain link fence.

1.07 EXTERIOR ENCLOSURES

- A. Contractor is responsible to provide temporary insulated weather tight closure of exterior openings to accommodate acceptable working conditions and protection for products, to allow for temporary heating and maintenance of required ambient temperatures identified in individual specification sections, and to prevent entry of unauthorized persons. Provide access doors with self-closing hardware and locks.

1.08 INTERIOR ENCLOSURES

- A. Not Used

1.09 SECURITY

- A. Provide security and facilities to protect Work, existing facilities, and Midland CUSD #7's operations from unauthorized entry, vandalism, or theft.

1.10 CLEANING AND WASTE REMOVAL

- A. General Contractor Responsibilities:
 1. Will provide waste removal facilities required to maintain the site in clean and orderly condition for general clean up only.
 2. Excess or unusual disposal of debris in dumpsters including excess concrete, masonry brick or block, wooden pallets, or hazardous materials is not allowed and must be removed by contractor.
 3. Final cleaning of site.

- B. Contractor Responsibilities:
1. Must follow requirements of Midland CUSD #7.
 2. Compact or flatten all bulk material prior to placement in dumpsters. Contractors are responsible for disposing recyclable materials appropriately.
 3. Open free-fall chutes are not permitted. Terminate closed chutes into appropriate containers with lids. Closed chutes and containers shall be provided by Contractor requiring such usage.
 4. Keep all areas of site and around dumpsters clear of rubbish material.
 5. Cleanup of all scraps, debris, and rubbish on a daily basis and place in a dumpster located at grade level.
 6. Prevent accumulation of debris or other materials which could cause a hazard.
 7. Cleanup every afternoon.
 8. Rubble or demolition debris shall be disposed in separate dumpsters provided by contractor at contractor's expense.
 9. Burning of debris is not permitted.
 10. If materials to be recycled or re-used on the project must be stored on-site, provide suitable non-combustible containers; locate containers holding flammable material outside the structure unless otherwise approved by the authorities having jurisdiction

1.11 FIRE PROTECTION

- A. No smoking will be allowed on School Property.
- B. Demolition Contractor will provide the following:
1. Fire extinguishers in each area of building as required.

1.12 PROJECT SIGNS

- A. Not Used

1.13 FIELD OFFICES

- A. Demolition Contractors to provide own as required and approved by the Owner.
- B. Locate office and storage trailers where directed by Owner; relocate as necessary.

1.14 REMOVAL OF UTILITIES, FACILITIES, AND CONTROLS

- A. Remove temporary utilities, equipment, facilities, materials, prior to Substantial Completion inspection.
- B. Remove underground installations to a minimum depth of 2 feet. Grade site as indicated.
- C. Clean and repair damage caused by installation or use of temporary work.
- D. Restore existing facilities used during construction to original condition.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 5100

TEMPORARY UTILITIES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary Utilities: Electricity, lighting, heat, ventilation, and water.
- B. Removal of Utilities, Facilities, and Controls.

1.02 RELATED REQUIREMENTS

- A. Section 01 5000 - Temporary Facilities and Controls: Telephone service for administrative purposes

1.03 TEMPORARY ELECTRICITY

- A. Demolition Contractor (or their Electrical Contractor) to arrange for temporary electrical service connection on site.
- B. Electrical Connections:
 - 1. Electrical Contractor to provide new or good distribution centers.
 - 2. Electrical Contractor shall provide main service disconnect and over-current protection at convenient location and meter.
 - 3. Electrical Contractor shall extend temporary electrical lines from the temporary service connection to a conveniently located distribution center within the new construction as directed by General Contractor. Remove same when required.
 - 4. Electrical contractor to provide power centers of not less than (4) 20 amp, 120 volt circuits located so any desired point power usage is accessible with a 100" extension cord. Complete with necessary ground fault protection and system grounding.
 - 5. Each contractor to provide own extension cords.
- C. Larger Power Requirements:
 - 1. Contractors with equipment over 1hp, welders, or 3-phase equipment shall provide own power or connections (contractor responsibility).
- D. Special Requirements:
 - 1. All temporary installations shall meet current applicable codes and OSHA standards.
 - 2. Electrical contractor's insurance to cover liability for temporary service connections.
 - 3. All contractors shall conform to OSHA Ground Fault Protection on Construction Sites Guidelines and the Assured Equipment Grounding Program.
- E. Energy Conservation:
 - 1. Waste of electrical power will be noted to contractors. After first warning, all electrical service costs will be charged to contractors wasting electrical power.

1.04 PERMANENT ELECTRICITY

- A. Not Used

1.05 TEMPORARY LIGHTING FOR CONSTRUCTION PURPOSES

- A. Electrical Contractor will provide and maintain incandescent lighting for construction operations in all portions of the building under construction.
 - 1. Provide lighting to achieve a minimum 10 foot candles in work areas of construction.
 - 2. Maintain lighting and provide routine repairs.
- B. Electrical Contractor shall provide branch wiring from power source to distribution boxes with lighting conductors, pigtailed, and lamps as required.
- C. Permanent building lighting may be utilized during construction as noted.

1.06 TEMPORARY HEATING

- A. Not Used

1.07 TEMPORARY COOLING

- A. Not Used.

1.08 TEMPORARY VENTILATION

- A. Existing ventilation equipment may be used under conditions described for heating/cooling above.

1.09 TEMPORARY WATER SERVICE

- A. Cost of Water Used: By Midland CUSD #7.
- B. Connections:
 - 1. Demolition contractor to provide and maintain suitable quality water service for construction operations at time of project mobilization.
 - 2. Connect to existing water source or new service when available.
 - 3. Plumbing Contractor to provide temporary gate valve and 3/4" hose bib at main located conveniently for all Contractors or as directed by General Contractor.
 - 4. Each Contractor to provide hoses and connections as necessary.
 - 5. Exercise measures to conserve water. Any wasteful practices will be charged against Contractors at discretion of the Owner.
 - 6. Plumbing Contractor shall remove temporary service upon completion of project.
 - 7. Each Contractor shall provide own water prior to installation of temporary water source.
 - 8. Drinking Water: Contractors shall provide adequate drinking water for own personnel.

1.10 REMOVAL OF UTILITIES, FACILITIES, AND CONTROL

- A. Remove temporary utilities, equipment, facilities, materials, prior to Substantial Completion inspection.
- B. Remove underground installation to a minimum depth of 2 feet. Grade site as indicated.
- C. Clean and repair damage caused by installation or use of temporary work.
- D. Restore existing and permanent facilities used during construction to original condition. Restore permanent facilities used during construction to specified condition.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 5300

TEMPORARY CONSTRUCTION AND AIDS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary ladders and ramps.
- B. Hoists and cranes.
- C. Scaffolding and platforms.

1.02 RELATED SECTIONS

- A. Section 01 5000 - Temporary Facilities and Controls.

1.03 TEMPORARY CONSTRUCTION

- A. Each contractor shall provide and maintain, as required for their Work and in compliance with applicable safety codes and regulations the following:
 - 1. Ladders, secured as required. No aluminum ladders are allowed.
 - 2. Ramps.
 - 3. Chutes and runways.
 - 4. Barricades and fencing.
 - 5. Security.
 - 6. Other items as required for proper installation of Work.

1.04 HOISTING

- A. The Owner will not provide material or personnel hoisting equipment.
- B. Each contractor to provide cranes, lifts, pumps, etc. as required to perform work.
- C. Passenger elevator will not be used for material or personnel hoisting at any time during construction.

1.05 SCAFFOLDING AND PLATFORMS

- A. The Owner will not provide any scaffolding or work platforms.
- B. Each contractor shall provide and maintain, as required for their Work and in compliance with applicable safety codes and regulations the following:
 - 1. Scaffolding or scaffolding towers.
 - 2. Work platforms of any kind.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 5500

VEHICULAR ACCESS AND PARKING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Access roads.
- B. Parking.
- C. Existing pavements and parking areas.
- D. Permanent pavements and parking facilities.
- E. Construction parking controls.
- F. Flag persons.
- G. Flares and lights.
- H. Haul routes.
- I. Maintenance.
- J. Removal, repair.
- K. Mud from site vehicles.

1.02 RELATED REQUIREMENTS

- A. Section 01 1000 - Summary: access to site and occupancy.

PART 2 PRODUCTS

2.01 SIGNS, SIGNALS, AND DEVICES

- A. Traffic Cones and Drums, Flares and Lights: As approved by local jurisdictions.
- B. Flag Person Equipment: As required by local jurisdictions.

PART 3 EXECUTION

3.01 PREPARATION

- A. Demolition Contractor to clear areas, provide surface and storm drainage of road, parking, area premises, and adjacent areas.

3.02 ACCESS ROADS

- A. Maintain access to fire hydrants and control valves free of obstructions.

3.03 PARKING

- A. Use of designated areas of existing parking facilities by construction personnel is permitted.
- B. Do not allow heavy vehicles or construction equipment in parking areas.
- C. If during construction it becomes necessary to move materials, trailers, or sheds, it will be the responsibility of the contractor affected at no cost to the Owner.

3.04 CONSTRUCTION PARKING CONTROL

- A. Control vehicular parking to prevent interference with public traffic and parking, access by emergency vehicles, and Owner's operations.
- B. Monitor parking of construction personnel's vehicles in existing facilities. Maintain vehicular access to and through parking areas.

- C. Prevent parking on or adjacent to access roads or in non-designated areas.

3.05 FLAG PERSONS

- A. Provide trained and equipped flag persons to regulate traffic when construction operations or traffic encroach on public traffic lanes.

3.06 FLARES AND LIGHTS

- A. Use flares and lights during hours of low visibility to delineate traffic lanes and to guide traffic.

3.07 HAUL ROUTES

- A. Consult with authority having jurisdiction, establish public thoroughfares to be used for haul routes and site access.
- B. Confine construction traffic to designated haul routes.
- C. Provide traffic control at critical areas of haul routes to regulate traffic, to minimize interference with public traffic.

3.08 TRAFFIC SIGNS AND SIGNALS

- A. At approaches to site and on site, install at crossroads, detours, parking areas, and elsewhere as needed to direct construction and affected public traffic.
- B. Relocate as Work progresses, to maintain effective traffic control.

3.09 MAINTENANCE

- A. Each contractor shall maintain traffic and parking areas in a sound condition free of excavated material, construction equipment, Products, mud, snow, and ice.
- B. Each contractor shall maintain existing paved areas used for construction; promptly repair breaks, potholes, low areas, standing water, and other deficiencies, to maintain paving and drainage in original, or specified, condition.
- C. If responsibility cannot be fixed, costs will be pro-rated to all contractors on site.
- D. The Owner will not be responsible for payment of damaged items.

3.10 REMOVAL, REPAIR

- A. Repair existing facilities damaged by use, to original condition.
- B. Remove equipment and devices when no longer required.
- C. Repair damage caused by installation.
- D. Remove post settings to a depth of 2 feet.

3.11 MUD FROM SITE VEHICLES

- A. Provide means of removing mud from vehicle wheels before entering streets.
- B. Clean up public streets of excess mud and debris by the contractor shall be completed to the satisfaction of the local governing authority.
- C. Lack of cleaning will result in back charges to the appropriate contractor for the men and machinery deemed necessary by the Owner to clean the debris.

END OF SECTION

SECTION 01 7000

EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Examination, preparation, and general installation procedures.
- B. Requirements for demolition, except removal, disposal, and/or remediation of hazardous materials and toxic substances.
- C. Pre-installation meetings.
- D. Cutting and patching.
- E. Surveying for laying out the work.
- F. Cleaning and protection.
- G. Closeout procedures, except payment procedures.

1.02 RELATED REQUIREMENTS

- A. Section 01 3000 - Administrative Requirements: Submittals procedures.
- B. Section 01 5000 - Temporary Facilities and Controls: Temporary exterior enclosures.
- C. Section 01 5100 - Temporary Utilities: Temporary heating, cooling, and ventilating facilities.
- D. Section 01 7800 - Closeout Submittals: Project record documents, operation and maintenance data, warranties and bonds.

1.03 SUBMITTALS

- A. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
 - 1. Structural integrity of any element of Project.
 - 2. Integrity of weather exposed or moisture resistant element.
 - 3. Efficiency, maintenance, or safety of any operational element.
 - 4. Visual qualities of sight exposed elements.
 - 5. Departments effected: Below, side and above effected area
 - 6. Work of Midland CUSD #7 or separate Contractor.
 - 7. Include in request:
 - a. Identification of Project.
 - b. Location and description of affected work.
 - c. Necessity for cutting or alteration.
 - d. Description of proposed work and products to be used.
 - e. Alternatives to cutting and patching.
 - f. Adjacent areas affected by work.
 - g. Effect on work of Midland CUSD #7 or separate Contractor.
 - h. Written permission of affected separate Contractor.
 - i. Date and time work will be executed.

1.04 PROJECT CONDITIONS

- A. Grade site to drain. Maintain excavations free of water. Provide, operate, and maintain pumping equipment.
- B. Protect site from puddling or running water. Provide water barriers as required to protect site from soil erosion. Per the requirements of the City of Woodstock or governing body.
- C. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases. Create a negative pressure at interior areas to exterior.

- D. Dust Control: Execute work by methods to minimize raising dust from construction operations. Provide positive means to prevent air-borne dust from dispersing into atmosphere and / or unwanted areas.
- E. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.
- F. Pollution Control: Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations. Comply with federal, state, and local regulations.

1.05 COORDINATION

- A. Coordinate work of alterations and renovations to expedite completion sequentially and to accommodate occupancy requirements.
- B. Coordinate scheduling, submittals, and work of the various sections of the Project Manual to ensure efficient and orderly sequence of installation of interdependent construction elements, with provisions for accommodating items installed later.
- C. Notify affected utility companies and comply with their requirements.
- D. Verify that utility requirements and characteristics of new operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- E. Coordinate space requirements, supports, and installation of mechanical and electrical work that are indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
- F. In finished areas except as otherwise indicated, conceal pipes, ducts, and wiring within the construction. Coordinate locations of fixtures and outlets with finish elements.
- G. Coordinate completion and clean-up of work of separate sections.
- H. After Midland CUSD #7's occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Midland CUSD #7's activities.

PART 2 PRODUCTS

2.01 NOT USED

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.
- B. Existing Conditions:
 - 1. Are not warranted or guaranteed to be accurate.
 - 2. Contractors must interpret existing conditions indicated as to their accuracy.
 - 3. Existing and underground conditions based on available information at time of bidding.
 - 4. Existing information is given for contractor's assistance in location only.
- C. Responsibility of measurement and inspection.
 - 1. Each contractor to obtain complete data as required for his/her job.
 - 2. Obtain same prior to submitting shop drawings or fabrication.
 - 3. Contractors shall be responsible for errors in same.
- D. Verify that demolition is complete in alteration areas and areas are ready for installation of new work.
- E. Verify that existing substrate is capable of structural support or attachment of new work being

applied or attached.

- F. Examine and verify specific conditions described in individual specification sections.
- G. Verify that utility services are available, of the correct characteristics, and in the correct locations.
- H. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions. Submit written request if applicable under 1.03B.

3.02 PREPARATION

- A. Cut, move, or remove items as necessary for access to demolition work. Replace and restore at completion.
- B. Remove unsuitable material not marked for salvage, such as rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished work.
- C. Remove debris and abandoned items from area and from concealed spaces.
- D. Close openings in exterior surfaces to protect existing work and salvage items from weather and extremes of temperature and humidity. Insulate ducts and piping to prevent condensation in exposed areas.
- E. Prepare surfaces and remove surface finishes to provide for proper installation of new work and finishes.
- F. Clean substrate surfaces prior to applying next material or substance.
- G. Seal cracks or openings of substrate prior to applying next material or substance.
- H. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

3.03 PREINSTALLATION MEETINGS

- A. When required in individual specification sections, convene a pre-installation meeting at the site prior to commencing work of the section.
- B. Require attendance of parties directly affecting, or affected by, work of the specific section.
- C. Notify CBJ Architects P.C. five working days in advance of meeting date.
- D. The Demolition Contractor will prepare an agenda and preside at meeting:
 - 1. Review conditions of examination, preparation and installation procedures.
 - 2. Review coordination with related work.
- E. Record minutes and distribute copies within four days after meeting to participants, with one copy each to CBJ Architects P.C., Midland CUSD #7, participants, and those affected by decisions made.

3.04 LAYING OUT THE WORK

- A. Verify locations of survey control points prior to starting work.
- B. Promptly notify CBJ Architects P.C. of any discrepancies discovered.
- C. Demolition Contractor responsibilities:
 - 1. Benchmark and working point reference lines.
 - 2. Below grade storm, sanitary, water and utilities, one time for plan location.
 - 3. Location of construction limit lines.
- D. Contractor(s):
 - 1. Final layout of all work.
 - 2. Verification of lines, levels, locations and dimensions.
 - 3. Beginning of work implies acceptance of existing conditions.

- E. Contractor(s) shall locate and protect survey control and reference points at start of project construction.
- F. Control datum for survey is that established by Midland CUSD #7 provided survey.
- G. Protect survey control points prior to starting site work; preserve permanent reference points during construction.
- H. Promptly report to CBJ Architects P.C. the loss or destruction of any reference point or relocation required because of changes in grades or other reasons.

3.05 GENERAL INSTALLATION REQUIREMENTS

- A. Not Used.

3.06 ALTERATIONS

- A. Not Used

3.07 CUTTING AND PATCHING

- A. Whenever possible, execute the work by methods that avoid cutting or patching.
- B. Execute cutting and patching including excavation and fill to complete the work.
- C. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
- D. Employ skilled and experienced installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.
- E. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.

3.08 PROGRESS CLEANING

- A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
- B. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

3.09 FINAL CLEANING

- A. The Demolition Contractor will provide final site cleaning prior to Owner Occupancy.
- B. Clean site; sweep paved areas, rake clean landscaped surfaces is the responsibility of the installing contractor.

3.14 CLOSEOUT PROCEDURES

- A. Make submittals that are required by governing or other authorities.
 - 1. Provide copies to CBJ Architects P.C.
- B. Accompany Project Architect on preliminary inspection to determine items to be listed for completion or correction in Contractor's Certificate of Substantial Completion.
- C. Notify CBJ Architects P.C. when work is Substantially Complete and ready for inspection.
- E. Correct items of work noted in completion / punch list Certificates of Substantial Completion.
- F. Accompany Field Project Manager on preliminary final inspection.
- G. Notify the Owner and Architect when work is considered finally complete.
- H. Complete items of work determined by CBJ Architects P.C.'s final inspection.

END OF SECTION

SECTION 01 7419

CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 GENERAL

1.01 RELATED SECTIONS- 01 3553, 01 7000

WASTE MANAGEMENT REQUIREMENTS

2.01 Midland CUSD #7 requires that this project generate the least amount of trash and waste possible.

2.02 Employ processes that ensure the generation of as little waste as possible due to error, poor planning, breakage, mishandling, contamination, or other factors.

2.03 Minimize trash/waste disposal in landfills; reuse, salvage, or recycle as much waste as economically feasible.

2.04 Methods of trash/waste disposal that are not acceptable are:

- A. Burning on the project site.
- B. Burying on the project site.
- C. Dumping or burying on other property, public or private.
- D. Other illegal dumping or burying.

2.05 Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to Federal, state and local requirements, pertaining to legal disposal of all construction and demolition waste materials.

2.06 DEFINITIONS

- A. Clean: Untreated and unpainted; not contaminated with oils, solvents, caulk, or the like.
- B. Construction and Demolition Waste: Solid wastes typically including building materials, packaging, trash, debris, and rubble resulting from construction, remodeling, repair and demolition operations.
- C. Hazardous: Exhibiting the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity or reactivity.
- D. Nonhazardous: Exhibiting none of the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity, or reactivity.
- E. Nontoxic: Neither immediately poisonous to humans nor poisonous after a long period of exposure.
- F. Recyclable: The ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.
- G. Recycle: To remove a waste material from the project site to another site for remanufacture into a new product for reuse by others.
- H. Recycling: The process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for the purpose of using the altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
- I. Return: To give back reusable items or unused products to vendors for credit.
- J. Reuse: To reuse a construction waste material in some manner on the project site.
- K. Salvage: To remove a waste material from the project site to another site for resale or reuse by others.
- L. Sediment: Soil and other debris that has been eroded and transported by storm or well production run-off water.

- M. Source Separation: The act of keeping different types of waste materials separate beginning from the first time they become waste.
- N. Toxic: Poisonous to humans either immediately or after a long period of exposure.
- O. Trash: Any product or material unable to be reused, returned, recycled, or salvaged.
- P. Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.

PART 2 PRODUCTS

3.01 PRODUCT SUBSTITUTIONS

PART 3 EXECUTION

4.01 WASTE MANAGEMENT PROCEDURES

- A. See Section 01 3000 for additional requirements for project meetings, reports, submittal procedures, and project documentation.
- B. See Section 01 5000 for additional requirements related to trash/waste collection and removal facilities and services.
- C. See Section 01 6000 for waste prevention requirements related to delivery, storage, and handling.
- D. See Section 01 7000 for trash/waste prevention procedures related to demolition, cutting and patching, installation, protection, and cleaning.

4.02 WASTE MANAGEMENT PLAN IMPLEMENTATION

- A. Manager: Designate an on-site person or persons responsible for instructing workers and overseeing and documenting results of the Waste Management Plan.
- B. Communication: Distribute copies of the Waste Management Plan to job site foreman, each subcontractor, Midland CUSD #7, and CBJ Architects P.C..
- C. Instruction: Provide on-site instruction of appropriate separation, handling, and recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project.
- D. Meetings: Discuss trash/waste management goals and issues at project meetings.
 - 1. Pre-bid meeting.
 - 2. Pre-construction meeting.
 - 3. Regular job-site meetings.
 - 4. Job safety meetings.
- E. Facilities: Provide specific areas for separation and storage of materials for recycling, salvage, reuse, return, and trash disposal, for use by all contractors and installers.
 - 1. As a minimum, provide:
 - a. Separate area for storage of materials to be reused on-site, such as wood cut-offs for blocking.
 - b. Separate dumpsters for each category of recyclable.
 - c. Recycling bins at worker lunch area.
 - 2. Provide containers as required.
 - 3. Locate enclosures out of the way of construction traffic.
 - 4. Provide adequate space for pick-up and delivery and convenience to subcontractors.
 - 5. Keep recycling and trash/waste bin areas neat and clean and clearly marked in order to avoid contamination of materials.
- F. Hazardous Wastes: Separate, store, and dispose of hazardous wastes according to applicable regulations.

- G. Recycling: Separate, store, protect, and handle at the site identified recyclable waste products in order to prevent contamination of materials and to maximize recyclability of identified materials. Arrange for timely pickups from the site or deliveries to recycling facility in order to prevent contamination of recyclable materials.
- I. Salvage: Set aside, sort, and protect products to be salvaged for reuse off-site.

END OF SECTION

**SECTION 02 4100
DEMOLITION**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Building demolition excluding removal of hazardous materials and toxic substances.

1.02 RELATED REQUIREMENTS

- A. Section 00 3100 - Available Project Information: Existing building survey conducted by Owner; information about known hazardous materials.
- B. Section 01 1000 - Summary: Limitations on Contractor's use of site and premises.
- C. Section 01 1000 - Summary: Sequencing and staging requirements.
- D. Section 01 1000 - Summary: Description of items to be removed by Owner.
- E. Section 01 1000 - Summary: Description of items to be salvaged or removed for re-use by Contractor.
- F. Section 01 5000 - Temporary Facilities and Controls: Site fences, security, protective barriers, and waste removal.
- G. Section 01 5713 - Temporary Erosion and Sediment Control.
- H. Section 01 6000 - Product Requirements: Handling and storage of items removed for salvage and relocation.
- I. Section 01 7000 - Execution and Closeout Requirements: Project conditions; protection of bench marks, survey control points, and existing construction to remain; reinstallation of removed products; temporary bracing and shoring.
- J. Section 01 7419 - Construction Waste Management and Disposal: Limitations on disposal of removed materials; requirements for recycling.
- K. Section 31 2323 - Fill: Fill material for filling holes, pits, and excavations generated as a result of removal operations.
- L. Section 31 2323 - Fill: Filling holes, pits, and excavations generated as a result of removal operations.

1.03 REFERENCE STANDARDS

- A. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

1.04 SUBMITTALS

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Site Plan: Showing:
 - 1. Areas for temporary construction and field offices.
 - 2. Areas for temporary and permanent placement of removed materials.
- C. Demolition Plan: Submit demolition plan as specified by OSHA and local authorities.
 - 1. Indicate extent of demolition, removal sequence, bracing and shoring, and location and construction of barricades and fences.
 - 2. Identify demolition firm and submit qualifications.
 - 3. Include a summary of safety procedures.
- D. Project Record Documents: Accurately record actual locations of capped and active utilities and subsurface construction.

1.05 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: Company specializing in the type of work required.
 - 1. Minimum of 10 years of documented experience.

PART 2 PRODUCTS

2.01 MATERIALS

PART 3 EXECUTION

3.01 SCOPE

- A. Remove the entire building designated Midland Elementary School.
- B. Remove paving and curbs as required to accomplish new work.
- C. Within area of new construction, remove foundation walls and footings to a minimum of 12 feet below finished grade.
- D. Outside area of new construction, remove foundation walls and footings to a minimum of 8 feet below finished grade.
- E. Remove concrete slabs on grade within site boundaries.
- F. Remove other items indicated, for salvage, relocation, and recycling.

3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

- A. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
 - 1. Obtain required permits.
 - 2. Comply with applicable requirements of NFPA 241.
 - 3. Use of explosives is not permitted.
 - 4. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
 - 5. Provide, erect, and maintain temporary barriers and security devices.
 - 6. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
 - 7. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
 - 8. Do not close or obstruct roadways or sidewalks without permit.
 - 9. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.
 - 10. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
- B. Do not begin removal until receipt of notification to proceed from Owner.
- C. Do not begin removal until built elements to be salvaged or relocated have been removed.
- D. Protect existing structures and other elements that are not to be removed.
 - 1. Provide bracing and shoring.
 - 2. Prevent movement or settlement of adjacent structures.
 - 3. Stop work immediately if adjacent structures appear to be in danger.
- E. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.
- F. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.
- G. Partial Removal of Paving and Curbs: Neatly saw cut at right angle to surface.

3.03 EXISTING UTILITIES

- A. Coordinate work with utility companies; notify before starting work and comply with their requirements; obtain required permits.
- B. Protect existing utilities to remain from damage.

- C. Do not disrupt public utilities without permit from authority having jurisdiction.
- D. Do not close, shut off, or disrupt existing life safety systems that are in use without at least 7 days prior written notification to Owner.
- E. Do not close, shut off, or disrupt existing utility branches or take-offs that are in use without at least 3 days prior written notification to Owner.
- F. Locate and mark utilities to remain; mark using highly visible tags or flags, with identification of utility type; protect from damage due to subsequent construction, using substantial barricades if necessary.
- G. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.
- H. Prepare building demolition areas by disconnecting and capping utilities outside the demolition zone; identify and mark utilities to be subsequently reconnected, in same manner as other utilities to remain.

3.04 DEBRIS AND WASTE REMOVAL

- A. Remove debris, junk, and trash from site.
- B. Leave site in clean condition, ready for subsequent work.
- C. Clean up spillage and wind-blown debris from public and private lands.

END OF SECTION