

## Glendale Elementary School Dist. #40

### NOTICE OF INVITATION FOR BID Sunset Vista Weatherization IFB: #20.03.20

**Bid Due Date:** July 10, 2019 **Time:** 12:00 pm MST (Arizona Time)

**Deadline for Questions:** July 2, 2019 **Time:** 11:00 am MST (Arizona Time)

**Opening Location:** Glendale Elementary School District #40  
Purchasing Department  
7015 W. Maryland Avenue, Bld. C  
Glendale, AZ 85303

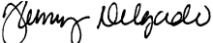
In accordance with School District Procurement Rules in the Arizona Administrative Code (A.A.C.) promulgated by the State Board of Education pursuant to A.R.S. 15-213, bids for the material or services specified will be received by the Glendale Elementary School District #40 at the above specified location, until the time and date cited. Bids received by the correct time and date shall be opened and the bidders pricing shall be publicly read and recorded. All other information contained in the Bid shall remain confidential until award is made. **If you need directions to our office**, please call **(623) 237-6281**.

Bids shall be in the actual possession of the District, at the location indicated, on or prior to the exact time and date indicated above. Late Bids shall not be considered. The official time will be determined by the clock designated by the school district.

Bids, one (1) original and one (1) electronic copy in the form of a USB Flash Drive of Firm's Offer must be submitted in a **sealed** envelope/package with the bid number and Bidder's name and address clearly indicated on the envelope/package (label provided page 47). All Bids must be written legibly in ink or typewritten. Additional instructions for preparing a Bid are provided herein.

Pre-Bid June 25, 2019 at 8:00am. Meet at Sunset Vista, located at 7775 W. Oranewood Ave., Glendale, AZ 85303. Pre-Bid meeting to be held in the cafeteria building. Please bring a copy of this solicitation to the pre-bid as we will be reviewing it during the meeting.

**BIDDERS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE INVITATION FOR BID.**

Contact:	Tammy Delgado 	Phone Number:	(623) 237-6281
Title:	Purchasing/Warehouse Manager	Fax Number:	(623) 237-6295
Email:	<a href="mailto:tdelgado@gesd40.org">tdelgado@gesd40.org</a>	Date:	May 31, 2019

## Table of Contents

<u>Section</u>	<u>Page</u>
Uniform Instructions to Bidders .....	3
Uniform General Terms and Conditions.....	8
Special Instructions, Terms and Conditions.....	15
Special Requirements of Solicitation.....	20
Bid Requirements and Timeline.....	22
Bid Cost Form.....	23
Subcontractors List.....	24
Asbestos and Hazardous Material Statement.....	25
Offer and Acceptance Form.....	26
Statement of No Bid.....	27
Deviations & Exceptions.....	28
Confidential/Proprietary Submittals.....	29
Amendment Acknowledgement.....	30
Additional Materials Submitted.....	31
Non-Collusion Affidavit.....	32
MWBE and HUB.....	33
Debarment Certification.....	34
Edgar Certifications.....	35
Vendor Registration Form, Conflict of Interest Form, W-9 Form, Certificate of Insurance, Address Label.....	40
Project Manual/Specifications and Drawings.....	48

### DOCUMENTS REFERENCED

You may access a copy of the documents referenced within this IFB at the following web addresses:

Arizona Revised Statutes (A.R.S.) is available at: <http://www.azleg.state.az.us/ArizonaRevisedStatutes.asp>

The Arizona School District Procurement Rules in the Arizona Administrative Code is available at: [http://apps.azsos.gov/public\\_services/Title\\_07/7-02.pdf](http://apps.azsos.gov/public_services/Title_07/7-02.pdf)

I.R.S W-9 Form (Request for Taxpayer I.D. Number) is available at: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>

Federal: Education Department General Administrative Regulations (EDGAR), 2 C.F.R. §§ 200.318-326  
<https://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/xml/CFR-2014-title2-vol1-part200-subpartD.xml>

# Uniform Instruction to Bidders

## Definition of Terms

In addition to the definitions specified in Arizona Administrative Code R7-2-1001, the terms listed below are defined as follows:

- A. **“Attachment”** means any item the Solicitation requires a Bidder to submit as part of the Bid.
- B. **“Contract Amendment”** means a written document signed by the School District/Public Entity that is issued for the purpose of making changes in the Contract.
- C. **“District”** means Glendale Elementary School District No. 40.
- D. **“District Representative”** means Mike Barragan, Assistant Superintendent for Business and Auxiliary Services, or his designee.
- E. **“Exhibit”** means any item labeled as an Exhibit in the Solicitation or placed in the Exhibits section of the solicitation.
- F. **“Gratuity”** means a payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value present or promised, unless consideration of substantially equal or greater value is received.
- G. **“Procurement Officer”** means the person duly authorized to enter into and administer Contracts and make written determinations with respect to this solicitation or his/ her designee.
- H. **“Solicitation Amendment (or Addendum)”** means a written document that is authorized by the Procurement Officer and issued for the purpose of making changes to the Solicitation.
- I. **“Subcontract”** means any Contract, express or implied, between the Contractor and another party or between a subcontractor and another party delegating or assigning, in whole or in part, the making or furnishings of any material or any service required for the performance of the Contract.

## 1. Inquiries

- A. Duty to Examine. It is the responsibility of each Bidder to examine the entire Solicitation, seek clarification in writing, and check its Bid for accuracy before submitting the Bid. Lack of care in preparing a Bid shall not be grounds for withdrawing the Bid after the Bid due date and time nor shall it give rise to any Contract claim.
- B. Solicitation Contact Person. Any inquiry related to a Solicitation, including any requests for or inquiries regarding standards referenced in the Solicitation shall be directed solely to the Solicitation contact person. The Bidder shall not contact or direct inquiries concerning this Solicitation to any other employee unless the Solicitation specifically identifies a person other than the Solicitation contact person as a contact.
- C. Submission of Inquiries. The Procurement Officer or the person identified in the Solicitation as the contact for inquiries may require that an inquiry be submitted in writing. Any inquiry related to a Solicitation shall refer to the appropriate Solicitation number, page, and paragraph. Do not place the Solicitation number on the outside of the envelope containing that inquire since it may then be identified as a Bid and not be opened until after the Bid due date and time.
- D. Timeliness. Any inquiry shall be submitted as soon as possible and at least seven (7) days before the Bid due date and time. Failure to do so may result in the inquiry not being answered.
- E. No Right to Rely on Verbal Responses. Any inquiry that results in changes to the Solicitation shall be answered solely through a written Solicitation Amendment. A Bidder may not rely on verbal responses to inquiries.

## Uniform Instruction to Bidders

- F. Solicitation Amendments. The Solicitation shall only be modified by a Solicitation Amendment.
- G. Pre-Bid Conference. If a Pre-Bid Conference has been scheduled under this Solicitation, the date, time, and location appear on the Solicitation cover sheet or elsewhere in the Solicitation. A Bidder should raise any questions it may have about the Solicitation or the procurement at that time. Statements made during a pre-bid conference are not an amendment to the solicitation. Material issues raised at the conference that result in changes to the Solicitation shall be answered solely through a written Solicitation Amendment.
- H. Persons with Disabilities. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the appropriate Solicitation contact person. Requests shall be made as early as possible to allow time to arrange the accommodation.

### 2. Bid Preparation

- A. Forms. Unless otherwise instructed in the IFB Special Instructions, a Bid shall be submitted either on the forms provided in this Solicitation or their substantial equivalent. Any substitute document for the forms provided in this Solicitation will be legible and contain the same information requested on the form.
- B. Typed or Ink; Corrections. The Bid should be typed or in ink. Erasures, interlineations or other modifications in the Bid should be initialed in ink by the person signing the Bid. Modifications shall not be permitted after Bids have been opened except as otherwise provided under R7-2-1030.
- C. Evidence of Intent to be Bound. Failure to submit verifiable evidence of intent to be bound, such as an original signature, shall result in rejection of the Bid.
- D. Exceptions to Terms and Conditions. All exceptions included with the Bid shall be submitted in a clearly identified separate section of the Bid in which the Bidder clearly identifies the specific paragraphs of the Solicitation where the exceptions occur. Any exceptions not included in such a section shall be without force and effect in any resulting Contract unless such exception is specifically referenced by the Procurement Officer in a written statement. The Bidder's preprinted or standard terms will not be considered as a part of any resulting Contract. A Bid that takes exception to a material requirement of any part of the Solicitation, including terms and conditions, shall be rejected.
- E. Subcontracts. Bidder shall clearly list any proposed subcontractors and the subcontractor's proposed responsibilities in the Bid.
- F. Cost of Bid Preparation. The District will not reimburse any Bidder the cost of responding to a Solicitation.
- G. Solicitation Amendments. Unless otherwise stated in the Solicitation, each Solicitation Amendment shall be acknowledged by the person signing the Bid. Failure to acknowledge a material Solicitation Amendment to follow the instructions for acknowledgement of the Solicitation Amendment may result in rejection of the Bid.
- H. Federal Excise Tax. School Districts/Public Entities are exempt from Federal Excise Tax on manufactured goods. Exemption Certificates will be prepared upon request.
- I. Provision of Tax Identification Numbers. Bidders are required to provide their Arizona Transaction Privilege Tax number and/or Federal Tax Identification number, if applicable, in the space provided on the Offer and Acceptance Form and provide the tax rate and amount, if applicable, on the Price Sheet.
- J. Identification of Taxes in Bid. School Districts/Public Entities are subject to all applicable state and local transaction privilege taxes. If Arizona resident Bidders do not indicate taxes on a separate item in the Bid, the School District/Public Entity will conclude that the price(s) bid includes all applicable taxes. At all times, payment of taxes and the determination of applicable taxes are the sole responsibility of the Bidder.

## Uniform Instruction to Bidders

- K. Disclosure. If the Firm, business, or person submitting this Bid has been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any federal, state, or local government, or if any such preclusion from participation from any public procurement activity is currently pending, the Bidder must fully explain the circumstances relating to the preclusion or proposed preclusion in the Bid. The Bidder shall include a letter with its Bid setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.
- L. Solicitation Order of Precedence. In the event of a conflict in the provisions of this Solicitation and any subsequent contracts, the following shall prevail in the order set forth below:
1. Amendments
  2. Special Instructions, Terms and Conditions;
  3. Uniform General Terms and Conditions;
  4. Scope of Work/Specifications;
  5. Attachments;
  6. Exhibits;
  7. Uniform Instructions to Bidders
- M. Delivery. Unless stated otherwise in the Solicitation, all prices shall be F.O.B. Destination and shall include all delivery and unloading at the destination(s).

### 3. Submission of Bid

- A. Sealed Envelope or Package. Each Bid shall be submitted to the location identified in this Solicitation, in a sealed envelope or package that identifies its contents as a Bid and the Solicitation number to which it responds. The appropriate Solicitation Number should be plainly marked on the outside of the envelope or package.
- B. Electronic Submission. If determined by the District that electronic submission of bids is advantageous, the District will include the electronic submission requirements as well as if the electronic submission is mandatory or optional in the Special Instructions, Terms and Conditions section of the RFP. Unless otherwise instructed, a facsimile or electronically submitted Bid shall be rejected.
- C. Bid Amendment or Withdrawal. A Bidder may modify or withdraw a Bid in writing at any time before Bid opening if the modification or withdraw is received before the Bid due date and time at the location designated in the Invitation for Bid. A Bid may not be amended or withdrawn after the Bid due date and time except as otherwise provided under R7-2-1028.
- D. Public Record. Under applicable law, all Bids submitted and opened are public records and must be retained by the School District/Public Entity. Bids shall be open to public inspection after Contract award, except for such Bids deemed to be confidential by the School District/Public Entity, pursuant to R7-2-1006. If an Bidder believes that information in its Bid contains confidential trade secrets or other proprietary data not to be disclosed as otherwise required by A.R.S. § 39-121, a statement advising the school district of this fact shall accompany the submission and the information shall be so identified wherever it appears. Contract terms and conditions, pricing, and information generally available to the public are not considered confidential information under this Section.
- E. Non-collusion, Employment, and Services. By signing the Offer and Acceptance form or other official contract form, the Bidder certifies that:
1. The prices have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with any competitor; the prices which have been quoted have not been nor will not be disclosed directly or indirectly to any other Bidder or to any competitor; nor attempt has been made or will be

## Uniform Instruction to Bidders

made to induce any person or firm to submit or not to submit, a Bid for the purpose of restricting competition. It did not involve collusion or other anti-competitive practices in connection with the preparation or submission of its Bid; and

2. It does not discriminate against any employee, applicant for employment, or person to whom it provides services because of race, color, religion, sex, national origin, or disability, and that it complies with all applicable federal, state, and local laws and executive orders regarding employment; and
3. By submission of this Bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or otherwise lawfully prohibited from participating in any public procurement activity, including, but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body; and
4. By submission of this Bid, that no Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a Cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

### 5. Additional Bid Information

- A. Unit Price Prevails. Where applicable, in the case of discrepancy between the unit price or rate and the extension of that unit price or rate, the unit price or rate shall govern.
- B. Taxes. The amount of any applicable transaction privilege or use tax of a political subdivision of this state will not be a factor when determining lowest bidder.
- C. Late Bids, Modifications or Withdrawals. A Bid, Modification or Withdrawal submitted after the exact Bid due date and time shall not be considered except under the circumstances set forth in R7-2-1028(B).
- D. Disqualification. A Bid from a Bidder who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity may be rejected.
- E. Bid Acceptance Period. A Bidder submitting a Bid under this Solicitation shall hold its Bid open for the number of days from the due date that is stated in the Solicitation. If the Solicitation does not specifically state a number of days for the Bid acceptance, the number of days shall be ninety (90).
- F. Payments. Payments shall comply with the requirements of A.R.S. Titles 35 and 41, Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment within thirty (30) days.
- G. Waiver and Rejection Rights. Notwithstanding any other provision of this solicitation, the School District/Public Entity reserves the right to:
  1. Waive any minor informality;
  2. Reject any and all Bids or portions thereof; or
  3. Cancel a solicitation.

### 6. Award

- A. Number or Types of Awards. Where applicable, the School District/Public Entity reserves the right to make multiple awards or to award a Contract by individual line item, by a group of line items, by an incremental award or by Region, as indicated within the Special Instructions, Terms and Conditions. The award will be limited to the least number of Bidders that the School District/Public Entity determines is necessary to meet the needs of the School District/Public Entity.

## Uniform Instruction to Bidders

- B. Contract Commencement. A Bid does not constitute a Contract nor does it confer any rights on the Bidder to the award of a Contract. A Contract is not created until the Bid is accepted in writing by the District/Public Entity authorized signature on the Offer and Acceptance Form. A letter or other notice of award or of the intent to award shall not constitute acceptance of the Bid.
- C. Effective Date. The effective date of this Contract shall be the date that the Procurement Officer signs the Bid and Acceptance Form or other official contract form, unless another date is specifically stated in the Contract.
- D. Final acceptance for each participating School District/Public Entity will be contingent upon the approval of their Governing Board, if applicable.

### 7. Protests

A protest shall comply with and be resolved according to Arizona Department of Education School District Procurement Code Rule A.A.C. R7-2-1141 through R7-2-1153. Protests shall be in writing and be filed with the District Representative.

- A. Protest shall include:
  - 1. The name, addresses, and telephone number of the interested party
  - 2. The signature of the interested party or the interested party's representative;
  - 3. Identification of the purchasing agency and the Solicitation or Contract number;
  - 4. A detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and
  - 5. The form of relief requested.
- B. The interested party shall supply promptly any other information requested by the district representative.
- C. Protests based upon alleged improprieties in a solicitation that are apparent before the due date and time for responses to the solicitation, shall be filed before the due date and time for responses to the solicitation.
- D. In cases other than those covered in section C of the section, the interested party shall file the protest within 10 days after the school district makes the procurement file available for public instruction.
- E. The interested party may file a written request for an extension of the time limit for protest filing. The written request for an extension shall be filed with the District Representative before the expiration of the time limit and shall set forth good cause as to the specific action or inaction of the school district that resulted in the interested party being unable to file the protest within the 10 days. The district representative shall approve or deny the request in writing, state the reasons for the determination, and, if an extension is granted, set forth a new date for submission of the filing.

# Uniform General Terms and Conditions

## 1. Contract Interpretation

- A. Arizona Law. The law of Arizona applies to this Contract including, where applicable, the Uniform Commercial Code as adopted by the State of Arizona and the Arizona School District Procurement Code, Arizona Revised Statutes (A.R.S.) 15-213, and its implementing rules, Arizona Administrative Code (A.A.C.) Title 7, Chapter 2, Articles 10 and 11.
- B. Implied Contract Terms. Each Provision of law and any terms required by law to be in this Contract are a part of this Contract as if fully stated in it.
- C. Relationship of Parties. The Contractor under this Contract is an independent Contractor. Neither party to this Contract shall be deemed to be the employee agent of the other party to the Contract.
- D. Severability. The provisions of this Contract are severable. Any term or condition deemed illegal or invalid shall not affect any other term or condition of the Contract.
- E. No Parol Evidence. This Contract is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms used in this document.
- F. No Waiver. Either party's failure to insist on strict performance of any term or condition of the Contract shall not be deemed waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.

## 2. Contract Administration and Operation

- A. Records. Under A.R.S. § 35-214 and § 35-215, the Contractor shall retain and shall contractually require each Subcontractor to retain all data and other records ("records") relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract. All records shall be subject to inspection and audit at reasonable times. Upon request, the Contractor shall produce a legible copy of any or all such records.
- B. Non-Discrimination. The Contractor shall comply with State Executive Order No. 99-4, 2000-4 and all other applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.
- C. Audit. At any time during the term of this Contract and five (5) years thereafter, the Contractor's or any Subcontractor's books and records shall be subject to audit by the School District/Public Entity and, where applicable, the Federal Government, the extent that the books and records relate to the performance of the Contract or Subcontract.
- D. Inspection and Testing. The Contractor agrees to permit access to its facilities, Subcontractor facilities and the Contractor's processes for producing the materials, at reasonable time for inspection of the materials and services covered under this Contract. The School District/Public Entity shall also have the right to test at its own cost the materials to be supplied under this Contract. Neither inspection at the Contractor's facilities nor testing shall constitute final acceptance of the materials. If the School District/Public Entity determines non-compliance of the materials, the Contractor shall be responsible for the payment of all costs incurred by the School District/Public Entity for testing and inspection.
- E. Notices. Notices to the Contractor required by this Contract shall be made by the School District/Public Entity to the person indicated on the Offer and Acceptance Form submitted by the Contractor unless otherwise stated in the Contract. Notices to the School District/Public Entity required by the Contract shall be made by the Contractor to the Solicitation Contact Person indicated on the Solicitation cover sheet, unless otherwise stated in the Contract. An authorized Procurement Officer and an authorized Contractor representative may change their respective person to whom notices shall be given by written notice and an Amendment to the Contract shall not be necessary.
- F. Advertising and Promotion of Contract. The Contractor shall not advertise or publish information for commercial benefit concerning this Contract without the prior written approval of the Procurement Officer.



## Uniform General Terms and Conditions

- G. Property of the School District/Public Entity. Any materials, including reports, computer programs and other deliverables, created under this Contract are the sole property of the School District/Public Entity. The Contractor is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. The Contractor shall not use or release these materials without the prior written consent of the School District/Public Entity.

### 3. Costs and Payments

- A. Payments. Payments shall comply with the requirements of A.R.S. Titles 35-342 and 41, Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment from the School District/Public Entity within thirty (30) days. The Purchase Order number must be referenced on the invoice.
- B. Applicable Taxes.
1. Payment of Taxes by the School District/Public Entity. The School District/Public Entity will pay only the rate and/or amount of taxes identified in the Bid and in any resulting Contract.
  2. State and Local Transaction Privilege Taxes. The School District/Public Entity is subject to all applicable state and local transaction privilege taxes. Transaction privilege taxes apply to the sale and are the responsibility of the seller to remit. Failure to collect taxes from the buyer does not relieve the seller from its obligation to remit taxes.
  3. Tax Indemnification. Contractor and all Subcontractors shall pay all federal, state, and local taxes applicable to its operation and any persons employed by the Contractor. Contractor shall, and require all Subcontractors to hold the School District/Public Entity harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under federal, and/or state and local laws and regulations and any other costs including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.
  4. IRS W-9. In order to receive payment under any resulting Contract, Contractor shall have a current I.R.S. W-9 Form on file with the School District/Public Entity.
- C. Availability of Funds for the Next Fiscal Year. Funds may not presently be available for performance under this Contract beyond the current fiscal year. No legal liability on the part of the School District/Public Entity for any payment may arise under this Contract beyond the current fiscal year until funds are made available for performance of the Contract. The School District/Public Entity will make reasonable efforts to secure such funds.

### 4. Contract Changes

- A. Amendments. This Contract is issued under the authority of the Procurement Officer who signed this Contract. The Contract may be modified only through a Contract Amendment within the scope of the Contract signed by the Procurement Officer. Changes to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by an unauthorized employee or made unilaterally by the Contractor are violations of the Contract and or applicable law. Such changes, including unauthorized written Contract Amendments, shall be void and without effect, and the Contractor shall not be entitled to any claim and this Contract based on those changes.
- B. Subcontracts. The Contractor shall not enter into any Subcontract under this Contract without the advance written approval of the Procurement Officer. The Subcontract shall incorporate by reference the terms and conditions of this Contract.
- C. Assignment and Delegation. The Contractor shall not assign any right nor delegate any duty under this Contract without the prior written approval of the Procurement Officer. The Procurement Officer shall not unreasonably withhold approval.

## Uniform General Terms and Conditions

### 5. Risk and Liability

- A. Risk of Loss. The Contractor shall bear all loss of conforming material covered under this Contract until received by authorized personnel at the location designated in the purchase order or Contract. Mere receipt does not constitute final acceptance. The risk of loss for nonconforming materials shall remain with the Contractor regardless of receipt.
- B. General Indemnification. To the extent permitted by A.R.S. § 41-621 and § 35-154, the School District/Public Entity shall be indemnified and held harmless by the Contractor for its vicarious liability as result of entering into this Contract. Each party to this Contract is responsible for its own negligence.
- C. Indemnification - Patent and Copyright. To the extent permitted by A.R.S. § 41-621 and § 35-154, the Contractor shall indemnify and hold harmless the School District/Public Entity against any liability, including costs and expenses, for infringement of any patent, trademark, or copyright arising out of Contract performance or use by the School District/Public Entity of materials furnished or work performed under this Contract. The School District/Public Entity shall reasonably notify the Contractor of any claim for which it may be liable under this paragraph.
- D. Force Majeure.
1. Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; lockouts; injections-intervention-acts; or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence.
  2. Force Majeure shall not include the following occurrences:
    - a. Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market; or
    - b. Late performance by a Subcontractor unless the delay arises out of a force majeure occurrence in accordance with this force majeure term and condition.; or
    - c. Inability of either the Contractor or any Subcontractor to acquire or maintain any required insurance, bonds, licenses, or permits.
  3. If either party is delayed at any time in the progress of the work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as is practicable and no later than the following working day, of the commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be delivered or mailed certified-return receipt requested, and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended by Contract Amendment for a period of time equal to the time that results or effects of such delay prevent the delayed party from performing in accordance with this Contract.
  4. Any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and that such delay or failure is caused by force majeure.
- E. Third Party Antitrust Violations. The Contractor assigns to the School District/Public Entity any claim for overcharges resulting from antitrust violation the extent that those violations concern materials of services supplied by third parties to the Contractor toward fulfillment of this Contract.

## Uniform General Terms and Conditions

### 6. Warranties

- A. Liens. The Contractor warrants that the materials supplied under this Contract are free of liens.
- B. Quality. Unless otherwise modified elsewhere in these terms and conditions, the Contractor warrants that for one year after acceptance by the School District/Public Entity of the materials or services, they shall be:
1. A quality to pass without objection in the trade under the Contract description;
  2. Fit for the intended purposes for which the materials or services are used;
  3. Within the variations permitted by the Contract and are of even kind, quality, and quality within each unit and among all units;
  4. Adequately contained, packaged and marked as the Contract may require; and
  5. Conform to the written promises or affirmations of fact made by the Contractor.
- C. Fitness. The Contractor warrants that any material or service supplied to the School District/Public Entity shall fully conform to all requirements of the Solicitation and all representations of the Contractor, and shall be fit for all purposes and uses required by the Contract.
- D. Inspection/Testing. The warranties set forth in subparagraphs A through C of this paragraph are not affected by inspection/ testing of or payment for the materials or services by the School District/Public Entity.
- E. Exclusions. Except as otherwise set forth in this Contract, there are no express or implied warranties or merchant ability fitness.
- F. Compliance with Applicable Laws. The materials and services supplied under this Contract shall comply with all applicable federal, state and local laws, and the Contract shall maintain all applicable licenses and permits.
- G. Survival of Rights and Obligations after Contract Expiration or Termination.
1. Contractor's Representations and Warranties. All representations and warranties made by the Contractor under this Contract shall survive the expiration of termination hereof. In addition, the parties hereto acknowledge that pursuant to A.R.S. § 12-510, except as provided in A.R.S. § 12-529, the School District/Public Entity is not subject to or barred by any limitations of actions prescribed in A.R.S. Title 12, Chapter 5.
  2. Purchase Orders. The Contractor shall, in accordance with all terms and conditions of the Contract, fully perform and shall be obligated to comply with all purchase orders received by the Contractor prior to the expiration or termination hereof, unless otherwise directed in writing by the Procurement Offices, including, without limitation, all purchase orders received prior to but not fully performed and satisfied at the expiration or termination of this Contract.

### 7. School District/Public Entity's Contractual Remedies

- A. Right to Assurance. If the School District/Public Entity in good faith has reason to believe that the Contractor does not intend to, or is unable to perform or continue performing the Contract, the Procurement Officer may demand in writing that the Contractor give a written assurance of intent or ability to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at the School District/Public Entity's option, be the basis for terminating the Contract under the Uniform General Terms and Conditions.
- B. Stop Work Order.
1. The School District/Public Entity may, at any time, by written order to the Contractor, require the

## Uniform General Terms and Conditions

Contractor to stop all or any part, of the work called for by this Contract for a period of up to ninety (90) days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage.

2. If a stop work order issued under this clause is canceled or the period of the order or any extension expires, the Contractor shall resume work. The Procurement Officer shall make an equitable adjustment in the delivery schedule or Contract price, or both, and the Contract shall be amended in writing accordingly.
- C. Non-exclusive Remedies. The rights and the remedies of the School District/Public Entity under this Contract are not exclusive.
- D. Nonconforming Tender. Materials supplied under this Contract shall fully comply with the Contract. The delivery of materials or a portion of the materials in an installment that do not fully comply constitutes a breach of Contract. On delivery of nonconforming materials, the School District/Public Entity may terminate the Contract for default under applicable termination clauses in the Contract, exercise any of its remedies under the Uniform Commercial Code, or pursue any other right or remedy available to it.
- E. Right to Offset. The School District/Public Entity shall be entitled to offset against any sums due the Contractor, any expenses or costs incurred by the School District/Public Entity or damages assessed by the School District/Public Entity concerning the Contractor's nonconforming performance or failure to perform the Contract, including expenses, costs and damages described in the Uniform General Terms and Conditions.

### 8. Contract Termination

- A. Cancellation for Conflict of Interest. Per A.R.S. 38-511 the School District/Public Entity may cancel this Contract within three (3) years after Contract execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the School District/Public Entity is, or becomes at any time while the Contract or an extension the Contract is in effect, an employee of or a consultant to any other party to this Contract with respect to the subject matter of the Contract. The cancellation shall be effective when the Contractor receives written notice of the cancellation unless the notice specifies a later time.
- B. Gratuities. The School District/Public Entity may, by written notice, terminate this Contract, in whole or in part, if the School District/Public Entity determines that employment or gratuity was offered or made by the Contractor or a representative of the Contractor to any officer or employee of the School District/Public Entity for the purpose of influencing the outcome of the procurement or securing the Contract, an Amendment to the Contract, or favorable treatment concerning the Contract, including the making of any determination or decision about Contract performance. The School District/Public Entity, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the Contractor.
- C. Suspension or Debarment. The School District/Public Entity may, by written notice to the Contractor, immediately terminate this Contract if the School District/Public Entity determines that the Contractor has been disbarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a Subcontractor of any public procurement unit or other governmental body.
- D. Termination for Convenience. The School District/Public Entity reserves the right to terminate the Contract, in whole or in part at any time, when in the best interests of the School District/Public Entity without penalty recourse. Upon receipt of the written notice, the Contractor shall immediately stop all work, as directed in the notice, notify all Subcontractors of the effective date of the termination and minimize all further costs to the School District/Public Entity. In the event of termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the School District/Public Entity. The Contractor shall be entitled to receive just and

## Uniform General Terms and Conditions

equitable compensation for work in progress, work completed, and materials accepted before the effective date of the termination. The cost principles and procedures provided in A.A.C. R7-2-1125 shall apply.

### E. Termination for Default.

1. In addition to the rights reserved in the Uniform Terms and Conditions, the School District/Public Entity reserves the right to terminate the Contract in whole or in part due to the failure of the Contractor to comply with any term or condition of the Contract, to acquire and maintain all required insurance policies, bonds, licenses and permits, or to make satisfactory progress in performing the Contract. The Procurement Officer shall provide written notice of the termination and the reasons for it to the Contractor.
2. Upon termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the School District/Public Entity.
3. The School District/Public Entity may, upon termination of this Contract, procure, on terms and in the manner that it deems appropriate, materials and services to replace those under this Contract. The Contractor shall be liable to the School District/Public Entity for any excess costs incurred by the School District/Public Entity re-procuring the materials or services.

F. Continuation of Performance through Termination. The Contractor shall continue to perform, in accordance with the requirements of the Contract, up to the date of termination, as directed in the termination notice.

### 9. **Contract Claims**

All Contract claims and controversies under this Contract shall be resolved according to A.R.S. Title 15-213 and rules adopted thereunder.

### 10. **Integrity of Bid**

By signing this bid, the Bidder affirms that the Bidder has not given, nor intends to give any time hereafter any economic opportunity, future employment, gift, loan gratuity, special discount, trip favor, or service to any employee of the School District/Public Entity in connection with the submitted Bid. Failure to sign the bid, or signing it with a false statement, shall void the submitted Bid or any resulting contract.

### 11. **Offshore Performance**

Due to security and identity protection concerns, direct services under any subsequent contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the school district(s) or charter school(s) or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.

### 12. **Contractor's Employment Eligibility**

By entering the contract, contractor warrants compliance with A.R.S. 41-4401, A.R.S. 23-214, the Federal Immigration and Nationality Act (FINA), and all other federal immigration laws and regulations.

The District may request verification of compliance from any contractor or subcontractor performing work under this contract. The District reserves the right to confirm compliance in accordance with applicable laws. Should the District suspect or find that the contractor or any of its subcontractors are not in compliance, the District may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the contract for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

## Uniform General Terms and Conditions

### 13. Terrorism Country Divestments

Per A.R.S. 35-392, the District is prohibited from purchasing from a company that is in violation of the Export Administration Act.

### 14. Fingerprint Clearance Cards

Construction Superintendent for this project shall be required to obtain and submit a copy of a State of Arizona Department of Public Safety Level One Fingerprint Clearance Card prior to the start of the project. It has been determined that successful contractor will complete the work while no students will be on campus, and therefore, Contractor and Sub-Contractor personnel will not have direct, unsupervised contact with students. If the project is not completed by substantial completion date the contractor shall be required to provide fingerprint clearance cards in accordance with A.R.S 15-512(H), a contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor who is contracted to provide services on a regular basis at an individual school may be required to obtain a valid fingerprint clearance card pursuant to Title 41, Chapter 12, Article 3.1. An exception to this requirement may be made as authorized in Governing Board policy. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

### 15. Clarifications

Clarification means communication with Bidder for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the Bid. It is achieved by explanation or substantiation, either in a written response to an inquiry from the District or as initiated by Bidder. Clarification does not give Bidder an opportunity to revise or modify its Bid, except to the extent that correction of apparent clerical mistakes results in a revision.

### 16. Confidential/Proprietary Information

Confidential information request: If Bidder believes that its Bid contains trade secrets or proprietary information that should be withheld from public inspection as required by A.R.S. § 39-121, a statement advising the School District/Public Entity of this fact shall accompany the Bid, and the information shall be so identified wherever it appears. The School District/Public Entity shall review the statement and shall determine in writing whether the information shall be withheld. If the School District/Public Entity determines to disclose the information, the School District/Public Entity shall inform Bidder in writing of such determination.

Contract Terms and Conditions, Pricing and information generally available to the Public are not considered confidential information under this section.

# Special Instructions, Terms and Conditions

## 1. District Representative

In accordance with A.A.C. R7-2-1024(B.1.j), and the "Uniform Instructions to Bidders", the District Representative is Mike Barragan, Assistant Superintendent for Business and Auxiliary Services.

## 2. Purpose

Glendale Elementary School District, as agent for owner (hereinafter referred to as "owner") is requesting proposals from qualified firms that would be interested in completing Sunset Vista Weatherization. Project work to include buildings: Buildings A, B, C, D, E and F per project manual plans, and specifications provided by SPS+ Architects LLP 480-991-0800

## 3. Project Schedule

During the pre-bid conference, the GESD team will be introduced, we will go over the solicitation and project schedule, and do a walk-through. The project will start December 20, 2019, substantial completion by January 17, 2020 and final completion by January 24, 2020.

All underground foundation work completed, to include the disturbed landscaping as being returned to normal, over the Christmas Break. Remainder of work to be completed during evenings and weekends, but, NOT during the school day with the exception of after Early Release on Wednesday's. Schedule to be coordinated with owner.

Services must be received within time agreed to by the District and the Bidder. The District shall make decisions as to compliance with contract services and time and their decision shall be final. The items on this contract shall be delivered per the specifications and instructions.

## 4. Sufficient Funds

This project will be funded through an Arizona School Facilities Board Building Renewal Grant. The District fully anticipates that sufficient funds will be available for this purchase, however funds are not currently available. Any contract awarded under this bid will be conditioned upon the availability of funds.

## 5. Insurance

Bidder agrees to maintain such insurance as will fully protect Bidder and the District from any and all claims under any workers' compensation statute or unemployment compensation laws, and from any and all other claims of any kind or nature for damage to property or personal injury, including death, made by anyone, that may arise from work or other activities carried on, under, or facilitated by this Agreement, either by Bidder, its employees, or by anyone directly or indirectly engaged or employed by Bidder. Bidder agrees to maintain such automobile liability insurance as will fully protect Bidder and the District for bodily injury and property damage claims arising out of the ownership, maintenance or use of owned, hired or non-owned vehicles used by Bidder or its employees, while providing services to the District.

Successful Bidder shall be required to provide proof of and maintain comprehensive general liability insurance with a limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate coverage with a deductible of not more than \$5,000 and naming Glendale Elementary School District as an additional insured party.

Successful Bidder shall be required to submit proof of and maintain Worker's Compensation and Employer's Liability Insurance as required by law.

## Special Instructions, Terms and Conditions

### 6. Bid Security

Each bid shall be accompanied by a bid security in the form of a certified check, cashier's check, or bid bond in the amount of ten percent (10%) of the bid, made payable to Glendale Elementary School District No 40.

Such bid security will be given as a guarantee that the Bidder will enter into contract and provide a satisfactory Performance and Payment Bond and Insurance Certificates, and shall be declared forfeited if the successful bidder refuses to enter into said contract after being requested to do so by the District. Such bid security will be returned to the respective unsuccessful Bidders upon execution of the contract by the successful Bidder and delivery of satisfactory Performance and Payment Bonds, and Insurance Certificates.

### 7. Payment and Performance Bonds

The Bidder to whom the contract is awarded shall furnish the Owner, within five (5) days after the award, satisfactory Payment and Performance Bonds in an amount equal to one hundred percent (100%) of the Contract amount stated in the Bid.

### 8. Affordable Care Act

Bidder understands and agrees that is shall be solely responsible for compliance with the Patient Protection and Affordable Care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act, Public Law 111-152 (collectively the Affordable Care Act "ACA"). Bidder shall bear sole responsibility for providing health care benefits for its employees who provide services to the District as required by state or federal law.

### 9. Licenses

Successful Bidder shall maintain in current status all federal, state, and local licenses and permits required by the operation of the business conducted by the Bidder. Successful Bidder will provide copies of these documents upon request of the District.

### 10. Safety

Bidder, at its own expense and at all times, shall take all reasonable precautions to protect persons and the District property from damage, loss or injury resulting from the activities of Bidder, its employees, its subcontractors, and/or other persons present. Bidder will comply with all specific job safety requirements promulgated by any governmental authority, including without limitation, the requirements of the Occupational Safety Health Act of 1970.

All items supplied on this contract must comply with the current applicable occupational safety and health standards of the State of Arizona Industrial Commission, the National Electric Code, and the National Fire Protection Association Standards.

### 11. Terms of Award

It is the intent of the District to award a contract beginning upon award and continuing until completion of the project. However, no contract exists unless and until a purchase order is issued.

**It is anticipated that the SFB approval will be August 7, 2019 and anticipated GESD Governing Board approval for this contract will be made August 22, 2019. However, no commitment is made to this award date.**

### 12. Contract Award

A contract under this bid will be awarded to a single bidder.



## Special Instructions, Terms and Conditions

### 13. Award Basis

Per A.A.C. R7-2-1024 (B.1.e) and R7-2-1024(B.1.h), successful responsive and responsible bidders will be determined by ability to provide the services asked for, and pricing of the items.

The following criteria will be considered in determining the responsibility of a vendor (please note: the District may consider the experience of the project manager assigned to this project when determining firm's compliance with criteria listed):

- A. Firm/Bidder has a minimum of five (5) years of experience working with school districts.
- B. Firm/Bidder does not have any unresolved complaints filed with the Better Business Bureau within the last three (3) years.
- C. Firm/Bidder does not have any deficiency orders issued against the prime contractor by the Arizona Registrar of Contractors within the last three (3) years.
- D. Firm/Bidder does not have any judgment or liens against contractor within the past three (3) years.
- E. Firm/Bidder will meet or exceed all product manufacturer application certification requirements for a product warranty of 15 years.
- F. Firm/Bidder has had no contract or subcontract terminated within the last (5) years.
- G. Firm/Bidder has had no filings under the United States Bankruptcy Code within the last three (3) years.

### 14. Evaluation

Representatives of the District will evaluate the Bid.

Per A.A.C. R7-2-1031, the Bids will be initially evaluated for conforming to the requirements of the Bid. All those responsible and responsive bidders who met the technical requirements will then be evaluated for pricing and specification of products.

Evaluation criteria are listed below.

- A. Cost – While cost is a significant factor in considering the placement of the awards, it is not the only factor.
- B. Ability of the Awarded Contractor to perform the work within the stated timeframe.
- B. Contents and stipulations contained in the contract/agreement may be part of the evaluation criteria.

All Bids shall be open for public inspection after award of contract, except to the extent the Bidder designates, and the District concurs, that trade secrets or other proprietary data contained in the Bid documents remain confidential in accordance with A.A.C R7-2-1006 and R7-2-1016.

### 15. Guarantees By the Successful Bidder

Bidder guarantees that material offered is standard, new, and as required by the specifications. Every item delivered must be guaranteed against faulty material and workmanship.

### 16. Inspection

All materials are subject to final inspection and acceptance by the District. Materials failing to meet the requirements of this contract will be held at Bidder's risk and may be returned to Bidder. If so returned, the cost of transportation, unpacking, inspection, repudiating, reshipping or other like expenses shall be the responsibility of the Bidder.

## Special Instructions, Terms and Conditions

### **17. Bidder Responsibility**

The successful Bidder shall protect all furnishings from damage and shall protect the school district's property from damage or loss arising in connection with this contract. Bidder shall make good any such damage, injury or loss caused by the operations, or those employees, to the satisfaction of the District. Any damage caused to District facilities, lawns, etc., shall be repaired immediately or replaced at no expense to the District.

The successful Bidder shall adequately screen all employees and, where applicable, independent contractors, who may be involved in providing services under this contract to determine the appropriateness of their working at a public school facility.

The successful Bidder shall take all necessary precautions for the safety of students, school employees and the public, and shall comply with all applicable provisions of Federal, State and Municipal Safety Laws.

Successful Bidder agrees that they are fully responsible to the District for the acts and omissions of any and all persons whether directly or indirectly employed by them. They shall maintain such insurance as will protect them and the District from claims or damage from personal injury including death, which may arise from operations under this contract.

The successful Bidder must be prepared to provide an adequate work force and inventory of vehicles, materials and equipment. It shall be the successful Bidder's responsibility to ensure continuation of service.

The successful Bidder must provide adequate training for all contracted employees providing services under this contract.

The successful Bidder must make employees aware of the requirements of the contract including, but not limited to delivery requirements, alarm procedures, and any other information which may be necessary to properly provide the specified service.

### **18. Acknowledgement of Amendments**

In accordance with A.A.C. R7-2-1024(B.1.k), bidder shall acknowledge receipt of all amendments by either submitting a copy of the amendment with their bid response or by signing the amendment acknowledgement form included in this IFB.

### **19. Bidder Required Contract/Agreement**

If your firm will require the District to sign any form of contract/agreement, a copy of that contract/agreement shall be included with this Bid. Contents and stipulations contained in the contract/agreement may be part of the evaluation criteria.

### **20. Authority**

This solicitation as well as any resulting contract is issued under the authority of the Governing Board or designee. No alteration or any resulting contract may be made without the express written approval of the District in a form of an official contract amendment. Any attempt to alter any contract without such approval is a violation of the contract and the School District Procurement Rules. Any such action is subject to legal and contractual remedies available to the District inclusive of, but not limited to, contract cancellation, suspension and/or debarment of the contractor.

### **21. Integrity of Bid**

By signing this Bid, the Bidder affirms that the Bidder has not given, nor intends to give any time hereafter any economic opportunity, future employment, gift, loan gratuity, special discount, trip favor, or service to any employee of the District, or per A.A.C. R7-2-1024(B.1.q) bidder has not engaged in collusion or anti-competitive practices in connection with the submitted Bid. Failure to sign the Bid, or signing it with a false statement, shall void the submitted Bid or any resulting contract.

## Special Instructions, Terms and Conditions

### **22. Billing**

All billing notices must be sent to the District's Accounts Payable Department as shown on the purchase orders. All invoices shall identify the specific item(s) being billed. Any purchase order issued by the Glendale Elementary School District will refer to the IFB number of this Bid.

### **23. Price Clause**

Prices shall be firm for the term of the contract. Prices as stated must be complete for all services offered and shall include all associated costs.

### **24. Fuel Surcharges**

No fuel surcharges will be accepted. No price increases will be accepted without proper request by Bidder and response by the District's Purchasing Division.

### **25. Brand Name**

In accordance with A.A.C. R7-2-1011, A brand name specification has been prepared and utilized in this solicitation. The products specified have been approved by the School Facilities Board to Rehabilitate the Discovery Elementary School Roof. These products are readily available and will not limit or restrict competition in this solicitation.

### **26. Deviations to Bid**

Any deviation from the general terms and conditions or exceptions taken shall be described fully and appended to the Bid form on the Bidder's letterhead. Exceptions must be signed by authorized representative of the company. Such appendages shall be considered part of the Bidders Formal Bid. For the absence of any statements of deviation or exception, the Bid shall be accepted as in strict compliance with all terms and conditions.

### **27. Procurement Methods**

Services obtained under this Invitation for Bid may be by Blanket Purchase Order, Specific Purchase Order, or Procurement Card. Pricing must remain the same no matter what purchasing method the District uses.

## Special Requirements of Solicitation

The following special instructions, terms and conditions are in addition to the Uniform Instructions for Offers and General Terms and Conditions of Contract. All defined terms in the Uniform Instructions for Offers shall have the same meanings when used in the Special Requirements of Solicitation.

**\*\*\*Please note that this project is contingent on funding approval from School Facilities Board. If funding is not approved by the School Facilities Board this project will may not be awarded\*\*\***

All invoices, pay applications and change orders must be submitted on AIA form or AIA formatted forms for School Facility Board review.

### Contract Timeline

Work to commence December 20, 2019. Substantial completion by January 17, 2020 and FINAL completion by January 24, 2020.

### Bid Bond

A certified or cashier's check or a surety bond, provided from a surety company licensed by the State of Arizona, payable to Glendale Elementary School District No. 40 for ten percent (10%) of the amount of the bid must accompany each bid as a guarantee that the Contractor will enter into a contract to perform the bid in accordance with the plans and specifications or as liquidated damages in the event of failure or refusal of the Contractor to enter into the contract. The check or bond will be returned to the unsuccessful bidders, and to the successful bidder upon the execution of a satisfactory performance, payment bond and contract, as prescribed by Arizona Revised Statutes. No other bonds will be accepted. The bid will not be considered valid if the required Bid Bond does not accompany the bid. Cost of bid bond must be included in bid price.

### Performance and Payment Bond/Bid Security

This Solicitation is for a construction project that is expected to exceed \$100,000. Pursuant to the School District Procurement Code, the District requires the following for the Solicitation:

- A Bidder must provide acceptable bid security for the full price stated in the Offer. Acceptable bid security is a certified or cashier's check or an annual or one-time bid bond issued by a security company authorized to do business in the State and rated "B+" or higher in Best's Guide in the amount of the full price stated in the Offer. An Offer submitted without acceptable bid security is nonresponsive.
- Upon award of Contract, Contractor must provide to District acceptable performance and payment bonds for the full price of the Contract, including sales tax, from a surety company authorized to do business in the State. The surety company must be rated "B+" or higher in Best's Guide. Personal surety bonds are not acceptable. The required bonds must be provided to District within ten (10) days after District issues the Acceptance of Offer and Award of Contract to Contractor. If acceptable bonds are not provided within the ten (10) day period, District may cancel the award of Contract and enforce the bid security. No purchase order shall be issued, no work shall begin, and no payment will be made until acceptable performance and payment bonds are delivered to District.

The cost of Contractor's performance and payment bonds is a reimbursable expense paid by the District separately from the Contract price. In its Offer, the Bidder shall include the formula that Bidder and its surety will use to calculate the cost of required performance and payment bonds and shall not include the cost of performance and payment bonds in its bid pricing.

## Special Requirements of Solicitation

### Retention

Retention will be held in accordance with R7-2-1104. Ten percent retention shall be retained by the school district as insurance of proper performance of the contract. When fifty percent completed, one-half of the amount retained shall be paid to the contractor upon the contractor's request provided the contractor is making satisfactory progress.

### Subcontractors

Each bidder shall submit **with the bid** a complete list of all subcontractors the bidder proposes to use, if applicable. Failure to submit a subcontractor's list may constitute sufficient grounds on which to reject the bid.

It is the responsibility of the bidder to insure Glendale Elementary School District that all subcontractors hold a valid commercial license and are bonded through the State of Arizona Registrar of Contractors. Only subcontractors who are properly licensed and bonded for performance and labor and materials payment for this work shall be retained by the contractor. **The bidder shall supply proof of certification, for any subcontractors they may retain.** This shall be a minimum requirement in evaluating the acceptability of a subcontractor. The Glendale Elementary School District reserves the right to reject proposed subcontractors. All subcontractors must be approved by the school district prior to start of work.

**It is the responsibility of the bidder to ascertain that all subcontractors are properly insured prior to commencing work on Glendale Elementary School District property.**

Verification that the subcontractors are properly licensed through the State of Arizona will be done prior to making a recommendation to the governing board.

If a subcontractor fails to fulfill the responsibilities as set forth by the general contractor, the general contractor will then be allowed up to, and including, five (5) calendar days to replace the vacancy resulting from the non-responsive subcontractor. This vacancy is to be filled by another subcontractor who is properly insured and licensed and bonded by the State of Arizona Registrar of Contractors. **It is the responsibility of the general contractor to advise the District that a subcontractor has been replaced by another qualifying subcontractor.**

**The contract sum shall not be increased by the difference in cost occasioned by such substitution.** If the Contractor refuses to provide an acceptable substitution at the same contract sum, this bid shall be rejected and the next lowest bidder will be considered, the previous low bidder being in default on his bid and no longer eligible for consideration. The rejected bidder's Bid Bond shall, at the District's discretion be subject to forfeiture.

### Safety of Students, Staff and Contractors

To best identify our contractors and sub-contractors on the job site all firms will be **required** to have their employees and sub-contractors wear vests with a large number on it (this number should be at least 6" tall and visible from a distance). Firms will keep a daily log of each employee and sub-contractor on campus, this log will be checked by the Glendale Elementary School District Inspectors.

## Bid Requirements & Timeline

**Bidders:** All Interested and qualified firms shall prepare and submit one (1) original bid must be submitted and one (1) electronic copy in the form of a USB flash drive (total of 2 sets) of the bid, to the address listed on the cover of this solicitation and label page 47. Bids will be date and time stamped when received at the District's opening location.

Glendale Elementary School District No. 40 will not assume responsibility for any costs related to the preparation or submission of the bid. The ability of the firm to provide all information required at time of Bid Submittal. Complete all requested forms and be careful to follow the format requested. Required forms must be signed by an authorized person to bind a contract and should be referenced with **sectioned tabs**.

**Please use the following as a checklist to ensure that all required forms are included in your Offer:**

**Tab 1** - In order for your bid to be considered, the following shall be completed and signed:

- Bid Cost Form (23)
- Subcontractors List (24)
- Asbestos Hazardous Material Statement (25)
- Offer and Acceptance Form (26)
- Deviations and Exceptions (28)
- Amendment Acknowledgment (If Applicable 30)
- Additional Materials Submitted (31)
- Non-collusion Affidavit Form (Notarized 32)
- MWBE and HUB Vendor Questionnaire (33)
- Debarment Certification (34)
- EDGAR Certifications (35-39)

**Tab 2** - All Bidders should complete and submit these forms or the Offer may be considered non-compliant:

- Statement of No-Bid (If Applicable 27)
- Deviations and Exceptions (If Applicable 28)
- Confidential/Proprietary Submittals (If Applicable 29)
- Vendor Registration Form (40)
- Conflict of Interest (44)
- W-9 (45)
- Certificates of Insurance GESD as Additional Insured (Sample Provided 46)

### Solicitation Timeline (Dates Subject to Change)

Notice of IFB Issued.....	May 31, 2019
Pre-Bid Meeting .....	June 25, 2019 @ 8:00am
Deadline for Questions/Clarifications.....	July 2, 2019 11:00am
Issuance of Final Amendment.....	July 3, 2019
Bid Due Date.....	July 10, 2019 12:00pm
SFB Board Approval.....	August 7, 2019
GESD Board Approval.....	August 22, 2019
Start Weatherization Project.....	December 20, 2019
Substantial Completion.....	January 17, 2020
Final Completion.....	January 24, 2020

# Bid Cost Form

Firm/Company Bidding: \_\_\_\_\_

Total cost of this project is to include delivery to site, material, equipment, and labor to install:

## Base Bid – Weatherization of campus Buildings A, B, C, D, E and F

\$ \_\_\_\_\_ BASE COST  
\$ \_\_\_\_\_ TAX  
\$ \_\_\_\_\_ PERFORMANCE/PAYMENT BOND  
\$ \_\_\_\_\_ TOTAL (including tax and bonds)  
\$ \_\_\_\_\_ BID ALTERNATE #1  
\$ \_\_\_\_\_ BID ALTERNATE #2  
\$ \_\_\_\_\_ BID ALTERNATE #3  
\$ \_\_\_\_\_ BID ALTERNATE #4

---

1. Yes\_\_\_ No\_\_\_ Minimum five (5) years of experience working with school districts?
2. Yes\_\_\_ No\_\_\_ Any unresolved complaints filed with the Better Business Bureau within the last three (3) years?
3. Yes\_\_\_ No\_\_\_ Any deficiency orders issued against the prime contractor by the Arizona Registrar of Contractors within the last three (3) years?
4. Yes\_\_\_ No\_\_\_ Any judgment or liens against contractor within the past three (3) years?
5. Yes\_\_\_ No\_\_\_ Will meet or exceed all product manufacturer application certification requirements for a product warranty of 15 years?
6. Yes\_\_\_ No\_\_\_ Contract or subcontract terminated within the last (5) years?
7. Yes\_\_\_ No\_\_\_ Filings under the United States Bankruptcy Code within the last three (3) years?

Authorized Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## LIST OF SUBCONTRACTORS

**FIRM/COMPANY BIDDING:** \_\_\_\_\_

The Contractor must list below the names, license and classification numbers of all qualified subcontractors and/or Suppliers they will employ for the various portions of the work indicated. Failure on the part of the Contractor to complete this list properly will constitute sufficient grounds to reject the bid.

TRADE	FIRM NAME	LICENSE NO./CLASS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



**GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40  
GENERAL NOTIFICATION  
ASBESTOS AND HAZARDOUS MATERIAL STATEMENT**

**PLEASE RETURN THIS SIGNED FORM ALONG WITH YOUR REQUEST FOR BID.**

**ATTENTION:** Architects, Engineers, Consultants, Contractors, Sub- contractors, Craftsmen and Vendors. The following information is extremely important and must be adhered to without exception:

Asbestos Contained Building Materials (ACBM) will not be used on any project within the Glendale Elementary School District No. 40. ACBM is defined as any building material having an asbestos content of 1% or more. Typical examples of materials that may contain asbestos and therefore would be considered ACBM are: vinyl asbestos tile, certain forms of adhesive used to hold vinyl tile, certain forms of adhesive used to hold cove base molding, some thermal insulation, and transite paneling. The above list is not complete but merely represents some of the material more commonly found on job sites that are ACBM. As per EPA guidelines, some roofing material used on the exterior of the buildings may be considered ACBM. Address any questions concerning asbestos to Greg Gilliam at (623) 237-6201.

Solder and paint with any amount of lead is no longer authorized, and will not be used in any District projects.

**HOLD HARMLESS:**

Interface of work under this contract with work containing asbestos shall be executed by the contractor at risk and discretion with full knowledge of the currently accepted standards, hazards, risks and liabilities associated with asbestos work and asbestos containing products. By execution of this contract, the contractor acknowledges the above and agrees to hold harmless the owner, employees and agents and assigns for all asbestos liability which may be associated with respect to the above-mentioned standards, hazards, risks and liabilities.

I have read the above information and will comply.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature/Local Representative

\_\_\_\_\_  
Typed Name/Position Held with Company

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City                                      State                                      Zip

\_\_\_\_\_  
Telephone Number/FAX Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal Tax I.D. Number

**OFFER AND ACCEPTANCE FORM**

The Undersigned hereby submits a Bid and agrees to furnish the material, service or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation and any written exceptions in the Bid.

Arizona Transaction (Sales) Privilege Tax License No.:

For clarification of this Bid, contact

Name: \_\_\_\_\_

Federal Employer Identification No. \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Tax Rate: \_\_\_\_\_ %

E-Mail: \_\_\_\_\_

Company Name \_\_\_\_\_

Signature of Person Authorized to Sign Bid \_\_\_\_\_

Address

Printed Name \_\_\_\_\_

City State Zip

Title \_\_\_\_\_

**CERTIFICATION**

By signature in the Offer section above, the Offeror certifies:

1. The submission of the Bid did not involve collusion or other anti-competitive practices.
2. The Offeror shall not discriminate against any employee or applicant for employment in violation of State Executive Order 99-4, 2000-4 or A.R.S. § 41-1461 through 1465.
3. The Offeror has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted Bid. Failure to provide a valid signature affirming the stipulations required by this clause shall result in rejection of the Bid. Signing the Bid with a false statement shall void the Bid, any resulting contract and may be subject to legal remedies provided by law.
4. The Offeror warrants that it and all proposed subcontractors will maintain compliance with the Federal Immigration and Nationality Act (FINA), A.R.S. § 41-4401 and A.R.S. § 23-214 and all other Federal immigration laws and regulations related to the immigration status of its employees which requires compliance with Federal immigration laws by employers, contractors and subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.
5. In accordance with A.R.S. § 35-392, the Offeror is in compliance and shall remain in compliance with the Export Administration Act.
6. In accordance with A.R.S. § 15-512, the Offeror shall comply with fingerprinting requirements unless otherwise exempted.
7. By submission of this Bid, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
8. By submission of this Bid, that no Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a Cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
9. Boycott of Israel Per A.R.S. 35-393, the District is prohibited from purchasing from a company that is in violation of the Israel Boycott Divestments.

**ACCEPTANCE**

The Bid is hereby accepted.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the Contractor's Bid as accepted by the School District/Public Entity.

This contract shall henceforth be referred to as Contract No. 20.03.20

The Contractor has been cautioned not to commence any billable work or to provide any material or service under this contract until Contractor receives a purchase order, contract release document, or written notice to proceed.

Awarded this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Authorized Signature \_\_\_\_\_

## STATEMENT OF NO BID

If you are not responding to this service/commodity, please complete and return **only** this form by mail to: 7015 W. Maryland Ave., Building C, Glendale, AZ 85303 or fax it to the attention of the Purchasing Department (623) 237-6295. (Please print or type, except signature)

Failure to respond may result in deletion of Offeror's name from the qualified Bidder's list for the Glendale Elementary School District #40

### OUR FIRM IS **NOT** BIDDING

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

We, the undersigned, have declined to respond to your IFB 20.03.20 for Weatherization, for the following reasons:

Service/Commodity

\_\_\_\_\_ We do not offer this product or the equivalent.

\_\_\_\_\_ Insufficient time to respond to this solicitation.

\_\_\_\_\_ Remove our name from this list only.

\_\_\_\_\_ Our product schedule would not permit us to perform.

\_\_\_\_\_ Unable to meet all insurance requirements

\_\_\_\_\_ Other. (Specify below)

REMARKS: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## DEVIATIONS AND EXCEPTIONS

Offerors shall indicate any and all exceptions taken to the provisions or specification in this solicitation document.

Exceptions (mark one):

\_\_\_\_\_ No exceptions

\_\_\_\_\_ Exceptions taken (describe –attach additional pages if needed)

The Undersigned hereby acknowledges that there are **no deviations/exceptions** to this solicitation:

---

---

Firm

---

Authorized Signature

## CONFIDENTIAL/PROPRIETARY SUBMITTALS

Confidential/Proprietary Submittals (mark one):

\_\_\_\_\_ No confidential/proprietary materials have been included with this offer

\_\_\_\_\_ Confidential/Proprietary materials included. Offerors should identify below any portion of their offer deemed confidential or proprietary (see Uniform Terms and Conditions). Identification in this section does not guarantee that disclosure will be prevented but that the item will be subject to review by the Offeror and the District prior to any public disclosure. Requests to deem the entire offer or price as confidential will not be considered.

---

Firm

---

Authorized Signature

## AMENDMENT ACKNOWLEDGMENT

This page is used to acknowledge any and all amendments that might be issued. Any amendments issued within three days of the solicitation due date, will included a new due date to allow for addressing the amendment issues. Your signature indicates that you took the information provided in the amendments into consideration when providing your complete Offer response.

Please sign and date

**AMENDMENT NO. 1 Acknowledgement:** \_\_\_\_\_  
Signature Date

**AMENDMENT NO. 2 Acknowledgement:** \_\_\_\_\_  
Signature Date

**AMENDMENT NO. 3 Acknowledgement:** \_\_\_\_\_  
Signature Date

**If no amendments were issued**, indicate below, sign the form and return with your response.

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Authorized Signature

## ADDITIONAL MATERIALS SUBMITTED

(Mark One):

\_\_\_\_\_ No additional materials have been included with this offer

\_\_\_\_\_ Additional Materials attached (describe—attach additional pages if needed)

**NON-COLLUSION AFFIDAVIT**  
**THIS FORM MUST BE NOTARIZED**

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss.

\_\_\_\_\_, affiant,  
(Print Name of Person Authorized to Sign Offer)

the \_\_\_\_\_  
(Title)

\_\_\_\_\_  
Name) (Company

the persons, corporation, or company who makes the accompanying Bid/Proposal, having first been duly sworn, deposes and says:

That such Bid/Proposal is genuine and not sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham bid/proposal, or any other person, firm or corporation to refrain from offering, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror.

\_\_\_\_\_  
(Signature of Person Authorized to Sign Offer)

\_\_\_\_\_  
(Title)

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public in and for the

State of \_\_\_\_\_

County of \_\_\_\_\_

**THIS FORM MUST BE NOTARIZED**



**MINORITY/WOMEN BUSINESS ENTERPRISE (MWBE) AND  
HISTORICALLY UNDERUTILIZED BUSINESSES (HUB)**

Bidding companies that have been certified by the State of Arizona as Historically Underutilized Business (HUB) or Minority/Women Business Enterprise (MWBE) entities are encouraged to indicate their UB and MWBE status when responding to this Bid Invitation.

Vendor certifies that this firm is a MWBE (Required by some participating agencies)       Yes       No  
Vendor certifies that this firm is a HUB (Required by some participating agencies)       Yes       No

Please scan a copy of MWBE and/or HUB certification letter and the percentage of your business with MWBE and/or HUB suppliers, if applicable, in your bid response in the Response Attachments section.

-----  
**I, the authorized representative for the company named below, certify that the information concerning residency certification, and MWBE and HUB certifications have been reviewed by me and the information furnished is true to the best of my knowledge.**

Contractor Name/Company Name: \_\_\_\_\_

Address, City, State, and Zip Code: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Printed Name and Title of Authorized Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**DEBARMENT CERTIFICATION**

Neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations.

By signature below, I certify that the above is true, complete and accurate and that I am authorized by my company to make this certification.

Company Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature of Authorized Company Official: \_\_\_\_\_

Date: \_\_\_\_\_

## EDGAR CERTIFICATIONS

The following certifications and provisions are required and apply when a Public Entity expends federal funds for any contract resulting from this procurement process. Accordingly, the parties agree that the following terms and conditions apply to the Contract between Public Entity and awarded Vendor ("Vendor") in all situations where Vendor has been paid or will be paid with federal funds:

### (A). Contractor Violation or Breach of Contract Terms

Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when Public Entity expends federal funds, Public Entity reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

### (B). Termination for Cause or Convenience

Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rule (B) above, when Public Entity expends federal funds, Public Entity reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor in the event Vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. Public Entity also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if Public Entity believes, in its sole discretion that it is in the best interest of Public Entity to do so. Vendor will be compensated for work performed and accepted and goods accepted by Public Entity as of the termination date if the contract is terminated for convenience of Public Entity. Any award under this procurement process is not exclusive and Public Entity reserves the right to purchase goods and services from other vendors when it is in Public Entity's best interest.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

### (C). Equal Employment Opportunity

Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when Public Entity expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

### (D). Davis-Bacon Act

When required by Federal program legislation, contractor agrees that, for all prime construction contracts in excess of \$2,000, contractor shall comply with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. Current

## EDGAR CERTIFICATIONS

prevailing wage determination issued by the Department of Labor are available at [www.wdol.gov](http://www.wdol.gov). The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. Contractor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or sub recipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The Public Entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when Public Entity expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**(E). Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708)**

Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers, Contractor agrees to comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when Public Entity expends federal funds, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by Public Entity resulting from this procurement process.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**(F). Rights to Inventions Made Under a Contract or Agreement**

If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by Public Entity, Vendor certifies that during the term of an award for all contracts by Public Entity resulting from this procurement process, Vendor agrees to comply with all applicable requirements as referenced in Federal Rule (6) above.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**(G). Clean Air Act and Federal Water Pollution Act**

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by Public Entity, Vendor certifies that during the term of an award for all contracts by Public Entity resulting from this procurement process, Vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

## EDGAR CERTIFICATIONS

### (H). Debarment and Suspension

Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by Public Entity, Vendor certifies that during the term of an award for all contracts by Public Entity resulting from this procurement process, Vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

### (I). Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (I) above, when federal funds are expended by Public Entity, Vendor certifies that during the term and after the awarded term of an award for all contracts by Public Entity resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

- (1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

### RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by Public Entity for any contract resulting from this procurement process, Vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. Vendor further certifies that it will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**EDGAR CERTIFICATIONS**

**CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT**

When Public Entity expends federal funds for any contract resulting from this procurement process, Vendor certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**CERTIFICATION OF EQUAL EMPLOYMENT STATEMENT**

It is the policy of Public Entity not to discriminate on the basis of race, color, national origin, gender, limited English proficiency or handicapping conditions in its programs. Vendor agrees not to discriminate against any employee or applicant for employment to be employed in the performance of this Contract, with respect to hire, tenure, terms, conditions and privileges of employment, or a matter directly or indirectly related to employment, because of age (except where based on a bona fide occupational qualification), sex (except where based on a bona fide occupational qualification) or race, color, religion, national origin, or ancestry. Vendor further agrees that every subcontract entered into for the performance of this Contract shall contain a provision requiring non-discrimination in employment herein specified, binding upon each subcontractor. Breach of this covenant may be regarded as a material breach of the Contract.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS**

GESD has a preference for domestic end products for supplies acquired for use in the United States when spending federal funds (purchases that are made with non-federal funds or grants are excluded from the Buy America Act). Vendor certifies that it is in compliance with all applicable provisions of the Buy America Act.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**CERTIFICATION OF ACCESS TO RECORDS – 2 C.F.R. § 200.336**

Vendor agrees that the District's Inspector General or any of their duly authorized representatives shall have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**CERTIFICATION OF APPLICABILITY TO SUBCONTRACTRS**

Vendor agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

**Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor**

---

**EDGAR CERTIFICATIONS**

VENDOR AGREES TO COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, RULES, REGULATIONS, AND ORDINANCES. IT IS FURTHER ACKNOWLEDGED THAT VENDOR CERTIFIES COMPLIANCE WITH ALL PROVISIONS, LAWS, ACTS, REGULATIONS, ETC. AS SPECIFICALLY NOTED ABOVE.

**CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT**

Vendor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Printed Name of Authorized Representative: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

**GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40**

7301 North 58th Avenue, Glendale AZ 85301  
 Fax: (623) 237-6295 Email: VendorRegistration@gesd40.org

**VENDOR REGISTRATION APPLICATION**

ORDER INFORMATION		PAYMENT INFORMATION	
LEGAL NAME OF VENDOR		LEGAL NAME OF PAYEE	
STREET ADDRESS		STREET ADDRESS	
STREET ADDRESS 2		STREET ADDRESS 2	
CITY		CITY	
STATE	ZIP CODE	STATE	ZIP CODE
PHONE #	FAX #	PHONE #	FAX #
CONTACT NAME		CONTACT NAME	
EMAIL ADDRESS FOR PURCHASE ORDERS		EMAIL ADDRESS FOR ACCOUNTS RECEIVABLE	
WEB ADDRESS		FEDERAL ID # <input type="checkbox"/>	SOCIAL SECURITY # <input type="checkbox"/>

By signing below, I hereby acknowledge that:

1. I am duly authorized to certify the information requested herein.
2. To the best of my knowledge, the elements of the information provided herein are accurate and true as of this date.
3. My organization will comply with all State statutes and Federal equal opportunity and non-discrimination requirements and conditions of employment in accordance with A.R.S. Title 41, Chapter 9, Article 4 and Executive Order Number 75-5 dated April 28, 1975.
4. Filing of a Vendor Registration Application supplies information only and does not constitute an assumed obligation by Glendale Elementary School District (GESD) to guarantee contractual awards or agreements to my organization.
5. Updating information contained on this form is solely the duty of my organization.
6. **My organization will not provide any product or service without first having in our possession an authorized GESD Purchase Order. No products or services will be provided based on a verbal promise of a Purchase Order or with the submission of a requisition for a Purchase Order. I understand that payment for any product or service provided without an authorized Purchase Order is not the responsibility of GESD and that I will have to obtain payment from the individual requestor.**
7. My organization will direct all communication regarding GESD Purchase Orders to the GESD Procurement Office.
8. My organization will provide the Purchase Order number on all invoices submitted to GESD. I understand that invoices received without this information will not be paid.
9. My organization will submit all invoices directly to GESD Accounts Payable and not to the requesting department or school.

PRINTED NAME	TITLE
SIGNATURE	DATE

GESD maintains a Vendor Registry for the purpose of notifying vendors of current solicitations. To be included on the Registry, please review the attached list of Commodity Codes and enter any codes applicable to your company below. If you do not see your commodity on the attached list, please write it in the first boxes below.

VENDOR REGISTRY	Example: 17C						

If you are currently covered under a Cooperative Contract with another agency, please fill in the appropriate information below

OTHER CONTRACTS	AZ State Procurement Office	Contract #	Expiration Date
	Mohave Educational Services Cooperative	Contract #	Expiration Date
	Greater Phx Purchasing Consortium of Schools GPPCS	Contract #	Expiration Date
	Other	Contract #	Expiration Date

**Please fill out the attached Conflict of Interest Disclosure on the following page.**



GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40 - COMMODITY LIST

<b>1. APPLIANCES</b>	<b>13. BUILDING MATERIALS &amp; SUPPLY</b>	<b>16. COMMUNICATION</b>
A. Ice Machines	A. Cabinetry/Casework	A. Carrier Broadband
B. Kitchen	B. Ceiling	B. Cellular Hardware
C. Laundry	C. Compressor	C. Cellular Service
D. Maintenance/Repair	D. Cooling Tower Chemicals	D. Cellular Supply
E. Material/Supply	E. Cooling Tower Equipment	E. Equipment
<b>2. ART</b>	F. Doors	F. Maintenance/Repair
A. Equipment	G. Electrical	G. PA Systems
B. Equipment Maintenance/Repair	H. Evaporative Cooling	H. Telephone Voice Service
C. Supplies	I. Filters	I. Two-Way Radios
<b>3. ASSESSMENTS/TESTING</b>	J. Flooring	J. Two-Way Radio Maintenance/Repair
A. Equipment	K. Fuel Island	<b>17. CONFERENCES/TRAININGS</b>
B. Equipment Maint/Repair	L. Glass	A. Baggage
C. Regular Education Supplies	M. Hardware	B. Car Rental
D. Scoring	N. HVAC	C. Parking
E. Special Education Supplies	O. Insulation	<b>18. CONSTRUCTION CONTRACTORS</b>
<b>4. ATHLETIC/P.E./ SPORTS</b>	P. Lighting	A. Asbestos Abatement/Remediation
A. Equipment	Q. Lumber	B. Asphalt/Paving
B. Equipment Maint/Repair	R. Painting	C. Building
C. Supplies	S. Plaster/Drywall	D. Cabinetry/ Casework
<b>5. AUDIO VISUAL</b>	T. Plumbing	E. Ceiling
A. Equipment	U. Refrigeration	F. Concrete
B. Equipment Maint/Repair	V. Roll Doors	G. Electrical
C. Supplies	W. Roofing	H. Flooring
<b>6. AUTOMOTIVE (NON-STUDENT)</b>	X. Tools/Supplies	I. General
A. Equipment	Y. Water Heaters	J. HVAC
B. Glass	Z. Water/Sewer	K. Lighting
C. Lift	AA. Welding	L. Painting
D. Lift Maintenance/Repair	BB. Window Screens	M. Plumbing
E. Maintenance/Repair	<b>14. BUILDING SERVICE MAINT/REPAIR</b>	N. Refrigeration
F. Painting	A. Cabinetry/Casework	O. Roofing
G. Refrigeration Unit	B. Ceiling	P. Water/Sewer
H. Refrigeration Unit Maint/Repair	C. Compressor	<b>19. CONSULTING SERVICES</b>
I. Supplies	D. Cooling Tower Equipment Maint/Repair	A. Asbestos Hazard
J. Towing	E. Cooling Tower Water Testing/Treatment	B. Construction
K. Washing	F. Doors	C. Curriculum
L. Window Tint	G. Electrical	D. Data Assessment
M. Windshield Repair/Service	H. Elevator	E. Drugs/Alcohol
<b>7. AUTOMOTIVE (STUDENT)</b>	I. Exhaust Hood	F. Educational Program
A. Equipment	J. Flooring	G. Employment/Salary
B. Glass	K. Fuel Island	H. Energy Management
C. Lift	L. HVAC	I. E-Rate
D. Lift Maintenance/Repair	M. Insulation	J. Financial/Tax Shelter
E. Maintenance/Repair	N. Keyless Entry	K. Food Service/Diet
F. Painting	O. Lighting	L. Grants
G. Supplies	P. Painting	M. Human Resources
H. Towing	Q. Plaster Drywall	N. Insurance/Benefit Administration
I. Washing	R. Plumbing	O. Prevention
J. Window Tint	S. Refrigeration	P. Procurement
K. Windshield Repair/Service	T. Roll Doors	Q. Redistrict/Boundary Changes
<b>8. AWARD/INCENTIVE/RETENTION</b>	U. Roofing	R. Special Education
A. Carryout/Delivery (non student)	V. Tool & Machine Service/Repair	S. Technology
B. Carryout/Delivery (student)	W. Water Heaters	T. Transportation
C. Supplies (non student)	X. Water/Sewer	<b>20. CONTRACTED EDUCATION PRGRMS</b>
D. Supplies (student)	Y. Welding	A. Author/Speaker
<b>9. BANKING</b>	Z. Window Repair/Service	B. Entertainment
A. Account Services	AA. Window Tint	C. Health
B. Fees	<b>15. BUSINESS MACHINES</b>	D. Math
C. Financing/Leasing	A. Copiers	E. Musician/Music
D. Supplies	B. Copiers Maint/Repair	F. Nature/Animals
<b>10. BATTERIES</b>	C. Laminators	G. Physical Education
A. Automotive	D. Laminators Maint/Repair	H. Prevention
B. I.T.	E. Mailing Equipment	I. Science
C. Maintenance & Operations	F. Mailing Equipment Maint/Repair	<b>21. COPYWRIGHT</b>
D. Office/Classroom	G. POS	A. Movie
<b>11. BLEACHERS</b>	H. POS Maint/Repair	B. Music
A. Permanent	I. Poster Maker	<b>22. CUSTODIAL</b>
B. Service/Repair	J. Poster Maker Maintenance/Repair	A. Equipment
<b>12. BOARDS</b>	K. Printers	B. Equipment Maint/Repair
A. Bulletin/Tack	L. Printers Maint/Repair	C. Paper Products
B. Smart	M. Rotating Filing System	D. Services
C. White	N. Rotating Filing System Maint/Repair	E. Supplies
	O. Scanners	<b>23. ENERGY MANAGEMENT</b>
	P. Shredders	A. Equipment
		B. Maintenance/Repair
		C. Installation

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40 - COMMODITY LIST

<p><b>24. ENGINEERS</b></p> <ul style="list-style-type: none"> <li>A. Civil</li> <li>B. Electrical</li> <li>C. Geotechnical</li> <li>D. Hazardous Waste</li> <li>E. Mechanical</li> <li>F. Structural</li> <li>G. Surveying</li> </ul>	<p><b>32. FURNITURE</b></p> <ul style="list-style-type: none"> <li>A. Adaptive/Special Needs</li> <li>B. Classroom</li> <li>C. Computer/Media</li> <li>D. Cubical</li> <li>E. Library</li> <li>F. Maint/Repair/Refinish</li> <li>G. Nurse</li> <li>H. Office</li> <li>I. Outdoor</li> <li>J. Science</li> </ul>	<p><b>39. LIBRARY</b></p> <ul style="list-style-type: none"> <li>A. Books</li> <li>B. Equipment</li> <li>C. Equipment Maint/Repair</li> <li>D. Supplies</li> <li>E. Videos/DVDs</li> </ul>
<p><b>25. FEES</b></p> <ul style="list-style-type: none"> <li>A. Certification/Licensing Certified</li> <li>B. Certification/Licensing Classified</li> <li>C. Inspection</li> <li>D. Leases</li> <li>E. Parking</li> <li>F. Participation/Registration</li> <li>G. Violation</li> </ul>	<p><b>33. GROUNDS</b></p> <ul style="list-style-type: none"> <li>A. Chemicals</li> <li>B. Equipment</li> <li>C. Equipment Maint/Repair</li> <li>D. Fertilizer</li> <li>E. Landscaping Service</li> <li>F. Plants</li> <li>G. Rock/Concrete/Dirt</li> <li>H. Sod</li> <li>I. Supplies</li> <li>J. Tools</li> <li>K. Tree Trimming</li> <li>L. Weed Control Service</li> </ul>	<p><b>40. LOCKS &amp; RELATED HARDWARE</b></p> <ul style="list-style-type: none"> <li>A. Equipment</li> <li>B. Locksmith Services</li> <li>C. Supplies</li> </ul>
<p><b>26. FENCING/GATE</b></p> <ul style="list-style-type: none"> <li>A. Equipment</li> <li>B. Installation</li> <li>C. Maint/Repair</li> <li>D. Supplies</li> </ul>	<p><b>34. HEAVY MACHINERY</b></p> <ul style="list-style-type: none"> <li>A. Forklifts</li> <li>B. Hydraulic Lifts</li> <li>C. Maintenance/Repair</li> <li>D. Riding Lawn Equipment (mowers)</li> <li>E. Tractors</li> </ul>	<p><b>41. MEDICAL EQUIPMENT &amp; SUPPLIES</b></p> <ul style="list-style-type: none"> <li>A. Bio Hazard</li> <li>B. Equipment</li> <li>C. Equipment Maint/Repair</li> <li>D. Supplies</li> </ul>
<p><b>27. FIELD TRIPS</b></p> <ul style="list-style-type: none"> <li>A. Amusement Parks</li> <li>B. Camp Facilities</li> <li>C. Concerts/Plays</li> <li>D. Farms</li> <li>E. Hotels/Motels</li> <li>F. Movies/Bowling</li> <li>G. Museums/Science Centers</li> <li>H. Sporting Event</li> <li>I. Student Leadership</li> <li>J. Swimming Pools/Parks</li> <li>K. Zoos/Nature</li> </ul>	<p><b>35. INFRASTRUCTURE</b></p> <ul style="list-style-type: none"> <li>A. Bell/Paging</li> <li>B. Cabling</li> <li>C. Conduit</li> <li>D. Data Storage</li> <li>E. Equipment</li> <li>F. Maintenance &amp; Repair</li> <li>G. Network</li> <li>H. Server</li> <li>I. Supplies</li> <li>J. UPS</li> </ul>	<p><b>42. MOBILE BUILDING/TRAILER</b></p> <ul style="list-style-type: none"> <li>A. Manintenance/Repair</li> <li>B. Purchase</li> <li>C. Relocation</li> <li>D. Rental</li> </ul>
<p><b>28. FIRE EXTINGUISHERS</b></p> <ul style="list-style-type: none"> <li>A. Equipment</li> <li>B. Maint/Repair</li> </ul>	<p><b>36. INSTRUCTIONAL AIDS</b></p> <ul style="list-style-type: none"> <li>A. Agendas/Calendars</li> <li>B. Educational Toys/Games</li> <li>C. Gifted/Higher Thinking Materials</li> <li>D. Literacy Materials</li> <li>E. Math Materials</li> <li>F. Phonics Materials</li> <li>G. Prevention Materials</li> <li>H. Science Materials</li> <li>I. Social Studies Materials</li> <li>J. Social/Behavioral</li> <li>K. Special Education/Adaptive</li> </ul>	<p><b>43. MUSIC</b></p> <ul style="list-style-type: none"> <li>A. Instruments</li> <li>B. Maint/Repair</li> <li>C. Risers</li> <li>D. Supplies</li> </ul>
<p><b>29. FIRE SYSTEMS</b></p> <ul style="list-style-type: none"> <li>A. Alarm, Equipment</li> <li>B. Alarm, Installation</li> <li>C. Alarm, Maint/Repair</li> <li>D. Alarm, Monitoring</li> <li>E. Ansul System, Equipment</li> <li>F. Ansul System, Maint/Repair</li> <li>G. Fire Riser, Equipment</li> <li>H. Fire Riser, Maint/Repair</li> </ul>	<p><b>37. INSTRUCTIONAL SUPPLIES</b></p> <ul style="list-style-type: none"> <li>A. Bags/Containers</li> <li>B. Bulletin Board Supplies</li> <li>C. Craft Supplies</li> <li>D. Health/Self Care</li> <li>E. Lesson Book/Desk Calendar</li> <li>F. Measuring Supplies</li> <li>G. Note Pads/Notebooks</li> <li>H. Painting Supplies</li> <li>I. Scissors</li> <li>J. Stickers/Certificates/Bookmarks</li> <li>K. Tape/Glue/Staples</li> <li>L. Writing Supplies</li> </ul>	<p><b>44. OFFICE EQUIPMENT &amp; SUPPLIES</b></p> <ul style="list-style-type: none"> <li>A. Calendars/Organizers</li> <li>B. Desk</li> <li>C. Filing/Storage/Binding</li> <li>D. Equipment</li> <li>E. Equipment Maintenance/Repair</li> <li>F. Paper/Pads/Pre-Printed Forms</li> <li>G. Stamps</li> </ul>
<p><b>30. FOOD SERVICE</b></p> <ul style="list-style-type: none"> <li>A. Beverages</li> <li>B. Bottled Water</li> <li>C. Bread</li> <li>D. Commodity Processing</li> <li>E. Condiments</li> <li>F. Dairy</li> <li>G. Equipment</li> <li>H. Equipment Maintenance/Repair</li> <li>I. Equipment Material/Supply</li> <li>J. Frozen Foods</li> <li>K. Meat</li> <li>L. Produce</li> <li>M. Ready to Serve</li> <li>N. Supplies (Cleaning)</li> <li>O. Supplies (Edible)</li> <li>P. Supplies (Serving)</li> <li>Q. Temp Monitor Service</li> <li>R. Walk-In</li> <li>S. Walk-In Maintenance/Repair</li> <li>T. Walk-In Temperature Monitoring Service</li> </ul>	<p><b>38. INSURANCE</b></p> <ul style="list-style-type: none"> <li>A. Casualty/Liability</li> <li>B. Employee Assistance Program</li> <li>C. Group</li> <li>D. Health</li> <li>E. Retirement</li> <li>F. Student</li> </ul>	<p><b>45. PAPER</b></p> <ul style="list-style-type: none"> <li>A. Card Stock</li> <li>B. Copy</li> <li>C. Craft/Art</li> <li>D. Envelopes</li> </ul>
<p><b>31. FUEL</b></p> <ul style="list-style-type: none"> <li>A. Diesel</li> <li>B. Gasoline</li> <li>C. Propane</li> </ul>		<p><b>46. PARENT INVOLVEMENT MAT &amp; SVC</b></p> <ul style="list-style-type: none"> <li>A. Administrative</li> <li>B. Classroom Management</li> <li>C. Community Engagement</li> <li>D. Guest Speaker</li> <li>E. Higher Thinking</li> <li>F. Literacy</li> <li>G. Math</li> <li>H. Prevention</li> <li>I. Science</li> <li>J. Social Studies</li> <li>K. Spalding</li> <li>L. Special Education</li> <li>M. Technical</li> </ul>
		<p><b>47. PLAYGROUND</b></p> <ul style="list-style-type: none"> <li>A. Equipment</li> <li>B. Maint/Repair</li> <li>C. Playstructures</li> <li>D. Sand</li> <li>E. Shade Structures</li> <li>F. Supplies</li> <li>G. Surfacing</li> </ul>
		<p><b>48. POSTAGE</b></p> <ul style="list-style-type: none"> <li>A. Presort Services</li> <li>B. Shipping, Freight (trucking co)</li> <li>C. Shipping, Small Packages (UPS/FedEx)</li> </ul>
		<p><b>49. PRINTING</b></p> <ul style="list-style-type: none"> <li>A. Equipment</li> <li>B. Equipment Maint/Repair</li> <li>C. Print Management</li> </ul>

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40 - COMMODITY LIST

<b>50. PROFESSIONAL SVCS</b>	<b>54. RENTAL</b>	<b>66. TECHNOLOGY HARDWARE</b>
A. Accountant/CPA	A. Bounce Houses/Dunk Tanks	A. Administrative Equipment
B. Administrative	B. Building	B. Administrative Supply
C. Appraisal	C. Costumes/Uniforms	C. Computer/Monitor Equipment
D. Architects	D. Custodial Equipment	D. Computer/Monitor Supply
E. Auctioneer	E. Heavy Equipment	E. Instruction Equipment
F. Auditor	F. Signs	F. Instruction Supply
G. Background Checks	G. Supplies	G. Maintenance/Repair
H. Bond Council		H. Telephone Equipment
I. Child Care	<b>55. SAFES</b>	I. Telephone Supply
J. Claims Processing	A. Equipment	J. Time Clock Equipment
K. Debt Collections	B. Service	K. Time Clock Supply
L. Disc Jockey	<b>56. SAFETY</b>	
M. Drug Screening	A. Equipment	<b>67. TECHNOLOGY SOFTWARE</b>
N. Dry Cleaner	B. Equipment Maint/Repair	A. Administrative
O. Education/Substitute Teachers	C. Supplies	B. Assessment/Testing
P. Employment Eligibility Verification	D. Training	C. Building Maintenance
Q. Engraving	<b>57. SCIENCE</b>	D. Food Service
R. Graphic Design	A. Chemicals	E. Human Resources
S. Guest Speaker	B. Equipment	F. Infrastructure
T. Hazardous Material Disposal	C. Equipment Maint/Repair	G. Instruction
U. Irrigation	D. Supplies	H. Language Acquisition
V. Leak Detection	<b>58. SECURITY</b>	I. Library
W. Legal Council	A. Alarms	J. Payroll
X. Lobbyist	B. Alarma Maint/Repair	K. Programming
Y. Mediator/Hearing Officer	C. Cameras	L. Special Education
Z. Medical	D. Camera Maint/Repair	M. Student Management Database
AA. Moving	E. Equipment Maint/Repair	N. Transportation
BB. Occupational Therapist	F. Monitoring	<b>68. TEXTBOOKS</b>
CC. Paper Shredding	<b>59. SHELVING</b>	A. Disposal
DD. Pest Control	A. Classroom	B. New
EE. Photography	B. Laboratory	C. Used
FF. Physical Therapist	C. Library	<b>69. TIRES</b>
GG. Prevention Programs	D. Warehouse	A. New (non student)
HH. Printing (Forms/Envelopes)	<b>60. SIGNS &amp; LETTERING</b>	B. New (student)
II. Psychologist	A. Banners	C. Service/Repair (non student)
JJ. Referee/Sports	B. Building Signage	D. Service/Repair (student)
KK. Security	C. Crossing Guard/Road/Parking	E. Wheels (non student)
LL. Social Worker	D. Marquee	F. Wheels (student)
MM. Speech Therapist	E. Scoreboards	<b>70. TRACKING/ID SYSTEMS</b>
NN. Temporary Certified Staffing	<b>61. SOLAR ENERGY</b>	A. Property Tracking Equipment
OO. Temporary Classified Staffing	A. Equipment	B. Property Tracking Equipment Maint/Rpr
PP. Translation/Interpreting	B. Equipment Maint/Repair	C. Property Tracking Supplies
QQ. Transportation	C. Installation	D. Staff ID Equipment
RR. Utility Locating/Bluestaking	<b>62. SPECIAL EDUCATION</b>	E. Staff ID Equipment Maint/Repair
<b>51 RECRUITMENT</b>	A. Equipment (Non-Technology)	F. Staff ID Supplies
A. Advertising Billboard (non student)	B. Equipment (Technology)	G. Student ID Equipment
B. Advertising Billboard (student)	C. Supplies	H. Student ID Equipment Maint/Repair
C. Advertising Magazine (non student)	<b>63. STAGE</b>	I. Student ID Supplies
D. Advertising Magazine (student)	A. Curtains	<b>71. TRANSPORTATION</b>
E. Advertising Newspaper (non student)	B. Equipment	A. Equipment
F. Advertising Newspaper (student)	C. Lighting	B. Fleet Management
G. Advertising Print (non student)	D. Platforms	C. Service
H. Advertising Print (student)	E. Service/Installation	D. Supplies
I. Advertising Radio (non student)	<b>64. STRUCTURES</b>	E. Uniform/Linen Rental
J. Advertising Radio (student)	A. Shade Structure	<b>72. TRAVEL</b>
K. Advertising Television (non student)	<b>65. SUBSCRIPTIONS</b>	A. Airfare
L. Advertising Television (student)	A. Journals/Magazines/Newspaper (Admin)	B. Charter Bus
M. Advertising Website (non student)	B. Journals/Magazines/Newspaper (Inst)	C. Travel Agency
N. Advertising Website (student)	C. Software (Administrative)	<b>73. UNIFORMS</b>
O. Dues & Fees	D. Software (Assess/Testing)	A. Athletic
P. Equipment	E. Software (Bldg Maintenance)	B. Staff
Q. Printing	F. Software (Classroom)	C. Student
R. Subscription	G. Software (Food Service)	<b>74. VEHICLES</b>
S. Supplies	H. Software (H.R.)	A. Automobiles
<b>52 RECYCLE</b>	I. Software(Language Acquisition)	B. Buses
A. Equipment	J. Software (Library)	C. Golf Carts/Gators
B. Material/Supply	K. Software (Programming)	D. Trailers
C. Service	L. Software (Special Education)	E. Trucks
D. Toner Service	M. Software (Student Management)	<b>75. WAREHOUSE</b>
<b>53. REFUSE/WASTE</b>	N. Software (Transportation)	A. Equipment
A. Equipment	O. Web (Administrative)	B. Supplies
B. Material/Supply	P. Web (Instructional)	<b>77. WELLNESS</b>
C. Medical Bio Hazard		A. Equipment
D. Service		B. Events, Classes
		C. Fees/Dues
		D. Incentive/Award
		E. Supplies
		<b>78. YEARBOOKS</b>

# Glendale Elementary School District #40

## Conflict of Interest Disclosure Form

**Company Name** \_\_\_\_\_

Arizona State law (ARS, 38-503) requires you to disclose any substantial interest<sup>1</sup> you or your relatives<sup>2</sup> have in any Glendale Elementary School District vote, decision, contract, sale or purchase. A Glendale Elementary School District Board Member or employee must complete and submit this form promptly when a situation arises or may arise that requires disclosure.

Federal Law (2 CFR 200.112) requires the non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.

**Are you a Glendale Elementary School District employee?**  Yes  No (If Yes, full solicitation must be done)

**Are you a Glendale Elementary School District Board Member?**  Yes  No (If Yes, Please see GESD Policy BCB for Instructions)

**INITIAL EACH STATEMENT**

I understand that if I or a relative has financial or ownership interest in a Glendale Elementary School District matter, I may **NOT** participate in it in any way for any segment on behalf of the Glendale Elementary School District.

I understand that if I or a relative is employed by, is sales representative for or owns part of a business, company, property or partnership I may **NOT** do any of the following on Glendale Elementary School District behalf:

- Participate in selecting a vendor for the goods or services supplied by the business
- Vote on or approve the award of a contract to the business
- Supervise the work of the business for Glendale Elementary School District
- Approve invoices from the business
- Participate in determining that Glendale Elementary School District #40 needs the types of goods or services supplied by the business
- Participate in resolving any contract disputes between the business and Glendale Elementary School District No. 40

**No** conflict of interest exists for me at this time. I have no financial and/or ownership interest in any business, company, partnership or property.

**Yes**, I have financial and/or ownership interest in the following:  Business  Company  Partnership  Property

Name of business, company, partnership or property: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Provide a full description of your financial or ownership interest:  
\_\_\_\_\_

Describe any current or future matters that GESD is or may be involved in that affect the interests you identified above: \_\_\_\_\_

**In signing this form, I understand that there are criminal and civil penalties for violating State of Arizona and Federal laws relating to conflicts-of-interest.**

**Name (please print):** \_\_\_\_\_ **Telephone:** ( \_\_\_\_\_ ) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<sup>1</sup> **“Substantial Interest” Defined:** A “substantial interest” is any financial or ownership interest, direct or indirect, that isn’t a “remote interest.” For instance, employment by a firm creates a substantial interest. The situations that qualify as “remote interests” under law are very limited.

<sup>2</sup> **Persons Covered:** The law covers governing members and full-time, part-time and contract employees. Also, any substantial interest of these relatives will be attributed to your: spouse, child, grandchild, parent, grandparent, brother or sister -- whole or half blood -- and their spouses and parents, or a brother, sister or child of a spouse.

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p><b>2</b> Business name/disregarded entity name, if different from above</p> <p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC                 <input type="checkbox"/> C Corporation                 <input type="checkbox"/> S Corporation                 <input type="checkbox"/> Partnership                 <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____  <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶ _____         </p> <p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p style="text-align: right;"><small>(Applies to accounts maintained outside the U.S.)</small></p>	
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p> <p><b>6</b> City, state, and ZIP code</p> <p><b>7</b> List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border: 1px solid black; height: 20px;"></td> <td style="width: 3%; text-align: center;">-</td> <td style="width: 33%; border: 1px solid black; height: 20px;"></td> <td style="width: 3%; text-align: center;">-</td> <td style="width: 29%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-		-	
	-		-		
<b>or</b>					
<b>Employer identification number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border: 1px solid black; height: 20px;"></td> <td style="width: 3%; text-align: center;">-</td> <td style="width: 67%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-			
	-				

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

# CERTIFICATE OF INSURANCE

PRIOR TO COMMENCING SERVICES UNDER THIS CONTRACT, THE CONTRACTOR MUST FURNISH THE DISTRICT, CERTIFICATION FROM INSURER(S) FOR COVERAGES IN THE MINIMUM AMOUNTS AS STATED BELOW. THE COVERAGES SHALL BE MAINTAINED IN FULL FORCE AND EFFECT DURING THE TERM OF THIS CONTRACT, AND SHALL NOT SERVE TO LIMIT ANY OTHER CONTRACTOR OBLIGATIONS.

NAME AND ADDRESS OF INSURANCE AGENCY:	COMPANY LETTER	COMPANIES AFFORDING COVERAGE:
	<b>A</b>	
	<b>B</b>	
	<b>C</b>	
NAME AND ADDRESS OF INSURED:	<b>D</b>	

LIMITS OF LIABILITY MINIMUM - EACH OCCURRENCE	COMPANY LETTER	TYPE OF INSURANCE	POLICY NUMBER	DATE POLICY EXPIRES
BODILY INJURY: PER PERSON                     \$1,000,000.00 EACH OCCURRENCE                 \$2,000,000.00 PROPERTY DAMAGE                 \$1,000,000.00 OR BODILY INJURY AND PROPERTY DAMAGE COMBINED                             \$1,000,000.00		COMPREHENSIVE GENERAL LIABILITY FORM PREMISES OPERATIONS CONTRACTUAL INDEPENDENT CONTRACTORS PRODUCTS/COMPLETED OPERATIONS HAZARD PERSONAL INJURY BROAD FORM PROPERTY DAMAGE EXPLOSION & COLLAPSE (IF APPLICABLE) UNDERGROUND HAZARD (IF APPLICABLE)		
SAME AS ABOVE		COMPREHENSIVE AUTO LIABILITY INCLUDING NON-OWNED (IF APPLICABLE)		
NECESSARY IF UNDERLYING IS NOT ABOVE MINIMUM		UMBRELLA LIABILITY		
STATUTORY EACH ACCIDENT                     \$ 100,000.00		WORKMEN'S COMPENSATION AND EMPLOYER'S LIABILITY		
		OTHER		

THE GLENDALE ELEMENTARY SCHOOL DISTRICT IS ADDED AS ADDITIONAL INSURED AS                     IT IS FURTHER AGREED THAT NO POLICY SHALL EXPIRE, BE CANCELLED OR REQUIRED BY STATUTE, CONTRACT, PURCHASE ORDER OR OTHERWISE REQUESTED. IT IS AGREED THAT ANY INSURANCE AVAILABLE TO THE NAMED INSURED SHALL BE PRIMARY OF OTHER SOURCES THAT MAY BE AVAILABLE.                     MATERIALLY CHANGED TO AFFECT THE COVERAGE AVAILABLE TO THE DISTRICT WITHOUT THIRTY (30) DAYS WRITTEN NOTICE TO THE DISTRICT. THIS CERTIFICATE IS NOT VALID UNLESS COUNTERSIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE INSURANCE COMPANY.

NAME AND ADDRESS OF CERTIFICATE HOLDER:	DATE ISSUED _____  _____ <p style="text-align: center;">AUTHORIZED REPRESENTATIVE</p>
---	--

*CUT ALONG THE LINE AND AFFIX LABEL TO THE FRONT OF YOUR BID CONTAINER*

---

**Submitted by:**

**DO NOT OPEN**

**SEALED BID/PROPOSAL**

**IFB #: 20.03.20 SUNSET VISTA WEATHERIZATION**

**Due Date: July 10, 2019 @ 12:00 pm MST(Arizona Time)**

**Deliver to:**

Glendale Elementary School Dist. #40

Purchasing Department

**Attn: Tammy Delgado**

7015 W. Maryland Avenue, Bld. C

Glendale, AZ 85303

---

*CUT ALONG THE LINE AND AFFIX LABEL TO THE FRONT OF YOUR BID CONTAINER*



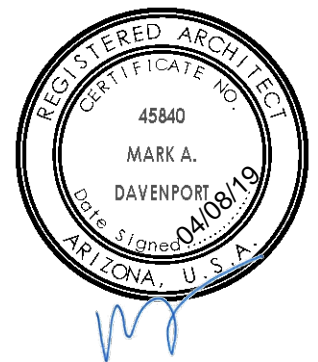
Technical Specification for:

## Sunset Vista Weatherization

Building Envelope Work

Project No. 1875

April 8, 2019



IFB # 20.03.20

SFB# 070440117-9999-022BRG

SPS+ Architects LLP  
8681 East Via de Negocio | Scottsdale, AZ 85258-3330  
P 480.991.0800 F 480.991.2623  
[www.spsplusarchitects.com](http://www.spsplusarchitects.com)



**SECTION 00 0110**  
**PROJECT SPECIFICATIONS - TABLE OF CONTENTS**

IFB # 20.03.20  
SFB# 070440117-9999-022BRG  
April 8, 2019

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division Zero – Procurement and Contracting Requirements</u>		
00 0002	Title Page	1
00 0110	Table of Contents	2
 <u>Division One – General Requirements</u>		
01 0050	Administrative Requirements	7
01 0100	Summary	3
01 0270	Application for Payment	2
01 2200	Unit Prices	1
01 2300	Alternates	2
01 2600	Contract Modification Procedures	2
01 3000	Submittals	4
01 3553	Security Procedures	1
01 4000	Quality Requirements	4
01 5000	Temporary Facilities And Controls	3
01 6000	Product Requirements	3
01 7000	Execution And Closeout Requirements	8
01 7320	Cutting and Patching	2
01 7800	Closeout Submittals	2
 <u>Division 2 – Existing Conditions</u>		
02 4100	Demolition	3
 <u>Division 3 – Concrete</u> Not used		
 <u>Division 4 – Masonry</u>		
04 2000	Unit Masonry	10
 <u>Division 5 – Metals</u>		
05 5000	Metal Fabrications	4
 <u>Division 6 – Wood, Plastics, Composites</u>		
06 1000	Rough Carpentry	3



<u>Section</u>	<u>Title</u>	<u>No. of Pages</u>
<u>Division 7 – Thermal and Moisture Protection</u>		
07 1400	Masonry Waterproofing	4
07 6200	Sheet Metal Flashing and Trim	5
07 9200	Joint Sealants	2
<u>Division 8 – Openings</u> Not used		
<u>Division 9 – Finishes</u>		
09 9000	Painting and Coating	9



**END**

**SECTION 01 0050  
ADMINISTRATIVE REQUIREMENTS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Preconstruction meeting.
- B. Progress meetings.
- C. Progress photographs.
- D. Coordination drawings.
- E. Submittals for review, information, and project closeout.
- F. Submittal procedures.
- G. Fingerprint requirements.

1.2 RELATED REQUIREMENTS

- A. The Owner/District may have other projects under construction on the campuses during this period. The contractor will be expected to cooperate with the school district and all other contractors who may be affected by this work.
- B. Contractor may have full access and use of premises for Work and for construction operations. However, caution must be taken to protect staff and student attending school facilities.

1.3 PROJECT COORDINATION

- A. Project Coordinator: Prime Contractor
- B. Cooperate with the Project Coordinator in allocation of mobilization areas of site; for field offices and sheds, for Owner access, traffic, and parking facilities.
- C. During construction, coordinate use of site and facilities through the Project Coordinator.
- D. Comply with Project Coordinator'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 the Project Coordinator for use of temporary utilities and construction facilities.
- F. Coordinate field engineering and layout work under instructions of the Project Coordinator.
- G. Make the following types of submittals to Architect through the Project Coordinator:
  - 1. Requests for interpretation.
  - 2. Requests for substitution.
  - 3. Shop drawings, product data, and samples.
  - 4. Test and inspection reports.
  - 5. Manufacturer's instructions and field reports.
  - 6. Applications for payment and change order requests.
  - 7. Progress schedules.
  - 8. Coordination drawings.

9. Closeout submittals.

1.4 CONSTRUCTION SAFETY PROGRAM AND REGULATIONS

- A. "Manual of Accident Prevention in Construction", Latest Edition, as published by the Associated General Contractors of America, Inc., and "General Construction Safety Code", Latest Revised Edition, as published by the Industrial Commission of Arizona, shall constitute the outline for the Safety Program to be adhered to during course of Project. A copy of both of these publications shall be provided by the Prime Contractor and be made available at the job site for reference.
- B. Safety inspections will be periodically conducted by Contractor. Violations held to be within guidelines of publications noted above will be properly cared for and corrected by Contractor.
- C. Owner and Architect shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of Contractor, Subcontractors or any other person performing any of the Work, or for the failure of any of them to carry out the Work in accordance with the Contract Documents. Contractor shall legally defend and hold Owner and Architect harmless from penalty by any regulatory agency or Court of Law.
- D. Comply with applicable OSHA requirements.

1.5 NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

- A. Requirements for pollution prevention:
  - 1. The Contractor shall fulfill all requirements under the Environmental Protection Agency's "Final National Pollutant Discharge Elimination System (NPDES) General Permits for Storm Water Discharges From Construction Sites" as found in the Federal Register dated September 9, 1992.
  - 2. The Contractor will be required to sign the Pollution Prevention Plan.
  - 3. A "Notice of Intent (NOI) for Storm Water Discharges Associated with Industrial Activity Under the NPDES General Permit" shall be completed by the Contractor and submitted as directed by the NOI. This includes submittals to the State of Arizona.
  - 4. The Contractor shall amend the Pollution Prevention Plan as needed to reflect construction/design/site changes; unanticipated runoff discharge points not noted in the Plan; and/or Plan improvements which prove to be ineffective in order to minimize the potential for the discharge of pollutants.
  - 5. At the completion of the project, the Contractor shall submit to the Owner a bound copy of all inspection and maintenance reports, non-compliance reports, etc., as required by the Permit.
  - 6. Contractor shall provide a copy of all maintenance and inspection records in conjunction with pay requests to the Owner and Architect as a requisite for payment. Owner shall be informed as to when inspections are to be made so that Owner might be in attendance at those times.

1.6 FOREMAN

- A. Contractor shall employ a competent full time Foreman and necessary assistants who shall be in attendance at the Project site during the progress of the work. The Foreman shall be satisfactory to Owner, and shall not be changed except with consent of Owner, unless Foreman proves to be unsatisfactory to Contractor and ceases to be in

his employ. Foreman shall represent Contractor and all communications given to Foreman shall be as binding as if given to Contractor. Important communications will be confirmed in writing. Other communications will be so confirmed on written request in each case.

#### 1.7 GIFT POLICY

- A. The District will accept No gifts, gratuities or advertising products from vendors. The District has adopted a zero tolerance policy concerning vendor gifts. The District may request product samples from vendors for official evaluation with disposal of those said samples at the discretion of the Procurement Officer.

#### 1.8 FINGERPRINT CHECKS

- A. If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district in accordance with A.R.S. 15-512 of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy.
  - 1. The District shall conduct a fingerprint check in accordance with A.R.S. 41-1750 and Public law 92-544 of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the District. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.
    - a. Additionally, the contractor shall comply with the governing body fingerprinting policies of each school district.
      - 1) Note that the contract "may" provide the District with Arizona Department of Public Safety level one finger print clearance card and/or Arizona DPS Identity Verification Prints (IVP) finger print clearance card.
- B. The District authorizes the following method of compliance by applicable individuals that are required per ARS 15-512.
  - 1. Provide Arizona Department of Public Safety Application for a fingerprint clearance card for Public and/or Charter School Contractor, Subcontractor or Vendor and their Employees (ARS 15-512).

#### 1.9 DELAYS AND EXTENSIONS OF TIME

- A. If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the District or Architect, or of an employee of either, or of a separate contractor employed by the District; or by changes ordered in the work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractors control; or by delay authorized by the District pending mediation and arbitration; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time that the Architect may determine.

#### 1.10 WEATHER DELAYS

- A. The Contractor shall include as a part of the scheduling of the work of this project, weather related delay calendar days, for which additional monies or time extensions cannot be plead beyond the listed Substantial and Final Completion dates as follows:

If rain days exceed the average days of rainfall for this location per the National Oceanic and Atmospheric Administration then extra time will be considered.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.1 PRECONSTRUCTION MEETING

- A. Architect will schedule a meeting after Notice to Proceed.
- B. Attendance Required:
  - 1. Owner.
  - 2. Architect.
  - 3. Contractor.
  - 4. Major site work sub-contractors.
  - 5. Roofing, Framing, Mechanical, Electrical, & Plumbing subcontractors.
- C. Agenda:
  - 1. Execution of Owner- Contractor Agreement.
  - 2. Submission of executed bonds and insurance certificates.
  - 3. Distribution of Contract Documents.
  - 4. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
  - 5. Designation of personnel representing the parties to Contract, Owner and Architect.
  - 6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
  - 7. Scheduling.
- D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

3.2 PROGRESS MEETINGS

- A. Schedule and administer meetings throughout progress of the Work at maximum bi-monthly intervals.
- B. Make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required: Job superintendent, major Subcontractors and suppliers, Owner, Architect, 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. Maintenance of progress schedule.
  7. Corrective measures to regain projected schedules.
  8. Planned progress during succeeding work period.
  9. Maintenance of quality and work standards.
  10. Effect of proposed changes on progress schedule and coordination.
  11. Other business relating to Work.
- E. Contractor to record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

### 3.3 CONSTRUCTION PROGRESS SCHEDULE

- A. If preliminary schedule requires revision after review, submit revised schedule within 10 days.
- B. Within 20 days after review of preliminary schedule, submit draft of proposed complete schedule for review.
  1. Include written certification that major contractors have reviewed and accepted proposed schedule.
- C. Within 10 days after joint review, submit complete schedule.
- D. Submit updated schedule with each Application for Payment.

### 3.4 PROGRESS PHOTOGRAPHS

- A. Submit photographs (minimum of 30) with each application for payment, taken not more than 3 days prior to submission of application for payment.
- B. Photography Type: Digital; electronic files.
- C. Provide photographs of site and construction throughout progress of Work produced by an experienced photographer, acceptable to Architect.
- D. In addition to periodic, recurring views, take photographs of each of the following events:
  1. Completion of site clearing.
  2. Excavations in progress.
  3. Foundations in progress and upon completion.
  4. Structural framing in progress and upon completion.
  5. Enclosure of building, upon completion.
  6. Final completion, minimum of 30 photos.
- E. Views:
  1. Provide non-aerial photographs from four cardinal views at each specified time, until Date of Substantial Completion.
  2. Consult with Architect for instructions on views required.
  3. Provide factual presentation.
  4. Provide correct exposure and focus, high resolution and sharpness, maximum depth of field, and minimum distortion.
- F. Digital Photographs: 24 bit color, minimum resolution of 1024 by 768, in JPG format; provide files unaltered by photo editing software.

1. Delivery Medium: On photo CD or electronic file transfer.
2. File Naming: Include project identification, date and time of view, and view identification.
3. Photo CD(s): Provide 1 copy including all photos cumulative to date and PDF file(s), with files organized in separate folders by submittal date.
4. Hard Copy: Printed hardcopy (grayscale) of PDF file and point of view sketch.

### 3.5 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
  1. Product Data and Specifications.
  2. Manufacturer confirmation of warranty applicability. Provide a sample warranty. When available, include warranty for labor.
  3. Shop drawings.
  4. Samples for selection.
  5. Samples for verification.
- B. Submit to Architect 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 aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - CLOSEOUT SUBMITTALS.

### 3.6 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
  1. Design data.
  2. Certificates.
  3. Test reports.
  4. Inspection reports.
  5. Manufacturer's instructions.
  6. Manufacturer's field reports.
  7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner. No action will be taken.

### 3.7 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. Bonds.
  5. Final Completion Photographs.
  6. Inventory list & Receipt for maintenance materials.



7. Other types as indicated.
  - B. Submit for Owner's benefit during and after project completion.
- 3.8 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 that Contractor requires, plus two copies that will be retained by Architect.
    2. Larger Sheets, Not Larger Than 36 x 48 inches: Submit the number of opaque reproductions that Contractor (CMAR) requires, plus two copies that will be retained by Architect.
  - B. Documents for Information: Submit 3 copies.
  - C. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
    1. After review, produce duplicates.
    2. Retained samples will not be returned to Contractor unless specifically so stated.
- 3.9 SUBMITTAL PROCEDURES
- A. Transmit each submittal with a copy of approved submittal form.
  - B. Transmit each submittal with approved form.
  - C. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.
  - D. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.
  - E. Apply Contractor stamp, signed or initialed certifying that review, approval, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.
  - F. Deliver submittals to Architect at business address.
  - 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 that may be detrimental to successful performance of the completed Work.
  - J. Provide space for Contractor and Architect review stamps.
  - 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.

**END OF SECTION 01 0050**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 01 0100  
SUMMARY**

**PART 1 - GENERAL**

- 1.1 RELATED SECTIONS INCLUDE THE FOLLOWING
  - A. All specified sections
- 1.2 SECTION INCLUDES
  - A. Work included
  - B. Phasing
  - C. Utilities
  - D. Contractor use of the site
  - E. Submittals
  - F. Adjacent occupancy
  - G. Work sequence
  - H. Clean up
  - I. Asbestos Survey (Owner provided – Outside of bid scope)
- 1.3 CONTRACTS
  - A. Construct the Work under a single fixed price contract for any selection of the Base Bid work and selected Alternates at the direction of the Owner.
- 1.4 PHASING OF WORK
  - A. General description of work in phases to include, but not limited to, the following: work to be completed in one single phase.
- 1.5 WORK INCLUDED
  - A. Work of this contract includes general patching and repair of the existing exterior building envelope including but not limited to building walls, walls above roofs, site walls, soffits, trim, fascias, gutters, downspouts, existing doors, parapets (including backside), coping, hollow metal frames and as indicated per plans. Work also includes removal and replacement of all exterior sealants as required for patching including but not limited to joints between dissimilar materials and perimeter of door and window frames. The following is a general outline of work and is not inclusive of all work. Reference drawings and specifications for all required work.

1. General overview of Weatherization Site and Building Envelope scope description:
  - a. Contractor to visit site to field verify work covered by general notes and specifically identified on plans or details.
  - b. Painting of all exterior walls including masonry & stucco. Excavate & paint down to top of footing where not adjacent to concrete walk. Backfill when complete.
  - c. Patch and repair masonry walls, site walls and parapets.
  - d. Patch, repair or replace stucco fascias and soffits.
  - e. Painting of interior face of parapet walls.
  - f. Painting of all roof ladders.
  - g. Painting of all exterior doors and frames.
  - h. Painting of all exterior window frames.
  - i. Removal and replacement of all weathered & damaged exterior sealant at masonry control joints, perimeter building to sidewalk joints, and joints between dissimilar materials.
  - j. Painting ornamental steel site fencing.
  - k. Painting of all masonry site walls.

#### 1.6 UTILITIES

- A. Coordinate any required shut downs with District and Serving Utilities.

#### 1.7 WORK SEQUENCE

- A. Contractor shall, upon "Notice to Proceed", order all equipment, materials, supplies, etc., as required to facilitate construction and also commence construction immediately upon "Notice to Proceed".
- B. Painting and joint sealant work is to be completed during such times that outdoor air temperatures and weather permit such work to proceed in conformance with specifications.
- C. Contractor to coordinate with the District sequence of work to avoid or minimize disruptions to the learning environments of the students and work environments of staff.
- D. Coordinate the construction with the Owner and Architect, and provide a complete schedule.

#### 1.8 SUBMITTALS

- A. Contractor shall test systems and finishes with the Architect's and Owner's representatives in attendance. See also specific testing requirements in Section 09 9000 Painting and Coating.
- B. See Section 01 7000, Execution and Closeout Requirements.

1.9 ADJACENT OCCUPANCY

- A. Individuals will occupy, during the full construction period, the entire Sunset Vista School buildings, parking, athletic fields, support buildings, etc.
- B. Contractor will be responsible for the obvious health and safety of neighboring facilities and public on and around the School site. Open trenches, a littered site, or poorly stored materials are obvious areas of construction coordination that could directly affect the health and safety of area students and facilities. The Contractor is encouraged to highly prioritize the safety of students and neighboring residents and to coordinate construction activities to guard against any accidental injury.

1.10 CLEAN UP

- A. Provide daily clean up of premises and provide a thorough clean-up of site upon completion of project.
- B. Clean all areas impacted by construction prior to final acceptance by Owner of new construction.
- C. Clean, patch and repair all existing construction and finishes that may have received damage during the course of construction.

1.11 Asbestos Survey & Associated Work

- A. Asbestos survey and associated work is owner provided and managed.
- B. Copy of Asbestos survey will provided to awarded applicant prior to start of construction.

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 01 0270  
APPLICATION FOR PAYMENT**

**PART 1 - GENERAL**

1.1 REQUIREMENTS INCLUDED

- A. Submit Applications for Payment to Architect/Engineer in accord with the schedule established by Conditions of the Contract and Agreement Between Owner and Contractor.
- B. Comply with payment provisions of A.R.S. Section 34-221.
- C. No projections in payment will be allowed.

1.2 RELATED REQUIREMENTS

- A. Agreement Between Owner and Contractor (lump sum)
- B. Supplementary and General Conditions of the Contract (progress payments, retainages and final payment)
- C. Section 01 3000 – Submittals (schedule of values)
- D. Section 01 7000 – Execution and Closeout Requirements (record and as-built drawings)

1.3 FORMAT AND DATA REQUIRED

- A. Submit itemized applications typed on AIA Document G702, Application and Certificate for Payment, and continuation sheets G703.
- B. Provide itemized data on continuation sheet:
  - 1. Format, schedules, line items and values: Those of the Schedule of Values accepted by Architect/Engineer.

1.4 PREPARATION OF APPLICATION FOR EACH PROGRESS PAYMENT

- A. Application Form:
  - 1. Fill in required information, including that for Change Orders executed prior to date of submittal of application.
  - 2. Fill in summary of dollar values to agree with respective totals indicated on continuation sheets.
  - 3. Execute certification with signature of a responsible officer of Contract firm.
- B. Continuation Sheets:
  - 1. Fill in total list of all scheduled component items of Work, with item number and scheduled dollar value for each item.
  - 2. Fill in dollar value in each column for each scheduled line item when work has been performed or products stored.
    - a. Round off value to nearest dollar, or as specified for Schedule of Values.

3. List each Change Order executed prior to date of submission, at the end of the continuation sheets.
  - a. List by Change Order Number, and description, as for an original component item of work.

#### 1.5 SUBSTANTIATING DATA FOR PROGRESS PAYMENTS

- A. When the Owner or Architect/Engineer requires substantiating data, Contractor shall submit suitable information, with a cover letter identifying:
  1. Project.
  2. Application number and date.
  3. Detailed list of enclosures.
  4. For stored products:
    - a. Item number and identification as shown on application.
    - b. Description of specific material.
- B. Submit one (1) copy of data and cover letter for each copy of application.
- C. Contractor shall make available at the project site, Construction Record Documents for review by the Architect and Owner as a requisite for payment. Record drawings shall show all revisions, rerouting, etc., as indicated in Section 01 7000, with a date of revision indicated by a delta with a number inserted, and date.

#### 1.6 PREPARATION OF APPLICATION FOR FINAL PAYMENT

- A. Fill in Application form as specified for progress payments.
- B. Use continuation sheet for presenting the final statement of accounting as specified in Section 01 7000, Contract Closeout.

#### 1.7 SUBMITTAL PROCEDURE

- A. Submit rough draft of the Applications for Payment to Architect/Engineer for an on-site review following end of draw period; then submit final copies at the times stipulated in the Agreement.
- B. Number: Six (6) copies of each application.
- C. When Architect/Engineer finds Application properly completed and correct, he will transmit certificate of payment to the Owner, with copy to Contractor.

**END OF SECTION**



**SECTION 01 2200  
UNIT PRICES**

**PART 1 - GENERAL**

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for unit prices.
- B. Related Requirements:
  - 1. Section 01 2600 "Contract Modification Procedures" for procedures for submitting and handling Change Orders.
  - 2. Section 01 4000 "Quality Requirements" for field testing by an independent testing agency.

1.3 DEFINITIONS

- A. Unit price: A price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

1.4 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the Part 3 "Schedule of Unit Prices" Article contain requirements for materials described under each unit price.

**PART 2 - PRODUCTS (Not Used)**

**PART 3 - EXECUTION**

3.1 SCHEDULE OF UNIT PRICES

- A. Unit Price No. 1: Addition of decomposed granite (DG) landscaping material.
  - 1. Description: Base Bid to reuse existing DG landscaping material at areas of excavation. Alternate Bid No. 2 pricing for additional DG required per drawing sheet G100.
  - 2. Unit of Measurement: Price per installed cubic yard of DG required to add minimum of 2" depth landscaping rock cover in areas excavated and re-compacted per Base Bid. DG to be 1/4 minus size, color to match existing.

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 01 2300  
ALTERNATES**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Section includes administrative and procedural requirements for alternates.

1.2 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if the Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
  - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternates into the Work. No other adjustments are made to the Contract Sum

1.3 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Execute accepted alternates under the same conditions as other work of the contract.
- C. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in the schedule contain requirements for materials necessary to achieve the work described under each alternate.

**PART 2 - PRODUCTS (Not Used)**

**PART 3 - EXECUTION**

3.1 SCHEDULE OF ALTERNATES

- A. Bid Alternate No. 1
  - 1. Refer to Sheet SP100 for locations of three masonry site walls and one storage shed to be weatherized. Two walls are site walls at parking areas, the third is retention at outdoor seating area. Work includes excavation, sealants and recoating of masonry and ornamental steel fencing.
- B. Bid Alternate No. 2
  - 1. Refer to Sheet SP100 for Base Bid locations of grade along building to be removed, foundations sealed/painted, and grade reinstalled and compacted. Base Bid includes reinstalling existing Decomposed Granite (DG) cover. Contractor to provide Alternate Bid Unit Price for additional stabilized DG cover. Minimum 2" depth. 1/4 minus size. Color to match existing.

- C. Bid Alternate No. 3
  - 1. Refer to roof plans for locations of back side of masonry parapet wall to be coated. Do not include as part of Base Bid. Provide alternate bid for elastomeric coating per specification.
  
- CI. Bid Alternate No. 4
  - 1. Base Bid to include painting of all door frames and sealing perimeter of frames. Provide Alternate Bid for painting of all doors, including overhead coiling doors per specification.

**END OF SECTION**

**SECTION 01 2600**  
**CONTRACT MODIFICATION PROCEDURES**

**PART 1 - GENERAL**

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
  - 1. Section 01 2500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.
  - 2. Section 01 3100 "Project Management and Coordination" for requirements for forms for contract modifications provided as part of web-based Project management software.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710.

1.4 PROPOSAL REQUESTS

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

2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
  3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  4. Include costs of labor and supervision directly attributable to the change.
  5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
  6. Comply with requirements in Section 01 2500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
  7. Proposal Request Form: Use form acceptable to Architect.
- 1.5 ADMINISTRATIVE CHANGE ORDERS
- A. Unit-Price Adjustment: See Section 01 2200 "Unit Prices" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect measured scope of unit-price work.
- 1.6 CHANGE ORDER PROCEDURES
- A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.
- 1.7 CONSTRUCTION CHANGE DIRECTIVE
- A. Construction Change Directive: Architect may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
    1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
  - B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
    1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.
- 1.8 WORK CHANGE DIRECTIVE
- A. Work Change Directive: Architect may issue a Work Change Directive on EJCDC Document C-940. Work Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
    1. Work Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
  - B. Documentation: Maintain detailed records on a time and material basis of work required by the Work Change Directive.
    1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

**PART 2 - PRODUCTS (Not Used)**

**PART 3 - EXECUTION (Not Used)**

**END OF SECTION**

**SECTION 01 3000  
SUBMITTALS**

**PART 1 - GENERAL**

1.1 REQUIREMENTS INCLUDED

- A. Procedures
- B. Insurance Certificates
- C. Construction Progress Schedules
- D. Schedule of Values
- E. Shop Drawings
- F. Product Data
- G. Samples
- H. Manufacturers' Certificates

1.2 RELATED REQUIREMENTS

- A. Section 01 0050 – Administrative Provisions
- B. Section 01 0280 – Change Order Procedures
- C. Section 01 7000 – Execution and Closeout Requirements
- D. Section 01 7800 – Closeout Submittals

1.3 PROCEDURES

- A. Deliver submittals to Architect/Engineer at address listed on cover of Project Manual.
- B. Contractor shall submit within seven (7) calendar days of notice to proceed, a schedule of all proposed submittals that are required by the contract documents.
- C. Contractor shall provide in addition to the number of copies required by these provisions, an additional copy of all shop drawings and miscellaneous submittals direct to the Owner for their review and files.
- D. Transmit each item under Architect/Engineer-accepted form. Identify Project, Contractor, subcontractor, major supplier; identify pertinent Drawing sheet and detail number, and Specification section number, as appropriate. Identify deviations from Contract Documents. Provide space for Contractor and Architect/Engineer review stamps.

- E. Within seven (7) working days of the award of the contract, Contractor shall submit in triplicate a comprehensive construction schedule and a material delivery schedule that shall include identification of all materials critical to scheduling of the project or for which long lead time in procurement is anticipated, and project dates for submittal, order and delivery of such material. After review by Architect and Owner, revise and resubmit as required. Contractor shall submit revised schedules with each Application for Payment, reflecting changes since the previous submittal.
  - 1. The Contractor shall submit and provide to the Architect and Owner, proof of ordering of long lead time materials, via copies of purchase orders or invoices.
- F. Comply with progress schedule for submittals related to Work progress. Coordinate submittal of related items.
- G. After Architect/Engineer review of submittal, revise and resubmit as required, identifying changes made since previous submittal.
- H. Distribute copies of revised submittals to concerned persons. Instruct recipients to promptly report any inability to comply with provisions.
- I. No fabrication or installation shall occur prior to review of all shop drawings, product data or samples.
- J. Furnish for approval to the Architect in time so as to cause No delay in the work all shop drawings, product data and samples as specified and/or required by the Architect. Architect will check and review shop drawings, product data, and samples with reasonable promptness.
- K. Review of shop drawings, product data and samples by the Architect is only for conformance with the design concept of project and compliance with the information given in the Contract Documents and does not relieve the Contractor of responsibility for any deviation from the Contract Documents. Contractor is responsible for dimensions to be confirmed and correlated at the jobsite; for information that pertains solely to the fabrication processes or to techniques of construction; for coordination of the work of all trades; as per General and Supplementary Conditions.
- L. Architect shall not be responsible for quantities, etc., listed on shop drawings, product data and samples, but shall be checked for general conformance to intended design.
- M. The General Contractor shall be responsible for the accuracy of shop drawings, product data and samples, and shall fully check said documents as to accuracy, quantity, dimension, etc., prior to submission to the Architect for his review and the General Contractor shall so stamp all documents with his approval stamp.
- N. Shop drawings, product data and samples shall be submitted for all equipment within ten (10) days after "Notice to Proceed".
- O. Shop drawings, product data and samples will be returned to the Contractor for his checking if the above requirements have not been complied with.



1.4 CONSTRUCTION PROGRESS SCHEDULES

- A. Submit network analysis system using the critical path method or bar graph, generally as outlined in the Supplemental Conditions.
- B. Show complete sequence of construction by activity, identifying work of separate stages and other logically grouped activities. Show projected percentage of completion for each item of Work as of time of each progress Application for Payment.
- C. Show submittal dates required for shop drawings, product data, and samples, and product delivery dates, including those furnished by Owner.

1.5 SCHEDULE OF VALUES AND SCHEDULE OF ANTICIPATED DRAWS

- A. Submit typed schedule on AIA G702 and G703.
- B. Format: Conform to the Table of Contents of this Project Manual. Identify each line item with number and title of the major specification sections.
- C. Include Contractor's overhead and profit as a separate item. Do not include overhead and profit within each specification section. Contractor shall reflect actual subcontract costs for each line item.
- D. Provide a subschedule for each separate stage of Work specified.
- E. Revise schedule to list change orders, for each application for payment.
- F. Provide with the Schedule of Values a Schedule of Anticipated Monthly Draws that will indicate the approximate anticipated and projected request for payment on a monthly basis over the life of the project for the School District's use in assuring that monies will be available for payment at each pay request.

1.6 SHOP DRAWINGS

- A. A sepia transparency and two (2) prints of each shop print drawing shall be submitted to Architect.
- B. Architect will check drawings and stamp the sepia indicating status of review and will transmit sepia to Contractor. All notes and corrections will be on the sepia.
- C. Contractor shall be responsible for the printing and distribution of the copies to the various trades requiring prints.
- D. Should the review of the drawing be marked unacceptable, the sepia is to be corrected by subcontractor or supplier involved and returned to Architect and reprocessed as per above procedure.
- E. See paragraph 1.03.C for submittals to Owner.

1.7 NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

- A. Contractor shall refer to Section 01 0050, Administrative Provisions, Paragraph 1.12, for information and shall submit all information and data to the Governing Authority, as well as provide copies of all documents to Owner and Architect.

1.8 PRODUCT DATA

- A. Mark each copy to identify applicable products, models, options, and other data; supplement manufacturers' standard data to provide information unique to the Work. Include manufacturers' installation instructions when required by the specification section.
- B. Submit the number of copies which Contractor requires, plus two (2) copies which will be retained by Architect/Engineer.

1.9 SAMPLES

- A. Submit full range of manufacturers' standard colors, textures, and patterns in two (2) sets for Architect/Engineer's selection. Submit samples for selection of finishes within ten (10) days after date of Contract.
- B. Submit samples to illustrate functional characteristics of the Product, with integral parts and attachment devices. Coordinate submittal of different categories for interfacing work.
- C. Include identification on each sample, giving full information.
- D. Submit the number specified in respective specification section; one will be retained by Architect/Engineer. Reviewed samples which may be used in the Work are indicated in the specification section.

1.10 MANUFACTURERS' CERTIFICATES

- A. Submit certificates, in duplicate, in accordance with requirements of each specification section.

1.11 MANUFACTURER'S INSTRUCTIONS

- A. When required in individual specification section, submit manufacturer's printed instructions for delivery, storage, assembly, installation, start-up, adjusting and finishing in quantities specified for product data.

1.12 FIELD SAMPLES

- A. Provide field samples of finishes at project as required by individual specification sections. Install sample complete and finished. Acceptable samples in place may not be retained in completed work.

**END OF SECTION**

**SECTION 01 3553  
SECURITY PROCEDURES**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Security measures including formal security program, entry control, personnel identification, guard service, and miscellaneous restrictions.

1.2 SECURITY PROGRAM

- A. Protect Work, existing premises and Owner's operations from theft, vandalism, and unauthorized entry.
- B. Initiate program at project mobilization.
- C. Maintain program throughout construction period until Owner occupancy.

1.3 ENTRY CONTROL

- A. Restrict entrance of persons and vehicles into Project site and existing facilities.
- B. Allow entrance only to authorized persons with proper identification.
- C. Maintain log of workers and visitors, make available to Owner on request.

1.4 PERSONNEL IDENTIFICATION

- A. Provide identification badge to each person authorized to enter premises.
- B. Badge To Include: Personal photograph, name, assigned number, expiration date and employer.
- C. Maintain a list of accredited persons, submit copy to Owner on request.
- D. Require return of badges at expiration of their employment on the Work.

1.5 FINGER PRINTING

- A. Contractor personnel to be finger printed according to Section 01 0050 - Administrative Requirements.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION - NOT USED**

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 01 4000  
QUALITY REQUIREMENTS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. References and standards.
- B. Quality assurance submittals.
- C. Mock-ups.
- D. Control of installation.
- E. Tolerances.
- F. Testing and inspection services.
- G. Manufacturers' field services.

1.2 REFERENCE STANDARDS

- A. ASTM C1021 - Standard Practice for Laboratories Engaged in Testing of Building Sealants; 2008 (Reapproved 2014).
- B. ASTM C1077 - Standard Practice for Laboratories Testing Concrete and Concrete Aggregates for Use in Construction and Criteria for Laboratory Evaluation; 2014.
- C. ASTM C1093 - Standard Practice for Accreditation of Testing Agencies for Masonry; 2013.
- D. ASTM D3740 - Standard Practice for Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction; 2012a.
- E. ASTM E329 - Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection; 2014a.
- F. ASTM E543 - Standard Specification for Agencies Performing Nondestructive Testing; 2013.

1.3 SUBMITTALS

- A. Testing Agency Qualifications:
  - 1. Prior to start of Work, submit agency name, address, and telephone number, and names of full time registered Engineer and responsible officer.
  - 2. Submit copy of report of laboratory facilities inspection made by NIST Construction Materials Reference Laboratory during most recent inspection, with memorandum of remedies of any deficiencies reported by the inspection.
- B. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents, or for Owner/District information.
- C. Test Reports: After each test/inspection, promptly submit two copies of report to Architect and to Contractor.
  - 1. Include:
    - a. Date issued.
    - b. Project title and number.
    - c. Name of inspector.
    - d. Date and time of sampling or inspection.
    - e. Identification of product and specifications section.
    - f. Location in the Project.
    - g. Type of test/inspection.

- h. Date of test/inspection.
      - i. Results of test/inspection.
      - j. Conformance with Contract Documents.
      - k. When requested by Architect, provide interpretation of results.
    - 2. Test report submittals are for Architect's knowledge as contract administrator for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents, or for Owner/District information.
  - D. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
    - 1. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
  - E. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner/District information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.
  - F. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Owner/District.
    - 1. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.
- 1.4 TESTING AND INSPECTION AGENCIES
  - A. Owner/District will employ and pay for services of an independent testing agency to perform testing of special inspections if required.
  - B. Employment of agency in No way relieves Contractor of obligation to perform Work in accordance with requirements of Contract Documents.
  - C. Contractor Employed Agency:
    - 1. Testing agency: Comply with requirements of ASTM E329, ASTM E543, ASTM C1021, ASTM C1077, and ASTM C1093.
    - 2. Inspection agency: Comply with requirements of ASTM D3740 and ASTM E329.
    - 3. Laboratory: Authorized to operate in the State of Arizona.
    - 4. Laboratory Staff: Maintain a full time registered Engineer on staff to review services.
    - 5. Testing Equipment: Calibrated at reasonable intervals either by NIST or using an NIST established Measurement Assurance Program, under a laboratory measurement quality assurance program.

## **PART 2 PRODUCTS - NOT USED**

## **PART 3 EXECUTION**

### 3.1 CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.

- D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Have Work performed by persons qualified to produce required and specified quality.
- F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

### 3.2 MOCK-UPS

- A. Tests shall be performed under provisions identified in this section and identified in the respective product specification sections.
- B. Assemble and erect specified items with specified attachment and anchorage devices, flashings, seals, and finishes.
- C. Accepted mock-ups shall be a comparison standard for the remaining Work.
- D. Where mock-up has been accepted by Architect and is specified in product specification sections to be removed, protect mock-up throughout construction, remove mock-up and clear area when directed to do so by Architect.

### 3.3 TOLERANCES

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

### 3.4 TESTING AND INSPECTION

- A. Testing Agency Duties:
  - 1. Provide qualified personnel at site. Cooperate with Architect and Contractor in performance of services.
  - 2. Perform specified sampling and testing of products in accordance with specified standards.
  - 3. Ascertain compliance of materials and mixes with requirements of Contract Documents.
  - 4. Promptly notify Architect and Contractor of observed irregularities or non-conformance of Work or products.
  - 5. Perform additional tests and inspections required by Architect.
  - 6. Submit reports of all tests/inspections specified.
- B. Limits on Testing/Inspection Agency Authority:
  - 1. Agency may not release, revoke, alter, or enlarge on requirements of Contract Documents.
  - 2. Agency may not approve or accept any portion of the Work.
  - 3. Agency may not assume any duties of Contractor.
  - 4. Agency has No authority to stop the Work.
- C. Contractor Responsibilities:
  - 1. Deliver to agency at designated location, adequate samples of materials proposed to be used that require testing, along with proposed mix designs.
  - 2. Cooperate with laboratory personnel, and provide access to the Work and to manufacturers' facilities.
  - 3. Provide incidental labor and facilities:

- a. To provide access to Work to be tested/inspected.
  - b. To obtain and handle samples at the site or at source of Products to be tested/inspected.
  - c. To facilitate tests/inspections.
  - d. To provide storage and curing of test samples.
  4. Notify Architect and laboratory 24 hours prior to expected time for operations requiring testing/inspection services.
  5. Employ services of an independent qualified testing laboratory and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
  6. Arrange with Owner/District agency and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
  - D. Re-testing required because of non-conformance to specified requirements shall be performed by the same agency on instructions by Architect.
  - E. Re-testing required because of non-conformance to specified requirements shall be paid for by Contractor.
- 3.5 MANUFACTURERS' FIELD SERVICES
- A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment and certify as applicable, and to initiate instructions when necessary.
  - B. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.
- 3.6 DEFECT ASSESSMENT
- A. Replace Work or portions of the Work not conforming to specified requirements.
  - B. If, in the opinion of Architect, it is not practical to remove and replace the Work, Architect will direct an appropriate remedy or adjust payment.

**END OF SECTION**



**SECTION 01 5000**  
**TEMPORARY FACILITIES AND CONTROLS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Temporary utilities.
- B. Temporary telecommunications services.
- C. Temporary sanitary facilities.
- D. Temporary Controls: Barriers, enclosures, and fencing.
- E. Security requirements.
- F. Vehicular access and parking.
- G. Waste removal facilities and services.
- H. Project identification sign.
- I. Field offices.

1.2 TEMPORARY UTILITIES

- A. Owner/District will provide the following:
  - 1. Electrical power and metering, consisting of connection to existing facilities.
  - 2. Water supply, consisting of connection to existing facilities.
- B. Existing facilities may not be used.
- C. Use trigger-operated nozzles for water hoses, to avoid waste of water.

1.3 TELECOMMUNICATIONS SERVICES

- A. Provide, maintain, and pay for telecommunications services to field office at time of project mobilization.
- B. Telecommunications services shall include:
  - 1. Windows-based personal computer dedicated to project telecommunications, with necessary software and laser printer.
  - 2. Internet Connections: Minimum of one; DSL modem or faster.
  - 3. Email: Account/address reserved for project use.

1.4 TEMPORARY SANITARY FACILITIES

- A. Provide and maintain required facilities and enclosures. Provide at time of project mobilization.
- B. Maintain daily in clean and sanitary condition.

1.5 BARRIERS

- 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. Provide barricades and covered walkways required by governing authorities for public rights-of-way .
- C. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.

#### 1.6 FENCING

- A. Construction: Commercial grade chain link fence.
- B. Provide 6 foot (1.8 m) high fence around construction site; equip with vehicular and pedestrian gates with locks.
- C. Provide visual screen attached to fence.

#### 1.7 EXTERIOR ENCLOSURES

- A. 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.

#### 1.8 INTERIOR ENCLOSURES

- A. Provide temporary partitions and ceilings as indicated to separate work areas from Owner/District-occupied areas, to prevent penetration of dust and moisture into Owner/District-occupied areas, and to prevent damage to existing materials and equipment.
- B. Construction: Framing and reinforced polyethylene sheet materials with closed joints and sealed edges at intersections with existing surfaces:
- C. Paint surfaces exposed to view from Owner/District-occupied areas.

#### 1.9 SECURITY

- A. Provide security and facilities to protect Work, and Owner/District operations from unauthorized entry, vandalism, or theft.

#### 1.10 VEHICULAR ACCESS AND PARKING

- A. Coordinate access and haul routes with governing authorities and Owner/District.
- B. Provide and maintain access to fire hydrants, free of obstructions.
- C. Provide means of removing mud from vehicle wheels before entering streets.
- D. Provide temporary parking areas to accommodate construction personnel. When site space is not adequate, provide additional off-site parking.

#### 1.11 WASTE REMOVAL

- A. Provide waste removal facilities and services as required to maintain the site in clean and orderly condition.
- B. Provide containers with lids. Remove trash from site periodically.
- C. 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.
- D. Open free-fall chutes are not permitted. Terminate closed chutes into appropriate containers with lids.

#### 1.12 PROJECT IDENTIFICATION

- A. Provide project identification sign of design and construction indicated on Drawings.
- B. Erect on site at location indicated.

1.13 FIELD OFFICES

- A. District will provide temporary field office within existing District facilities.
- B. Office: Weathertight, with lighting, electrical outlets, heating, cooling equipment, and equipped with sturdy furniture, drawing rack and drawing display table.
- C. Provide space for Project meetings, with table and chairs to accommodate 8 persons.

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 (600 mm). 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.
- E. Restore new permanent facilities used during construction to specified condition.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION**

- 3.1 COMPLY WITH NFPA 241, "SAFEGUARDING CONSTRUCTION, ALTERATION AND DEMOLITION OPERATIONS."

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 01 6000  
PRODUCT REQUIREMENTS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. General product requirements.
- B. Transportation, handling, storage and protection.
- C. Product option requirements.
- D. Substitution limitations and procedures.
- E. Maintenance materials, including extra materials, spare parts, tools, and software.

1.2 RELATED REQUIREMENTS

- A. Section 01 4000 - Quality Requirements: Product quality monitoring.

1.3 SUBMITTALS

- A. All Product, Data, & Shop Drawings submittals are to be initially submitted to Architect within 45 day of Notice to Proceed. Sample submittals requiring the choice of colors, patterns, or styles to be submitted within 30 days from Notice to Proceed.
  - 1. Proposed Products List: Submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.
    - a. Submit within 15 days after date of Notice to Proceed.
    - b. For products specified only by reference standards, list applicable reference standards.
    - c. Any substitutions should be requested prior to submittals.
  - 2. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
  - 3. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
  - 4. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
    - a. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

**PART 2 - PRODUCTS**

2.1 NEW PRODUCTS

- A. Provide new products unless specifically required or permitted by the Contract Documents.
- B. DO NOT USE products having any of the following characteristics:
  - 1. Made using or containing CFC's or HCFC's.
- C. Where all other criteria are met, Contractor shall give preference to products that:
  - 1. If used on interior, have lower emissions, as defined in Section 01 6116.

2. If wet-applied, have lower VOC content, as defined in Section 01 6116.
3. Have a published GreenScreen Chemical Hazard Analysis.

## 2.2 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, No options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

## 2.3 MAINTENANCE MATERIALS

- A. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.
- B. Deliver and place in location as directed; obtain receipt prior to final payment.

# PART 3 - EXECUTION

## 3.1 SUBSTITUTION PROCEDURES

- A. Instructions to Bidders specify time restrictions for submitting requests for substitutions during the bidding period. Comply with requirements specified in this section.
- B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.
- C. A request for substitution constitutes a representation that the submitter:
  1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
  2. Will provide the same warranty for the substitution as for the specified product.
  3. Will coordinate installation and make changes to other Work that may be required for the Work to be complete with No additional cost to Owner/District.
  4. Waives claims for additional costs or time extension that may subsequently become apparent.
- D. Substitution Submittal Procedure:
  1. Submit three copies of request for substitution for consideration. Limit each request to one proposed substitution.
  2. Submit shop drawings, product data, and certified test results attesting to the proposed product equivalence. Burden of proof is on proposer.
  3. The Architect will notify Contractor in writing of decision to accept or reject request.

## 3.2 TRANSPORTATION AND HANDLING

- A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.
- B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.

- C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.
- D. Transport and handle products in accordance with manufacturer's instructions.
- E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.
  
- F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.
- H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

### 3.3 STORAGE AND PROTECTION

- A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.
- B. Store and protect products in accordance with manufacturers' instructions.
- C. Store with seals and labels intact and legible.
- D. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.
- E. For exterior storage of fabricated products, place on sloped supports above ground.
- F. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.
- G. Comply with manufacturer's warranty conditions, if any.
- H. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- I. Prevent contact with material that may cause corrosion, discoloration, or staining.
- J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**



**SECTION 01 7000**  
**EXECUTION AND CLOSEOUT REQUIREMENTS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Examination, preparation, and general installation procedures.
- B. Requirements for alterations work, including selective 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. Starting of systems and equipment.
- H. Demonstration and instruction of Owner/District personnel.
- I. Closeout procedures, including Contractor's Correction Punch List, except payment procedures.

1.2 RELATED REQUIREMENTS

- A. Section 01 1000 - Summary: Limitations on working in existing building; continued occupancy; work sequence; identification of salvaged and relocated materials.
- B. Section 01 3000 - Administrative Requirements: Submittals procedures, Electronic document submittal service.
- C. Section 01 4000 - Quality Requirements: Testing and inspection procedures.
- D. Section 01 5000 - Temporary Facilities and Controls: Temporary exterior enclosures.
- E. Section 01 5000 - Temporary Facilities and Controls: Temporary interior partitions.
- F. Section 01 7800 - Closeout Submittals: Project record documents, operation and maintenance data, warranties and bonds.

1.3 REFERENCE STANDARDS

- A. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

1.4 SUBMITTALS

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. 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. Work of Owner/District or separate Contractor.

1.5 QUALIFICATIONS

- A. For demolition work, employ a firm specializing in the type of work required.
  - 1. Minimum of 3 years of documented experience.
- B. For survey work, employ a land surveyor registered in the State of Arizona and acceptable to Architect. Submit evidence of Surveyor's Errors and Omissions insurance coverage in the form of an Insurance Certificate.

## 1.6 PROJECT CONDITIONS

- A. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
- B. 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 over adjacent property.
  - 1. Provide dust-proof enclosures to prevent entry of dust generated outdoors.
  - 2. Provide dust-proof barriers between construction areas and areas continuing to be occupied by Owner/District.
- C. Erosion and Sediment Control: Plan and execute work by methods to control surface drainage from cuts and fills, from borrow and waste disposal areas. Prevent erosion and sedimentation.
  - 1. Minimize amount of bare soil exposed at one time.
  - 2. Provide temporary measures such as berms, dikes, and drains, to prevent water flow.
  - 3. Construct fill and waste areas by selective placement to avoid erosive surface silts or clays.
  - 4. Periodically inspect earthwork to detect evidence of erosion and sedimentation; promptly apply corrective measures.
- D. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.
  - 1. At All Times: Excessively noisy tools and operations will not be tolerated inside the building at any time of day; excessively noisy includes jackhammers.
  - 2. Outdoors: Limit conduct of especially noisy exterior work to the hours of 8 am to 5 pm.
  - 3. Indoors: Limit conduct of especially noisy interior work to the hours of 6 pm to 7 am.
- E. 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.

## 1.7 COORDINATION

- A. 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.
- B. Notify affected utility companies and comply with their requirements.
- C. 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.
- D. 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.
- E. In finished areas except as otherwise indicated, conceal pipes, ducts, and wiring within the construction. Coordinate locations of fixtures and outlets with finish elements.
- F. Coordinate completion and clean-up of work of separate sections.

- G. After Owner/District occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner/District activities.

## **PART 2 - PRODUCTS**

### 2.1 PATCHING MATERIALS

- A. New Materials: As specified in product sections; match existing products and work for patching and extending work.
- B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.
- C. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01 6000 - Product Requirements.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.
- B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or mis-fabrication.
- E. Verify that utility services are available, of the correct characteristics, and in the correct locations.
- F. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.

### 3.2 PREPARATION

- A. Clean substrate surfaces prior to applying next material or substance.
- B. Seal cracks or openings of substrate prior to applying next material or substance.
- C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

### 3.3 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 Architect four days in advance of meeting date.
- D. Prepare 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 two days after meeting to participants, with two copies to Architect, Owner/District, participants, and those affected by decisions made.

## 3.4 LAYING OUT THE WORK

- A. Verify locations of survey control points prior to starting work.
- B. Promptly notify Architect of any discrepancies discovered.
- C. Protect survey control points prior to starting site work; preserve permanent reference points during construction.
- D. Promptly report to Architect the loss or destruction of any reference point or relocation required because of changes in grades or other reasons.
- E. Replace dislocated survey control points based on original survey control. Make No changes without prior written notice to Architect.
- F. Utilize recognized engineering survey practices.
- G. Establish elevations, lines and levels. Locate and lay out by instrumentation and similar appropriate means:
  - 1. Site improvements including pavements; stakes for grading, fill and topsoil placement; utility locations, slopes, and invert elevations.
  - 2. Grid or axis for structures.
  - 3. Building foundation, column locations, ground floor elevations.
- H. Periodically verify layouts by same means.
- I. Maintain a complete and accurate log of control and survey work as it progresses.

## 3.5 GENERAL INSTALLATION REQUIREMENTS

- A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
- B. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
- C. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
- D. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
- E. Make neat transitions between different surfaces, maintaining texture and appearance.

## 3.6 ALTERATIONS

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
  - 1. Verify that construction and utility arrangements are as shown.
  - 2. Report discrepancies to Architect before disturbing existing installation.
  - 3. Beginning of alterations work constitutes acceptance of existing conditions.
- B. Keep areas in which alterations are being conducted separated from other areas that are still occupied.
  - 1. Provide, erect, and maintain temporary dustproof partitions of construction specified in Section 01 5000 in locations indicated on drawings.
- C. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
  - 1. Where openings in exterior enclosure exist, provide construction to make exterior enclosure weatherproof.
  - 2. Insulate existing ducts or pipes that are exposed to outdoor ambient temperatures by alterations work.

- D. Remove existing work as indicated and as required to accomplish new work.
  - 1. Remove rotted wood, corroded metals, and deteriorated masonry and concrete; replace with new construction specified.
  - 2. Remove items indicated on drawings.
  - 3. Relocate items indicated on drawings.
  - 4. Where new surface finishes are to be applied to existing work, perform removals, patch, and prepare existing surfaces as required to receive new finish; remove existing finish if necessary for successful application of new finish.
  - 5. Where new surface finishes are not specified or indicated, patch holes and damaged surfaces to match adjacent finished surfaces as closely as possible.
- E. Services (Including but not limited to HVAC, Plumbing, Fire Protection, Electrical, Telecommunications, and network): Remove, relocate, and extend existing systems to accommodate new construction.
  - 1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components; if necessary, modify installation to allow access or provide access panel.
  - 2. Where existing systems or equipment are not active and Contract Documents require reactivation, put back into operational condition; repair supply, distribution, and equipment as required.
  - 3. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
    - a. Disable existing systems only to make switchovers and connections; minimize duration of outages.
    - b. Provide temporary connections as required to maintain existing systems in service.
  - 4. Verify that abandoned services serve only abandoned facilities.
  - 5. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings; remove back to source of supply where possible, otherwise cap stub and tag with identification; patch holes left by removal using materials specified for new construction.
- F. Protect existing work to remain.
  - 1. Prevent movement of structure; provide shoring and bracing if necessary.
  - 2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
  - 3. Repair adjacent construction and finishes damaged during removal work.
- G. Adapt existing work to fit new work: Make as neat and smooth transition as possible.
  - 1. When existing finished surfaces are cut so that a smooth transition with new work is not possible, terminate existing surface along a straight line at a natural line of division and make recommendation to Architect.
- H. Patching: Where the existing surface is not indicated to be refinished, patch to match the surface finish that existed prior to cutting. Where the surface is indicated to be refinished, patch so that the substrate is ready for the new finish.
- I. Refinish existing surfaces as indicated:
  - 1. Where rooms or spaces are indicated to be refinished, refinish all visible existing surfaces to remain to the specified condition for each material, with a neat transition to adjacent finishes.
  - 2. If mechanical or electrical work is exposed accidentally during the work, re-cover and refinish to match.
- J. Clean existing systems and equipment.

- K. Remove demolition debris and abandoned items from alterations areas and dispose of off-site; do not burn or bury.
- L. Do not begin new construction in alterations areas before demolition is complete.
- M. Comply with all other applicable requirements of this section.

### 3.7 CUTTING AND PATCHING

- A. Whenever possible, execute the work by methods that avoid cutting or patching.
- B. See Alterations article above for additional requirements.
- C. Perform whatever cutting and patching is necessary to:
  - 1. Complete the work.
  - 2. Fit products together to integrate with other work.
  - 3. Provide openings for penetration of mechanical, electrical, and other services.
  - 4. Match work that has been cut to adjacent work.
  - 5. Repair areas adjacent to cuts to required condition.
  - 6. Repair new work damaged by subsequent work.
  - 7. Remove samples of installed work for testing when requested.
  - 8. Remove and replace defective and non-conforming work.
- D. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
- E. Employ original installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.
- F. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.
- G. Restore work with new products in accordance with requirements of Contract Documents.
- H. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- I. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated material in accordance with Section 07 8400, to full thickness of the penetrated element.
- J. Patching:
  - 1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
  - 2. Match color, texture, and appearance.
  - 3. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

### 3.8 PROGRESS CLEANING

- A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
- B. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.
- C. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.

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

### 3.9 PROTECTION OF INSTALLED WORK

- A. Protect installed work from damage by construction operations.
- B. Provide special protection where specified in individual specification sections.
- C. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- D. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- E. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- F. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.
- G. Remove protective coverings when No longer needed; reuse or recycle plastic coverings if possible.

### 3.10 FINAL CLEANING

- A. Execute final cleaning prior to final project assessment.
  - 1. Clean areas to be occupied by Owner/District prior to final completion before Owner/District occupancy.
- B. Use cleaning materials that are nonhazardous.
- C. Clean interior and exterior glass, surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces, vacuum carpeted and soft surfaces.
- D. Remove all labels that are not permanent. Do not paint or otherwise cover fire test labels or nameplates on mechanical and electrical equipment.
- E. Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned.
- F. Clean filters of operating equipment.
- G. Clean debris from roofs, gutters, downspouts, scuppers, overflow drains, area drains and drainage systems.
- H. Clean site; sweep paved areas, rake clean landscaped surfaces.
- I. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

### 3.11 CLOSEOUT PROCEDURES

- A. Make submittals that are required by governing or other authorities.
  - 1. Provide hard copies and digital copies to Architect.
  - 2. Provide hard copies and digital copies to Owner/District.
  - 3. Provide hard copies and digital copies to Arizona State Facilities Board.
- B. Accompany Project Coordinator on preliminary inspection to determine items to be listed for completion or correction in the Contractor's Correction Punch List for Contractor's Notice of Substantial Completion.
- C. Notify Architect when work is considered ready for Architect's Substantial Completion inspection.
- D. Submit written certification containing Contractor's Correction Punch List, that Contract Documents have been reviewed, work has been inspected, and that work is complete

in accordance with Contract Documents and ready for Architect's Substantial Completion inspection.

- E. Conduct Substantial Completion inspection and create Final Correction Punch List containing Architect's and Contractor's comprehensive list of items identified to be completed or corrected and submit to Architect.
- F. Correct items of work listed in Final Correction Punch List and comply with requirements for access to Owner/District-occupied areas.
- G. Notify Architect when work is considered finally complete and ready for Architect's Substantial Completion final inspection.
- H. Complete items of work determined by Architect listed in executed Certificate of Substantial Completion.

**END OF SECTION**



**SECTION 01 7320  
CUTTING AND PATCHING**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Cutting, fitting and patching, including attendant excavation and backfill required to complete Work, and for:
  - 1. Making several parts fit together properly.
  - 2. Uncovering portions of Work to provide for installation of ill-timed Work.
  - 3. Removing and replacing defective and non-conforming Work.
  - 4. Removing samples of installed Work required for testing, as directed by Project Engineer.
  - 5. Providing routine penetrations of non-structural surfaces for installation of piping and electrical conduit.
  - 6. Attaching new materials to existing areas.

1.2 SUBMITTALS

- A. In advance of executing any cutting or alterations, submit written request to Project Manager requesting consent to proceed with cutting which affects:
  - 1. Work of Owner or other trades.
  - 2. Structural value or integrity of any element of Project.
  - 3. Integrity or effectiveness of weather-exposed or moisture-resistant elements or systems.
  - 4. Efficiency, operational life, maintenance or safety of operational elements.
  - 5. Visual qualities of sight-exposed elements.
- B. Include in request:
  - 1. Identification of Project.
  - 2. Description of affected Work.
  - 3. Necessity for cutting, alteration or excavation.
  - 4. Effect of Work of Owner or other trades, or structural or weatherproof integrity of Project.
  - 5. Description of proposed Work:
    - a. Scope of cutting, patching, alteration, or excavation.
    - b. Trades which will execute Work.
    - c. Products proposed to be used.
    - d. Extent of refinishing to be done.
  - 6. Alternatives to cutting and patching.
  - 7. Cost proposal, when applicable.
  - 8. Written permission of trades whose Work will be affected.
- C. Submit written notice to Project Engineer designating time Work will be uncovered to provide for observation.

1.3 PAYMENT FOR COSTS

- A. Cost caused by ill-timed or defective Work or Work not conforming to Contract Documents, including costs for additional services of Project Engineer and Engineer to be paid by Contractor.
- B. Cost of Work done on written instructions of Project Manager, with written concurrence of the Contracting Officer, other than defective or nonconforming Work, will be paid by Owner on approval of written Change Order. Provide written cost proposals prior to proceeding with cutting and patching proposed by the Project Engineer.

## **PART 2 - PRODUCTS**

### 2.1 MATERIALS

- A. Provide for replacement of Work removed. Comply with Contract Documents for type of Work standards and Specification requirements for each specific product involved.

## **PART 3 - EXECUTION**

### 3.1 INSPECTION

- A. Inspect existing conditions of Work, including elements subject to movement or damage during cutting and patching, and excavating and backfilling. After uncovering Work, inspect conditions affecting installation of new products and verify procedures with Project Engineer.
- B. Report unsatisfactory or questionable conditions in writing to Project Engineer.. Do not proceed with Work until further instructions are received.

### 3.2 PREPARATION

- A. Provide shoring, bracing and supports as required to maintain structural integrity of Work.
- B. Provide devices and methods to protect other portions of Work from damage, including elements which may be exposed by cutting and patching Work. Maintain excavations free from water.

### 3.3 ERECTION, INSTALLATION AND APPLICATION

- A. Performance:
  - 1. Execute fitting and adjustment of products to provide finished installation to comply with and match specified tolerances and finishes.
  - 2. Execute cutting and demolition by methods which prevent damage to other Work to provide proper surfaces to receive installation of repairs and new Work.
  - 3. Execute excavating and backfilling by methods which prevent damage to other Work and settlement as specified.
- B. Execute fitting and adjustment of products to provide a finished installation to comply with specified products, functions, tolerances and finishes as shown on Drawings and as specified.
- E. Restore Work that has been cut or removed. Install new products to provide completed Work in accordance with requirements of Contract Documents and as required to match surrounding areas and surfaces.
- F. Refinish entire surfaces as necessary to provide an even, matching finish.

**END OF SECTION**

**SECTION 01 7800  
CLOSEOUT SUBMITTALS**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Project Record Documents.
- B. Operation and Maintenance Data.

1.2 RELATED REQUIREMENTS

- A. Section 01 3000 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.
- B. Individual Product Sections: Specific requirements for operation and maintenance data.

1.3 SUBMITTALS

- A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment.
- B. Operation and Maintenance Data:
  - 1. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Architect will review draft and return one copy with comments.
  - 2. For equipment, or component parts of equipment put into service during construction and operated by Owner/District, submit completed documents within ten days after acceptance.
  - 3. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Architect comments. Revise content of all document sets as required prior to final submission.
  - 4. Submit two sets of revised final documents in final form within 10 days after final inspection.
- C. Warranties and Bonds:
  - 1. For equipment or component parts of equipment put into service during construction with Owner/District permission, submit documents within 10 days after acceptance.
  - 2. Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.
  - 3. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

**PART 2 - PRODUCTS - NOT USED**

**PART 3 - EXECUTION**

3.1 PROJECT RECORD DOCUMENTS

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

- B. Ensure entries are complete and accurate, enabling future reference by Owner/District.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress.
- E. Record Drawings : Legibly mark each item to record actual construction including:
  - 1. Field changes of dimension and detail.
  - 2. Details not on original Contract drawings.

## 3.2 OPERATION AND MAINTENANCE DATA

- A. Source Data: For each product or system, list names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.
- B. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
- D. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.

**END OF SECTION**

**SECTION 02 4100  
DEMOLITION**

**PART 1 - GENERAL**

1.01 SECTION INCLUDES

- A. Removal of grading at existing building perimeter foundations for weatherization work.

1.02 RELATED SECTIONS

- A. Section 01 5000 – Temporary Facilities and Controls (barriers, fences and landscape protection and dust control)
- B. Section 01 7000 – Execution and Closeout Requirements

1.03 SUBMITTALS

- A. Submit under provisions of Section 01 3000 – Submittals.

1.04 PROJECT RECORD DOCUMENTS

- A. Submit under provisions of Section 01 7000 – Execution and Closeout Requirements.
- B. Accurately record actual locations of any capped or abandoned utility services.

1.05 QUALIFICATIONS

- A. Demolition Firm: Company specializing in performing the work of this section with minimum five (5) years documented experience.

1.06 REGULATORY REQUIREMENTS

- A. Conform to applicable codes for demolition of structures, safety of adjacent structures, dust control, runoff control, disposal and transportation of demolition materials to approved landfills.
- B. Do not close or obstruct roadways, sidewalks, malls or fire lanes without approval from the **Owner/District**.
- C. Conform to applicable regulatory procedures when discovering hazardous or contaminated materials.

1.07 SEQUENCING

- A. No specific sequence of demolition is required, the contractor may schedule activities in accordance with the best interest of the project

**PART 2 - PRODUCTS -- Not Used.**

**PART 3 - EXECUTION**

3.01 PREPARATION

- A. Provide, erect and maintain temporary barriers and security devices, as required for the safety of the public and the security of the construction.
- B. Protect existing landscaping materials, appurtenances and items which are not indicated to be demolished.
- C. Prevent movement or settlement of the structures. Provide bracing and shoring as required.

3.02 DEMOLITION REQUIREMENTS

- A. Cease operations immediately if structures appear to be in danger. Notify Architect/ Engineer. Do not resume operations until directed.
- B. Conduct operations with minimum interference to public or private accesses. Maintain protected egress and access at all times.
- C. Sprinkler work with water or provide other means to minimize dust.
- D. Protection of Trees and Shrubs: Trees and shrubs within project site which might be damaged during demolition shall be protected by a 6 foot fence. Fence shall be securely erected a minimum of 5 feet from trunk of individual trees. Should any tree be damaged during work under this contract, it shall be replaced.

3.04 ASBESTOS PRECAUTIONS

- A. If, any suspected asbestos-bearing materials are encountered by the Contractor, he shall contact the School District for verification, which will have it tested and if positive, will have it removed under separate contract.

3.05 GENERAL INFORMATION

- A. All items not indicated as salvage or removed by Owner will become the property of the Contractor for his demolition and/or disposal.
- B. Contractor shall, with Owner's representative, review the building prior to demolition to ascertain that all items of value and which are to be turned over to Owner have been removed and properly stored and accounted for prior to building demolition.
- C. Contractor shall not allow persons other than those in his direct employ to remove and/or demolish any portions of the existing college facilities.
- D. Contractor shall not solicit or sell materials from or on the premises.
- E. Items to be protected by Contractor:
  - 1. Existing building equipment, furnishings, finishes and all components which are to remain.
  - 2. Existing walks, trees and shrubs which are to remain.

3.06 DISPOSITION OF MATERIALS

- A. Owner shall remove all materials which he wishes to salvage from the existing

building, prior to the Contractor's demolition operations. All material remaining within or attached to these buildings become the property of the Contractor and shall be removed from the site.

3.07 CLEAN UP

- A. Debris and Rubbish: Remove debris and rubbish from site daily. Do not allow to accumulate in building or on site. Remove debris from excavations.
- B. Debris Control: Remove and transport debris in a manner as to prevent spillage on streets or adjacent areas.
- C. Transport of demolition materials, scrap and miscellaneous debris from demolition work on a daily basis to an approved sanitary landfill.

**END OF SECTION**

**SECTION 04 2000**  
**UNIT MASONRY**

**PART 1 - GENERAL**

1.1 SUMMARY

- A. This Section includes unit masonry assemblies consisting of the following:
  - 1. Concrete masonry units (CMUs).
  - 2. Mortar and grout.
  - 3. Reinforcing steel.
  - 4. Masonry joint reinforcement.
  - 5. Ties and anchors.
  - 6. Miscellaneous masonry accessories.

1.2 RELATED WORK

- A. Section 07 6200 - Sheet Metal Flashing and Trim
- B. Section 07 9200 - Joint Sealants
- C. Section 09 9000 - Painting and Coating

1.3 DEFINITIONS

- A. Reinforced Masonry: Masonry containing reinforcing steel in grouted cells.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For the following:
  - 1. Reinforcing Steel: Detail bending and placement of unit masonry reinforcing bars. Comply with ACI 315, "Details and Detailing of Concrete Reinforcement." Show elevations of reinforced walls.
- C. Samples for Verification: For each type and color of the following:
  - 1. Accessories embedded in masonry.
  - 2. Block color and texture.
- D. Qualification Data: For testing agency.
- E. Material Certificates: Include statements of material properties indicating compliance with requirements including compliance with standards and type designations within standards. Provide for each type and size of the following:
  - 1. Masonry units.
    - a. Include material test reports substantiating compliance with requirements.
  - 2. Cementitious materials. Include brand, type, and name of manufacturer.
  - 3. Preblended, dry mortar mixes. Include description of type and proportions of ingredients.
  - 4. Grout mixes. Include description of type and proportions of ingredients.
  - 5. Reinforcing bars.
  - 6. Joint reinforcement.
  - 7. Anchors, ties, and metal accessories.
- F. Mix Designs: For each type of mortar and grout. Include description of type and proportions of ingredients.
  - 1. Include test reports, per ASTM C 780, for mortar mixes required to comply with property specification.
  - 2. Include test reports, per ASTM C 1019, for grout mixes required to comply with compressive strength requirement.
- G. Cold-Weather Procedures: Detailed description of methods, materials, and equipment to be used to comply with cold-weather requirements.



1.5 QUALITY ASSURANCE

- A. Testing Agency Qualifications: An independent agency qualified according to ASTM C 1093 for testing indicated, as documented according to ASTM E 548.
- B. Source Limitations for Masonry Units: Obtain exposed masonry units of a uniform texture and color, or a uniform blend within the ranges accepted for these characteristics, through one source from a single manufacturer for each product required.
- C. Source Limitations for Mortar Materials: Obtain mortar ingredients of a uniform quality, including color for exposed masonry, from a single manufacturer for each cementitious component and from one source or producer for each aggregate.
- D. Sample Panels: Build sample panels to verify selections made under sample submittals and to demonstrate aesthetic effects. Comply with requirements in Division 01 Section "Quality Control" for mockups.
  - 1. Build sample panels for each type of exposed unit masonry construction typical exterior wall in sizes approximately 60 inches long by 48 inches high by full thickness.
  - 2. Clean one-half of exposed faces of panels with masonry cleaner indicated.
  - 3. Protect approved sample panels from the elements with weather-resistant membrane.
  - 4. Approval of sample panels is for color, texture, and blending of masonry units; relationship of mortar and sealant colors to masonry unit colors; tooling of joints; aesthetic qualities of workmanship; and other material and construction qualities specifically approved by Architect in writing.
    - a. Approval of sample panels does not constitute approval of deviations from the Contract Documents contained in sample panels unless such deviations are specifically approved by Architect in writing.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store masonry units on elevated platforms in a dry location. If units are not stored in an enclosed location, cover tops and sides of stacks with waterproof sheeting, securely tied. If units become wet, do not install until they are dry.
- B. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.
- C. Store aggregates where grading and other required characteristics can be maintained and contamination avoided.
- D. Deliver preblended, dry mortar mix in moisture-resistant containers designed for lifting and emptying into dispensing silo. Store preblended, dry mortar mix in delivery containers on elevated platforms, under cover, and in a dry location or in a metal dispensing silo with weatherproof cover.
- E. Store masonry accessories, including metal items, to prevent corrosion and accumulation of dirt and oil.

1.7 PROJECT CONDITIONS

- A. Protection of Masonry: During construction, cover tops of walls, projections, and sills with waterproof sheeting at end of each day's work. Cover partially completed masonry when construction is not in progress.
  - 1. Extend cover a minimum of 24 inches down both sides and hold cover securely in place.
- B. Do not apply uniform floor or roof loads for at least 12 hours and concentrated loads for at least 3 days after building masonry walls or columns.

- C. Stain Prevention: Prevent grout, mortar, and soil from staining the face of masonry to be left exposed or painted. Immediately remove grout, mortar, and soil that come in contact with such masonry.
  - 1. Protect base of walls from rain-splashed mud and from mortar splatter by spreading coverings on ground and over wall surface.
  - 2. Protect sills, ledges, and projections from mortar droppings.
  - 3. Protect surfaces of window and door frames, as well as similar products with painted and integral finishes, from mortar droppings.
  - 4. Turn scaffold boards near the wall on edge at the end of each day to prevent rain from splashing mortar and dirt onto completed masonry.
- D. Cold-Weather Requirements: Do not use frozen materials or materials mixed or coated with ice or frost. Do not build on frozen substrates. Remove and replace unit masonry damaged by frost or by freezing conditions. Comply with cold-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602.
  - 1. Cold-Weather Cleaning: Use liquid cleaning methods only when air temperature is 40 deg F (4 deg C) and above and will remain so until masonry has dried, but not less than 7 days after completing cleaning.
- E. Hot-Weather Requirements: Comply with hot-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602.

## **PART 2 - PRODUCTS**

### **2.1 MANUFACTURERS**

- A. In other Part 2 articles where titles below introduce lists, the following requirements apply to product selection:
  - 1. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, products specified.
  - 2. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, manufacturers specified.

### **2.2 MASONRY UNITS, GENERAL**

- A. Defective Units: Referenced masonry unit standards may allow a certain percentage of units to exceed tolerances and to contain chips, cracks, or other defects exceeding limits stated in the standard. Do not use units where such defects, including dimensions that vary from specified dimensions by more than stated tolerances, will be exposed in the completed Work or will impair the quality of completed masonry.

### **2.3 CONCRETE MASONRY UNITS (CMUs)**

- A. Shapes: Provide shapes indicated and as follows:
  - 1. 8"x8"x16" standard grey CMU units, smooth faced, load bearing, as indicated on drawings.
  - 2. 8"x4"x16" standard grey CMU units, smooth faced, load bearing, as indicated on drawings.
  - 3. Provide special shapes for lintels, corners, jambs, sashes, movement joints, headers, bonding, and other special conditions, as indicated on drawings.
  - 4. Provide square-edged units for outside corners, unless otherwise indicated.
- B. Concrete Masonry Units: ASTM C 90.
  - 1. Weight Classification: Normal weight.

2. Size (Width): Manufactured to dimensions 3/8 inch less than nominal dimensions.
3. Exposed Faces: Standard split-faced and regular-faced.
4. Available Products:
  - a. Superlite - an Oldcastle Company, Western Block, or Prior Approved Equal.

#### 2.4 MASONRY LINTELS

- A. Masonry Lintels: Prefabricated or built-in-place masonry lintels made from bond beam concrete masonry units with reinforcing bars placed as indicated and filled with coarse grout. Cure precast lintels before handling and installing. Temporarily support built-in-place lintels until cured.

#### 2.5 MORTAR AND GROUT MATERIALS

- A. Portland Cement: ASTM C 150, Type I or II, except Type III may be used for cold-weather construction. Provide natural color or white cement as required to produce mortar color indicated.
- B. Hydrated Lime: ASTM C 207, Type S.
- C. Portland Cement-Lime Mix: Packaged blend of portland cement complying with ASTM C 150, Type I or Type III, and hydrated lime complying with ASTM C 207, Type S.
- D. Mortar Pigments: Natural and synthetic iron oxides and chromium oxides, compounded for use in mortar mixes. Use only pigments with a record of satisfactory performance in masonry mortar.
  1. Available Products:
    - a. Solomon Grind-Chem Services, Inc.; SGS Mortar Colors.
- E. Aggregate for Mortar: ASTM C 144.
  1. For mortar that is exposed to view, use washed aggregate consisting of natural sand or crushed stone.
- F. Aggregate for Grout: ASTM C 404.
- G. Cold-Weather Admixture: Nonchloride, noncorrosive, accelerating admixture complying with ASTM C 494/C 494M, Type C, and recommended by manufacturer for use in masonry mortar of composition indicated.
  1. Available Products:
    - a. Grace Construction Products, a unit of W. R. Grace & Co. - Conn.; Morset.
    - b. Sonneborn, Div. of ChemRex; Trimix-NCA.
- H. Plasticizer: Water reducing type which reduces porosity and absorption to increase bond strength.
  1. To contain No calcium chloride.
  2. Submit manufacturer's printed data for approval prior to use.
  3. Use in strict accord with manufacturer's printed instructions.
- I. Dry-Block Mortar and Block Admixture: As manufactured by Grace Masonry Products, and add to all mortar and block at both interior and exterior masonry walls in quantities as recommended by the manufacturer's printed instructions.
- J. Water: Potable.

#### 2.6 REINFORCEMENT

- A. Uncoated Steel Reinforcing Bars: ASTM A 615/A 615M or ASTM A 996/A 996M, Grade 60 (Grade 420).
- B. Masonry Joint Reinforcement, General: ASTM A 951.
  1. Interior Walls: Hot-dip galvanized, carbon steel.
  2. Exterior Walls: Hot-dip galvanized, carbon steel.
  3. Wire Size for Side Rods: W1.7 or 0.148-inch (3.8-mm) diameter.
  4. Wire Size for Cross Rods: W1.7 or 0.148-inch (3.8-mm) diameter.

5. Wire Size for Veneer Ties: W1.7 or 0.148-inch (3.8-mm) diameter.
  6. Spacing of Cross Rods, Tabs, and Cross Ties: Not more than 16 inches (407 mm) o.c.
  7. Provide in lengths of not less than 10 feet (3 m), with prefabricated corner and tee units.
- C. Masonry Joint Reinforcement for Single-Wythe Masonry: Truss type with single pair of side rods.

## 2.7 TIES AND ANCHORS

- A. Materials: Provide ties and anchors specified in subsequent paragraphs that are made from materials that comply with eight subparagraphs below, unless otherwise indicated.
1. Hot-Dip Galvanized, Carbon-Steel Wire: ASTM A 82; with ASTM A 153/A 153M, Class B-2 coating.
  2. Galvanized Steel Sheet: ASTM A 653/A 653M, Commercial Steel, G60 (Z180) zinc coating.
  3. Steel Sheet, Galvanized after Fabrication: ASTM A 1008/A 1008M, Commercial Steel, hot-dip galvanized after fabrication to comply with ASTM A 153/A 153M.
- B. Adjustable Anchors for Connecting to Structure: Provide anchors that allow vertical or horizontal adjustment but resist tension and compression forces perpendicular to plane of wall.
1. Anchor Section for Welding to Steel Frame: Crimped 1/4-inch- (6.4-mm-) diameter, hot-dip galvanized steel wire.
  2. Tie Section for Steel Frame: Triangular-shaped wire tie, sized to extend within 1 inch (25 mm) of masonry face, made from 0.25-inch- (6.4-mm-) diameter, hot-dip galvanized steel wire.
  3. Connector Section for Concrete: Dovetail tabs for inserting into dovetail slots in concrete and attached to tie section; formed from 0.097-inch- (2.5-mm-) thick, steel sheet, galvanized after fabrication.
  4. Tie Section for Concrete: Corrugated metal ties with dovetail tabs for inserting into dovetail slots in concrete and sized to extend to within 1 inch (25 mm) of masonry face.

## 2.8 MISCELLANEOUS MASONRY ACCESSORIES

- A. Compressible Filler: Premolded filler strips complying with ASTM D 1056, Grade 2A1; compressible up to 35 percent; of width and thickness indicated; formulated from PVC.
- B. Preformed Control-Joint Gaskets: Made from styrene-butadiene-rubber compound, complying with ASTM D 2000, Designation M2AA-805 or PVC, complying with ASTM D 2287, Type PVC-65406 and designed to fit standard sash block and to maintain lateral stability in masonry wall; size and configuration as indicated.
- C. Bond-Breaker Strips: Asphalt-saturated, organic roofing felt complying with ASTM D 226, Type I (No. 15 asphalt felt).

## 2.9 MASONRY CLEANERS

- A. Proprietary Acidic Cleaner: Manufacturer's standard-strength cleaner designed for removing mortar/grout stains, efflorescence, and other new construction stains from new masonry without discoloring or damaging masonry surfaces. Use product expressly approved for intended use by cleaner manufacturer and manufacturer of masonry units being cleaned.
1. Available Manufacturers:
    - a. Diedrich Technologies, Inc.

- b. EaCo Chem, Inc.
- c. ProSoCo, Inc.
- d. Or Approved Equal

2.10 MORTAR AND GROUT MIXES

- A. General: Do not use admixtures, including pigments, air-entraining agents, accelerators, retarders, water-repellent agents, antifreeze compounds, or other admixtures, unless otherwise indicated.
  - 1. Do not use calcium chloride in mortar or grout.
  - 2. Limit cementitious materials in mortar to portland cement and lime.
  - 3. Add cold-weather admixture (if used) at same rate for all mortar that will be exposed to view, regardless of weather conditions, to ensure that mortar color is consistent.
- B. Preblended, Dry Mortar Mix: Furnish dry mortar ingredients in form of a preblended mix. Measure quantities by weight to ensure accurate proportions, and thoroughly blend ingredients before delivering to Project site.
- C. Mortar for Unit Masonry: Comply with ASTM C 270, Property Specification. Provide the following types of mortar for applications stated unless another type is indicated or needed to provide required compressive strength of masonry.
  - 1. For masonry below grade or in contact with earth, use Type S.
  - 2. For reinforced masonry, use Type N.
  - 3. For mortar parge coats, use Type N.
  - 4. For exterior, above-grade, load-bearing and non-load-bearing walls and parapet walls; for interior load-bearing walls; for interior non-load-bearing partitions; and for other applications where another type is not indicated, use Type N.
- D. Grout for Unit Masonry: Comply with ASTM C 476.
  - 1. Use grout of type indicated or, if not otherwise indicated, of type (fine or coarse) that will comply with Table 1.15.1 in ACI 530.1/ASCE 6/TMS 602 for dimensions of grout spaces and pour height.
  - 2. Provide grout with a slump of 8 to 11 inches (200 to 280 mm) as measured according to ASTM C 143/C 143M.

**PART 3 - EXECUTION**

3.1 EXAMINATION

- A. Examine conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of work.
  - 1. For the record, prepare written report, endorsed by Installer, listing conditions detrimental to performance of work.
  - 2. Verify that foundations are within tolerances specified.
  - 3. Verify that reinforcing dowels are properly placed.
- B. Before installation, examine rough-in and built-in construction for piping systems to verify actual locations of piping connections.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

- A. Thickness: Build cavity and composite walls and other masonry construction to full thickness shown. Build single-wythe walls to actual widths of masonry units, using units of widths indicated.
- B. Build chases and recesses to accommodate items specified in this and other Sections.

- C. Leave openings for equipment to be installed before completing masonry. After installing equipment, complete masonry to match the construction immediately adjacent to opening.
- D. Use full-size units without cutting if possible. If cutting is required to provide a continuous pattern or to fit adjoining construction, cut units with motor-driven saws; provide clean, sharp, unchipped edges. Allow units to dry before laying unless wetting of units is specified. Install cut units with cut surfaces and, where possible, cut edges concealed.
- E. Select and arrange units for exposed unit masonry to produce a uniform blend of colors and textures.
  - 1. Mix units from several pallets or cubes as they are placed.
- F. Comply with construction tolerances in ACI 530.1/ASCE 6/TMS 602 and with the following:
  - 1. For conspicuous vertical lines, such as external corners, door jambs, reveals, and expansion and control joints, do not vary from plumb by more than 1/8 inch in 10 feet (3 mm in 3 m), 1/4 inch in 20 feet (6 mm in 6 m), or 1/2 inch (12 mm) maximum.
  - 2. For vertical alignment of exposed head joints, do not vary from plumb by more than 1/4 inch in 10 feet (6 mm in 3 m), or 1/2 inch (12 mm) maximum.
  - 3. For conspicuous horizontal lines, such as lintels, sills, parapets, and reveals, do not vary from level by more than 1/8 inch in 10 feet (3 mm in 3 m), 1/4 inch in 20 feet (6 mm in 6 m), or 1/2 inch (12 mm) maximum.
  - 4. For exposed bed joints, do not vary from thickness indicated by more than plus or minus 1/8 inch (3 mm), with a maximum thickness limited to 1/2 inch (12 mm). Do not vary from bed-joint thickness of adjacent courses by more than 1/8 inch (3 mm).
  - 5. For exposed head joints, do not vary from thickness indicated by more than plus or minus 1/8 inch (3 mm). Do not vary from adjacent bed-joint and head-joint thicknesses by more than 1/8 inch (3 mm).
  - 6. For faces of adjacent exposed masonry units, do not vary from flush alignment by more than 1/16 inch (1.5 mm) except due to warpage of masonry units within tolerances specified for warpage of units.
  - 7. For exposed bed joints and head joints of stacked bond, do not vary from a straight line by more than 1/16 inch (1.5 mm) from one masonry unit to the next.

### 3.3 LAYING MASONRY WALLS

- A. Lay out walls in advance for accurate spacing of surface bond patterns with uniform joint thicknesses and for accurate location of openings, movement-type joints, returns, and offsets. Avoid using less-than-half-size units, particularly at corners, jambs, and, where possible, at other locations.
- B. Bond Pattern for Exposed Masonry: Unless otherwise indicated, lay exposed masonry in bond pattern indicated on Drawings; do not use units with less than nominal 4-inch (100-mm) horizontal face dimensions at corners or jambs.
- C. Lay concealed masonry with all units in a wythe in running bond or bonded by lapping not less than 4-inches (100-mm). Bond and interlock each course of each wythe at corners. Do not use units with less than nominal 4-inch (100-mm) horizontal face dimensions at corners or jambs.
- D. Stopping and Resuming Work: Stop work by racking back units in each course from those in course below; do not tooth. When resuming work, clean masonry surfaces that are to receive mortar, remove loose masonry units and mortar, and wet brick if required before laying fresh masonry.
- E. Built-in Work: As construction progresses, build in items specified in this and other Sections. Fill in solidly with masonry around built-in items.

- F. Fill space between steel frames and masonry solidly with mortar, unless otherwise indicated.
- G. Where built-in items are to be embedded in cores of hollow masonry units, place a layer of metal lath, wire mesh, or plastic mesh in the joint below and rod mortar or grout into core.
- H. Fill cores in hollow concrete masonry units with grout 24 inches (600 mm) under bearing plates, beams, lintels, posts, and similar items, unless otherwise indicated.

### 3.4 MORTAR BEDDING AND JOINTING

- A. Lay hollow concrete masonry units as follows:
  - 1. With face shells fully bedded in mortar and with head joints of depth equal to bed joints.
  - 2. With webs fully bedded in mortar in all courses of piers, columns, and pilasters.
  - 3. With webs fully bedded in mortar in grouted masonry, including starting course on footings.
  - 4. With entire units, including areas under cells, fully bedded in mortar at starting course on footings where cells are not grouted.
- B. Lay solid masonry units with completely filled bed and head joints; butter ends with sufficient mortar to fill head joints and shove into place. Do not deeply furrow bed joints or slush head joints.
- C. Tool exposed joints slightly concave when thumbprint hard, using a jointer larger than joint thickness, unless otherwise indicated.
  - 1. Provide raked joints at areas as indicated on drawings.
- D. Cut joints flush for masonry walls to receive plaster or other direct-applied finishes (other than paint), unless otherwise indicated.

### 3.5 MASONRY JOINT REINFORCEMENT

- A. General: Install entire length of longitudinal side rods in mortar with a minimum cover of 5/8 inch (16 mm) on exterior side of walls, 1/2 inch (13 mm) elsewhere. Lap reinforcement a minimum of 6 inches (150 mm).
  - 1. Space reinforcement not more than 16 inches (406 mm) o.c.
  - 2. Space reinforcement not more than 8 inches (203 mm) o.c. in foundation walls and parapet walls.
  - 3. Provide reinforcement not more than 8 inches (203 mm) above and below wall openings and extending 12 inches (305 mm) beyond openings.
    - a. Reinforcement above is in addition to continuous reinforcement.
- B. Interrupt joint reinforcement at control and expansion joints, unless otherwise indicated.
- C. Provide continuity at wall intersections by using prefabricated T-shaped units.
- D. Provide continuity at corners by using prefabricated L-shaped units.
- E. Cut and bend reinforcing units as directed by manufacturer for continuity at corners, returns, offsets, column fireproofing, pipe enclosures, and other special conditions.

### 3.6 ANCHORING MASONRY TO STRUCTURAL MEMBERS

- A. Anchor masonry to structural members where masonry abuts or faces structural members to comply with the following:
  - 1. Provide an open space not less than 1/2 inch (13 mm) in width between masonry and structural member, unless otherwise indicated. Keep open space free of mortar and other rigid materials.
  - 2. Anchor masonry to structural members with anchors embedded in masonry joints and attached to structure.

3. Space anchors as indicated, but not more than 24 inches (610 mm) o.c. vertically and 36 inches (915 mm) o.c. horizontally.

### 3.7 CONTROL AND EXPANSION JOINTS

- A. General: Install control and expansion joint materials in unit masonry as masonry progresses. Do not allow materials to span control and expansion joints without provision to allow for in-plane wall or partition movement.
- B. Form control joints in concrete masonry as follows:
  1. Fit bond-breaker strips into hollow contour in ends of concrete masonry units on one side of control joint. Fill resultant core with grout and rake out joints in exposed faces for application of sealant.
  2. Install preformed control-joint gaskets designed to fit standard sash block.
  3. Install interlocking units designed for control joints. Install bond-breaker strips at joint. Keep head joints free and clear of mortar or rake out joint for application of sealant.
  4. Install temporary foam-plastic filler in head joints and remove filler when unit masonry is complete for application of sealant.
- C. Provide horizontal, pressure-relieving joints by either leaving an air space or inserting a compressible filler of width required for installing sealant and backer rod specified in Division 07 Section "Joint Sealants," but not less than 3/8 inch (10 mm).
  1. Locate horizontal, pressure-relieving joints beneath shelf angles supporting masonry.

### 3.8 LINTELS

- A. Install steel lintels where indicated.
- B. Provide masonry lintels where shown and where openings of more than 24 inches (610 mm) for block-size units are shown without structural steel or other supporting lintels.
- C. Provide minimum bearing of 8 inches (200 mm) at each jamb, unless otherwise indicated.

### 3.9 REINFORCED UNIT MASONRY INSTALLATION

- A. Temporary Formwork and Shores: Construct formwork and shores as needed to support reinforced masonry elements during construction.
  1. Construct formwork to provide shape, line, and dimensions of completed masonry as indicated. Make forms sufficiently tight to prevent leakage of mortar and grout. Brace, tie, and support forms to maintain position and shape during construction and curing of reinforced masonry.
  2. Do not remove forms and shores until reinforced masonry members have hardened sufficiently to carry their own weight and other temporary loads that may be placed on them during construction.
- B. Placing Reinforcement: Comply with requirements in ACI 530.1/ASCE 6/TMS 602.
- C. Grouting: Do not place grout until entire height of masonry to be grouted has attained enough strength to resist grout pressure.
  1. Comply with requirements in ACI 530.1/ASCE 6/TMS 602 for cleanouts and for grout placement, including minimum grout space and maximum pour height.
  2. Limit height of vertical grout pours to not more than 60 inches.

### 3.10 FIELD QUALITY CONTROL

- A. Inspectors: Contractor to engage Owner/Architect approved qualified independent inspectors to perform inspections and prepare reports. Allow inspectors access to scaffolding and work areas, as needed to perform inspections.



1. Place grout only after inspectors have verified compliance of grout spaces and grades, sizes, and locations of reinforcement.

### 3.11 REPAIRING, POINTING, AND CLEANING

- A. Remove and replace masonry units that are loose, chipped, broken, stained, or otherwise damaged or that do not match adjoining units. Install new units to match adjoining units; install in fresh mortar, pointed to eliminate evidence of replacement.
- B. Pointing: During the tooling of joints, enlarge voids and holes, except weep holes, and completely fill with mortar. Point up joints, including corners, openings, and adjacent construction, to provide a neat, uniform appearance. Prepare joints for sealant application, where indicated.
- C. In-Progress Cleaning: Clean unit masonry as work progresses by dry brushing to remove mortar fins and smears before tooling joints.
- D. Final Cleaning: After mortar is thoroughly set and cured, clean exposed masonry as follows:
  1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
  2. Test cleaning methods on sample wall panel; leave one-half of panel uncleaned for comparison purposes. Obtain Architect's approval of sample cleaning before proceeding with cleaning of masonry.
  3. Protect adjacent stone and nonmasonry surfaces from contact with cleaner by covering them with liquid strippable masking agent or polyethylene film and waterproof masking tape.
  4. Wet wall surfaces with water before applying cleaners; remove cleaners promptly by rinsing surfaces thoroughly with clear water.
  5. Clean masonry with a proprietary acidic cleaner applied according to manufacturer's written instructions.
  6. Clean concrete masonry by cleaning method indicated in NCMA TEK 8-2A applicable to type of stain on exposed surfaces.
- E. Final Painting: Refer to Architect's color schedule for paint finish for application to all exposed masonry, interior and exterior. Use products as specified in Division 09 Section "Painting".

### 3.12 MASONRY WASTE DISPOSAL

- A. Salvageable Materials: Unless otherwise indicated, excess masonry materials are Contractor's property. At completion of unit masonry work, remove from Project site.
- B. Waste Disposal as Fill Material: Dispose of clean masonry waste, including excess or soil-contaminated sand, waste mortar, and broken masonry units, by crushing and mixing with fill material as fill is placed.
  1. Crush masonry waste to less than 4 inches (100 mm) in each dimension.
  2. Mix masonry waste with at least two parts of specified fill material for each part of masonry waste. Fill material is specified in Division 31 Section "Earth Moving."
  3. Do not dispose of masonry waste as fill within 18 inches (450 mm) of finished grade.
- C. Excess Masonry Waste: Remove excess clean masonry waste that cannot be used as fill, as described above, and other masonry waste, and legally dispose of off Owner's property.

**END OF SECTION**

**SECTION 05 5000  
METAL FABRICATIONS**

**PART 1 - GENERAL**

1.1 WORK INCLUDED

- A. Shop fabricated ferrous metal items, galvanized and prime painted.
- B. Special metal items – Refer to Schedule at end of this section.

1.2 RELATED WORK

- A. Section 03 3000 – Cast-In-Place Concrete.
- B. Section 09 9000 – Painting and Coating.

1.3 REFERENCES

- A. ASTM A36 – Structural Steel.
- B. ASTM A53 – Hot-Dipped, Zinc-coated Welded and Seamless Steel Pipe.
- C. ASTM A307 – Low-Carbon Steel Externally and Internally Threaded Fasteners.
- D. ASTM A325 – High Strength Bolts for Structural Steel Joints.
- E. ASTM A386 – Zinc-coating (Hot-Dip) on Assembled Steel Products.
- F. ASTM A501 – Hot-formed Welded and Seamless Carbon Steel Structural Tubing.
- G. AWS D1.1 – Structural Welding Code.
- H. FS TT-P-31 – Paint, Oil: Iron Oxide, Ready Mix, Red and Brown.
- I. FS TT-P-641 – Primer Coating, Zinc Dust-Zinc Oxide (for Galvanized Surfaces).
- J. FS TT-P-645 – Primer, Paint, Zinc Chromate, Alkyd Type.

1.4 SHOP DRAWINGS

- A. Submit shop drawings in accordance with Section 01330.
- B. Indicate profiles, sizes, connection attachments, reinforcing, anchorage, size and type of fasteners and accessories.
- C. Include erection drawings, elevations and details where applicable.
- D. Indicate welded connections using standard AWS welding symbols. Indicate net weld lengths.
- E. Prepare shop drawings under seal of a professional structural engineer registered in the State of Arizona.

## **PART 2 - PRODUCTS**

### 2.1 MATERIALS

- A. Steel sections: ASTM A36.
- B. Steel tubing: ASTM A501.
- C. Bolts, nuts and washers: ASTM A307 and ASTM A325.
- D. Welding materials: AWS D1.1; type required for material being welded.
- E. Primer: FS TT-P-31, red, for shop application and field touch-up.
- F. Touch-up primer for galvanized surfaces: FS TT-P-641.

### 2.2 FABRICATION

- A. Verify dimensions on site prior to shop fabrication.
- B. Fabricate items with joints tightly fitted and secured.
- C. Fit and shop assemble in largest practical sections, for delivery to site.
- D. Grind exposed welds flush and smooth with adjacent finished surface. Ease exposed edges to small uniform radius.
- E. Exposed mechanical fastenings: Flush countersunk screws or bolts, unobtrusively located, consistent with design of structure, except where specifically noted otherwise.
- F. Make exposed joints butt tight, flush and hairline.
- G. Supply components required for anchorage of metal fabrications. Fabricate anchorage and related components of same material and finish as metal fabrication, except where specifically noted otherwise.

### 2.3 FINISH

- A. Clean surfaces of rust, scale, grease and foreign matter prior to finishing.
- B. Do not prime surfaces in direct contact bond with concrete or where field welding is required.
- C. Prime paint items scheduled with one coat.
- D. Galvanize items to minimum 1.25 oz./S.F. zinc coating in accordance with ASTM A386.

### **PART 3 - EXECUTION**

#### **3.1 PREPARATION**

- A. Obtain Architect/Engineer approval to site cutting or making adjustments not scheduled.
- B. Clean and strip primed steel items to bare metal where site welding is scheduled.
- C. Make provision for erection loads with temporary bracing. Keep work in alignment.
- D. Supply items required to be cast into concrete or embedded in masonry with setting templates, to appropriate sections.

#### **3.2 INSTALLATION**

- A. Install items plumb and level, accurately fitted, free from distortion or defects.
- B. Perform field welding in accordance with AWS D1.1.
- C. After installation, clean all welds free of rust, scale or slag prior to touch-up of field welds, scratched or damaged surfaces with primer.
- D. Rod suspended items to have threads "spoiled" or tack welded at bolts to rods after erection and leveling of all systems at both upper and lower connections. Rod off sets not allowed.

#### **3.3 SCHEDULE: Provide and install items listed in Schedule and shown on Drawings with anchorage and attachments necessary for installation. The Schedule is a list of principal items only. Refer to Drawing details for items not specifically scheduled.**

- A. Steel columns not included in Section 05 12 00; prime paint finish.
- B. Ledger and shelf angles, and channels and plates not attached to structural framing, for support of miscellaneous items as indicated, prime paint finish.
- C. Channel and angle door frames and wall openings for coiling grilles and door openings; prime paint finish.
- D. Mechanical equipment: Provide all miscellaneous structural support members and coordinate require attachments for proper suspension system. Provide nailer anchorage as detailed. See Section 06100.
- E. Carpenter's iron work: Provide as required custom fabricated bolts, plates, anchors, hangers, dowels and other miscellaneous steel and iron shapes as required for framing and supporting woodwork and/or anchoring or securing woodwork to concrete, masonry or other structure.
- F. Downspouts: Fabricated from structural steel tube to sizes as indicated and specified with full welded joints ground smooth and phosphatized, primed painted inside and outside after welding.

- G. Bollards: Bollards shall be constructed of standard steel pipe sections to heights detailed, filled with concrete and painted.
- H. Counter, vanity and support brackets: Install in conjunction with stud or masonry systems as detailed. Prime painted steel.
- I. Steel wall ladders where indicated, of 3/8 inch by 2-1/2 inch side rails spaced at 16 inches, rungs of 3/4 inch diameter solid rod spaced 12 inches o.c.; space rungs 7 inches from wall surface; with steel mounting brackets and attachments; prime paint finish. Fabricate and install all ladders in conformance with all applicable codes. Coordinate with Section 07831, Roof Hatches for installation of "Ladder-Up" safety post and its attachment to the steel wall ladder. (All ladders shall conform in all respects to the requirements of OSHA and all current codes.)

**END OF SECTION**

**SECTION 06 1000  
ROUGH CARPENTRY**

**PART 1 - GENERAL**

1.1 WORK INCLUDED

- A. Miscellaneous blocking.
- B. Preservative-treated blocking for roofing system insulation, metal flashings, roofing accessories and mechanical equipment.

1.2 RELATED WORK

- A. Section 09 90 00 – Painting and Coatings

1.3 REFERENCES

- A. FS TT-W-550 – Wood Preservative, Chromated Copper Arsenate Mixture
- B. FS TT-W-571 – Wood Preservation: Treating practices
- C. NFPA – National Design Specification for Stress Grade Lumber and Its Fastening
- D. PS 1 – Construction and Industrial Plywood
- E. PS 20 – American Softwood Lumber Standard
- F. PS 51 – Hardwood and Decorative Plywood

1.4 QUALITY ASSURANCE

- A. Lumber: Identify with grade stamp of an agency certified by NFPA.

1.5 PRODUCT DATA

- A. Submit product data under provisions of Section 01 33 00.
- B. Identify preservative properties, method of treatment, expected service life.

**PART 2 - PRODUCTS**

2.1 MATERIALS

- A. Lumber: PS 20, graded in accordance with NFPA Grading Rules; maximum moisture content of 19 percent; WCDF species for nonstructural minor framing lumber & blocking: 1250 f, 1.7 x 10(-6)E, S4S, fv = 95 psi.
- B. Softwood plywood: PS 1; sheathing factory grade, exterior quality, WCDF face veneer, each panel identified with the D.F.P.A. grade trademark of the American Plywood Association. Plywood thickness shall be as indicated on drawings, plywood used for structural purposes shall have an identification index appropriate for the support spacing.

## 2.2 ACCESSORIES

- A. Nails, spikes and staples: Hot-dipped galvanized for exterior locations, high humidity locations, and treated wood; plain finish for other interior locations; size and type to suit application.
- B. Bolts, nuts, washers, lags and screws: Medium carbon steel; size and type to suit application; hot-dipped galvanized for exterior locations, high humidity locations, and treated wood.
- C. Fasteners: Toggle bolt type for anchorage to hollow masonry. Expansion shield and lag bolt type for anchorage to solid masonry or concrete. Bolts or power activated type for anchorage to steel.
- D. Framing anchors: Galvanized steel; sized to suit joists and framing conditions; manufactured by TECO or Simpson.

## 2.3 WOOD TREATMENT MATERIALS

- A. Wood preservative: Wolmanized wood. Comply with applicable requirements of American Wood Preservers Institute. Mark each piece of lumber with the AWPI quality mark for compliance with the specified requirements. Provide preservative-treated lumber for usage indicated on the drawings, and whether shown on the drawings or not, for the following uses: Roof blocking, roof-mounted curbs, support timber and blocking for rooftop mechanical or ventilation units and insulation stops and at tops of parapets where occurs.

## 2.4 SHOP TREATMENT OF WOOD MATERIALS

- A. Shop pressure treatment of wood materials shall conform to requirements of FS-W-571.
- B. Deliver preservative-treated materials cut to required sizes. Minimize field cutting.
- C. Kiln dry wood after pressure treatment to maximum 19 percent moisture content.

## **PART 3 - EXECUTION**

### 3.1 SITE TREATMENT OF WOOD MATERIALS

- A. Prime paint surfaces in contact with cementitious materials.
- B. Treat site-sawn ends. Allow preservative to cure prior to placing members.

### 3.2 INSTALLATION

- A. Install miscellaneous blocking, furring, nailing strips and framing.
- B. Install members true, plumb and level. Secure in place.
- C. Construct members of continuous pieces of longest possible lengths.

- D. Blocking: Provide blocking of sizes and types indicated on the drawings or as required to accomplish the work required by the contract. Blocking and nailers shall be bolted to steel where wood to steel conditions exist.
- E. Nailers and grounds: Provide nailers and grounds as indicated on the drawings or as required for proper leveling of plaster and similar materials, or for the attachment of finish materials. Provide grounds for solid blocking in all hollow type partitions where required for door stops and other applied equipment or finishes and/or future framing. Coordinate with hardware schedule, toilet accessories, mirrors, chalk- and tackboards, etc.
- F. Temporary supports: Provide wood centering, bracing, safety rails, and other temporary supports of whatever nature required to properly and safely execute the work.
- G. Framing – general: Provide wood framing at all locations indicated and/or specified. Cut framing square on bearings, closely fitted and accurately set to required lines and levels, rigidly secured in place. Nail size and spacing shall be sufficient to develop maximum strength without splitting members. Utilize framing anchors where necessary and/or indicated to properly develop strengths at connections as detailed.
- H. Parapet caps: All lumber utilized under sheet metal wall caps which are wider than nominal 6 inches shall be of 3x material and shall have anchor bolts staggered to within 2-1/2 inches of edge of lumber at a minimum of 24 inches on center.
- I. Roof insulation stops: Install continuous preservative-treated wood insulation stops by thickness of insulation with minimum 6 inch width dimension at all roof edges, and at locations required for roof accessories as required and detailed. Fasten to metal roof deck with full-threaded "Olympic" fasteners or bolt to metal roof deck with washers and countersunk bolt heads to flush top of member.

**END OF SECTION**



**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 07 1400**  
**MASONRY WATERPROOFING**  
**PART 1 – GENERAL**

1.1 SECTION INCLUDES

- A. Masonry waterproofing products and accessories including the following:
  - 1. Latex Base Masonry Waterproofer.

1.2 RELATED SECTIONS

- A. Section 04 2000 – Unit Masonry
- B. Section 07 9200 – Joint Sealants
- C. Section 09 9000 – Painting and Coating

1.3 REFERENCES

- A. ASTM International (ASTM):
  - 1. ASTM C 309 - Standard Specification for Liquid Membrane-Forming Compounds for Curing Concrete.
  - 2. ASTM D 16 - Standard Terminology for Paint, Related Coatings, Materials, and Applications.
  - 3. ASTM D 6904 - Standard Practice for Resistance to Wind-Driven Rain for Exterior Coatings Applied to Masonry.
  - 4. ASTM D 7088 - Standard Practice for Resistance to Hydrostatic Pressure for Coatings Used in Below Grade Applications Applied to Masonry.

1.4 SUBMITTALS

- A. Submit under provisions of Section 01 3000 - Administrative Requirements.
- B. Product Data: For each paint system indicated, including:
  - 1. Material List: An inclusive list of required coating materials. Indicate each material and cross-reference specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
  - 2. Preparation instructions and recommendations.
  - 3. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each coating material.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: A firm or individual experienced in applying paints and coatings similar in material, design, and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.
- B. Manufacturer Qualifications: A firm with minimum 10 years successful experience with coatings specified in this Section.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in manufacturer's original, unopened packages and containers bearing manufacturer's name and label.
- B. Store materials not in use in tightly covered containers in a well-ventilated area at a minimum ambient temperature of 45 degrees F (7 degrees C). Maintain storage containers in a clean condition, free of foreign materials and residue.

1.7 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's recommended limits.

**PART 2 - PRODUCTS**

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: Submit for architect's approval

2.2 WATERPROOFING

- A. Masonry Waterproofer:
  - 1. Product: Latex Base Masonry Waterproofer.
  - 2. Application: Waterproof interior, exterior, above or below grade masonry walls, cinder and concrete blocks, stucco and brick, retaining walls, fish ponds, birdbaths, basement walls and foundations.
  - 3. Performance: Withstands 15 pounds of hydrostatic pressure (PSI), equivalent to a wall of water 33 feet high:
    - a. Helps protect against radon gas penetration by reducing vapor transfer.
    - b. Breathable film will not trap moisture in the masonry.
    - c. Resists mildew growth on the dry paint film.
  - 4. Finish:
    - a. Color: Bright White (tintable), smooth finish
  - 5. Coverage (Sq. Ft./US Gal.): Smooth surfaces: 100 sq. ft./gal. for first coat and 100 sq. ft./gal. for succeeding coats. Rough surfaces: 75 sq. ft./gal. for first coat and 100 sq. ft./gal. for succeeding coats.
    - a. Minimum two coats.
  - 6. Dry Time: 12 to 24 hours; To recoat: 12 hours.
  - 7. Recommended Film Thickness/Coat: 13 to 21 Wet mils/coat.
  - 8. Warranty: Fully transferable 15 Year Warranty.

**PART 3 – EXECUTION**

3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
  - 1. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- B. Coordination of Work: Review other Sections in which primers are provided to ensure compatibility of the total system for various substrates.

3.2 PREPARATION

- A. General: Remove items already installed that are not to be coated. If removal is impractical or impossible because of size or weight of the item, provide surface-applied protection before surface preparation and coating.
  - 1. After completing coating operations in each space or area, reinstall items removed using workers skilled in the trades involved.
- B. Cleaning: Before applying surface treatments, clean substrates of substances that could impair bond of the various coatings. Remove oil and grease before cleaning.
  - 1. Schedule cleaning and coating so dust and other contaminants from the cleaning process will not foul surrounding area and surfaces.

- C. Surface Preparation: Clean and prepare surfaces to be coated according to manufacturer's written instructions for each particular substrate condition and as specified.
  - 1. Clean all surfaces of dirt, grease, form oil and wax. Remove loose or chalky deposits, parting membranes and efflorescence. Point cracks, voids and surface fissures.
  - 2. Point holes, cracks, fissures, wall-floor joints, cold joints and non-working joints with patching compound specified. Install per manufacturer instructions.
  - 3. Patch all holes or cracks and the floor/wall joint with DRYLOK FAST PLUG or a fast setting hydraulic cement.
- D. Cementitious Substrates: Prepare concrete, brick, concrete masonry block, and cement plaster surfaces (stucco) to be coated. Remove efflorescence, chalk, dust, dirt, grease, oils, and release agents. Roughen as required to remove glaze. If hardeners or sealers have been used to improve curing, use mechanical methods to prepare surfaces.
  - 1. Use abrasive blast-cleaning methods if recommended by coating manufacturer.
  - 2. Determine alkalinity and moisture content of surfaces by performing appropriate tests. If surfaces are sufficiently alkaline to cause the finish paint to blister and burn, correct this condition before application.
  - 3. Do not coat surfaces if moisture content exceeds that permitted in manufacturer's written instructions.
  - 4. Efflorescence, a white, powdery, crystal-like deposit visible on the masonry surface shall be removed with DRYLOK ETCH or muriatic acid, used according to manufacturer's directions, are effective efflorescence removal agents.
  - 5. Old paint in poor condition must be removed by wire-brushing, sand blasting or by using other suitable means.
- E. Material Preparation: Carefully mix and prepare coating materials according to manufacturer's written instructions.
  - 1. Maintain containers used in mixing and applying coatings in a clean condition, free of foreign materials and residue.
  - 2. Stir materials before applying to produce a mixture of uniform density. Stir as required during application. Do not stir surface film into the material. Remove film and, if necessary, strain coating material before using.
  - 3. Use only the type of thinners approved by manufacturer and only within recommended limits.
- F. Tinting: Tint each undercoat a lighter shade to simplify identification of each coat when multiple coats of same material are applied. Tint undercoats to match the color of the finish coat but provide sufficient differences in shade of undercoats to distinguish each separate coat.

### 3.3 APPLICATION

- A. General: Apply masonry coatings according to manufacturer's written instructions.
  - 1. Use applicators and techniques best suited for the material being applied.
  - 2. Do not apply masonry coatings over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to forming a durable coating film.

3. Coating surface treatments, and finishes are indicated in the coating system descriptions.
  4. Extend coatings into wall joints and other areas, as required, to maintain system integrity and provide desired protection.
  - B. Application Procedures: Apply coatings by brush, roller, spray, or other applicators according to manufacturer's written instructions.
    1. Apply number of coats at coverage rate recommended by manufacturer unless otherwise noted.
  - C. Completed Work: Match approved Samples for color, texture, and coverage. Remove, refinish, or recoat work that does not comply with specified requirements.
- 3.4 CLEANING
- A. After completing coating, clean glass and spattered surfaces. Remove spattered material by washing and scraping without scratching or damaging adjacent finished surfaces.
- 3.5 PROTECTION
- A. Protect work of other trades, whether being painted or not, against damage from coating. Correct damage by cleaning, repairing or replacing, and recoating, as approved by Architect.
  - B. After work of other trades is complete, touch up and restore damaged or defaced coated surfaces.

**END OF SECTION**

**SECTION 07 6200**  
**SHEET METAL FLASHING AND TRIM**

**PART 1 - GENERAL**

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:
  - 1. Manufactured Products:
    - a. Manufactured reglets and counter-flashing.
  - 2. Formed Products:
    - a. Formed roof drainage sheet metal fabrications.

1.3 REFERENCE STANDARDS

- A. ASTM A653/A653M – Steel Sheet, Zinc Coated (Galvanized) by the Hot Dip Process, Commercial Quality
- B. FS TT-S-00230C – Sealing Compound: Elastomeric Type, Single Component
- C. FS SS-C-00153a – Cement, Bituminous, Plastic – Type 1

1.4 PERFORMANCE REQUIREMENTS

- A. General: Sheet metal flashing and trim assemblies as indicated shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.
- B. Fabricate and install copings capable of resisting the following forces according to recommendations in FMG Loss Prevention Data Sheet 1-49:
  - 1. Wind Zone 1: For velocity pressures of 21 to 30 lbf/sq. ft. (1.00 to 1.44 kPa): 60-lbf/sq. ft. (2.87-kPa) perimeter uplift force, 90-lbf/sq. ft. (4.31-kPa) corner uplift force, and 30-lbf/sq. ft. (1.44-kPa) outward force.
- C. Thermal Movements: Provide sheet metal flashing and trim that allows for thermal movements from ambient and surface temperature changes.
  - 1. Temperature Change (Range): [120 deg F (67 deg C), ambient; 180 deg F (100 deg C)], material surfaces.

1.5 SHOP DRAWINGS

- A. Submit shop drawings in accordance with Section 01 3300, Submittals.
- B. Clearly detail shaping, jointing, length of sections, fastening and installation details.

## 1.6 SAMPLES

- A. Submit samples in accordance with Section 01 3300, Submittals.
- B. Samples of each profile detailed in 12 inch lengths and/or gauge specified or shown. Provide shop drawings showing manner of forming and jointing and showing expansion joints. Show special penetrations which may be required.
- C. Contractor to test and submit metal sleeved anchor samples and receive Architect's approval prior to ordering.

## 1.7 EXISTING CONDITIONS/PROTECTION

- A. Exercise care when working on or about roof surfaces to avoid damaging or puncturing membrane or flexible flashings.
- B. Place plywood panels on roof surfaces adjacent to work of this section and on access routes. Keep in place until completion of work.

## 1.8 COORDINATION

- A. Carefully examine surfaces to which metal flashing is applied and installations of roofing, waterproofing, piping penetrations, curbs, reglets, nailers, fascias and similar work associated with metal flashing installation. Report unsatisfactory conditions to Architect in writing. Do not proceed unless substrate conditions are satisfactory to performance of flashing.

## 1.9 DELIVERY, STORAGE, AND HANDLING

- A. Do not store sheet metal flashing and trim materials in contact with other materials that might cause staining, denting, or other surface damage. Store sheet metal flashing and trim materials away from uncured concrete and masonry.
- B. Protect strippable protective covering on sheet metal flashing and trim from exposure to sunlight and high humidity, except to the extent necessary for the period of sheet metal flashing and trim installation.

## **PART 2 - PRODUCTS**

### 2.1 SHEET METALS

- A. Galvanized Steel: ASTM A653/A653M minimum 20 gauge with minimum 1.25 oz./S.F. galvanized coating or as noted on drawings.
- B. Sheet Lead: 2.5 lbs. per square foot.
- C. Sheet Lead: 4.0 lbs. per square foot.
- D. Kynar 500, colored sheet metal for all parapet copings; color as selected by Architect from the manufacturer's full range.

### 2.2 ACCESSORY MATERIALS AND COMPONENTS

- A. Fasteners: Concealed clip type; of same material as flashings; sized to suit application.
- B. Flashing Systems: Manufactured by FRY Reglet Corporation, or approved equal:
  - 1. Masonry (new): Type MA
  - 2. Stucco: Type STX (stucco over masonry)
- C. Solder and Flux: Type recommended for materials being used.
- D. Plastic Cement: Cutback asphaltic type; FS SS-C-00153a.

- E. Bituminous Paint: Acid and alkali resistant type; black color.
- F. Sealant: One component polysulphide, conforming to FS TT-S-00230; non-staining; non-bleeding; non-sagging; of color selected by Architect/Engineer.
- G. Fasteners: Concealed clip type of same material as flashing, sized to suit application.
- H. Roof Drain Sumps: Lead, 4 lbs. per square foot, size as required.

## 2.3 FABRICATION

- A. Form sections square, true and accurate to size, free from distortion and other defects detrimental to appearance or performance.
- B. Form sections in 8 foot lengths minimum. Make allowances for expansion at joints.
- C. Seams are to be flat lock type except corners and ends. Fabricate corners and ends minimum 18 inches x 18 inches, mitered, soldered or welded, and sealed as one piece.
- D. Wipe and wash clean, soldered joints, to remove traces of flux immediately after soldering.
- E. Hem exposed edges of flashings on underside 1/2 inch.
- F. Backpaint flashings with bituminous paint where expected to be in contact with cementitious materials or dissimilar metals.
- G. Fabricate edge metal and flashings to allow toe to extend a minimum of 4 inches horizontally over roofing base felts and return brace edge.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, to verify actual locations, dimensions and other conditions affecting performance of the Work.
  - 1. Verify compliance with requirements for installation tolerances of substrates.
  - 2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and securely anchored.
- B. For the record, prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION, GENERAL

- A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, welding rods, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
  - 1. Supply reglets to respective trade for installation. Coordinate their correct placement.
  - 2. Install sheet metal flashing and trim true to line and levels indicated. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.
  - 3. Secure flashings in place using specified type fasteners. Use exposed fasteners in locations approved by Architect/Engineer. When using exposed fasteners, they are to be of same finish as flashings.
  - 4. Insert metal flashings into reglets to form tight fit. Secure in place with lead wedges. Pack remaining spaces with lead wool. Seal flashings into reglets with sealant.
  - 5. Apply sealing compound at junction of metal flashings.
  - 6. Lock seams and end joints. Fit flashings tight in place. Make corners square, surfaces true and straight in planes, and lines accurate to profiles.



7. Counter-flash mechanical and electrical items projecting through roofing.
  8. Flash and counter-flash all mechanical equipment as required and detailed.
  9. Construct sheet metal equipment curbs, flashing and counter-flashing, all mechanical equipment as required and detailed.
  10. Splash Pan: 22 gauge sheet metal, corrugated bottom with three sides similar to SMACNA Figure 1.3.6. Fully solder all joints.
  11. Provide continuous caulking at bottom of continuous fascia and parapet cleats to seal cleat.
  12. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
  13. Space cleats not more than 12 inches (300 mm) apart. Anchor each cleat with two fasteners. Bend tabs over fasteners.
  14. Install exposed sheet metal flashing and trim without excessive oil canning, buckling, and tool marks.
  15. Install sealant tape where indicated.
  16. Torch cutting of sheet metal flashing and trim is not permitted.
  17. Do not use graphite pencils to mark metal surfaces.
- B. Metal Protection: Where dissimilar metals will contact each other or corrosive substrates, protect against galvanic action by painting contact surfaces with bituminous coating or by other permanent separation as recommended by SMACNA.
- C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at a maximum of 10 feet (3 m) with No joints allowed within 24 inches (600 mm) of corner or intersection. Where lapped expansion provisions cannot be used or would not be sufficiently watertight, form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with sealant concealed within joints.
- D. Fastener Sizes: Use fasteners of sizes that will penetrate metal decking not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.
- E. Seal joints as shown and as required for watertight construction.
1. Where sealant-filled joints are used, embed hooked flanges of joint members not less than 1 inch (25 mm) into sealant. Form joints to completely conceal sealant. When ambient temperature at time of installation is moderate, between 40 and 70 deg F (4 and 21 deg C), set joint members for 50 percent movement each way. Adjust setting proportionately for installation at higher ambient temperatures. Do not install sealant-type joints at temperatures below 40 deg F (4 deg C).
  2. Prepare joints and apply sealants to comply with requirements in Division 07 Section "Joint Sealants."
- F. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter. Pre-tin edges of sheets to be soldered to a width of 1-1/2 inches (38 mm), except reduce pre-tinning where pre-tinned surface would show in completed Work.
1. Do not solder metallic-coated steel sheet.
  2. Do not use torches for soldering. Heat surfaces to receive solder and flow solder into joint. Fill joint completely. Completely remove flux and spatter from exposed surfaces.

### 3.3 ROOF DRAINAGE SYSTEM INSTALLATION

- A. General: Install sheet metal roof drainage items to produce complete roof drainage system according to SMACNA recommendations and as indicated. Coordinate installation of roof perimeter flashing with installation of roof drainage system.
- B. Installation Directions for Overflows: Plumber to cut circular hole sized to receive new roof overflow drain assembly. Provide code required steel angle supports welded to nearest adjacent framing, underside of deck. Clamp drain body to existing deck per MFR instructions and details. Cut existing pipe to fit to new drain body.

### 3.4 MISCELLANEOUS FLASHING INSTALLATION

- A. Equipment Support Flashing: Coordinate installation of equipment support flashing with installation of roofing and equipment. Weld or seal flashing with elastomeric sealant to equipment support member.

### 3.5 ERECTION TOLERANCES

- A. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerance of 1/4 inch in 20 feet (6 mm in 6 m) on slope and location lines as indicated and within 1/8-inch (3-mm) offset of adjoining faces and of alignment of matching profiles.
- B. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerances specified in MCA's "Guide Specification for Residential Metal Roofing."

### 3.6 CLEANING AND PROTECTION

- A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
- B. Clean and neutralize flux materials. Clean off excess solder.
- C. Clean off excess sealants.
- D. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturers written installation instructions. On completion of installation, remove unused materials and clean finished surfaces. Maintain in a clean condition during construction.
- E. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures.

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**

**SECTION 07 9200  
JOINT SEALANTS**

**PART 1 - GENERAL**

- 1.1 SECTION INCLUDES
  - A. Sealants and joint backing.
  - B. Pre-compressed foam sealers.
- 1.2 REFERENCE STANDARDS
  - A. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2011.
  - B. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2011a.
- 1.3 FIELD CONDITIONS
  - A. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

**PART 2 - PRODUCTS**

- 2.1 MANUFACTURERS
  - A. Gunnable and Pourable Sealants:
    - 1. Sherwin-Williams Company: [www.sherwin-williams.com](http://www.sherwin-williams.com).
  - B. Approved Alternate Manufacturers:
    - 1. Tremco
    - 2. Sika
- 2.2 SEALANTS
  - A. Sealants and Primers - General: Provide products having volatile organic compound (VOC) content as specified in Section 01 6116.
  - B. General Purpose Exterior Sealant: Urethane; ASTM C920, Grade NS, Class 25, Uses M, G, and A; single component.
    - 1. Color: To be selected by Architect from manufacturer's standard range.
    - 2. Product: Stampede manufactured by Sherwin-Williams Company.
    - 3. Applications: Use for:
      - a. Control, expansion, and soft joints in masonry.
      - b. Joints between concrete and other materials.
      - c. Joints between metal frames and other materials.
      - d. Other exterior joints for which No other sealant is indicated.
    - 4. Urethane Products:
      - a. Sherwin-Williams Company; Stampede-1/-TX Polyurethane Sealant: [www.sherwin-williams.com](http://www.sherwin-williams.com).
      - b. Sherwin-Williams Company; Stampede 1H Hybrid Sealant: [www.sherwin-williams.com](http://www.sherwin-williams.com).
      - c. Sherwin-Williams Company; Stampede 100 Low-Modulus Hybrid Sealant: [www.sherwin-williams.com](http://www.sherwin-williams.com).
      - d. Sherwin-Williams Company; Stampede 2NS Polyurethane Sealant: [www.sherwin-williams.com](http://www.sherwin-williams.com).
  - C. Exterior Expansion Joint Sealer: Pre-compressed foam sealer; urethane with water-repellent;
    - 1. Face color: Match adjacent finished surfaces..
    - 2. Size as required to provide weathertight seal when installed.

3. Product: manufactured by Sherwin-Williams Company.
4. Applications: Use for:
  - a. Exterior wall expansion joints.
5. Products:
  - a. Tremco Global Sealants;: [www.tremcosealants.com](http://www.tremcosealants.com).

### 2.3 ACCESSORIES

- A. Primer: Non-staining type, recommended by sealant manufacturer to suit application.
- B. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
- C. Joint Backing: Round foam rod compatible with sealant; ASTM D 1667, closed cell PVC; oversized 30 to 50 percent larger than joint width; manufactured by Tremco, Inc..
- D. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that substrate surfaces are ready to receive work.
- B. Verify that joint backing and release tapes are compatible with sealant.

### 3.2 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean and prime joints in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Protect elements surrounding the work of this section from damage or disfigurement.

### 3.3 INSTALLATION

- A. Perform work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Perform installation in accordance with ASTM C1193.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific dimensions are indicated.
- D. Install bond breaker where joint backing is not used.
- E. Install sealant free of air pockets, foreign embedded matter, ridges, and sags.
- F. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.
- G. Tool joints concave.

### 3.4 CLEANING

- A. Clean adjacent soiled surfaces.

### 3.5 PROTECTION

- A. Protect sealants until cured.

**END OF SECTION**

**SECTION 09 9000  
PAINTING AND COATING**

**PART 1 - GENERAL**

1.1 SECTION INCLUDES

- A. Exterior paint and coatings systems including surface preparation.

1.2 RELATED SECTIONS

- A. Section 03 3000 - Cast-in-Place Concrete.
- B. Section 04 2000 - Unit Masonry.
- C. Section 05 5000 - Metal Fabrications.

1.3 REFERENCES

- A. Steel Structures Painting Council (SSPC):
  - 1. SSPC-SP 1 - Solvent Cleaning.
  - 2. SSPC-SP 2 - Hand Tool Cleaning.
  - 3. SSPC-SP 3 - Power Tool Cleaning.
  - 4. SSPC-SP5/NACE No. 1, White Metal Blast Cleaning.
  - 5. SSPC-SP6/NACE No. 3, Commercial Blast Cleaning.
  - 6. SSPC-SP7/NACE No. 4, Brush-Off Blast Cleaning.
  - 7. SSPC-SP10/NACE No. 2, Near-White Blast Cleaning.
  - 8. SSPC-SP11, Power Tool Cleaning to Bare Metal.
  - 9. SSPC-SP12/NACE No. 5, Surface Preparation and Cleaning of Metals by Waterjetting Prior to Recoating.
  - 10. SSPC-SP 13 / NACE No. 6 Surface Preparation for Concrete.
- B. Material Safety Data Sheets / Environmental Data Sheets: Per manufacturer's MSDS/EDS for specific VOCs (calculated per 40 CFR 59.406). VOCs may vary by base and sheen.
- C. South Coast Air Quality Management District (SCAQMD): Rule 1113 - Architectural Coatings.
- D. Green Seal, Inc.:
  - 1. GS-11 Standard for Paints and Coatings.(1st Edition, May 20,1993)
  - 2. GC-03 - Environmental Criteria for Anti-Corrosive Paints.
- E. United States Green Building Council (USGBC): LEED-09 NC/CI/CS.

1.4 SUBMITTALS

- A. Submit under provisions of Section 01 0050 - Administrative Requirements.
- B. Product Data: For each paint system indicated, including.
  - 1. Product characteristics.
  - 2. Surface preparation instructions and recommendations.
  - 3. Primer requirements and finish specification.
  - 4. Storage and handling requirements and recommendations.

5. Application methods.
  6. Cautions for storage, handling and installation.
- C. Selection Samples: Submit a complete set of color chips that represent the full range of manufacturer's products, colors and sheens available.
- D. Verification Samples: For each finish product specified, submit samples that represent actual product, color, and sheen.
- E. Only submit complying products based on project requirements (i.e. LEED). One must also comply with the regulations regarding VOCs (CARB, OTC, SCAQMD, LADCO). To ensure compliance with district regulations and other rules, businesses that perform coating activities should contact the local district in each area where the coating will be used.

## 1.5 QUALITY ASSURANCE

- A. Installer Qualifications: A firm or individual experienced in applying paints and coatings similar in material, design, and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.
- B. Paint exposed surfaces. If a color of finish, or a surface is not specifically mentioned, Architect will select from standard products, colors and sheens available.
- C. Do not paint prefinished items, concealed surfaces, finished metal surfaces, operating parts, and labels unless indicated.
- D. Mock-Up: Provide a mock-up for evaluation of surface preparation techniques and application workmanship.
1. Finish surfaces for verification of products, colors and sheens.
  2. Finish area designated by Architect.
  3. Provide samples that designate primer and finish coats.
  4. Do not proceed with remaining work until the Architect approves the mock-up.
  5. Provide (2) locations identified with Architect/Owner. Minimum area to be 10' wide x 10' High.

## 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Delivery: Deliver manufacturer's unopened containers to the work site. Packaging shall bear the manufacturer's name, label, and the following list of information.
1. Product name, and type (description).
  2. Application and use instructions.
  3. Surface preparation.
  4. VOC content.
  5. Environmental handling.
  6. Batch date.
  7. Color number.
- B. Storage: Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

- C. Store materials in an area that is within the acceptable temperature range, per manufacturer's instructions. Protect from freezing.
- D. Handling: Maintain a clean, dry storage area, to prevent contamination or damage to the coatings.

## 1.7 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.

## 1.8 EXTRA MATERIALS

- A. Furnish extra paint materials from the same production run as the materials applied and in the quantities described below. Package with protective covering for storage and identify with labels describing contents. Deliver extra materials to Owner.
- B. Furnish Owner with an additional one percent of each material and color, but not less than 1 gal (3.8 l) or 1 case, as appropriate.

## 1.9 MAINTENANCE COATINGS MANUAL

- A. Contractor to provide maintenance coatings manual similar to Sherwin-Williams Custodian, which is to include products used, colors and areas used on job, care and cleaning of coatings, basic touch-up guide, data and safety pages.

## 1.10 WARRANTY

- A. Manufacturer of material shall provide a 10 year waterproofing warranty for concrete and masonry substrates as long as the substrate, application and removal methods meet their guidelines per data page. Rilem tube testing to be conducted at owner or architect's request. Site visits to be provided by manufacturer during each phase of installation to ensure guidelines are met. Subsequent annual Rilem tube testing may be required per manufacturer warranties.
- B. Contractor to provide a 10-year labor warranty.

## **PART 2 - PRODUCTS**

### 2.1 MANUFACTURERS

- A. Acceptable Manufacturer: Submit for architect's approval.

### 2.2 APPLICATIONS/SCOPE

- A. Exterior Paints and Coatings:
  - 1. Cementitious coating: Stucco.
  - 2. Masonry: Concrete masonry units, cinder or concrete block.
  - 3. Metal: Aluminum, galvanized steel.
  - 4. Metal: Miscellaneous iron, ornamental iron, ferrous metal.



## 2.3 PAINT MATERIALS - GENERAL

- A. Paints and Coatings.
  - 1. Unless otherwise indicated, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before application. Do not reduce, thin, or dilute coatings or add materials to coatings unless such procedure is specifically described in manufacturer's product instructions.
  - 2. For opaque finishes, tint each coat including primer coat and intermediate coats, one-half shade lighter than succeeding coat, with final finish coat as base color. Or follow manufacturer's product instructions for optimal color conformance.
- B. Primers: Where the manufacturer offers options on primers for a particular substrate, use primer categorized as "best" by the manufacturer. Primers to be used on any bare surface.
- C. Coating Application Accessories: Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required, per manufacturer's specifications.
- D. Color: Paint colors to match existing, and as selected. Provide draw-downs of each color and sheen as selected by architect for review and approval.
- E. LEED Requirements: Products in compliance with requirements of IEQ Credit 4.2 USGBC LEED-09 NC/CI/CS.

## 2.4 EXTERIOR PAINT SYSTEMS

- A. CEMENTITIOUS COATING: Stucco.
  - 1. Elastomeric and Latex System: All exterior stucco surfaces indicated to be repaired and painted, unless otherwise noted.
    - a. Elastomeric Patching Compound:
      - 1) All cracks greater than 1/32" to be patched with textured elastomeric patching compound. Apply per directions with special attention to feathering out the compound to minimize appearance of the patch.
        - a) Provide mock-up for Architect and Owner approval prior to application.
      - b. Expansion joints and control joints to be sealed with acrylic urethane elastomeric caulk.
    - 2. Flat Finish:
      - 1) Prime Coat: Alkali and Efflorescence Resistant Primer Sealer, (Coverage 200-300 sf / gal, 5.3 to 8.0 mils wet, 2.1 to 3.2 mils dry).
      - 2) First Coat: Acrylic Latex Coating, (Coverage 350-400 sf / gal, 4.0 mils wet, 1.3 mils dry).
      - 3) Second Coat: same as first coat.
- B. MASONRY PARAPETS: Concrete Masonry Units (CMU)- Cinder or Concrete Block.
  - 1. Elastomeric System:
    - a. Flat Finish:
      - 1) Prime Coat: Heavy Duty Commercial Grade Block Filler, (50-88 sq ft/gal).
      - 2) First coat: Elastomeric 100% Acrylic Coating, 45 +/- 2% volume

- solids, 59% +/- 2% weight solids (Coverage 100 to 135 sf / gal, 10-16 mills wet, 5.4 to 7.2 dry).
- 3) Second Coat: same as first coat.
  - 4) Total DFT of 12-15 mils of topcoat and a surface with 10 or less pinholes per square foot.
- C. MASONRY: Concrete Masonry Units (CMU)- Cinder or Concrete Block.
1. Acrylic System:
    - a. Flat Finish:
      - 1) Prime Coat: Heavy Duty Block Filler, (50-88 sq ft/gal).
      - 2) First Coat: Acrylic Latex Coating, (Coverage 350-400 sf / gal, 4.0 mils wet, 1.3 mils dry).
      - 3) Second Coat: same as first coat.
- D. METAL: Aluminum, Galvanized.
1. Latex Systems:
    - 1) Prime Coat: Industrial Universal Primer.
    - 2) First Coat: Industrial High Performance Acrylic Semi-Gloss (Coverage 125 to 225 sf / gal, 7.1 to 12.8 wet, 3.2 to 5.8 dry).
    - 3) Second Coat: same as first coat.
- E. METAL: Misc. Iron, Ornamental Iron, Structural Iron and Steel, Ferrous Metal.
1. Latex Systems:
    - a. Semi-Gloss Finish:
      - 1) Prime Coat: Industrial Universal Primer.
      - 2) First Coat: Industrial High Performance Acrylic Semi-Gloss (Coverage 125 to 225 sf / gal, 7.1 to 12.8 wet, 3.2 to 5.8 dry).
      - 3) Second Coat: same as first coat.

### **PART 3 - EXECUTION**

#### 3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared; notify Architect of unsatisfactory conditions before proceeding. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- B. Proceed with work only after conditions have been corrected and approved by all parties, otherwise application of coatings will be considered as an acceptance of surface conditions.
- C. Previously Painted Surfaces: Verify that existing painted surfaces do not contain lead based paints, notify Architect immediately if lead based paints are encountered.

#### 3.2 SURFACE PREPARATION

- A. General: Surfaces shall be dry and in sound condition. Remove oil, dust, dirt, loose rust, peeling paint or other contamination to ensure good adhesion.
  1. Remove mildew before painting by washing with a solution of 1 part liquid household bleach and 3 parts of warm water. Apply the solution and scrub the mildewed area. Allow the solution to remain on the surface for 10 minutes. Rinse thoroughly with clean water and allow the surface to dry a minimum of

- 48 hours before painting. Wear protective glasses or goggles, waterproof gloves, and protective clothing. Quickly wash off any of the mixture that comes in contact with your skin. Do not add detergents or ammonia to the bleach/water solution.
2. Remove items including but not limited to thermostats, electrical outlets, switch covers and similar items prior to painting. After completing painting operations in each space or area, reinstall items removed using workers skilled in the trades involved.
  3. No exterior painting should be done immediately after a rain, during foggy weather, when rain is predicted, or when the temperature is below 50 degrees F (10 degrees C), unless products are designed specifically for these conditions. On large expanses of metal siding, the air, surface and material temperatures must be 50 degrees F (10 degrees F) or higher to use low temperature products.
  4. Exterior block/stucco is to be first power washed using the minimum of 3,000 PSI. Protect all adjacent surfaces from staining during power washing.
  5. After power washing is complete, existing expansion joints to be cut and dug out.
  6. After expansion joints are removed, back rod is to be installed with Sika Flex Urethane caulking to be installed at all expansion joint locations.
  7. After expansion joints have been installed, exterior block is to be primed/block filled.
  8. All hollow metal door/window frame and roll up steel door frames are to be caulked around with siliconized Latex caulk, paintable.
  9. All exterior door/window frames and doors to be painted in full, both exterior & interior sides.
- B. Aluminum: Remove all oil, grease, dirt, oxide and other foreign material by cleaning per SSPC-SP1, Solvent Cleaning.
- C. Block (Cinder and Concrete): Remove all loose mortar and foreign material. Surface must be free of laitance, concrete dust, dirt, form release agents, moisture curing membranes, loose cement, and hardeners. Concrete and mortar must be cured at least 30 days at 75 degrees F (24 degrees C). The pH of the surface should be between 6 and 9, unless the products are designed to be used in high pH environments. On tilt-up and poured-in-place concrete, commercial detergents and abrasive blasting may be necessary to prepare the surface. Fill bug holes, air pockets, and other voids with a cement patching compound.
- D. Concrete, SSPC-SP13 or NACE 6: This standard gives requirements for surface preparation of concrete by mechanical, chemical, or thermal methods prior to the application of bonded protective coating or lining systems. The requirements of this standard are applicable to all types of cementitious surfaces including cast-in-place concrete floors and walls, precast slabs, masonry walls, and shotcrete surfaces. An acceptable prepared concrete surface should be free of contaminants, laitance, loosely adhering concrete, and dust, and should provide a sound, uniform substrate suitable for the application of protective coating or lining systems.
- E. Cement Composition Siding/Panels: Remove all surface contamination by washing with an appropriate cleaner, rinse thoroughly and allow to dry. Existing peeled or checked paint should be scraped and sanded to a sound surface. Pressure clean, if needed, with a minimum of 2100 psi pressure to remove all dirt, dust, grease, oil, loose particles, laitance, foreign material, and peeling or defective coatings. Allow

the surface to dry thoroughly. The pH of the surface should be between 6 and 9, unless the products are designed to be used in high pH environments.

- F. Galvanized Metal: Clean per SSPC-SP1 using detergent and water or a degreasing cleaner to remove greases and oils. Apply a test area, priming as required. Allow the coating to dry at least one week before testing. If adhesion is poor, Brush Blast per SSPC-SP7 is necessary to remove these treatments.
- G. Steel: Structural, Plate, And Similar Items: Should be cleaned by one or more of the surface preparations described below. These methods are used throughout the world for describing methods for cleaning structural steel. Visual standards are available through the Society of Protective Coatings. A brief description of these standards together with numbers by which they can be specified follow.
1. Solvent Cleaning, SSPC-SP1: Solvent cleaning is a method for removing all visible oil, grease, soil, drawing and cutting compounds, and other soluble contaminants. Solvent cleaning does not remove rust or mill scale. Change rags and cleaning solution frequently so that deposits of oil and grease are not spread over additional areas in the cleaning process. Be sure to allow adequate ventilation.
  2. Hand Tool Cleaning, SSPC-SP2: Hand Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Beforehand tool cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1.
  3. Power Tool Cleaning, SSPC-SP3: Power Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Before power tool cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1.
  4. White Metal Blast Cleaning, SSPC-SP5 or NACE 1: A White Metal Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
  5. Commercial Blast Cleaning, SSPC-SP6 or NACE 3: A Commercial Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to No more than 33 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
  6. Brush-Off Blast Cleaning, SSPC-SP7 or NACE 4: A Brush-Off Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, loose mill scale, loose rust, and loose paint. Tightly adherent mill scale, rust, and paint may remain on the surface. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods.
  7. Power Tool Cleaning to Bare Metal, SSPC-SP11: Metallic surfaces that are prepared according to this specification, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxide

corrosion products, and other foreign matter. Slight residues of rust and paint may be left in the lower portions of pits if the original surface is pitted. Prior to power tool surface preparation, remove visible deposits of oil or grease by any of the methods specified in SSPC-SP1, Solvent Cleaning, or other agreed upon methods.

8. Near-White Blast Cleaning, SSPC-SP10 or NACE 2: A Near White Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to No more than 5 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
  9. High- and Ultra-High Pressure Water Jetting for Steel and Other Hard Materials: SSPC-SP12 or NACE 5: This standard provides requirements for the use of high- and ultra-high pressure water jetting to achieve various degrees of surface cleanliness. This standard is limited in scope to the use of water only without the addition of solid particles in the stream.
  10. Water Blasting, SSPC-SP12/NACE No. 5: Removal of oil grease dirt, loose rust, loose mill scale, and loose paint by water at pressures of 2,000 to 2,500 psi at a flow of 4 to 14 gallons per minute.
- H. Stucco: Must be clean and free of any loose stucco. If recommended procedures for applying stucco are followed, and normal drying conditions prevail, the surface may be painted in 30 days. The pH of the surface should be between 6 and 9, unless the products are designed to be used in high pH environments such as Loxon.
- I. Wood-Exterior: Must be clean and dry. Knots and pitch streaks must be scraped, sanded, and spot primed before a full priming coat is applied. Patch all nail holes and imperfections with a wood filler or putty and sand smooth.

### 3.3 INSTALLATION

- A. Apply all coatings and materials with the manufacturer's specifications in mind. Mix and thin coatings according to manufacturer's recommendations.
- B. Do not apply to wet or damp surfaces. Wait at least 30 days before applying to new concrete or masonry. Or follow manufacturer's procedures to apply appropriate coatings prior to 30 days. Test new concrete for moisture content. Wait until wood is fully dry after rain or morning fog or dew.
- C. Apply coatings using methods recommended by manufacturer.
- D. Uniformly apply coatings without runs, drips, or sags, without brush marks, and with consistent sheen.
- E. Apply coatings at spreading rate required to achieve the manufacturers recommended dry film thickness in accordance with waterproofing system per data page.
- F. Regardless of number of coats specified, apply as many coats as necessary for complete hide, and uniform appearance.

# Sunset Vista Weatherization

Glendale Elementary School District

SPS+ Architects, LLP

Project No. 1875

- G. Inspection: The coated surface must be inspected and approved by the Architect just prior to the application of each coat.

## 3.4 PROTECTION

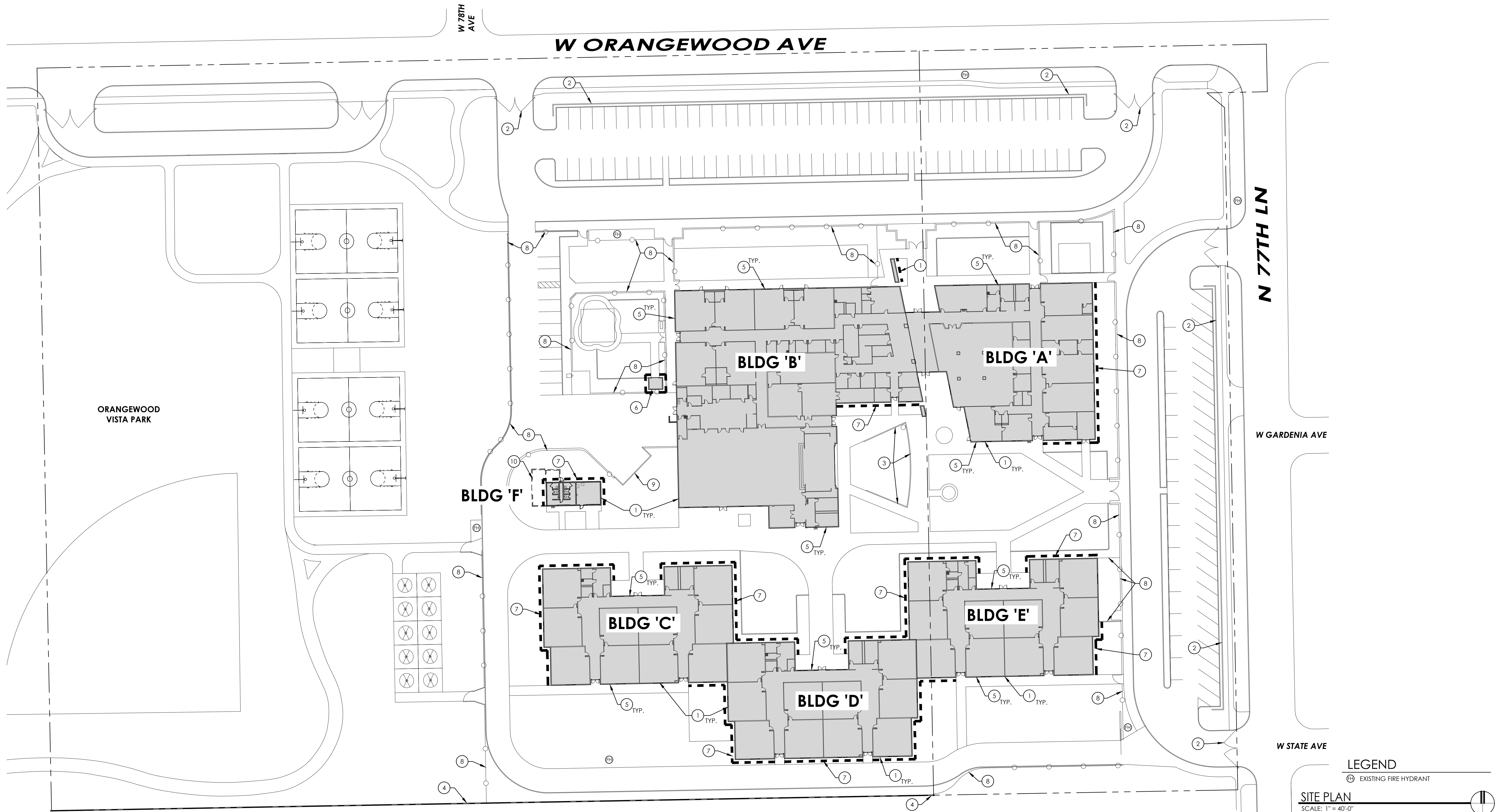
- A. Protect finished coatings from damage until completion of project.
- B. Touch-up damaged coatings after substantial completion, following manufacturer's recommendation for touch up or repair of damaged coatings. Repair any defects that will hinder the performance of the coatings.

**END OF SECTION**

**THIS PAGE WAS LEFT INTENTIONALLY BLANK**







**LEGEND**

FH EXISTING FIRE HYDRANT

**SITE PLAN**  
SCALE: 1" = 40'-0"

**GENERAL PROJECT NOTES**

- NOTES APPLY TO ENTIRE PROJECT & SCOPE. COMPLY PLANS SPECIFICATION & NOTES, WHICH EVER IS MORE RESTRICTIVE. COMPLY WITH GOVERNING AGENCIES APPLICABLE CODES AND ORDINANCES.
- CONTRACTOR TO FIELD VERIFY ALL CONDITIONS PRIOR TO COMMENCEMENT OF WORK.
- DRAWINGS ARE FOR DIAGRAMMATIC PURPOSES ONLY. DO NOT SCALE OFF OF THESE DRAWINGS.
- COORDINATE SITE SAFETY WITH OWNER. CONTRACTOR TO FULLY FENCE AREAS OF DEMOLITION AND CONSTRUCTION PRIOR TO ALL SITE ACTIVITIES.
- ALL ITEMS NOTED TO BE REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE SITE, UNLESS SPECIFICALLY NOTED OTHERWISE.
- EXERCISE CARE TO PROTECT ALL FACILITIES, EQUIPMENT AND FINISHES THAT ARE TO REMAIN. PROVIDE PROTECTION AS REQUIRED TO AVOID DAMAGES.
- ITEMS NOT SPECIFICALLY IDENTIFIED FOR REMOVAL BUT ARE ASSOCIATED IN AN AREA OR SYSTEMS REQUIRED TO BE REMOVED SHALL BE REMOVED.
- GENERAL CONTRACTOR SHALL VISIT SITE AND DETERMINE FULL EXTENT OF THE WORK PRIOR TO STARTING CONSTRUCTION OR DEMOLITION ACTIVITIES.
- ALL CONSTRUCTION AND DEMOLITION METHODS MUST MINIMIZE TRANSMISSION OF VIBRATIONS TO ALL EXISTING BUILDING STRUCTURES TO REMAIN.
- CONTRACTOR TO PROVIDE FOR ALL DEMOLITION REQUIRED TO COMPLETE NEW CONSTRUCTION PER DOCUMENTS.
- ALL ABANDON UNDERGROUND UTILITIES TO BE REMOVED AS REQUIRED TO ACCOMMODATE NEW CONSTRUCTION. RE-COMPACT PER SOILS REPORT GUIDELINES.
- CONTRACTOR TO COORDINATE SCHEDULE OF SITE DEMOLITION WITH OWNER AND SCHEDULE TIME FOR OWNER TO REMOVE ANY ITEMS PRIOR TO BEGINNING OF SITE DEMOLITION WORK.
- LAWFULLY DISPOSE OF ALL DEMOLISHED MATERIALS OFF SITE.
- FIELD VERIFY ALL DIMENSIONS WITH EXISTING SITE CONDITIONS.
- CLEAN OUT HOLES AND CRACKS IN MASONRY AND REMOVE FOAM INSULATION, SEALANT DEBRIS, ETC. PATCH WITH SPECIFIED MATERIALS, PRIME, PAINT AND SEAL AS REQ'D.
- REMOVE ITEMS SECURED TO BUILDING PRIOR TO PAINTING INCLUDING SPEAKER PANELS, VENT COVERS, LIGHT FIXTURES, BUILDING SIGNAGE, ROOM SIGNAGE, ETC.. REINSTALL UPON COMPLETION. SEAL PERIMETER WHERE APPLICABLE FOR WEATHER TIGHT INSTALLATION.
- COORDINATE WITH ARCHITECT TO PATCH AND REPAIR STUCCO CRACKS, SPALLING, HOLES, ETC. TO MATCH EXISTING ADJACENT. REFER TO SPECIFICATIONS.
- CLEAN AND INSPECT GUTTERS SCHEDULED TO REMAIN. MAKE WATER TIGHT AND ENSURE POSITIVE DRAINAGE TO DOWNSPOUT.
- IT IS THE CONTRACTORS RESPONSIBILITY TO VISIT SITE TO DETERMINE FULL EXTENT OF WORK. NO ADDITIONAL COMPENSATION WILL BE PERMITTED FOR FAILURE TO FULLY ASCERTAIN ALL ASPECTS OF DEMOLITION WORK REQUIRED FOR NEW CONSTRUCTION.
- REPLACE ANY DAMAGED CURBS, UTILITIES, SIDEWALKS, IRRIGATION COMPONENTS, ETC. DUE TO CONSTRUCTION ACTIVITIES. PROVIDE PROTECTION AS REQUIRED TO AVOID DAMAGE.
- CONTRACTOR TO COORDINATE THE LOCATION OF ALL EXISTING UTILITIES. CONTRACTOR TO COORDINATE ALL UTILITIES REMOVAL, REROUTING, AND NEW LOCATIONS WITH SERVICING UTILITIES WHERE OCCURS.
- THE OWNER MAY UTILIZE OTHER SEPARATE CONTRACTORS (I.E. COMPUTER, TELEPHONE, ETC.) DURING THE COURSE OF THE CONSTRUCTION. THE CONTRACTOR, AS A COURTESY TO THE OWNER, IS TO COMMUNICATE AND COORDINATE WORK SCHEDULES WITH THE OWNERS SEPARATE CONTRACTORS TO INSURE NO CONFLICTS.
- DRAWINGS ARE DIAGRAMMATIC IN NATURE & SUBJECT TO ADJUSTMENTS TO AVOID CONFLICTS. ALTERNATE CONSTRUCTION METHODS & CONFIGURATION MAY BE MADE WHERE NECESSARY WITH THE ARCHITECTS PERMISSION.
- DETAILS ARE TYPICAL OR SIMILAR THROUGH OUT THE PROJECT. SUBJECT TO MODIFICATIONS FOR SPECIFIC CONDITIONS.
- THE PROJECT SCOPE INCLUDES ALL WORK REQUIRED TO PROVIDE FINISHED, FULLY FUNCTIONAL CODE COMPLIANT CONSTRUCTION. CONTRACTOR TO INCLUDE WORK ASSOCIATED WITH UNSEEN EXISTING CONDITIONS.
- CONTRACTOR TO UPDATE AND MAINTAIN RECORD DRAWINGS AND AS-BUILT PLANS OF WORK DAILY. DAILY MAINTENANCE OF AS-BUILT PLANS IS REQUIRED. SEE SPECIFICATIONS.
- AFTER WEATHERIZATION REPAIRS ARE COMPLETE, TOUCH UP OR REPAINT AS REQUIRED TO MATCH EXISTING ADJACENT PAINT FINISH AND COLOR. REFER TO SPECIFICATIONS.
- AT AREAS WITH PAVING AGAINST EXISTING WALLS, REMOVE PERIMETER EXPANSION JOINT SEALANT. INSPECT FOUNDATION WALL FOR DAMAGE AND REPORT FINDINGS TO DISTRICT AND ARCHITECT. PROVIDE AND INSTALL BACKER ROD AND SEALANT AT ALL PERIMETER EXPANSION JOINTS.
- AT EXTERIOR MASONRY WALLS WITH HAIRLINE OR SPIDER CRACKS LESS THAN 1/16" WIDE, INSTALL COLOR MATCHED CONSTRUCTION GRADE SEALANT AS SPECIFIED FLUSH WITH EXISTING SURFACE.
- AT EXTERIOR MASONRY WALLS WITH CRACKS GREATER THEN 1/16" WIDE, INSTALL PRESSURE-INJECTED NON-SAG POLYURETHANE JOINT SEALANT FLUSH WITH EXISTING SURFACE.
- AT EXTERIOR MASONRY WALL WITH CRACKS IN MORTAR JOINTS, CLEAN JOINTS, REPAIR MORTAR AND APPLY SEALANT AS REQUIRED FLUSH WITH EXISTING SURFACE.
- AT EXTERIOR MASONRY WALLS WITH CRACKS GREATER THEN 1/16" WIDE AND/OR INSTANCES OF SIGNIFICANT DIFFERENTIAL MOVEMENT, INFORM OWNER AND ARCHITECT PRIOR TO WORK.
- PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- BID ALT NO. 1: MASONRY SITE WALL @ PARKING AREA, SITE GATE**  
REPAIR MASONRY CRACKS AS REQUIRED. SEE PHOTO #15. REMOVE & REPLACE ALL WEATHERED & DAMAGED SITE WALL MASONRY JOINT SEALANT THROUGHOUT. EXCAVATE, PREP, SEAL & PAINT ENTIRE SITE WALL DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE/PAVING). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. TOTAL SITE WALL AREA (BOTH WALLS): +/- 10,694 SF. PREP, PRIME & PAINT 3 SITE GATES & POSTS.
- BID ALT NO. 1: MASONRY RETAINING WALL @ OUTDOOR SEATING AREA**  
REMOVE & REPLACE ALL WEATHERED & DAMAGED SITE WALL MASONRY JOINT SEALANT THROUGHOUT. EXCAVATE, PREP, SEAL & PAINT ENTIRE SITE WALL DOWN TO TOP OF FOOTING WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE/PAVING). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. DO NOT PAINT INLAIN ARTWORK. ONLY PAINTED MASONRY. BACKFILL & RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. PREP, PRIME, & PAINT STEEL RAILING. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION. SEE PHOTO #S 13 & 14.
- EXISTING RESIDENTIAL MASONRY SITE WALL - NO WORK.
- REMOVE & REPLACE ALL SEALANT BETWEEN SIDEWALK & BUILDING PERIMETER. TYPICAL. SEE PHOTO #5.
- MASONRY STORAGE SHED  
REMOVE & REPLACE ALL WEATHERED & DAMAGED EXTERIOR MASONRY JOINT SEALANT. PREP, SEAL, PRIME & PAINT ALL WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- OWNER TO REMOVE PLANTINGS & IRRIGATION LINES ALONG BUILDING AS REQUIRED FOR EXCAVATION. CONTRACTOR TO EXCAVATE TO TOP OF FOOTINGS FOR PRIME, PAINT & SEALINGS, AND RE-GRADE TO DRAIN AWAY FROM BUILDING WHEN PAINTING WORK IS COMPLETE. INSPECT FOUNDATIONS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. REMOVE, SALVAGE, & REINSTALL EXISTING STABILIZED DG COVER.
- PREP, PRIME, & PAINT ALL 4'-0" HIGH ORNAMENTAL STEEL FENCING. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- BID ALT NO. 1: MASONRY REFUSE ENCLOSURE**  
REMOVE & REPLACE ALL WEATHERED & DAMAGED EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS FROM TOP TO BOTTOM. EXCAVATE & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTING WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- CELL TOWER TO BE INSTALLED PRIOR TO THIS PROJECT. COLORS TO BE COORDINATED WITH THE PROJECT.

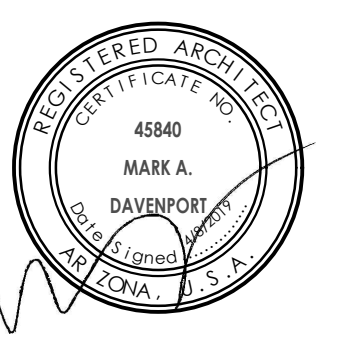
**SITE PLAN KEY NOTES**

- PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- BID ALT NO. 1: MASONRY RETAINING WALL @ OUTDOOR SEATING AREA**  
REMOVE & REPLACE ALL WEATHERED & DAMAGED SITE WALL MASONRY JOINT SEALANT THROUGHOUT. EXCAVATE, PREP, SEAL & PAINT ENTIRE SITE WALL DOWN TO TOP OF FOOTING WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE/PAVING). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. DO NOT PAINT INLAIN ARTWORK. ONLY PAINTED MASONRY. BACKFILL & RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. PREP, PRIME, & PAINT STEEL RAILING. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION. SEE PHOTO #S 13 & 14.
- EXISTING RESIDENTIAL MASONRY SITE WALL - NO WORK.
- REMOVE & REPLACE ALL SEALANT BETWEEN SIDEWALK & BUILDING PERIMETER. TYPICAL. SEE PHOTO #5.
- MASONRY STORAGE SHED  
REMOVE & REPLACE ALL WEATHERED & DAMAGED EXTERIOR MASONRY JOINT SEALANT. PREP, SEAL, PRIME & PAINT ALL WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- OWNER TO REMOVE PLANTINGS & IRRIGATION LINES ALONG BUILDING AS REQUIRED FOR EXCAVATION. CONTRACTOR TO EXCAVATE TO TOP OF FOOTINGS FOR PRIME, PAINT & SEALINGS, AND RE-GRADE TO DRAIN AWAY FROM BUILDING WHEN PAINTING WORK IS COMPLETE. INSPECT FOUNDATIONS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. REMOVE, SALVAGE, & REINSTALL EXISTING STABILIZED DG COVER.
- PREP, PRIME, & PAINT ALL 4'-0" HIGH ORNAMENTAL STEEL FENCING. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- BID ALT NO. 1: MASONRY REFUSE ENCLOSURE**  
REMOVE & REPLACE ALL WEATHERED & DAMAGED EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS FROM TOP TO BOTTOM. EXCAVATE & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTING WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- CELL TOWER TO BE INSTALLED PRIOR TO THIS PROJECT. COLORS TO BE COORDINATED WITH THE PROJECT.

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY: MAA  
DRAWN BY: AJS



ORIGINAL ISSUE  
DATE: 4-8-2019

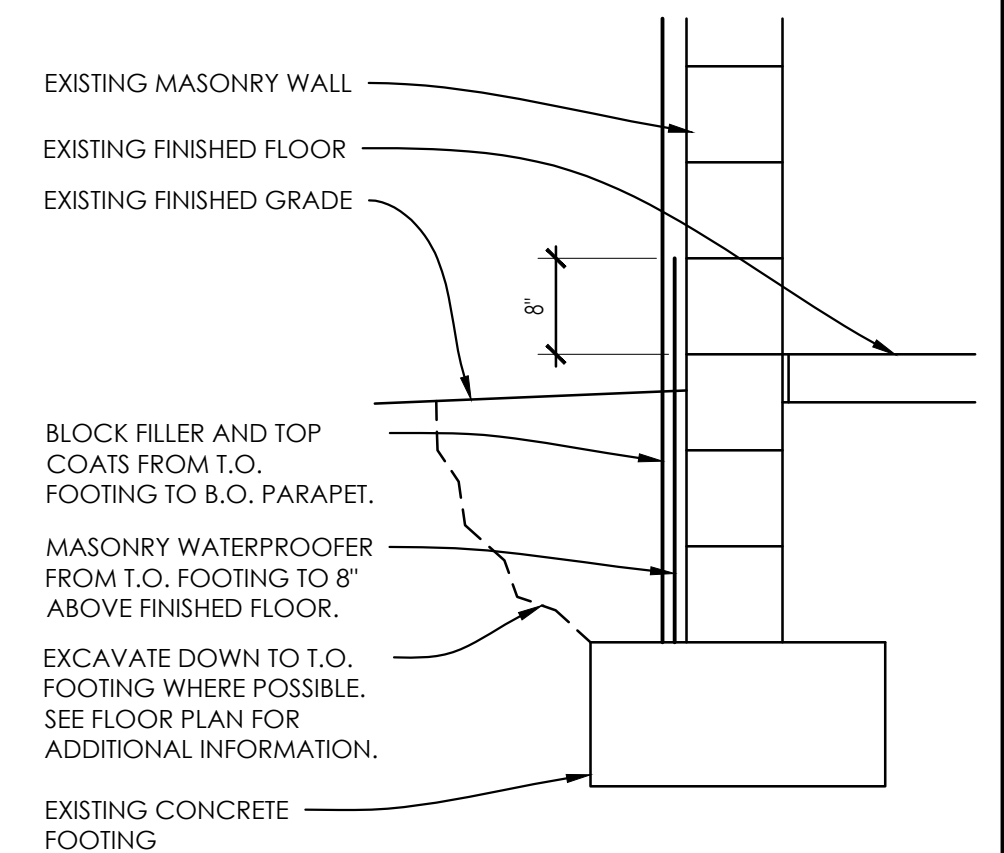
JOB NO: 1875

SHEET:

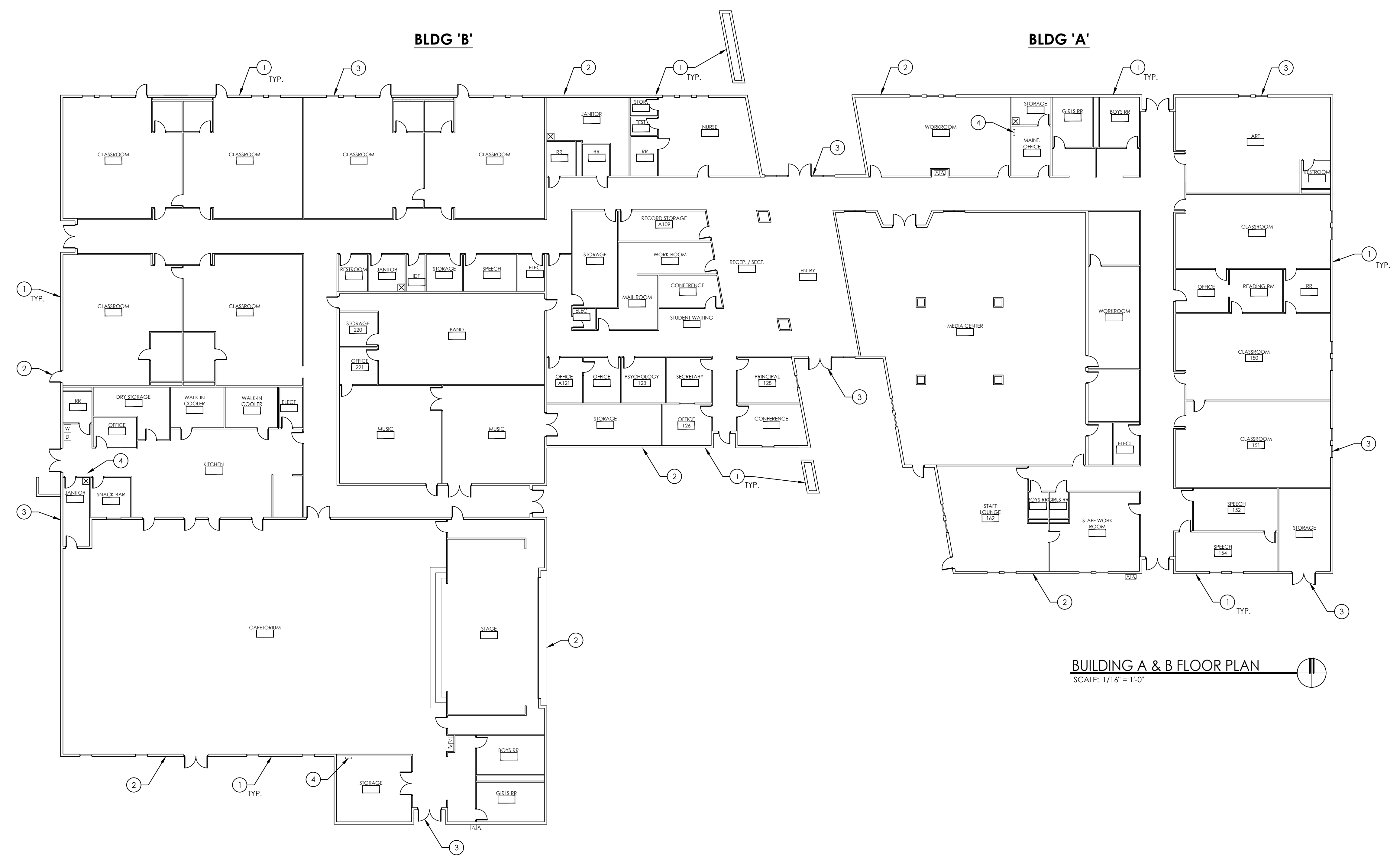
SP100  
SEQUENCE #: 2

# FLOOR PLAN KEY NOTES

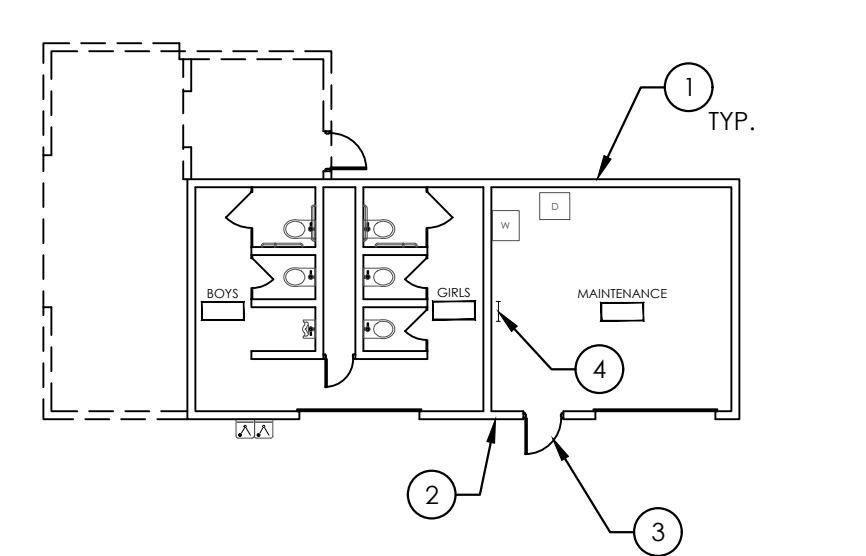
1. REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
 PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/1"=100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION & WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
2. REMOVE & REPLACE ALL PERIMETER SEALANT BETWEEN SIDEWALK & BUILDING. TYPICAL. SEE PHOTO #5.
3. REMOVE & REPLACE PERIMETER SEALANT AT EXTERIOR DOORS & WINDOWS THROUGHOUT AS REQUIRED FOR WEATHERTIGHT INSTALLATION. TYPICAL.
4. EXISTING ROOF ACCESS LADDER LOCATION.



1 TYPICAL EXTERIOR WALL PAINTING  
 SCALE: 3/4" = 1'-0"



**BUILDING A & B FLOOR PLAN**  
 SCALE: 1/16" = 1'-0"



**BUILDING F FLOOR PLAN**  
 SCALE: 1/16" = 1'-0"

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY: MAD  
 DRAWN BY: AIS



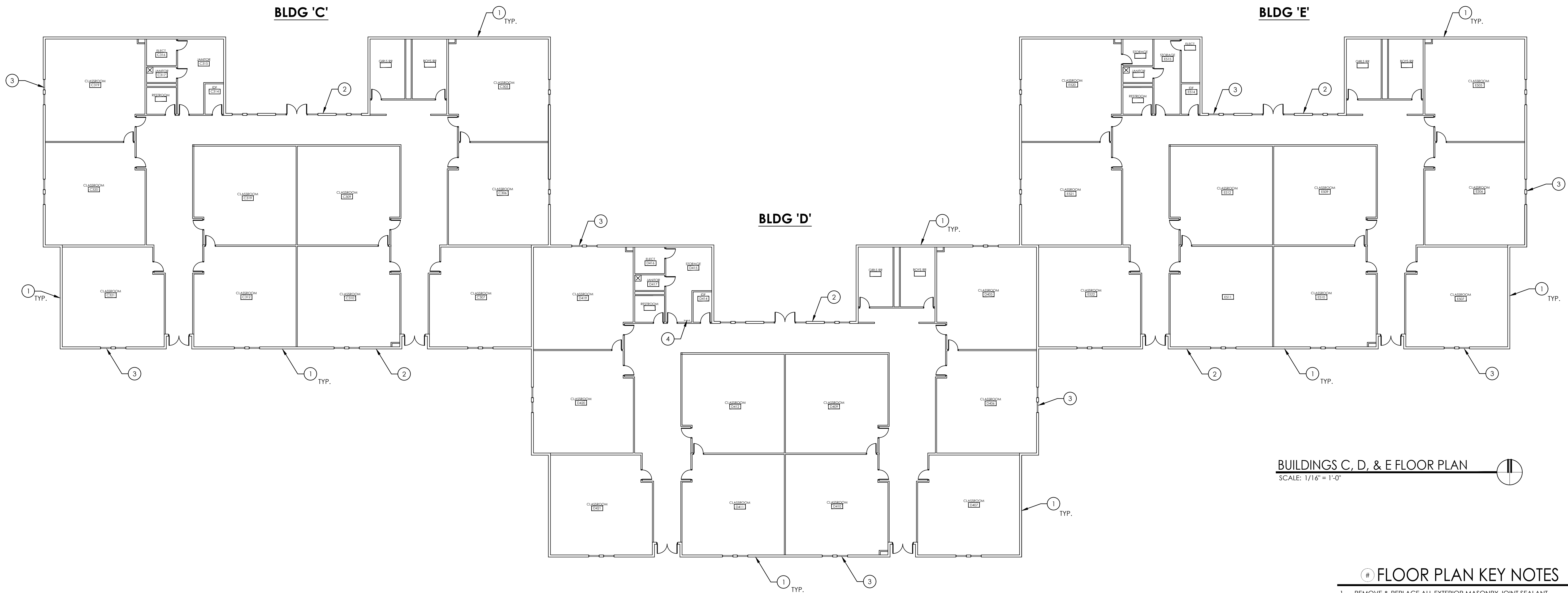
ORIGINAL ISSUE  
 DATE: 4-8-2019

JOB No: 1875

SHEET:

**A100**  
 SEQUENCE #: 3

NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.



**BUILDINGS C, D, & E FLOOR PLAN**  
SCALE: 1/16" = 1'-0"

**# FLOOR PLAN KEY NOTES**

- REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION & WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- REMOVE & REPLACE ALL PERIMETER SEALANT BETWEEN SIDEWALK & BUILDING, TYPICAL. SEE PHOTO #5.
- REMOVE & REPLACE PERIMETER SEALANT AT EXTERIOR DOORS & WINDOWS THROUGHOUT AS REQUIRED FOR WEATHERTIGHT INSTALLATION, TYPICAL.
- EXISTING ROOF ACCESS LADDER LOCATION.

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY: MAD  
DRAWN BY: AIS



**ORIGINAL ISSUE**  
DATE: 4-8-2019  
JOB No: 1875  
SHEET:  
**A101**  
SEQUENCE #:

NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

JOB No: 1875

SHEET:

A200

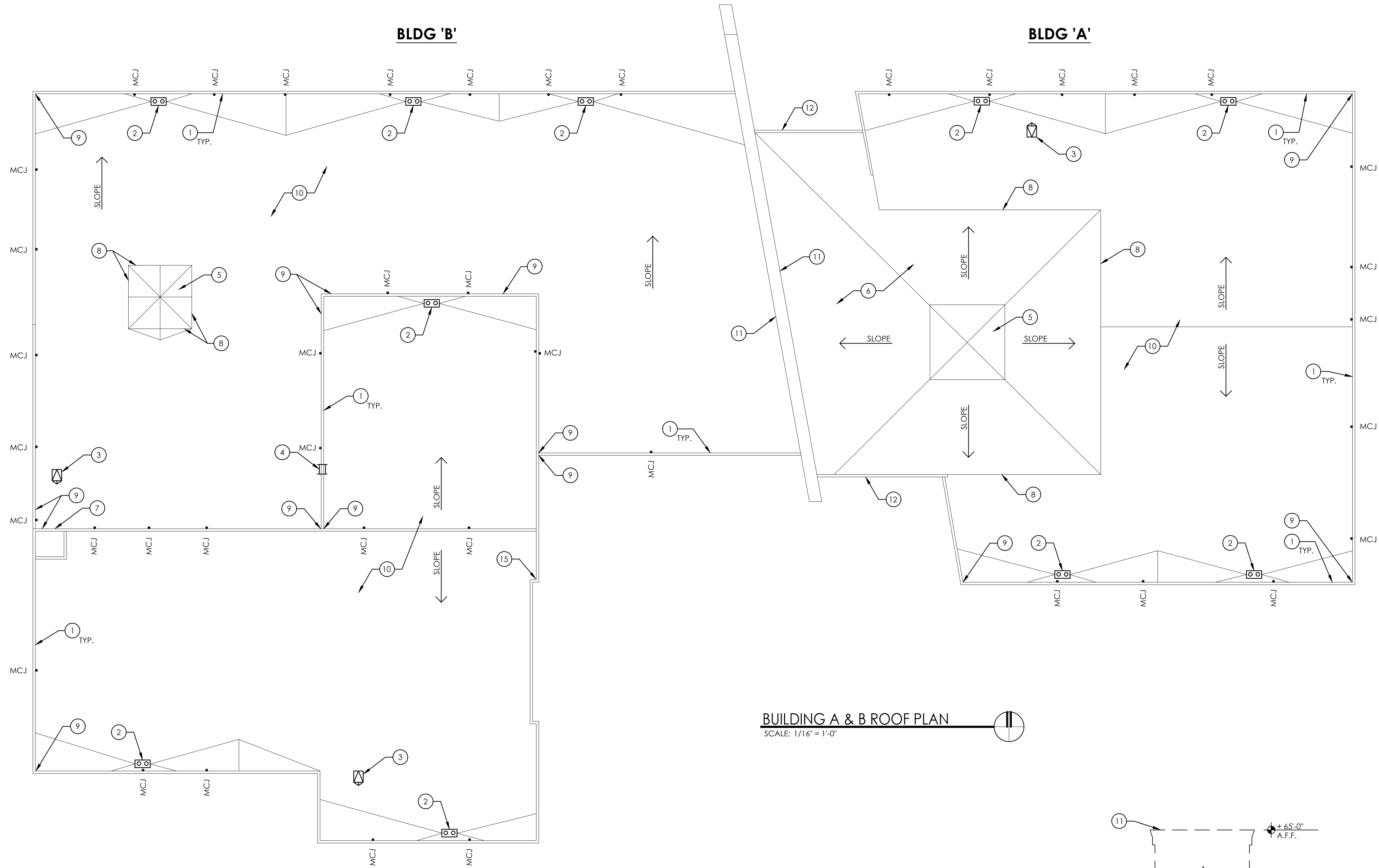
SEQUENCE #: 5

**# ROOF PLAN KEY NOTES**

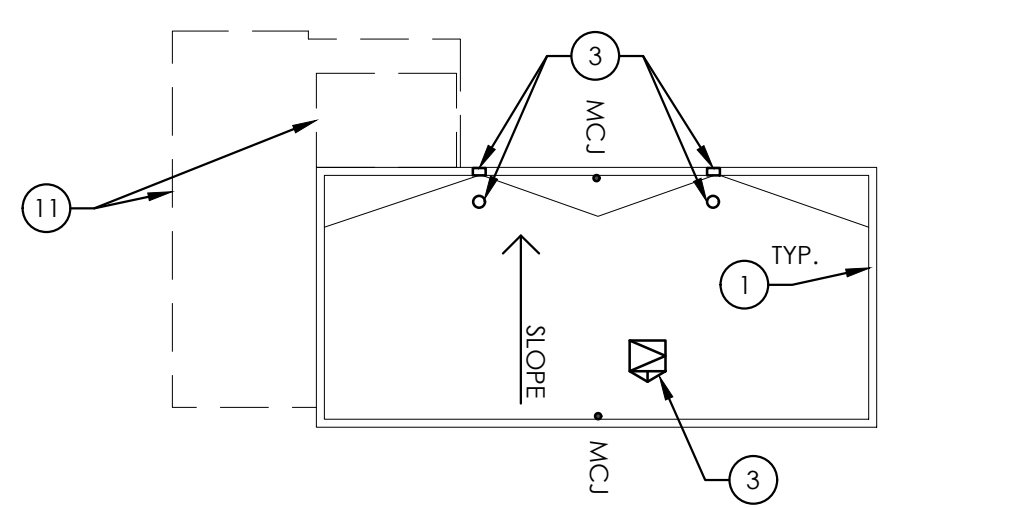
- REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- EXISTING ROOF DRAIN AND OVERFLOW DRAIN TO REMAIN, TYPICAL.
- EXISTING ROOF HATCH TO REMAIN.
- PREP, PRIME & PAINT EXISTING ROOF PARAPET LADDER. SEE PHOTO #'S 35 & 39.
- EXISTING SKYLIGHT TO REMAIN.
- EXISTING METAL ROOFING TO REMAIN.
- EXISTING ROOF OVERFLOW SCUPPER TO REMAIN. THOROUGHLY INSPECT FOR COMPLETE SEAL. PROVIDE NEW SEALANT ALL AROUND PENETRATION - TYPICAL.
- REPAIR STUCCO CRACKS. PREP, SEAL, PRIME & PAINT. REFER TO SPECIFICATION.
- REPAIR CMU & MORTAR JOINTS. SEAL, PRIME & PAINT.
- EXISTING BUILT UP ROOFING TO REMAIN, TYPICAL.
- EXISTING METAL WALL PANELING TO REMAIN, TYPICAL.
- EXISTING GUTTER TO REMAIN. INSPECT FOR LEAKS & SEAL IF REQUIRED.

**# EXTERIOR ELEVATION KEY NOTES**

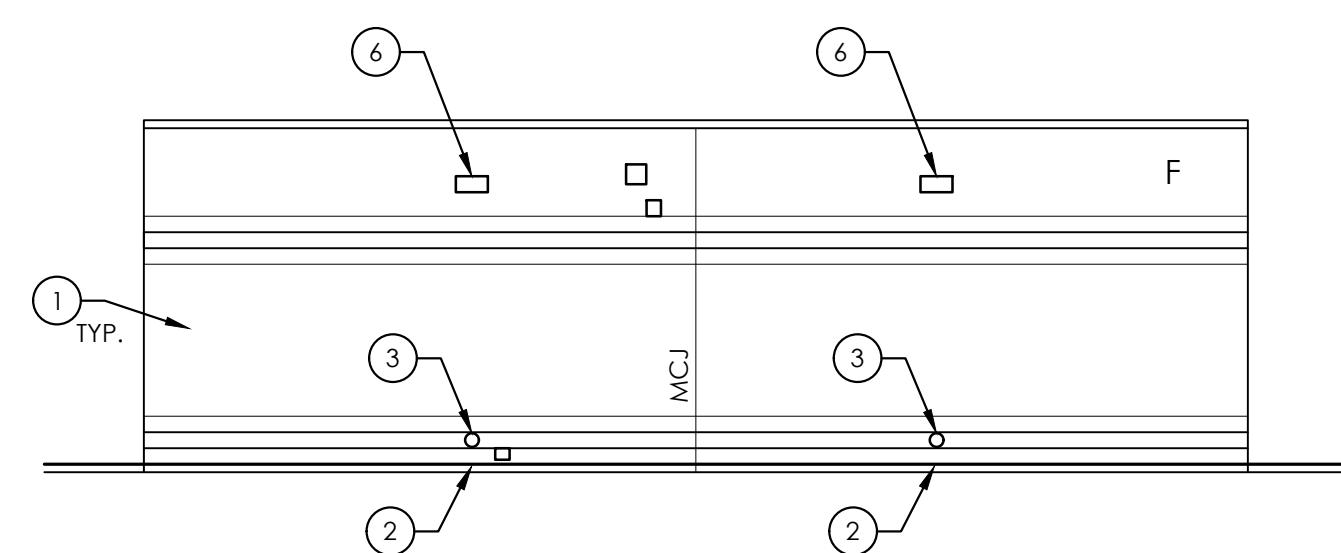
- REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE. PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
- RE-GRADE AT EXISTING CONDENSATE LINE OR ROOF DRAIN DISCHARGE LOCATIONS FOR POSITIVE SLOPE AWAY FROM BUILDING. PROVIDE SPLASH BLOCKS PER DETAIL 24/A401. SEE PHOTO #'S 10 & 11.
- EXISTING ROOF DRAIN OUTLET LOCATION. PROVIDE & INSTALL NEW LAMBS TONGUE NOZZLE AND SEAL PERIMETER. SEE PHOTO #'S 10 & 11.
- PREP, PRIME, & PAINT OVERHEAD COILING DOOR.
- REMOVE & REPLACE PERIMETER SEALANT AT EXTERIOR DOORS & WINDOWS THROUGHOUT AS REQUIRED FOR WEATHERTIGHT INSTALLATION, TYPICAL.
- EXISTING OVERFLOW SCUPPER TO REMAIN, TYPICAL. SEAL PERIMETER.
- EXISTING DRINKING FOUNTAIN TO REMAIN. SEAL PERIMETER. PROTECT DURING CONSTRUCTION.
- FIELD COLOR TO MATCH EXISTING, TYPICAL.
- ACCENT COLOR 'A' TO MATCH EXISTING, TYPICAL.
- ACCENT COLOR 'B' TO MATCH EXISTING, TYPICAL.
- CELL TOWER TO BE INSTALLED PRIOR TO THIS PROJECT. COLORS TO BE COORDINATED WITH THE PROJECT.



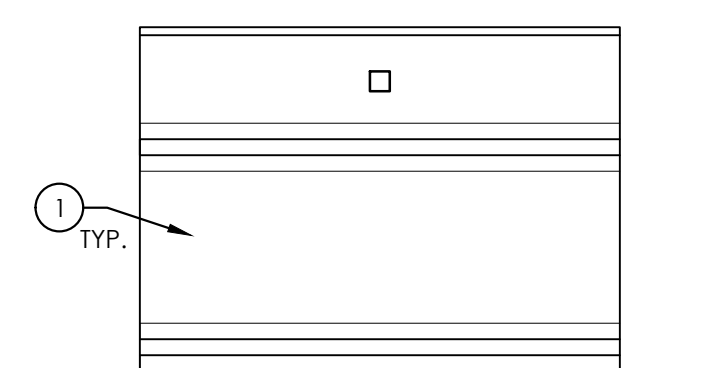
**BUILDING A & B ROOF PLAN**  
SCALE: 1/16" = 1'-0"



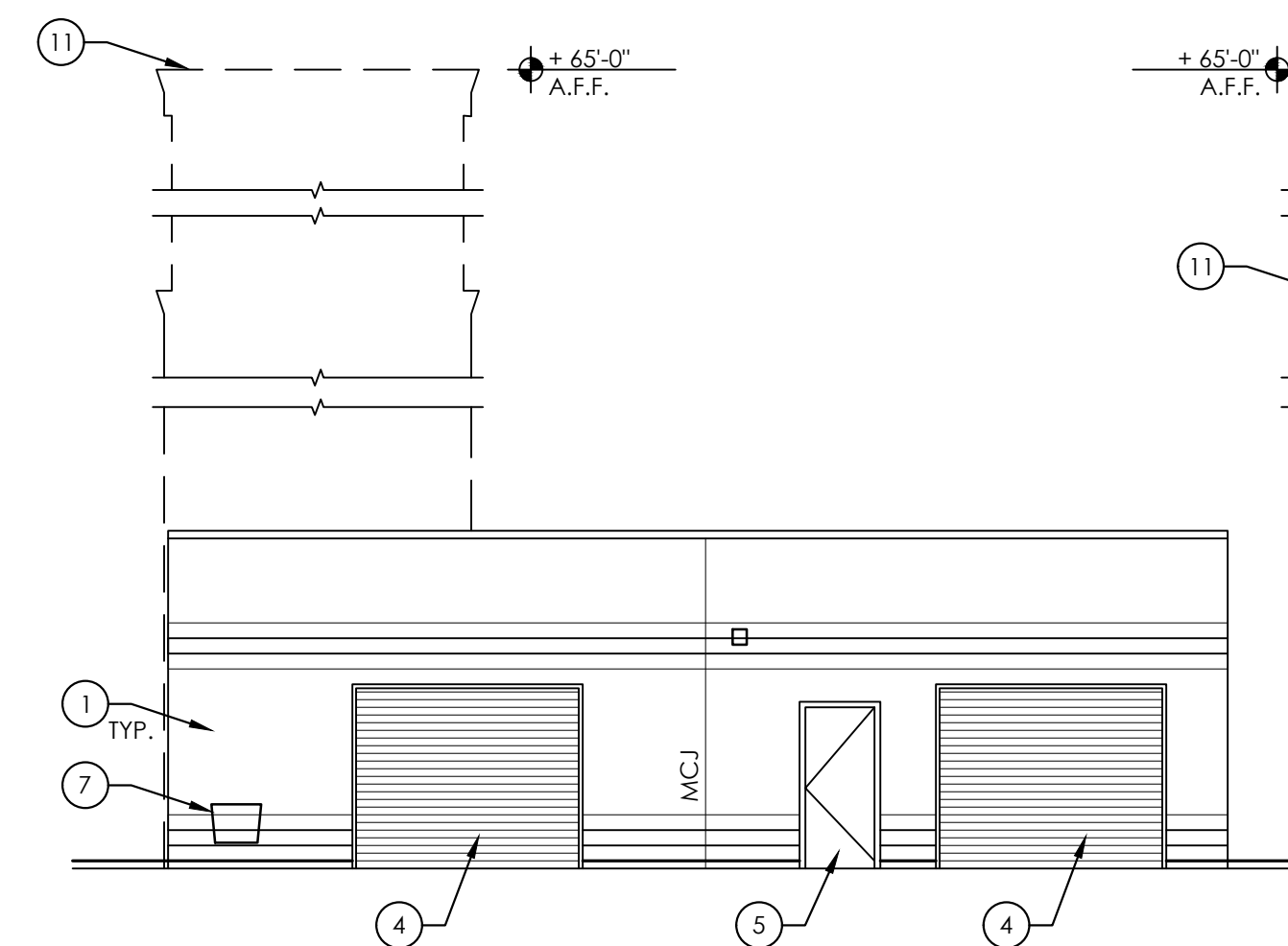
**BUILDING F ROOF PLAN**  
SCALE: 1/16" = 1'-0"



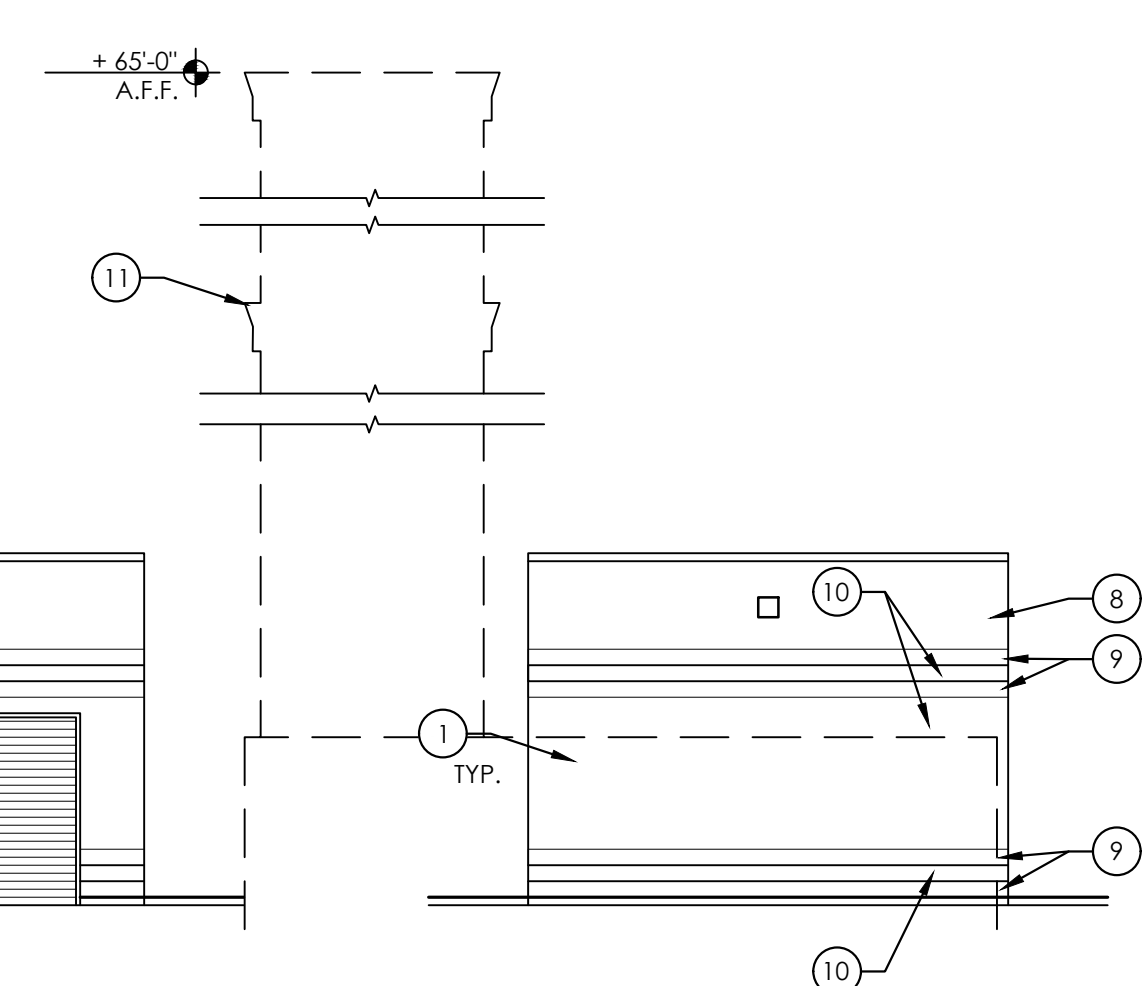
**1 BUILDING F NORTH ELEVATION**  
SCALE: 1/8" = 1'-0"



**2 BUILDING F EAST ELEVATION**  
SCALE: 1/8" = 1'-0"

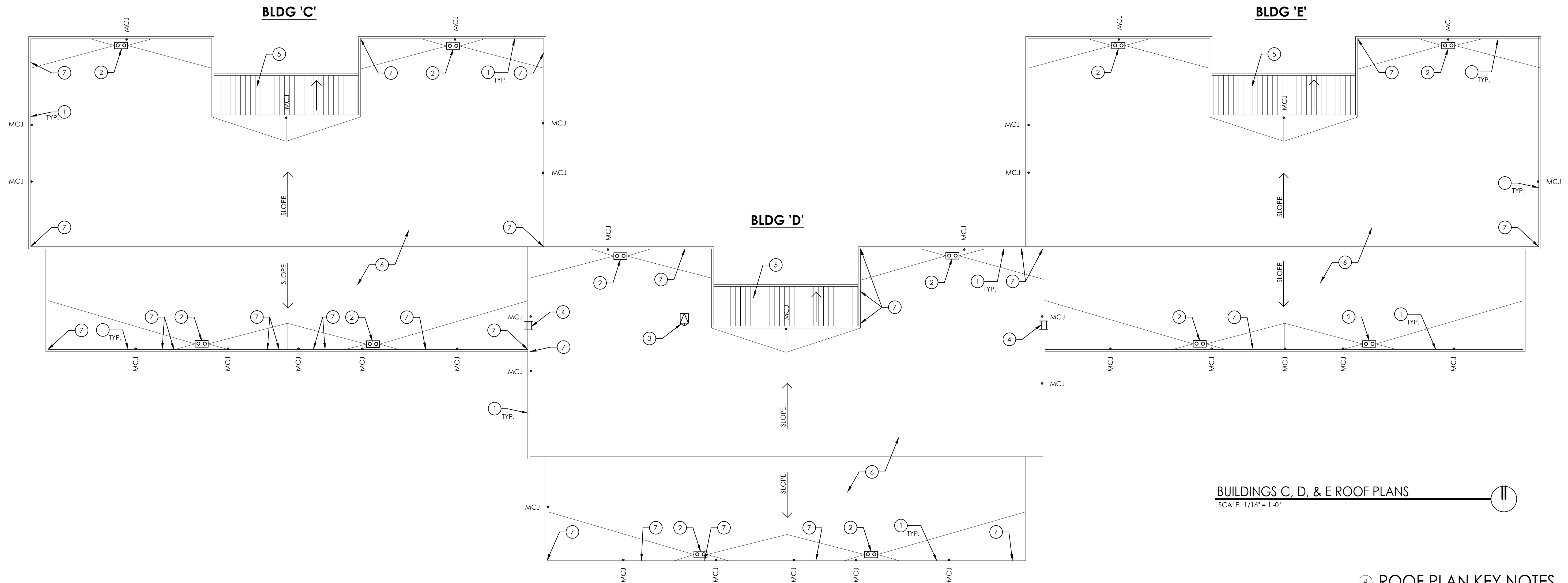


**3 BUILDING F SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"



**4 BUILDING F WEST ELEVATION**  
SCALE: 1/8" = 1'-0"

NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.



**BUILDINGS C, D, & E ROOF PLANS**  
SCALE: 1/16" = 1'-0"

**# ROOF PLAN KEY NOTES**

1. REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
2. EXISTING ROOF DRAIN AND OVERFLOW DRAIN TO REMAIN, TYPICAL.
3. EXISTING ROOF HATCH TO REMAIN.
4. PREP, PRIME & PAINT EXISTING ROOF PARAPET LADDER. SECURE TO WALL IF REQ'D.
5. EXISTING METAL ROOFING TO REMAIN, TYPICAL.
6. EXISTING BUILT UP ROOFING TO REMAIN, TYPICAL.
7. REPAIR CMU & MORTAR JOINTS. SEAL, PRIME & PAINT.
8. REPAIR STUCCO CRACKS. PREP, PRIME & PAINT. REFER TO SPEC.

NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.



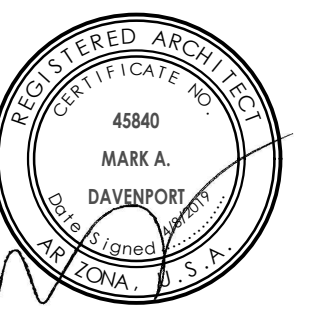
SPS+ ARCHITECTS LLP  
SCOTTSDALE, AZ 85258  
TEL: 480.991.0800  
FAX: 480.991.2623  
spsplusarchitects.com

SUNSET VISTA ELEMENTARY SCHOOL  
WEATHERIZATION  
GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40  
7775 W. ORANGEWOOD AVE.  
GLENDALE, AZ 85303  
BUILDINGS C, D, & E - ROOF PLANS

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

JOB No: 1875

SHEET:

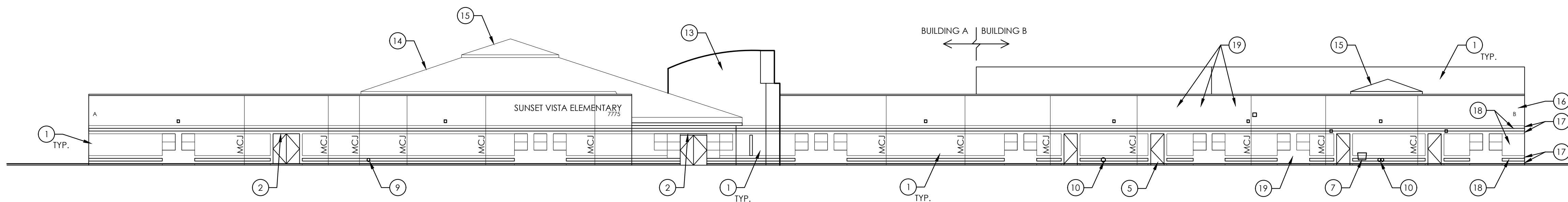
A201

SEQUENCE #: 6

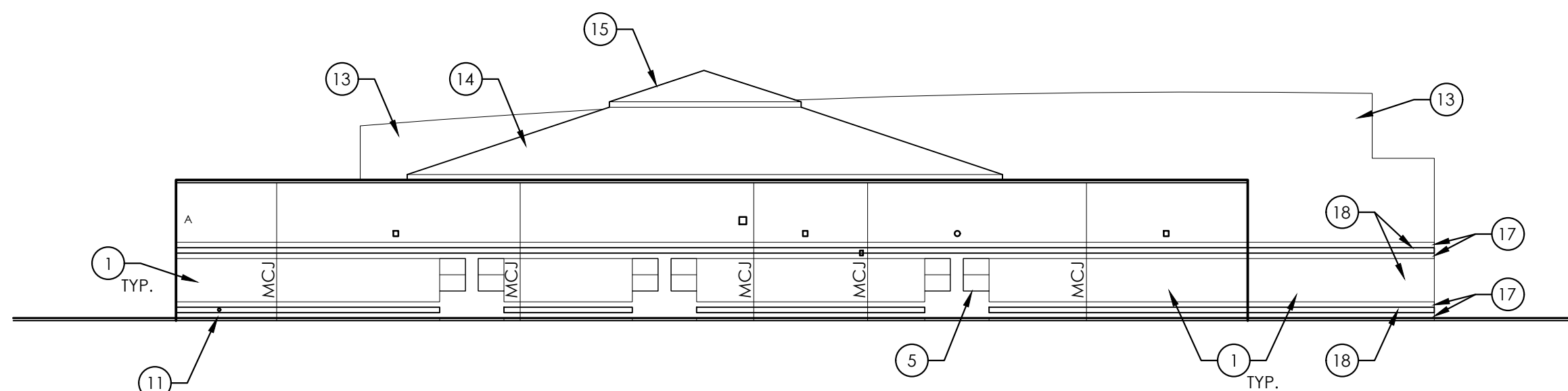
PATH: I:\2018\1875-GESD-Sunset Vista Weatherization\01-A201-ROOF PLAN CDE.dwg LAST SAVED BY: ANDREW DATE: 4/8/19

# EXTERIOR ELEVATION KEY NOTES

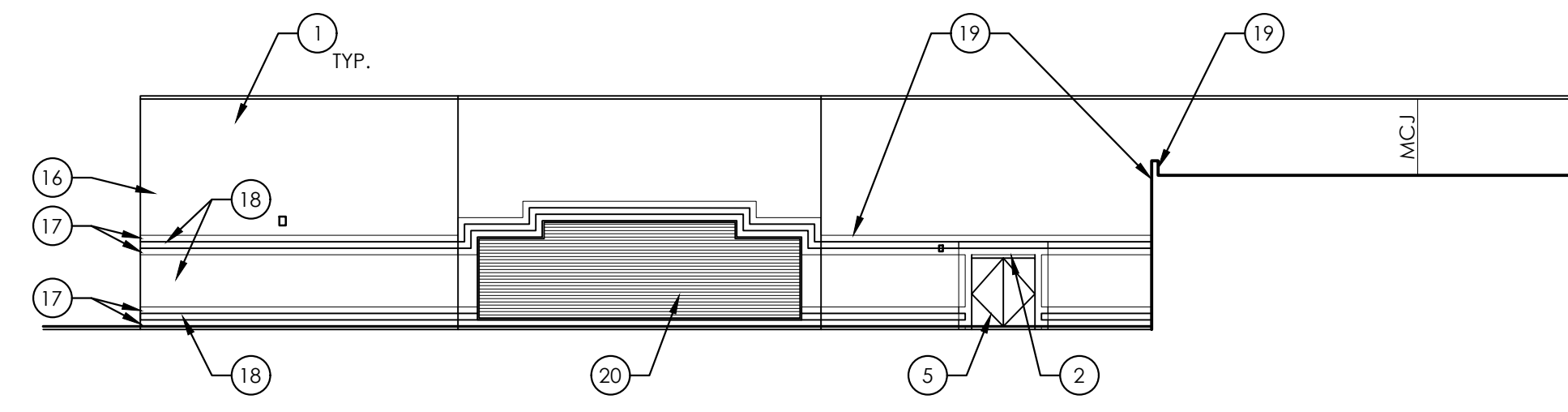
1. REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (MCJ) AND MASONRY EXPANSION JOINTS (MEJ). FIELD VERIFY LOCATIONS.  
  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
2. PATCH/REPAIR CRACKS & OTHER DAMAGE IN EXISTING STUCCO SOFFIT. RE-PAINT ENTIRE SOFFIT. REFER TO SPECIFICATION.
3. EXISTING ROOF DRAIN OUTLET LOCATION. PROVIDE & INSTALL NEW LAMBS TONGUE NOZZLE AND SEAL PERIMETER. SEE PHOTO #1, SIM.
4. PATCH/REPAIR CRACKS & OTHER DAMAGE IN EXISTING STUCCO WALL. RE-PAINT ENTIRE WALL. REFER TO SPECIFICATION.
5. REMOVE & REPLACE PERIMETER SEALANT AT EXTERIOR DOORS & WINDOWS THROUGHOUT AS REQUIRED FOR WEATHERTIGHT INSTALLATION, TYPICAL.
6. EXISTING OVERFLOW SCUPPER TO REMAIN. TYPICAL. SEAL PERIMETER.
7. EXISTING DRINKING FOUNTAIN TO REMAIN. SEAL PERIMETER. PROTECT DURING CONSTRUCTION.
8. PROVIDE SPLASH BLOCK AT ROOF DRAIN OUTLET. SEE DETAIL 24/A401.
9. EXISTING ROOF DRAIN OUTLET.
10. EXISTING ROOF DRAIN OUTLET. PROVIDE NEW TRIM RING & SEAL PERIMETER. SEE PHOTO #1, SIM.
11. RE-GRADE AT EXISTING CONDENSATE LINE OR ROOF DRAIN DISCHARGE LOCATIONS FOR POSITIVE SLOPE AWAY FROM BUILDING. PROVIDE SPLASH BLOCKS PER DETAIL 24/A401. SEE PHOTO #4.
12. PROVIDE & INSTALL NEW ESCUTCHEON PLATE AT EXISTING VENT PIPE. PRIME, PAINT, & PROVIDE WEATHERTIGHT INSTALLATION. SEE PHOTO #6.
13. EXISTING METAL WALL PANELING TO REMAIN, TYPICAL.
14. EXISTING METAL ROOFING TO REMAIN, TYPICAL.
15. EXISTING SKYLIGHT TO REMAIN.
16. FIELD COLOR TO MATCH EXISTING, TYPICAL.
17. ACCENT COLOR 'A' TO MATCH EXISTING, TYPICAL.
18. ACCENT COLOR 'B' TO MATCH EXISTING, TYPICAL.
19. REPAIR CMU & MORTAR JOINTS. SEAL, PRIME & PAINT.
20. PREP, PRIME & PAINT OVERHEAD COILING DOOR. SEE PHOTO #12.
21. REFER TO PHOTO 7/A300.



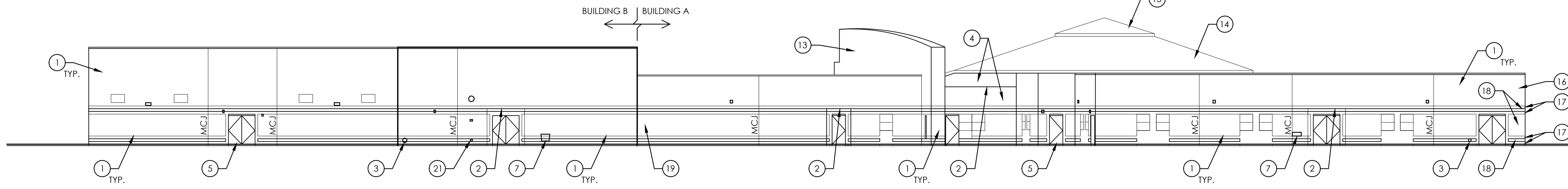
**4 BUILDING A & B NORTH ELEVATION**  
SCALE: 1/16" = 1'-0"



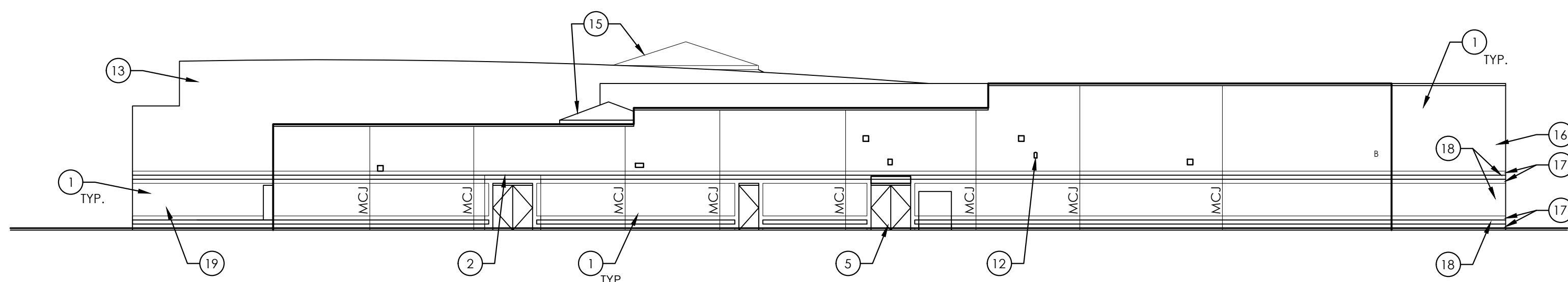
**3 BUILDING B & A EAST ELEVATION**  
SCALE: 1/16" = 1'-0"



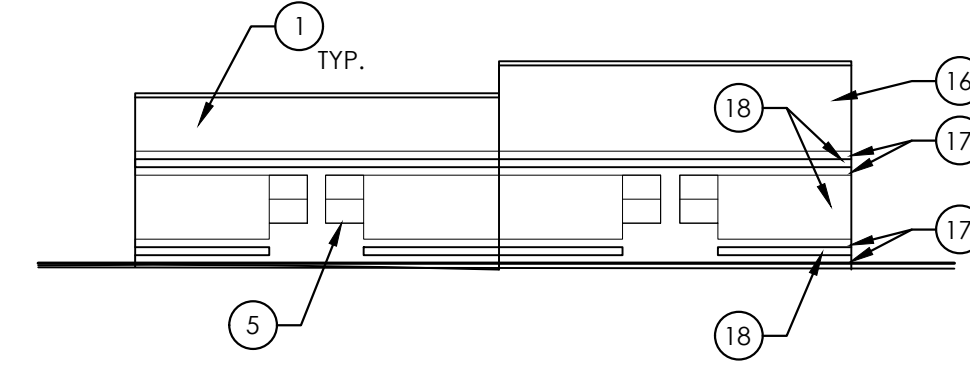
**6 BUILDING B EAST ELEVATION**  
SCALE: 1/16" = 1'-0"



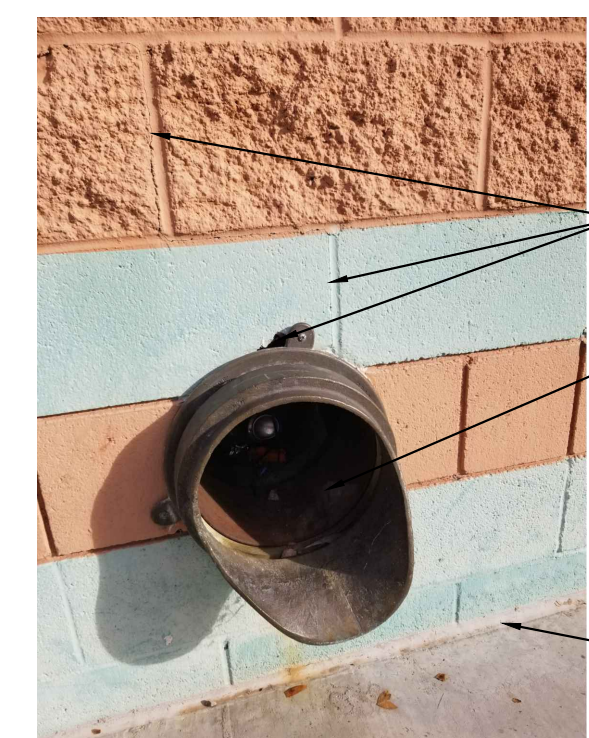
**2 BUILDING B & A SOUTH ELEVATION**  
SCALE: 1/16" = 1'-0"



**1 BUILDING B WEST ELEVATION**  
SCALE: 1/16" = 1'-0"



**5 BUILDING A WEST ELEVATION**  
SCALE: 1/16" = 1'-0"



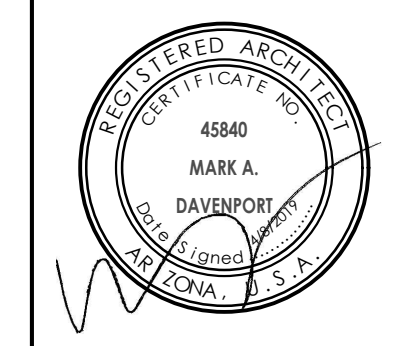
**7 BUILDING B SOUTH ELEVATION PHOTO**  
SCALE: NONE

- 1. PATCH & REPAIR CMU AS REQ'D. PREP, SEAL, PRIME & PAINT.
- 3. SECURE EXISTING PIPING, LAMBS TONGUE AND COLLAR. REPLACE IF REQ'D. PROVIDE WATERTIGHT INSTALLATION.
- 4. REMOVE & REPLACE PERIMETER SEALANT, TYP.

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

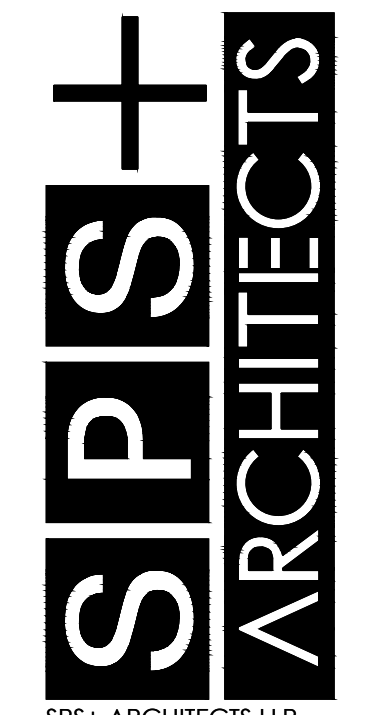
JOB No: 1875

SHEET:

**A300**  
SEQUENCE #:

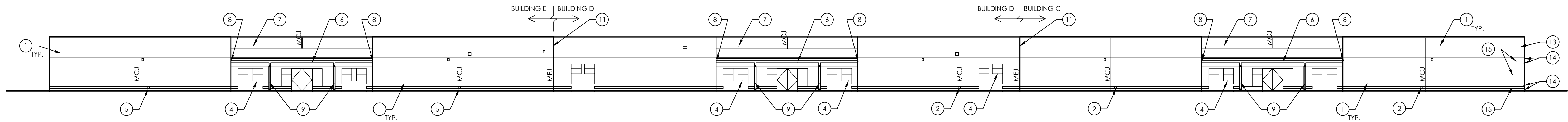
NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.

**SUNSET VISTA ELEMENTARY SCHOOL**  
**WEATHERIZATION**  
**GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40**  
**7775 W. ORANGEWOOD AVE.**  
**GLENDALE, AZ 85303**  
**BUILDING A & B - EXTERIOR ELEVATIONS**

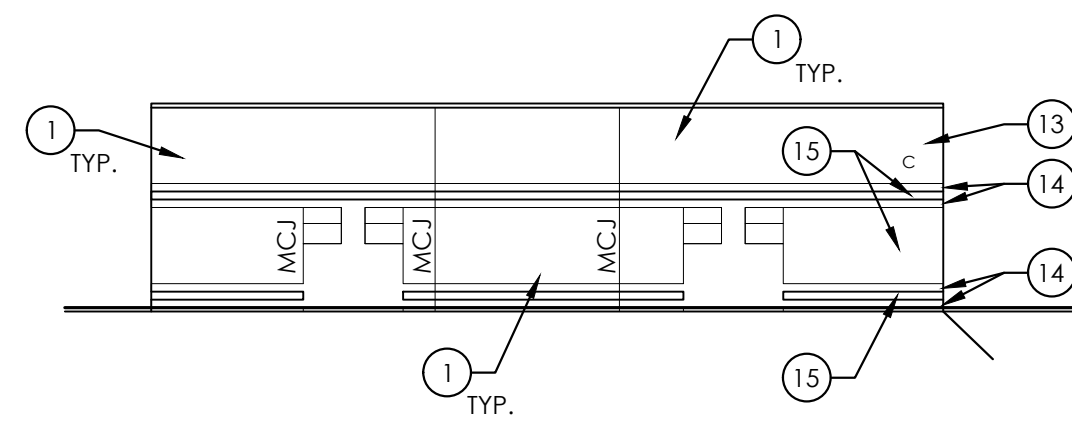


SPS+ ARCHITECTS LLP  
SCOTTSDALE, AZ 85258  
TEL: 480.991.0800  
FAX: 480.991.2623  
spsplusarchitects.com

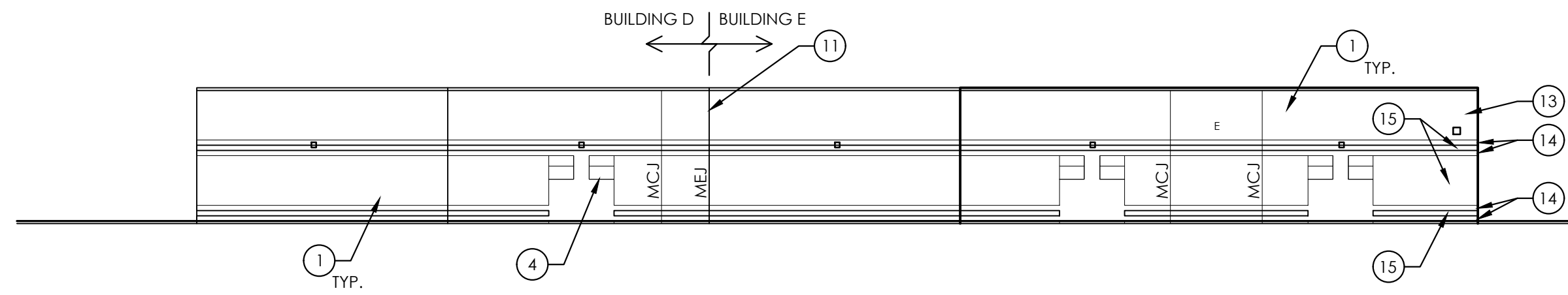
PATH: \\1.2018.0875.GCSD.Sunset.Vista.Weatherization\01\_A300-EXTERIOR ELEVATIONS\_A300.dwg LAST SAVED BY: ANDREW DATE: 4/8/19



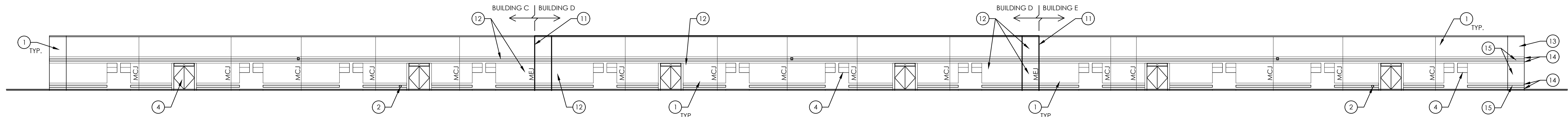
**4 BUILDING E, D, & C NORTH ELEVATION**  
SCALE: 1/16" = 1'-0"



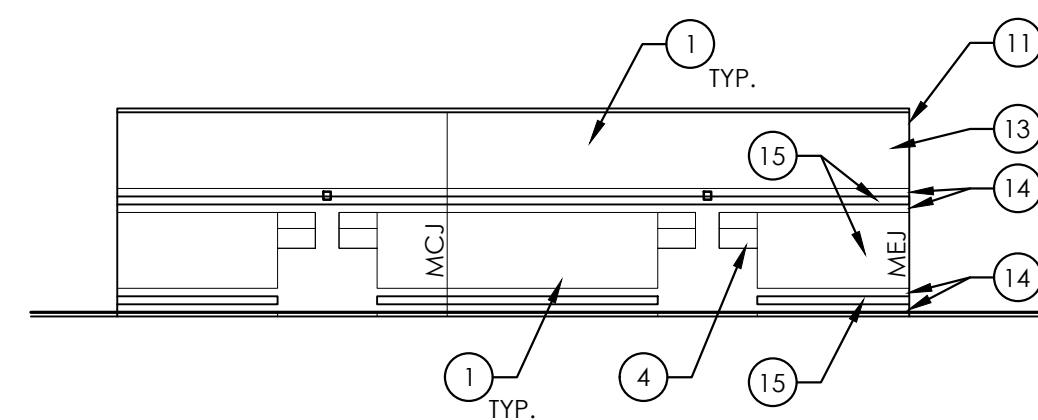
**3 BUILDING C EAST ELEVATION**  
SCALE: 1/16" = 1'-0"



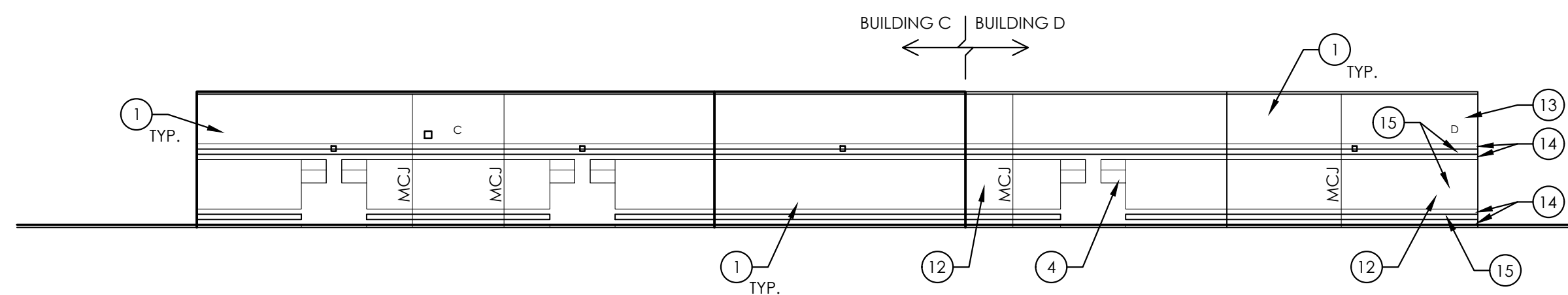
**6 BUILDING D & E EAST ELEVATION**  
SCALE: 1/16" = 1'-0"



**2 BUILDING C, D, & E SOUTH ELEVATION**  
SCALE: 1/16" = 1'-0"



**1 BUILDING E WEST ELEVATION**  
SCALE: 1/16" = 1'-0"



**5 BUILDING C & D WEST ELEVATION**  
SCALE: 1/16" = 1'-0"

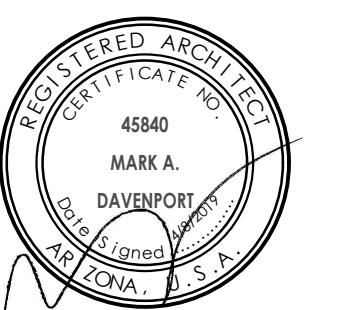
**EXTERIOR ELEVATION  
KEY NOTES**

1. REMOVE & REPLACE ALL EXTERIOR MASONRY JOINT SEALANT THROUGHOUT. INCLUDES MASONRY CONTROL JOINTS (M.C.J.) AND MASONRY EXPANSION JOINTS (M.E.J.). FIELD VERIFY LOCATIONS.  
  
PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS INCLUDING ROOF PARAPET WALLS FROM TOP TO BOTTOM. SEE DETAIL 1/A100. EXCAVATE, PREP, SEAL, PRIME & PAINT ALL EXTERIOR WALLS DOWN TO TOP OF FOOTINGS WHERE POSSIBLE (WHERE THERE IS NO ADJACENT CONCRETE). INSPECT FOUNDATION AND WALLS WITH ARCHITECT AND OWNER PRIOR TO PAINTING. BACKFILL & SLOPE TO DRAIN WHEN WORK IS COMPLETE. RE-COMPACT SOIL TO 95% COMPACTION RATE AT AREAS OF EXCAVATION. AREAS OF EXCAVATION INDICATED BY DASHED LINE ON SITE PLAN. - - - - FIELD VERIFY. SEE SPECIFICATIONS FOR ADDITIONAL PAINTING INFORMATION.
2. EXISTING ROOF DRAIN OUTLET LOCATION. PROVIDE & INSTALL NEW LAMBS TONGUE NOZZLE AND SEAL PERIMETER. SEE PHOTO #1.
3. NOT USED
4. REMOVE & REPLACE PERIMETER SEALANT AT EXTERIOR DOORS & WINDOWS THROUGHOUT AS REQUIRED FOR WEATHERTIGHT INSTALLATION. TYPICAL.
5. EXISTING ROOF DRAIN OUTLET TO REMAIN. SEAL PERIMETER, TYPICAL.
6. EXISTING STUCCO BEAM AT ENTRY ROOF AS OCCURS. PATCH AND REPAIR ALL CRACKS, SPALLING AND BLEMISHES ON SURFACE AS REQUIRED. PREP, PRIME & PAINT. REFER TO SPECIFICATION.
7. EXISTING METAL ROOFING TO REMAIN, TYPICAL.
8. WHERE ENTRY ROOF MEETS MASONRY SIDE WALL, REMOVE DETERIORATED SEALANT AND RE-SEAL. PAINT TO MATCH EXISTING. SEE PHOTOS.
9. RAISE SPLASH BLOCK AND EXTEND DOWNSPOUT. SEE PHOTO #'S 46 & 47.
10. REPAIR STUCCO WHERE MEETS STEEL COLUMN. SEE PHOTO #9.
11. EXISTING MASONRY EXPANSION JOINT (M.E.J.) TO REMAIN. INSPECT FOR DAMAGE, REPLACE IF REQUIRED. PREP, PRIME & PAINT. SEE PHOTO #7.
12. REPAIR CMU & MORTAR JOINTS. SEAL, PRIME & PAINT.
13. FIELD COLOR TO MATCH EXISTING, TYPICAL.
14. ACCENT COLOR 'A' TO MATCH EXISTING, TYPICAL.
15. ACCENT COLOR 'B' TO MATCH EXISTING, TYPICAL.

THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

JOB No: 1875

SHEET:

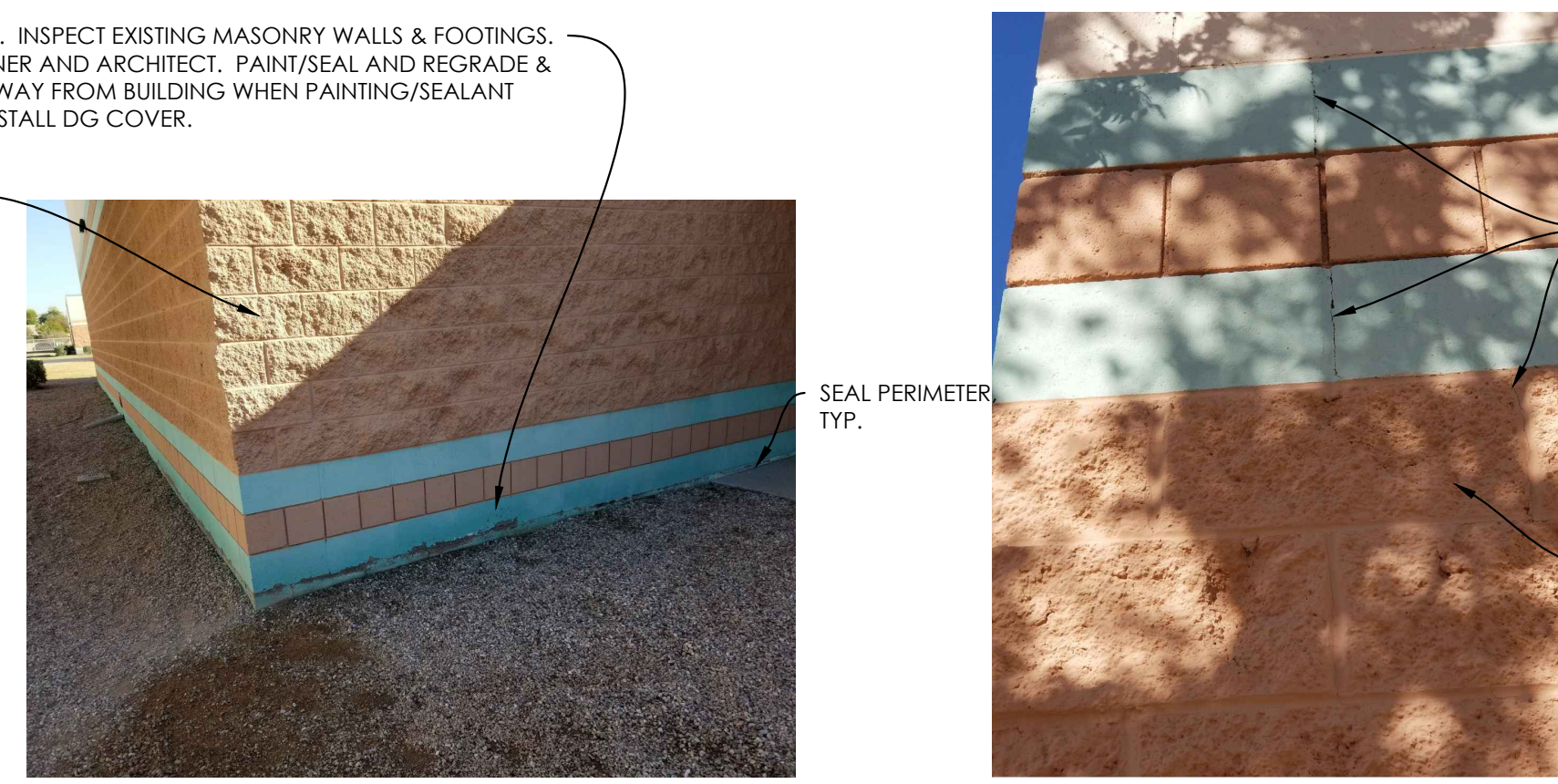
**A301**

SEQUENCE #:

NOTE: SEE SHEET SP100 FOR TYPICAL GENERAL PROJECT NOTES.



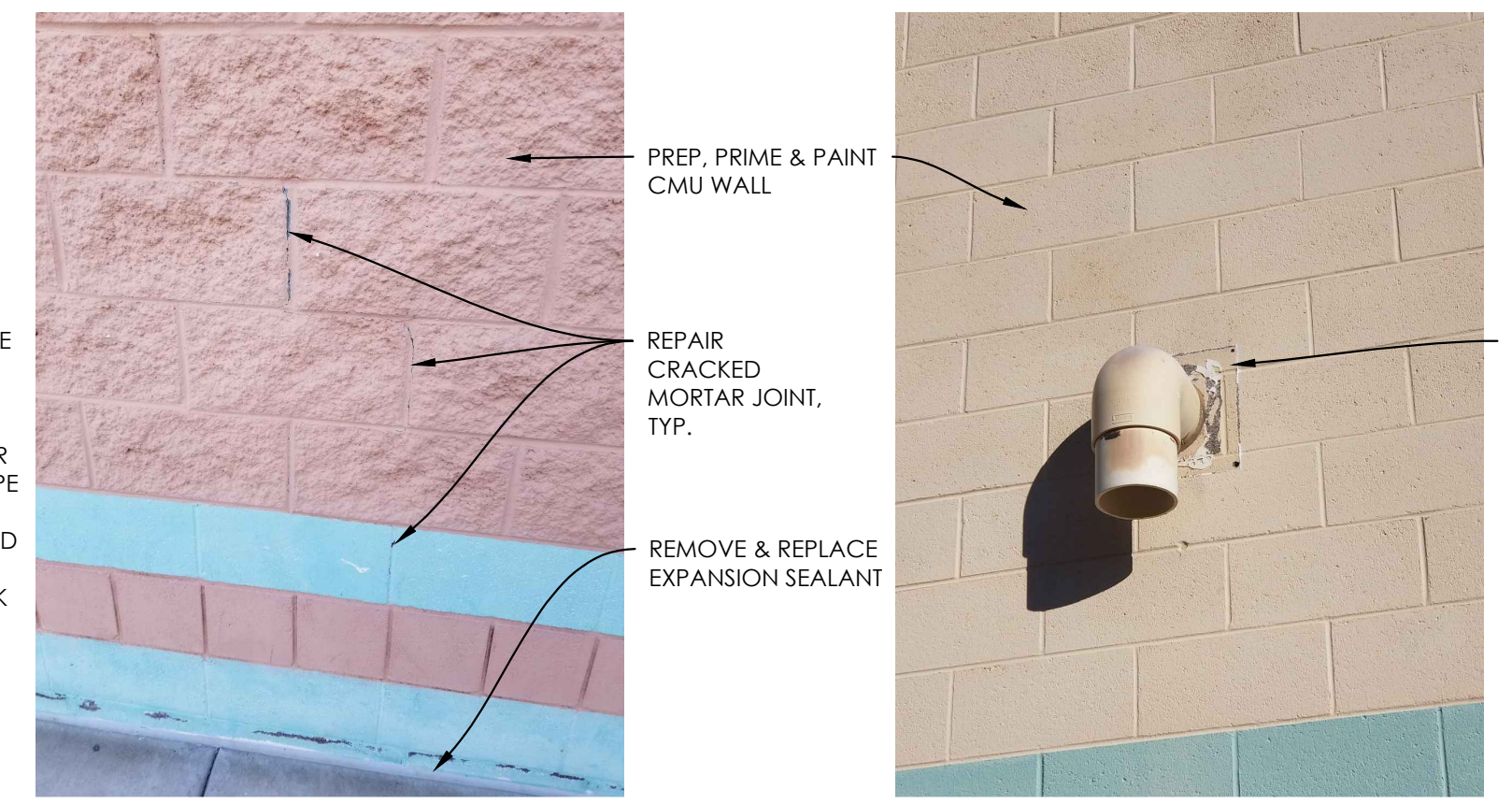
1 PHOTO #1  
SCALE: NTS



2 PHOTO #2  
SCALE: NTS



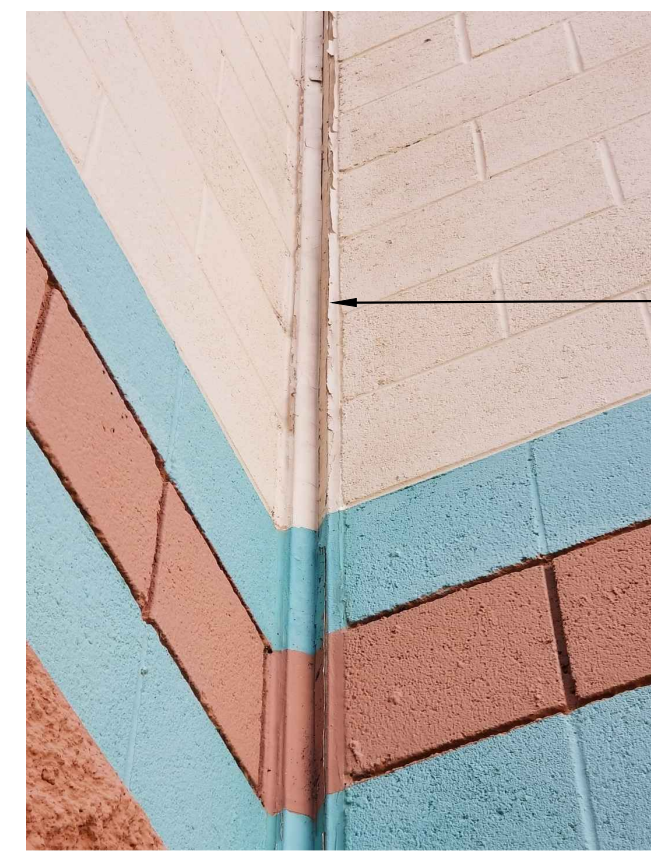
3 PHOTO #3  
SCALE: NTS



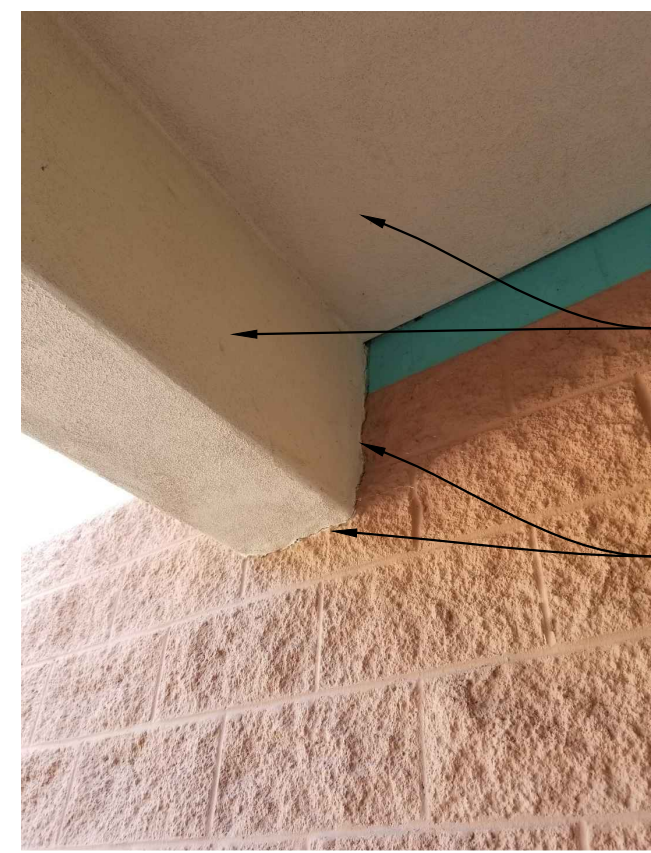
4 PHOTO #4  
SCALE: NTS



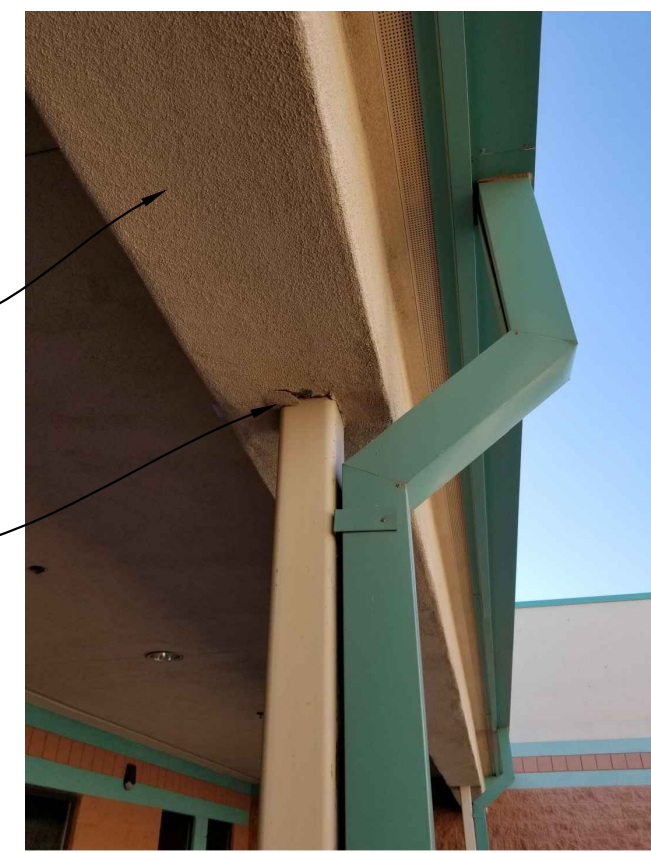
5 PHOTO #5  
SCALE: NTS



6 PHOTO #6  
SCALE: NTS



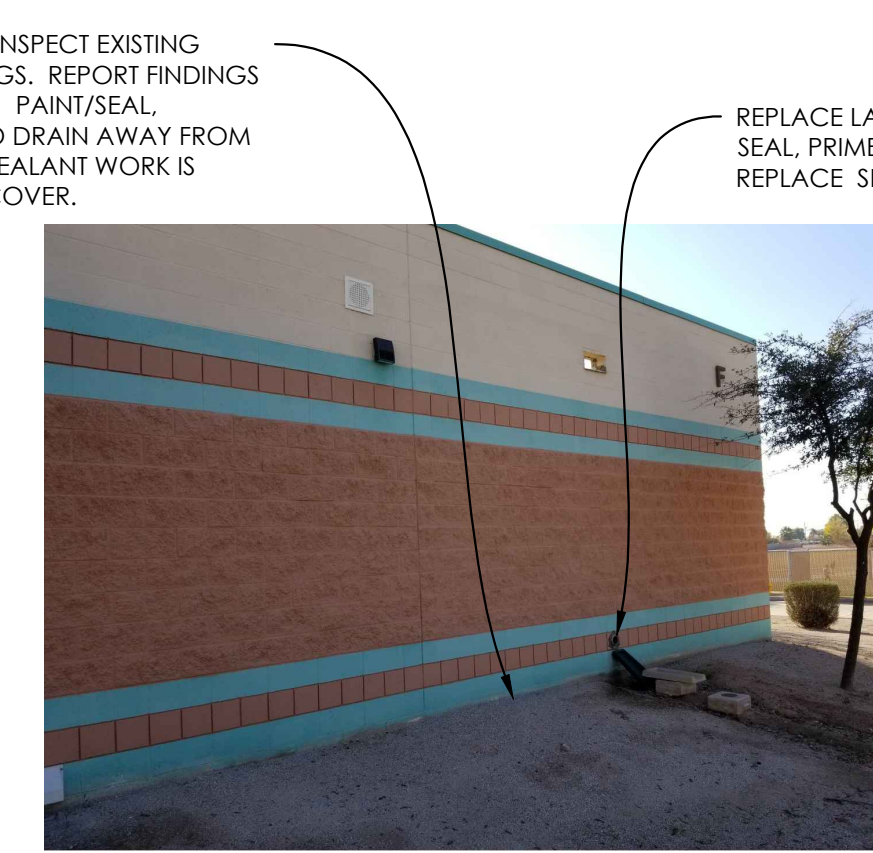
7 PHOTO #7  
SCALE: NTS



8 PHOTO #8  
SCALE: NTS



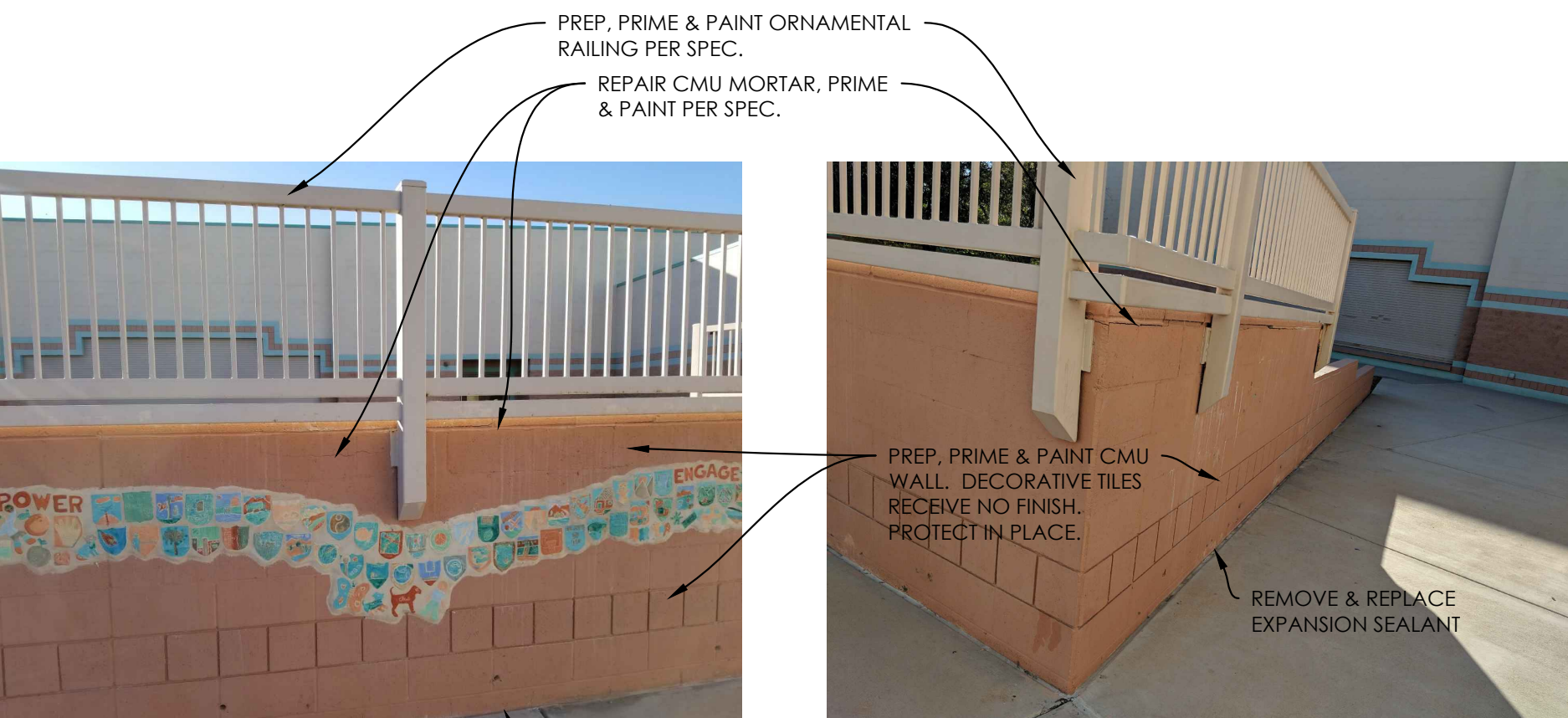
9 PHOTO #9  
SCALE: NTS



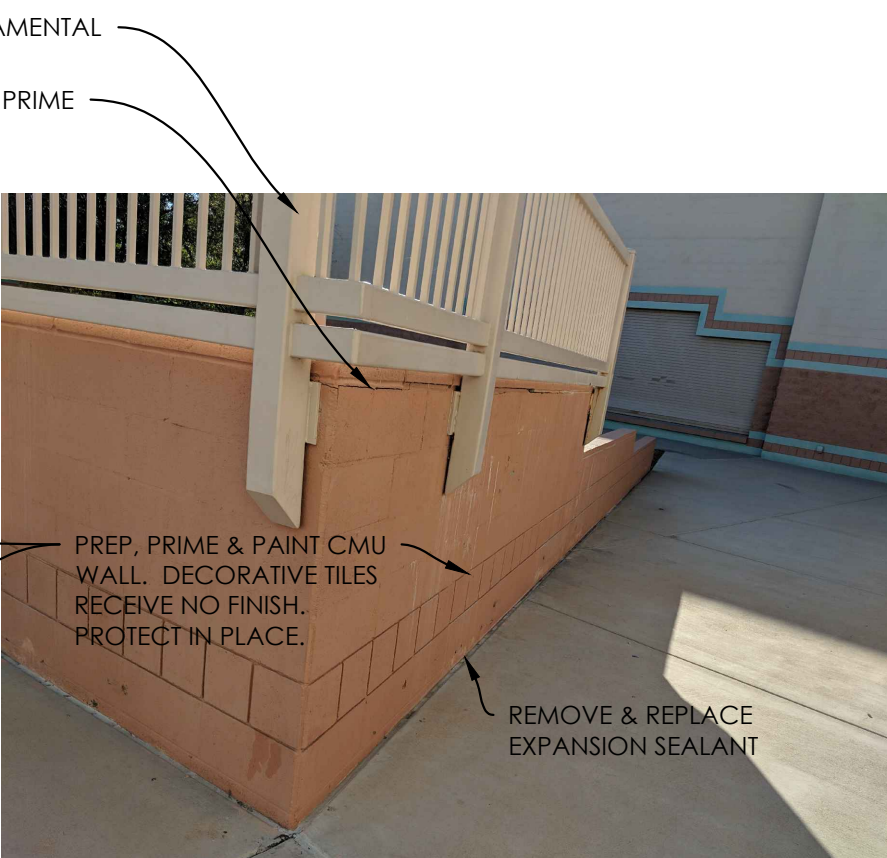
10 PHOTO #10  
SCALE: NTS



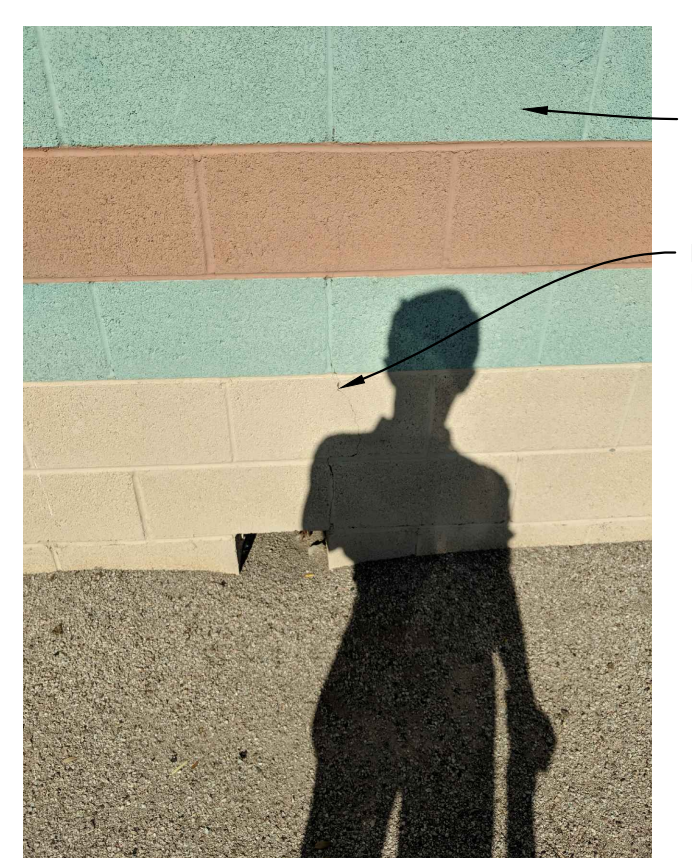
11 PHOTO #11  
SCALE: NTS



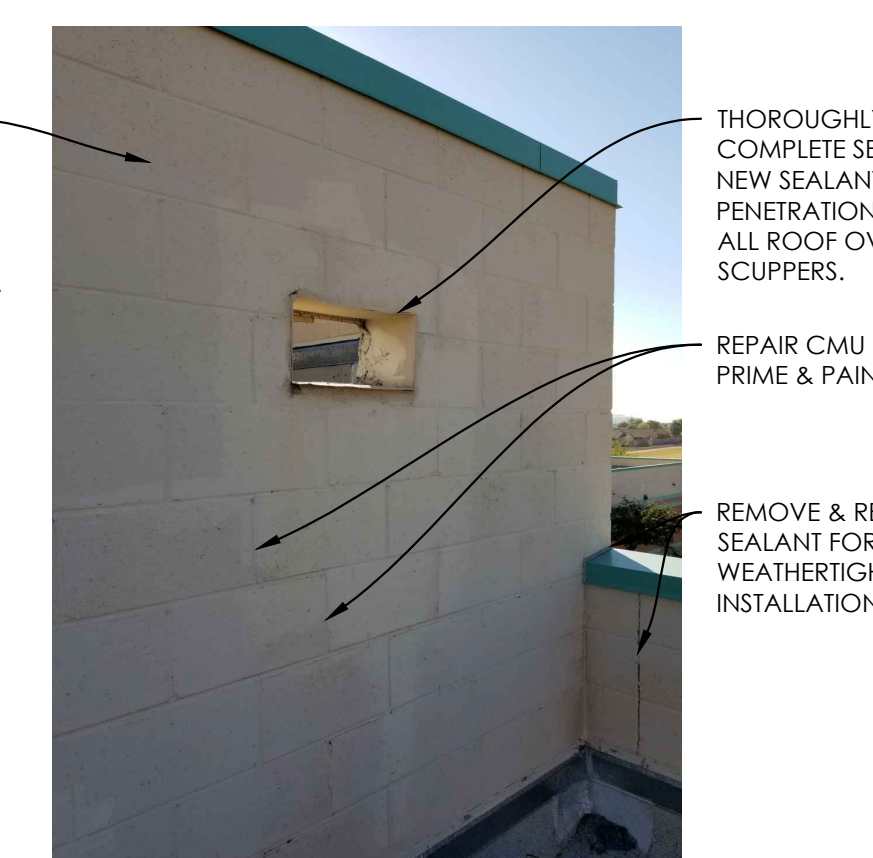
12 PHOTO #12  
SCALE: NTS



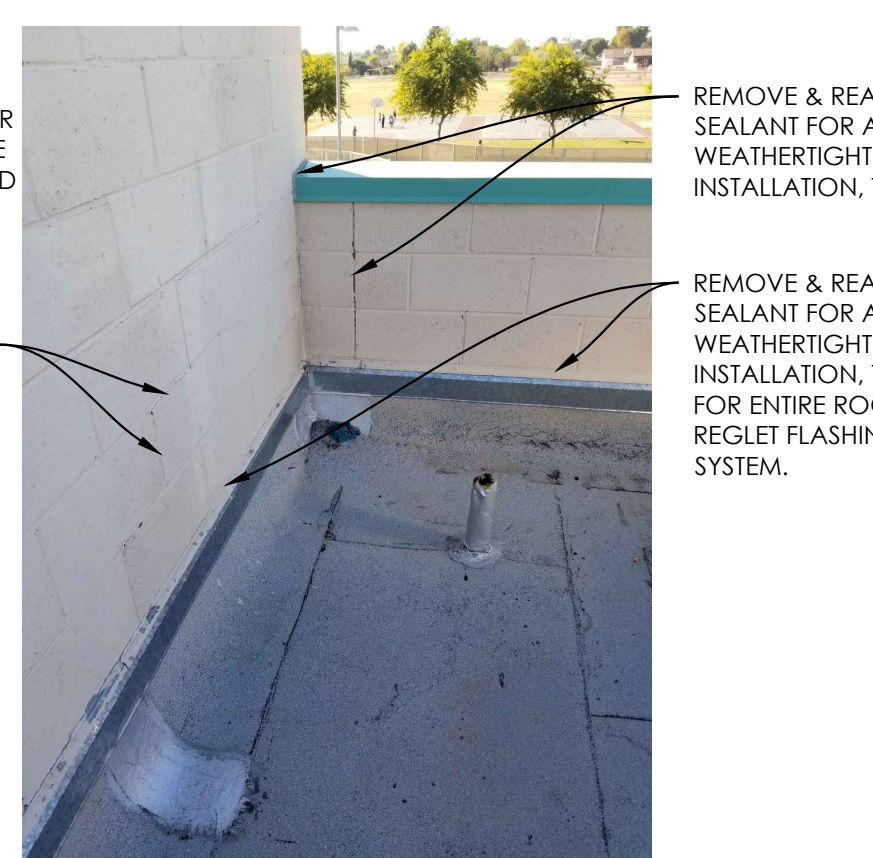
13 PHOTO #13 -  
ALTERNATE BID NO. 1  
SCALE: NTS



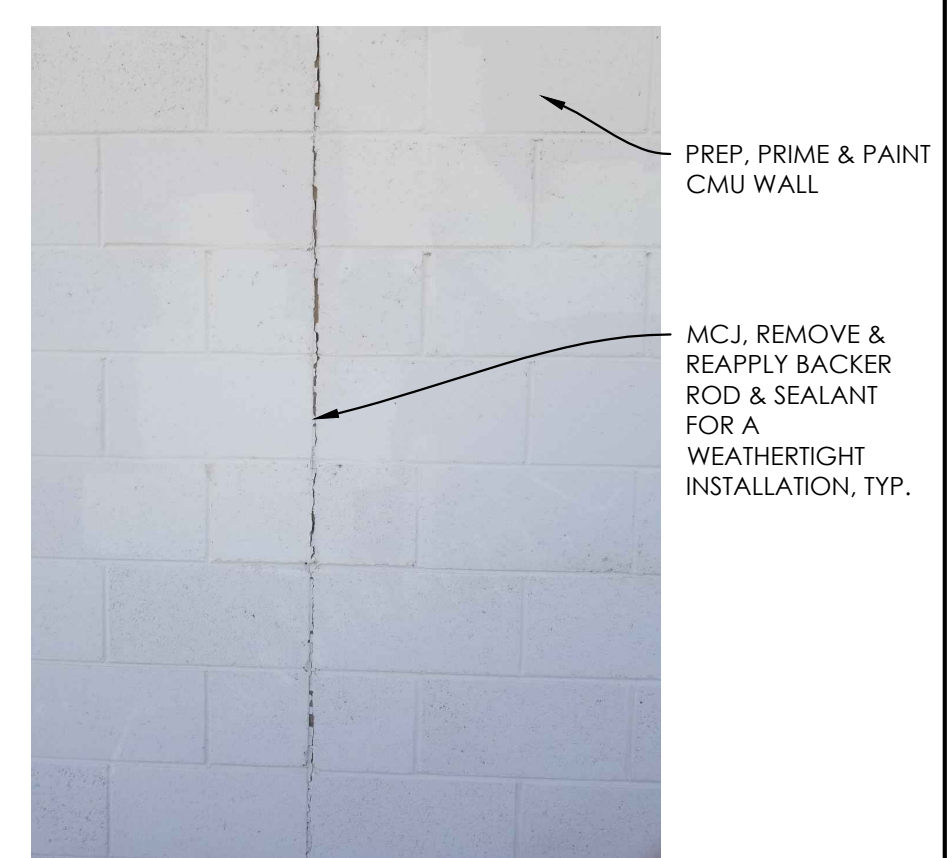
14 PHOTO #14 -  
ALTERNATE BID NO. 1  
SCALE: NTS



15 PHOTO #15 -  
ALTERNATE BID NO. 1  
SCALE: NTS



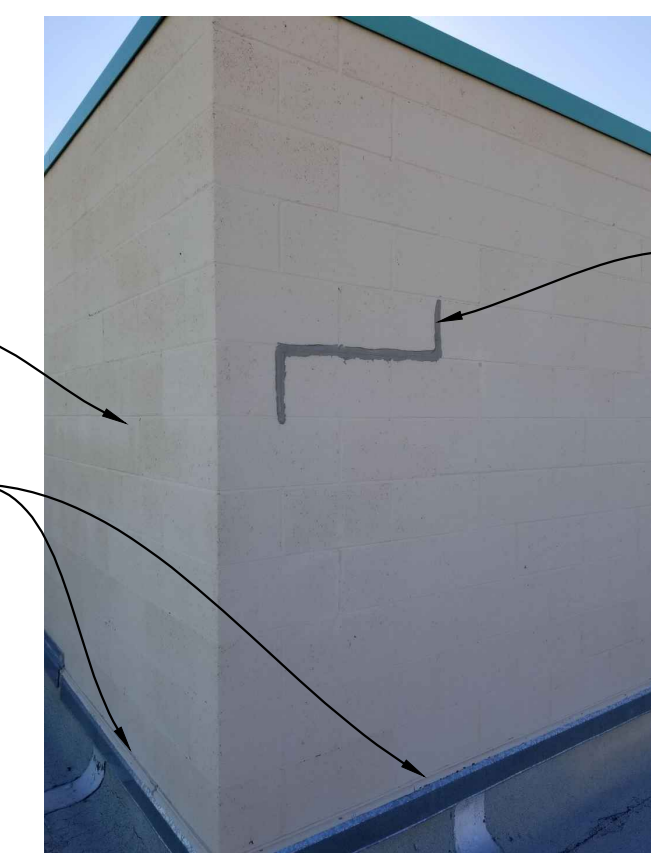
16 PHOTO #16  
SCALE: NTS



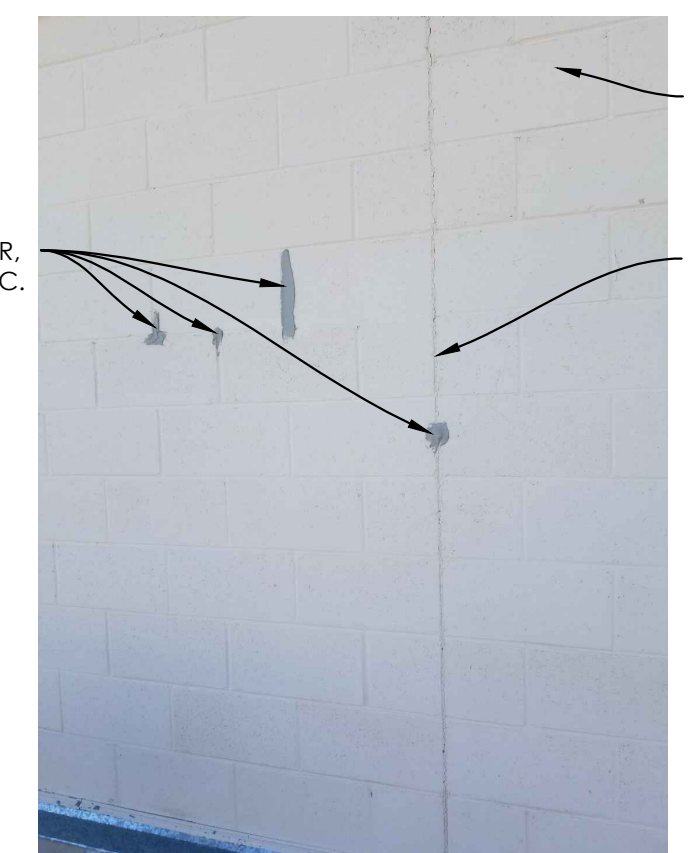
17 PHOTO #17  
SCALE: NTS



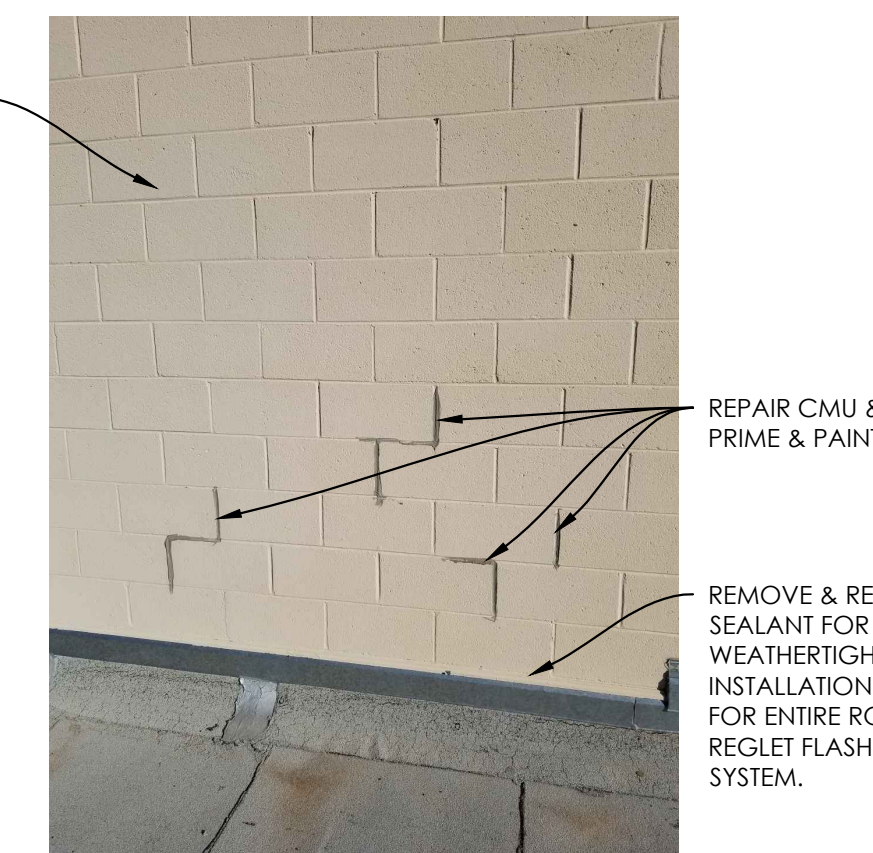
18 PHOTO #18  
SCALE: NTS



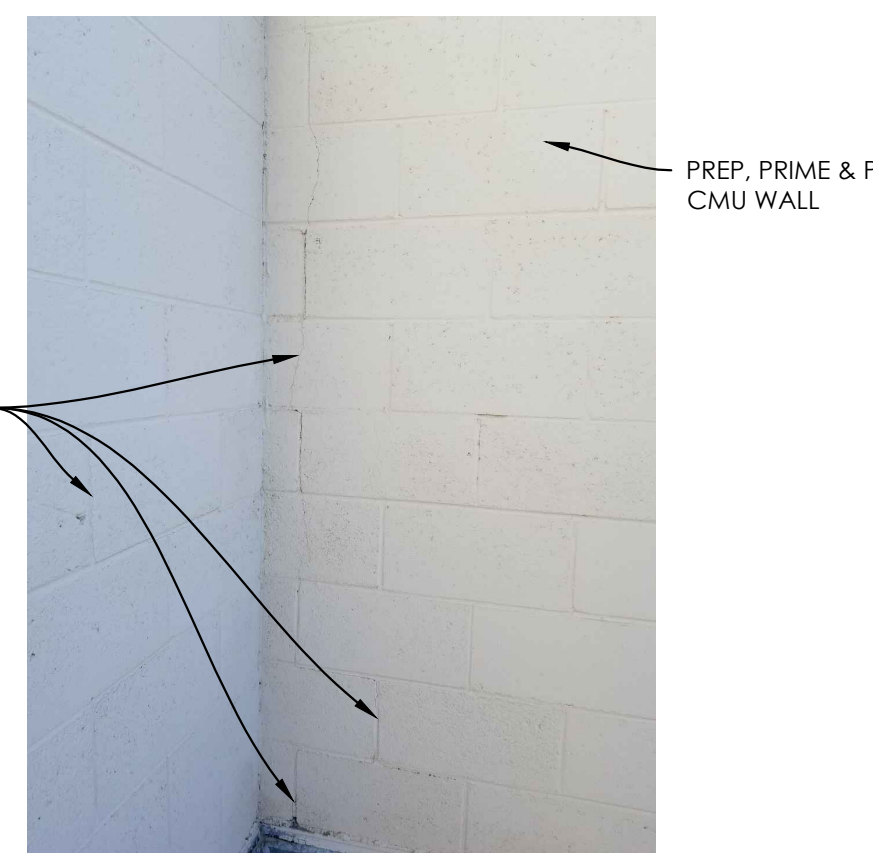
19 PHOTO #19  
SCALE: NTS



20 PHOTO #20  
SCALE: NTS



21 PHOTO #21  
SCALE: NTS



22 PHOTO #22  
SCALE: NTS

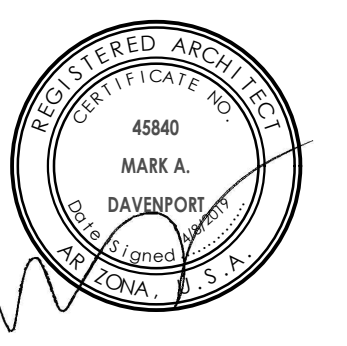


23 PHOTO #23  
SCALE: NTS

THIS DRAWING IS AN INSTRUMENT OF SERVICE AND IS THE PROPERTY OF SPS+ ARCHITECTS LLP. IT MAY NOT BE REPRODUCED OR REPRODUCTION HEREOF USED WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

JOB No: 1875

SHEET:

A400  
SEQUENCE #: 2

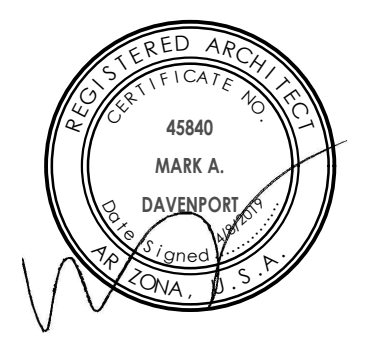
FILE: 19\_2019\_1875\_GSD Sunset Vista Weatherization (P.01\_A400)PHOTOS.dwg (LAST SAVED BY: ANDREW DATE: 4/8/19)



THIS DRAWING IS AN INSTRUMENT OF SERVICE & IS THE PROPERTY OF SPS+ ARCHITECTS LLP & MAY NOT BE REPRODUCED OR REPRODUCTIONS HEREOF WITHOUT WRITTEN PERMISSION.

REVISIONS		
MARK	DATE	DESCRIPTION

REVIEWED BY:  
DRAWN BY:



ORIGINAL ISSUE  
DATE: 4-8-2019

JOB No: 1875

SHEET:

A401

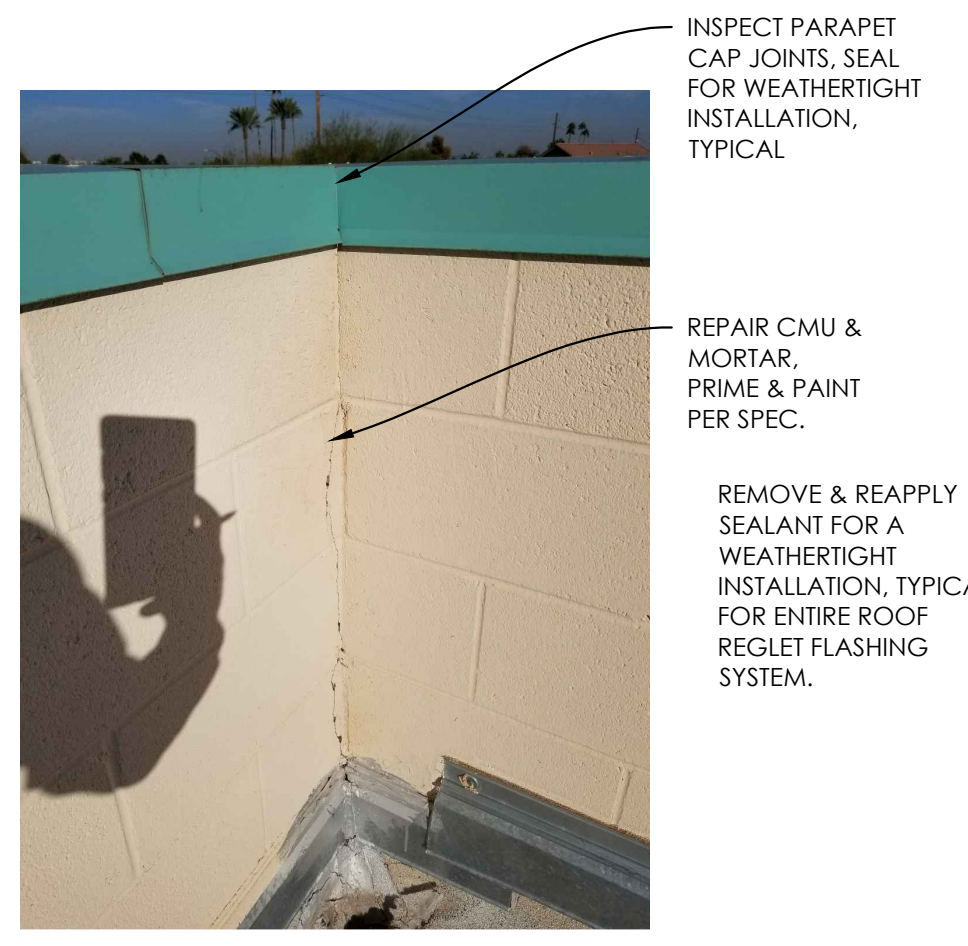
SEQUENCE #: 10



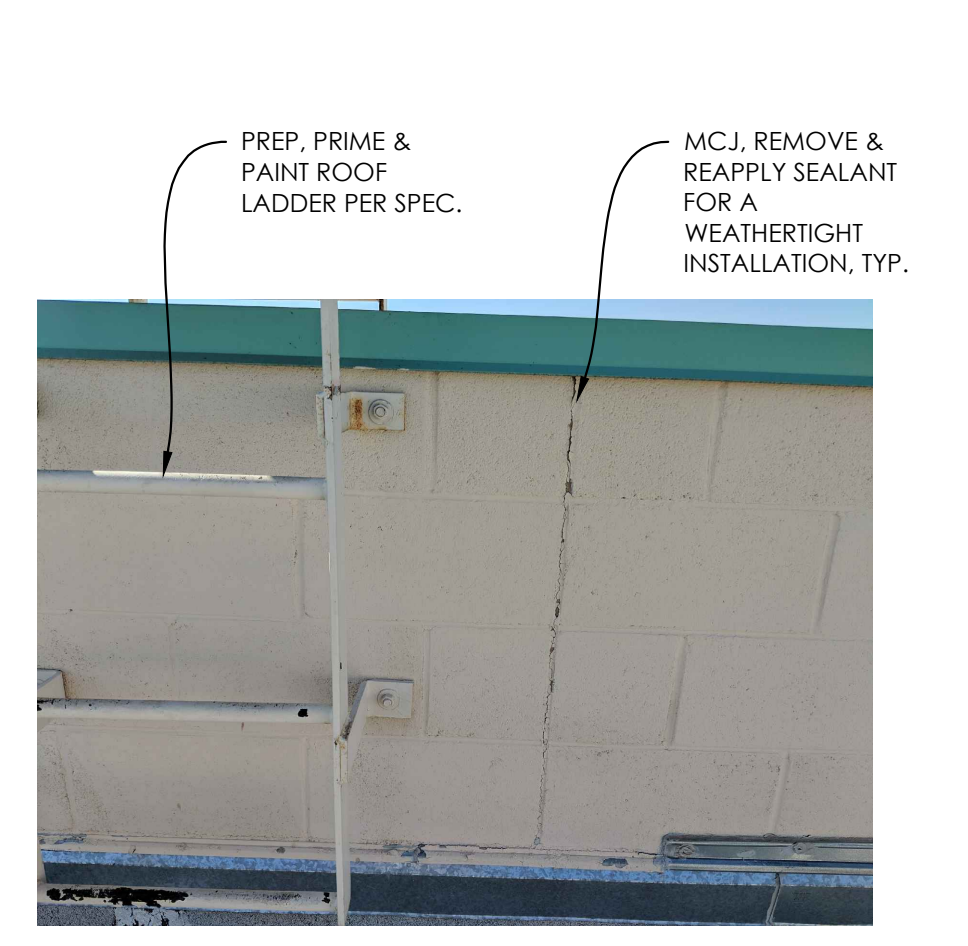
6 PHOTO #30  
SCALE: NTS



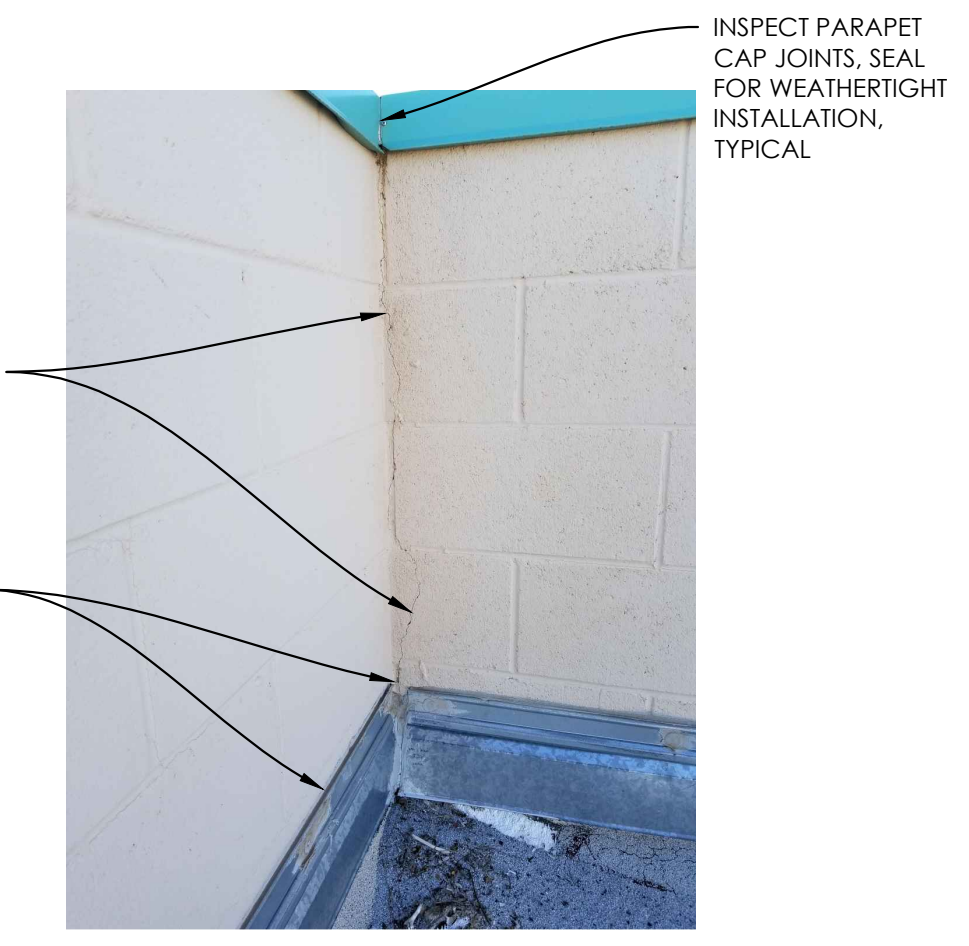
12 PHOTO #36  
SCALE: NTS



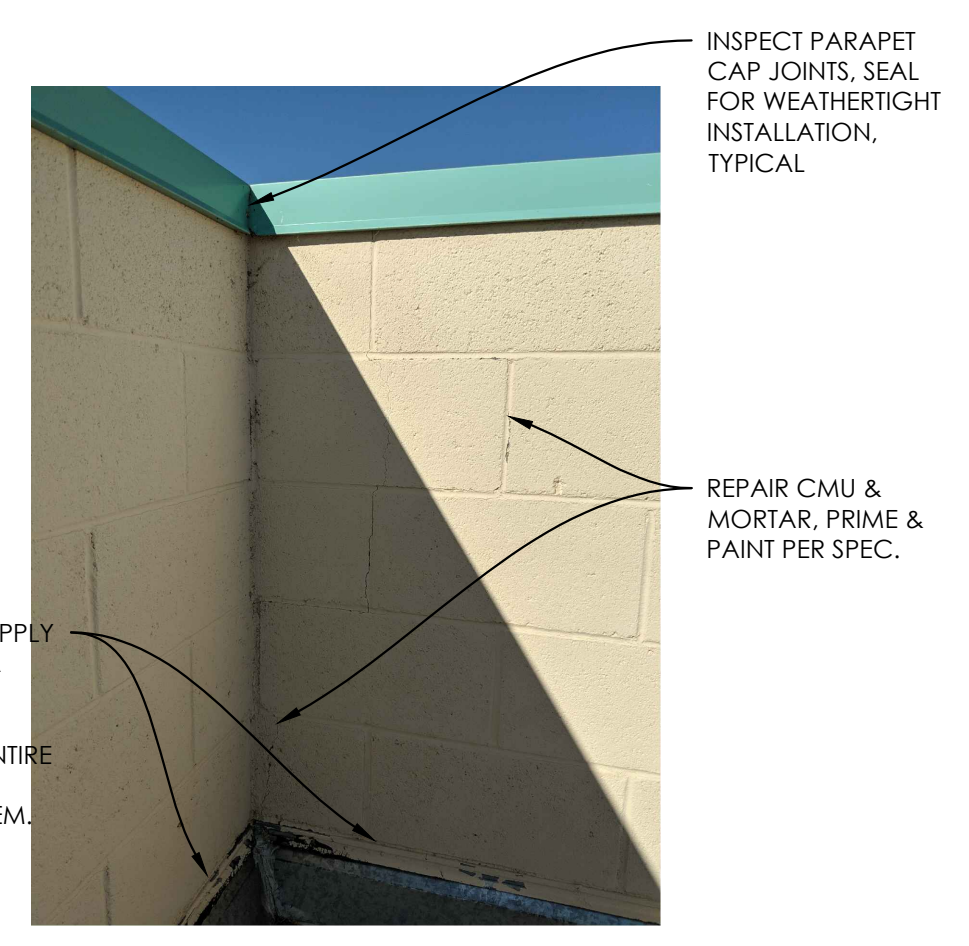
5 PHOTO #29  
SCALE: NTS



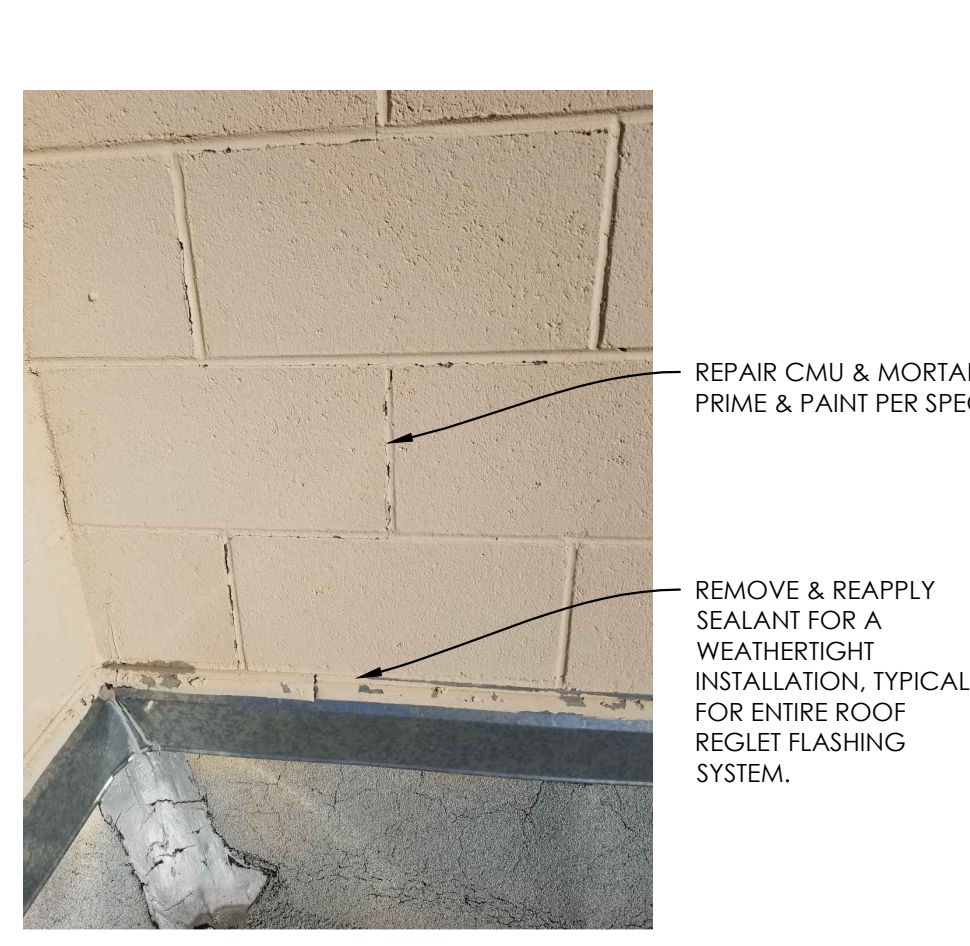
11 PHOTO #35  
SCALE: NTS



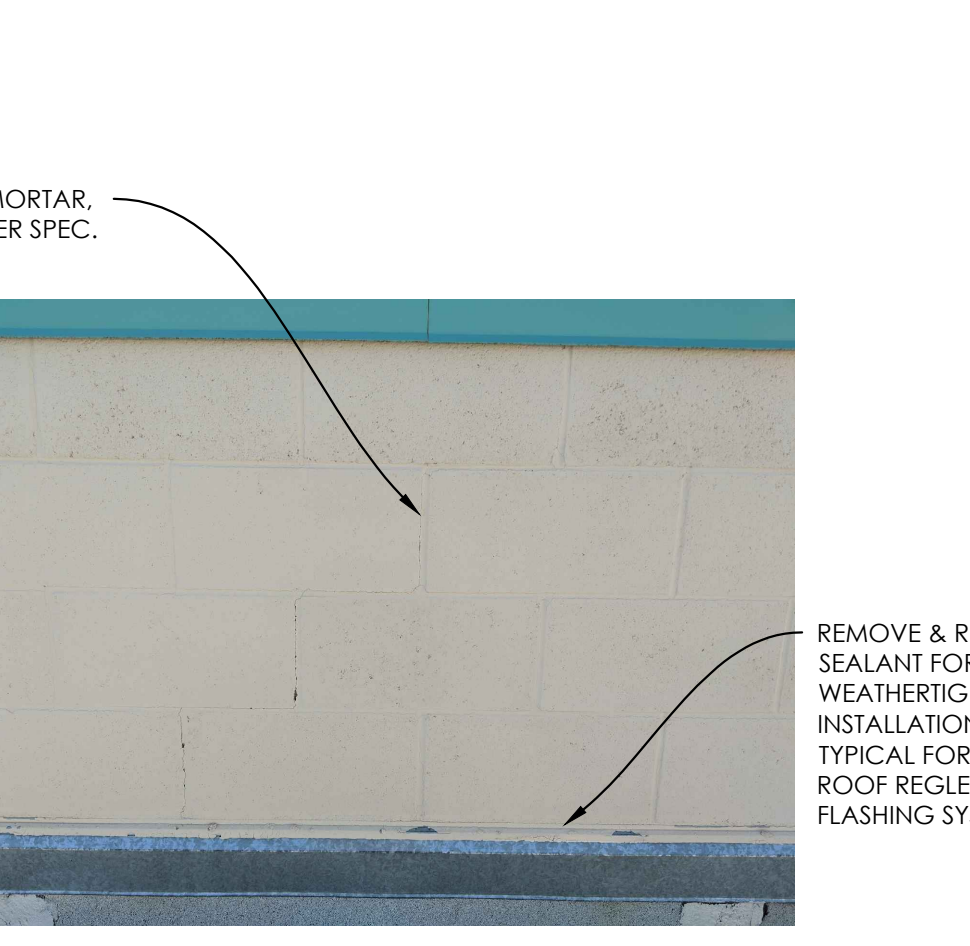
4 PHOTO #28  
SCALE: NTS



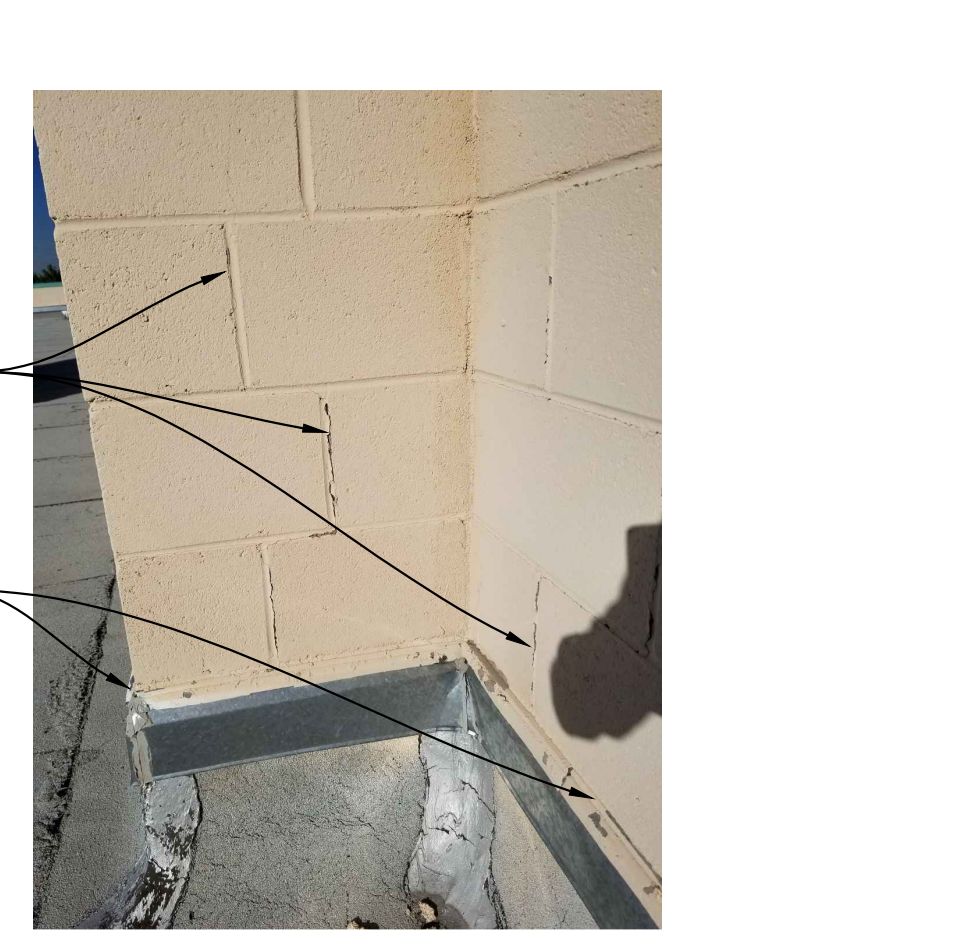
10 PHOTO #34  
SCALE: NTS



3 PHOTO #27  
SCALE: NTS



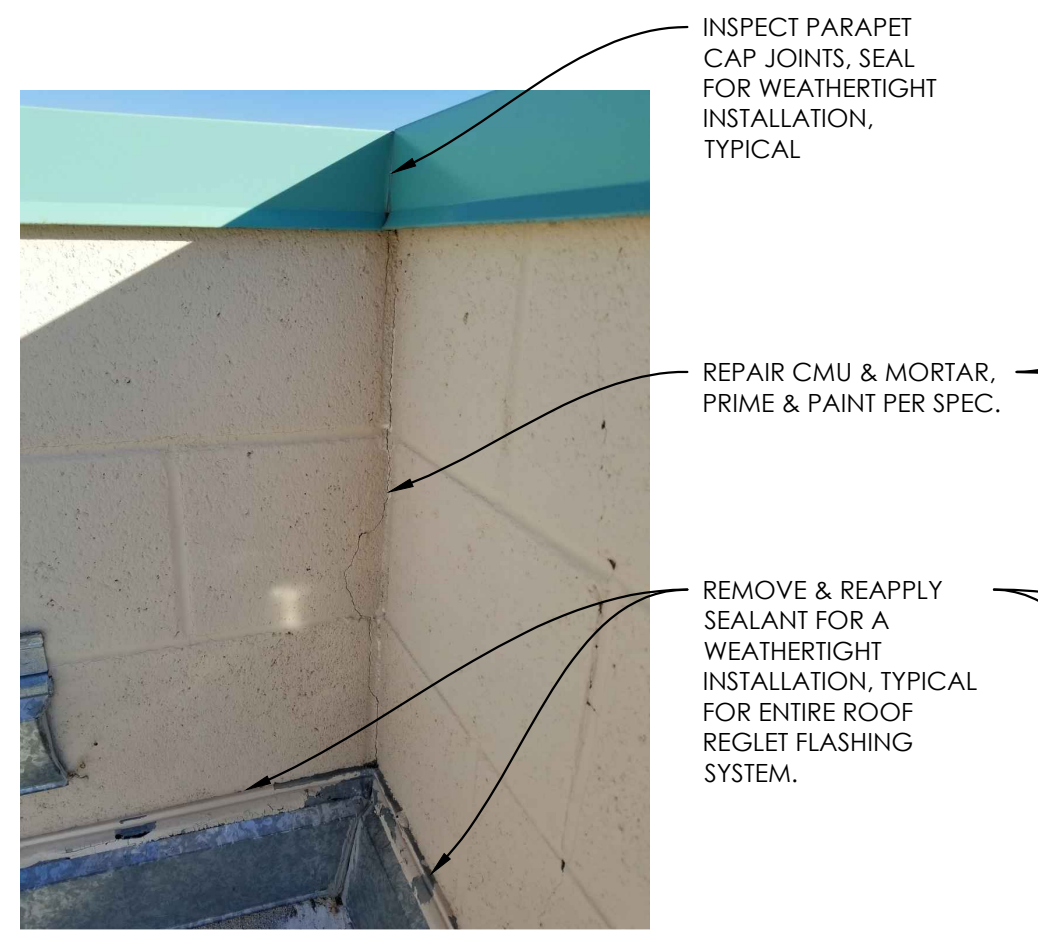
9 PHOTO #33  
SCALE: NTS



2 PHOTO #26  
SCALE: NTS



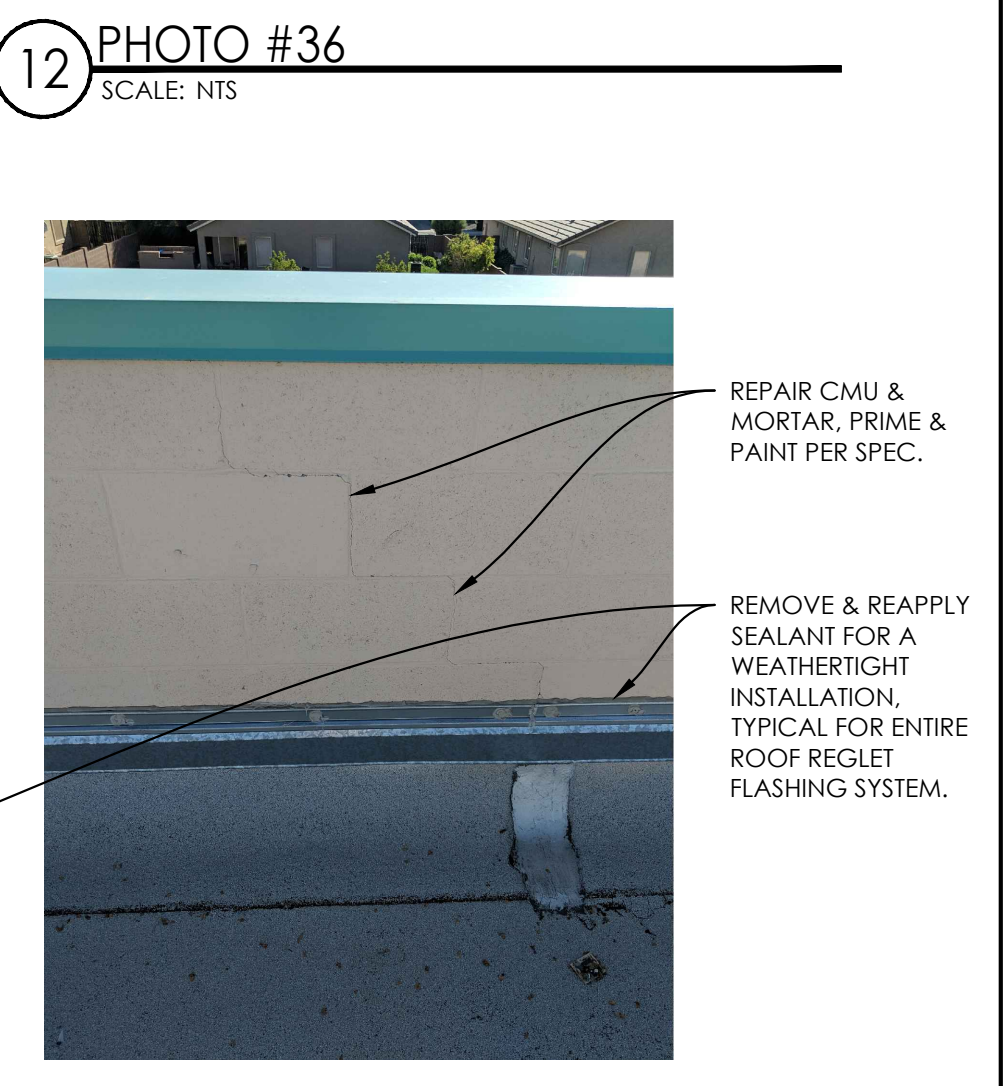
8 PHOTO #32  
SCALE: NTS



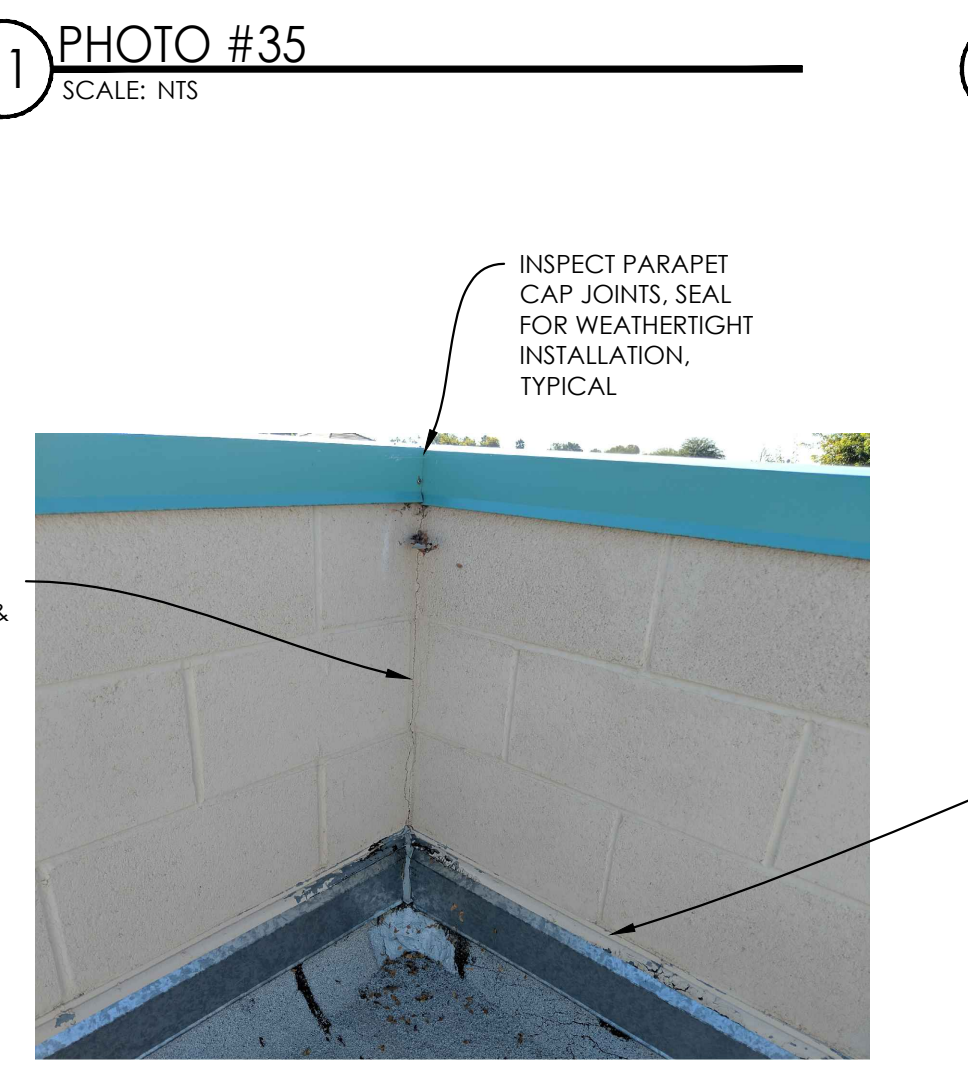
1 PHOTO #25  
SCALE: NTS



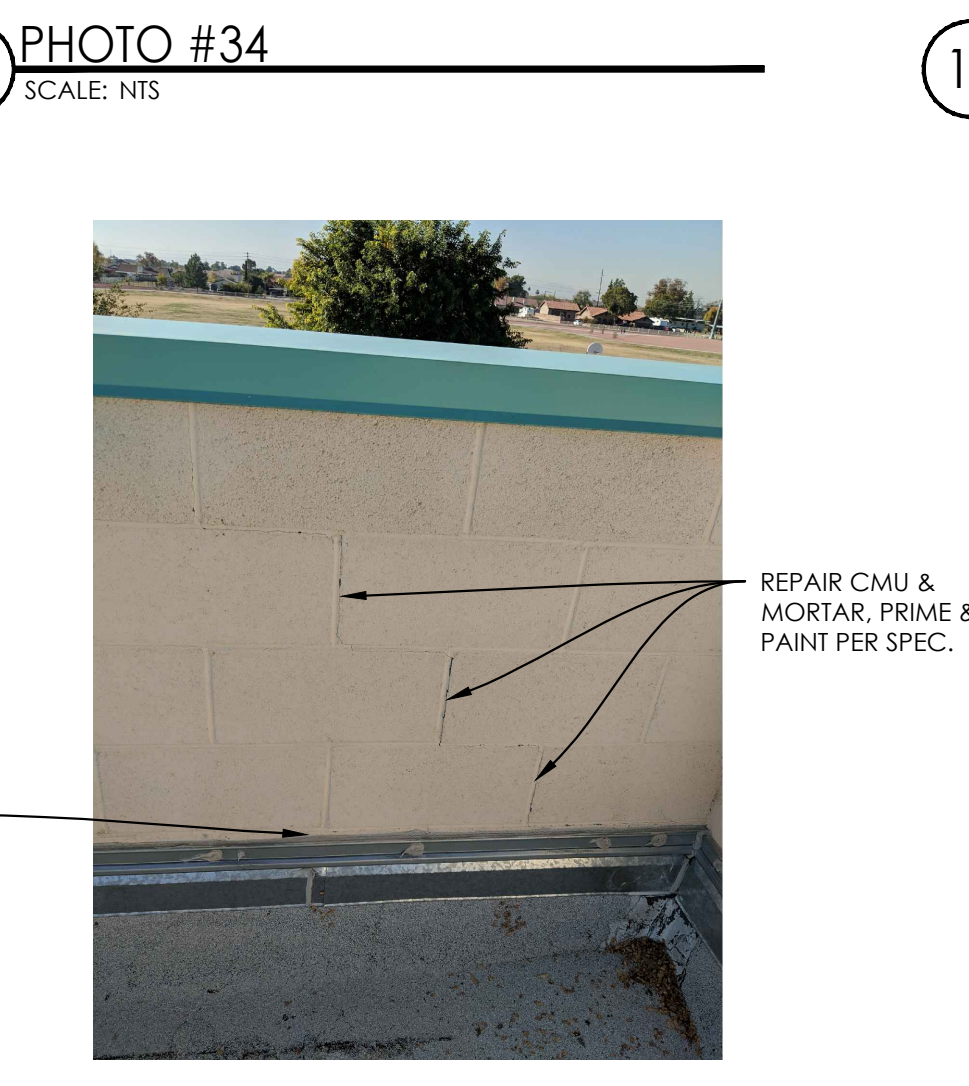
7 PHOTO #31  
SCALE: NTS



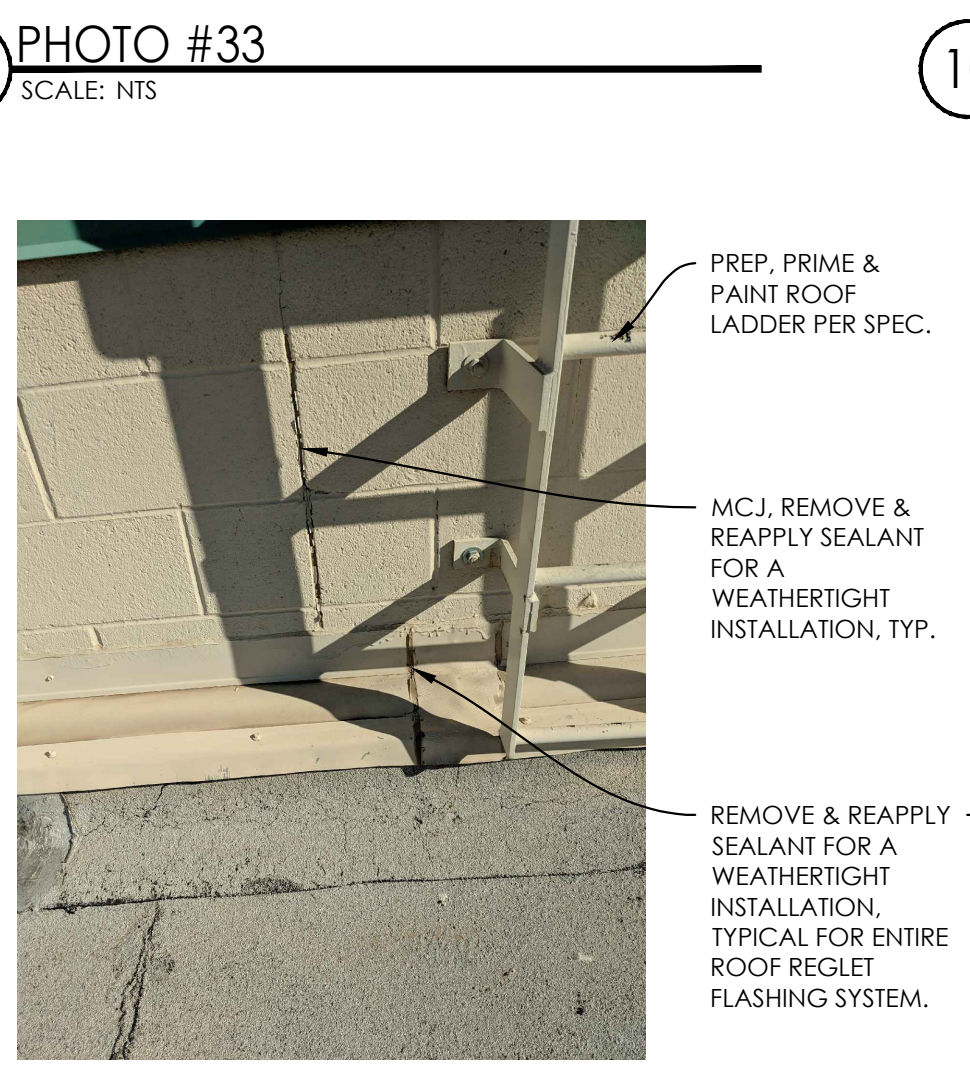
18 PHOTO #42  
SCALE: NTS



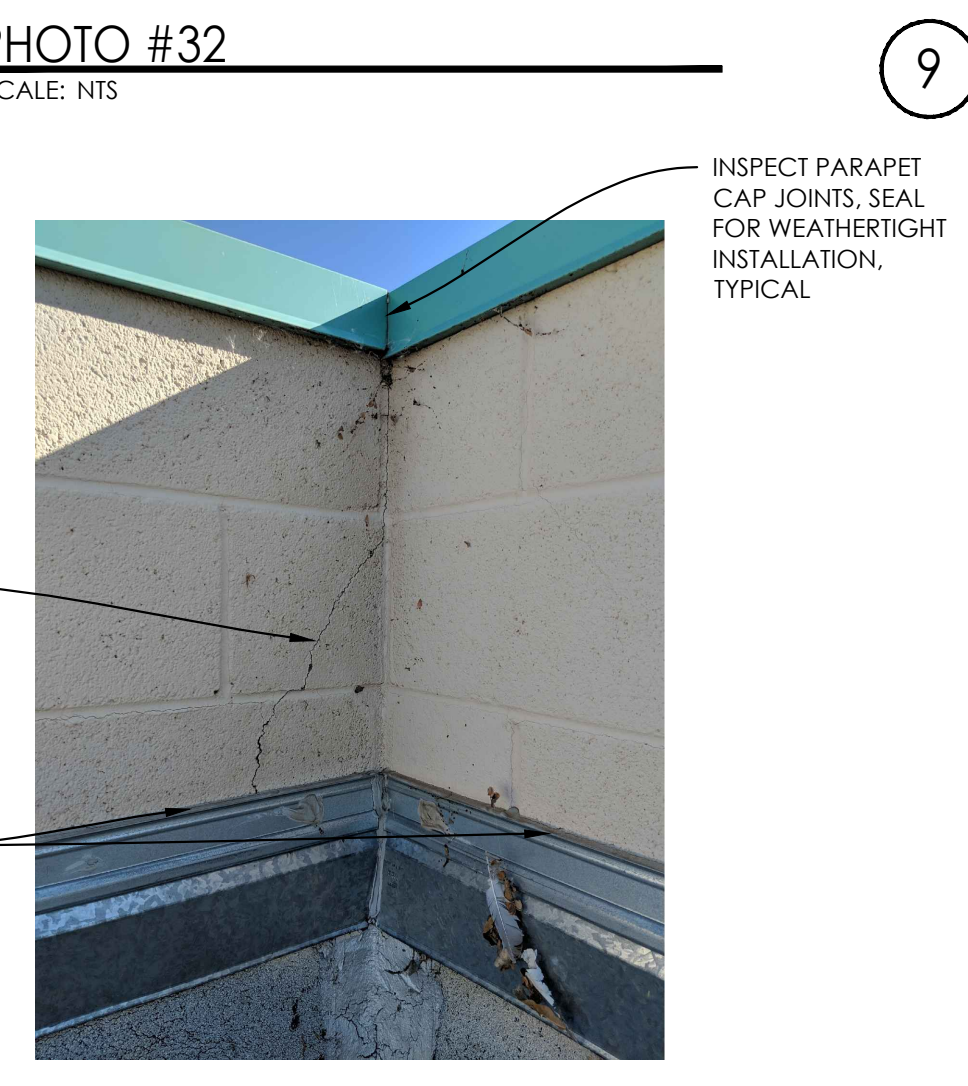
17 PHOTO #41  
SCALE: NTS



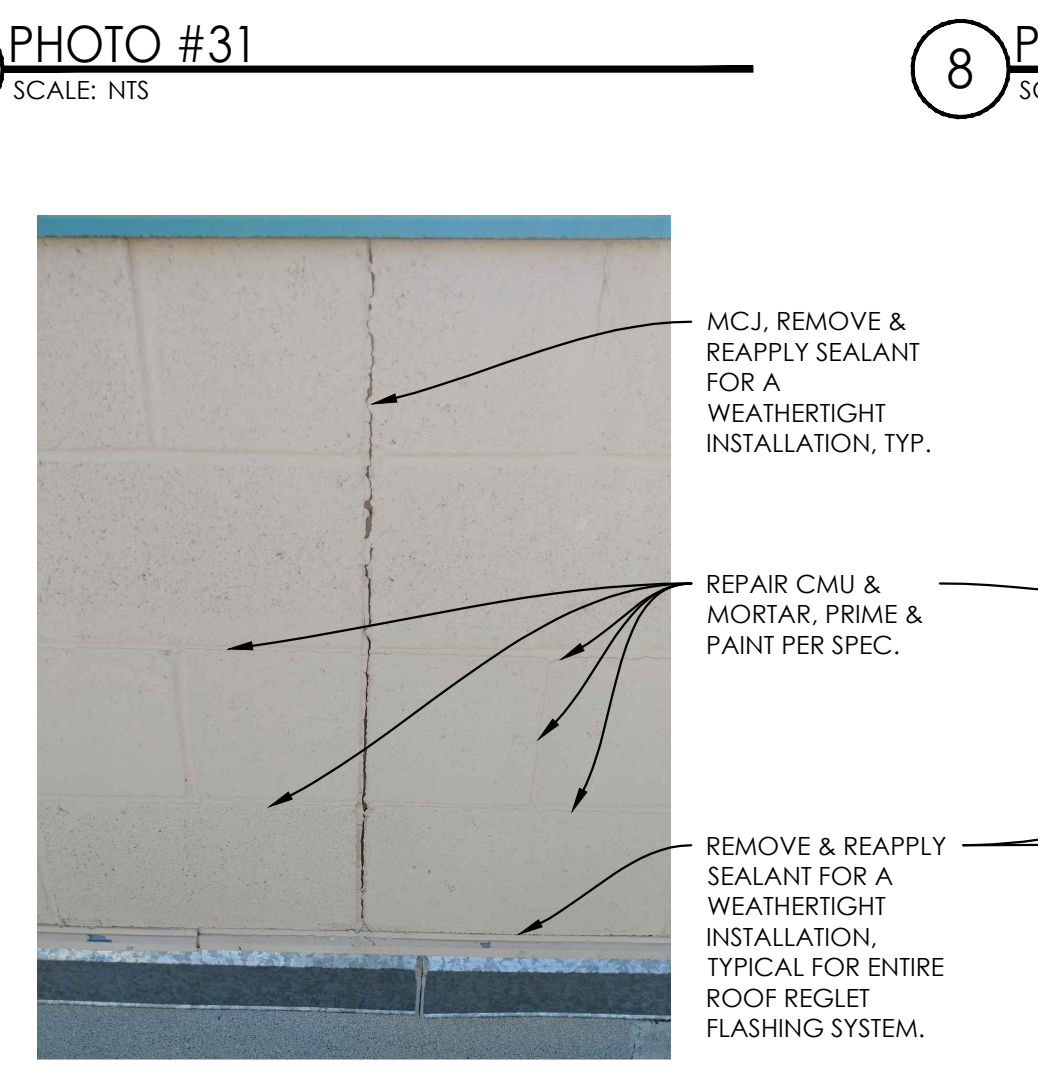
16 PHOTO #40  
SCALE: NTS



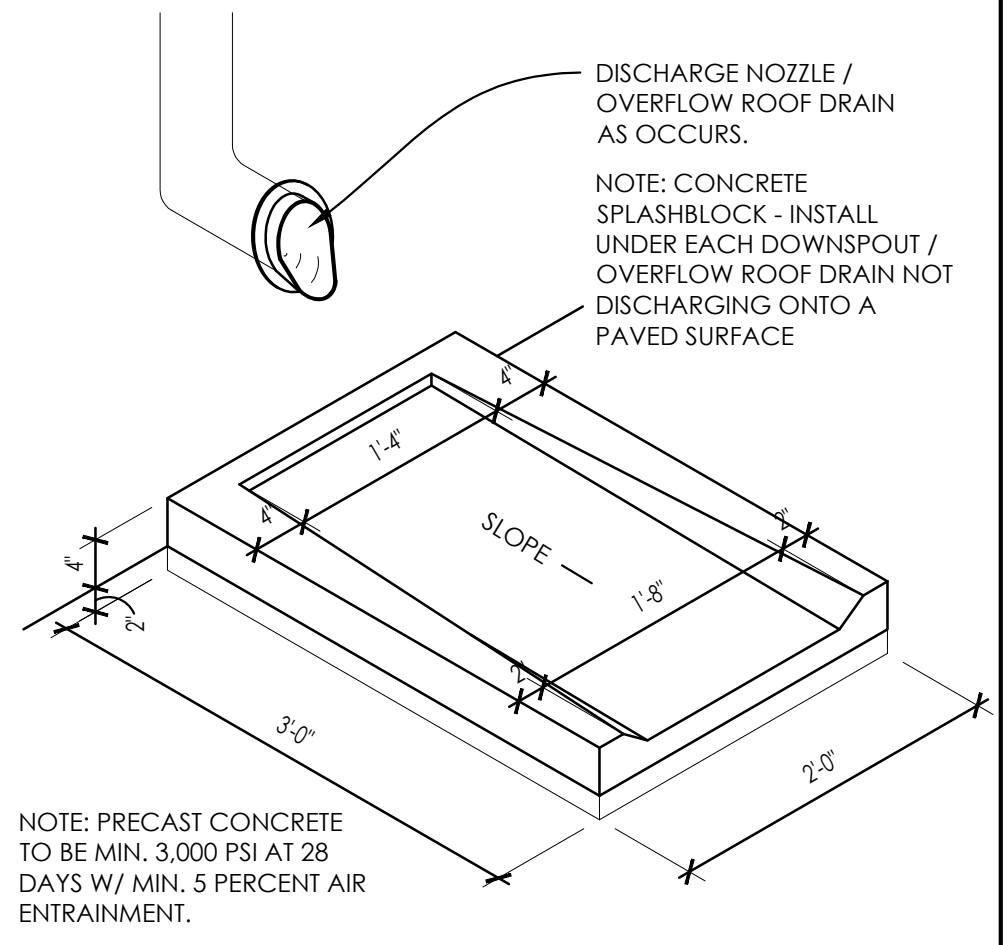
15 PHOTO #39  
SCALE: NTS



14 PHOTO #38  
SCALE: NTS



13 PHOTO #37  
SCALE: NTS



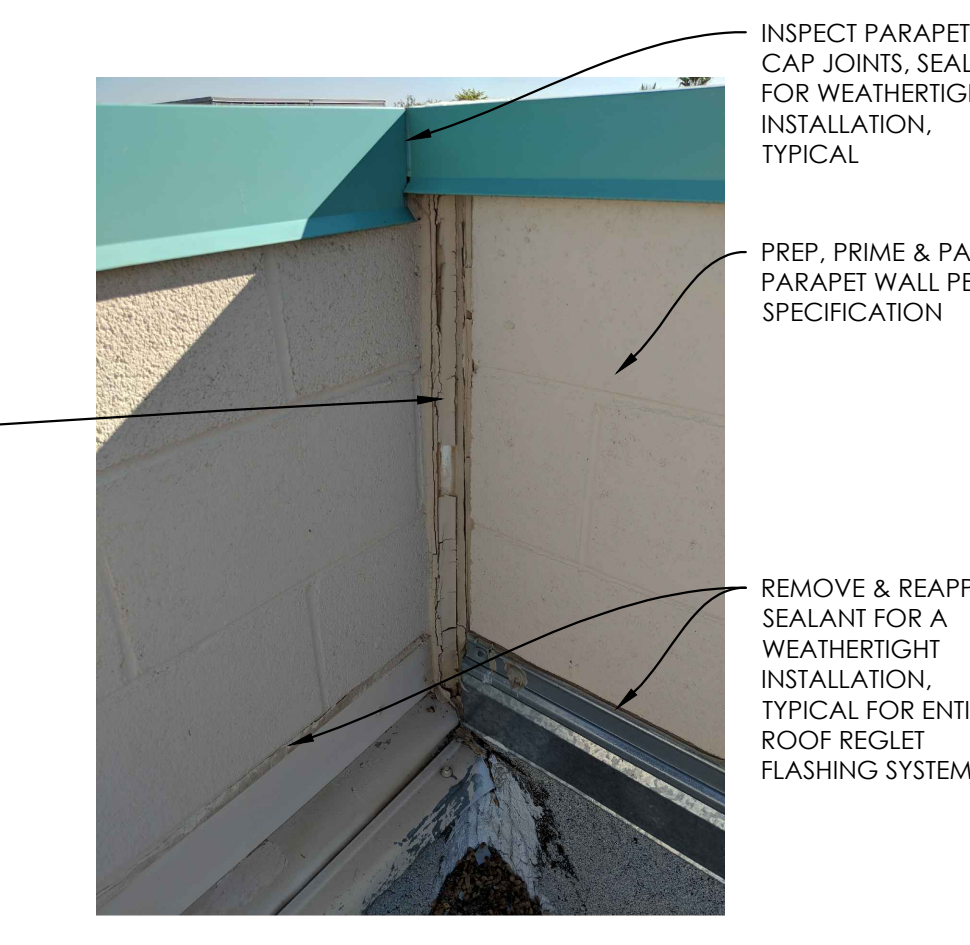
24 TYPICAL SPLASH BLOCK  
SCALE: 3/4" = 1'-0"



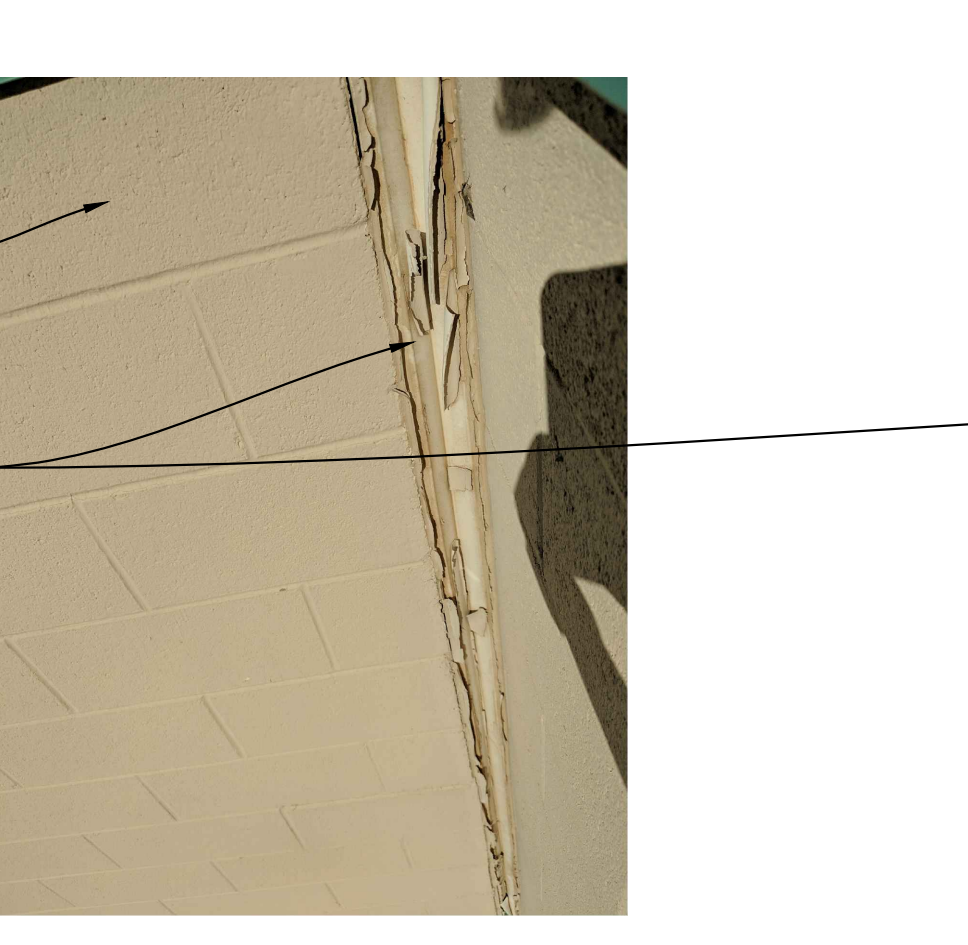
23 PHOTO #47  
SCALE: NTS



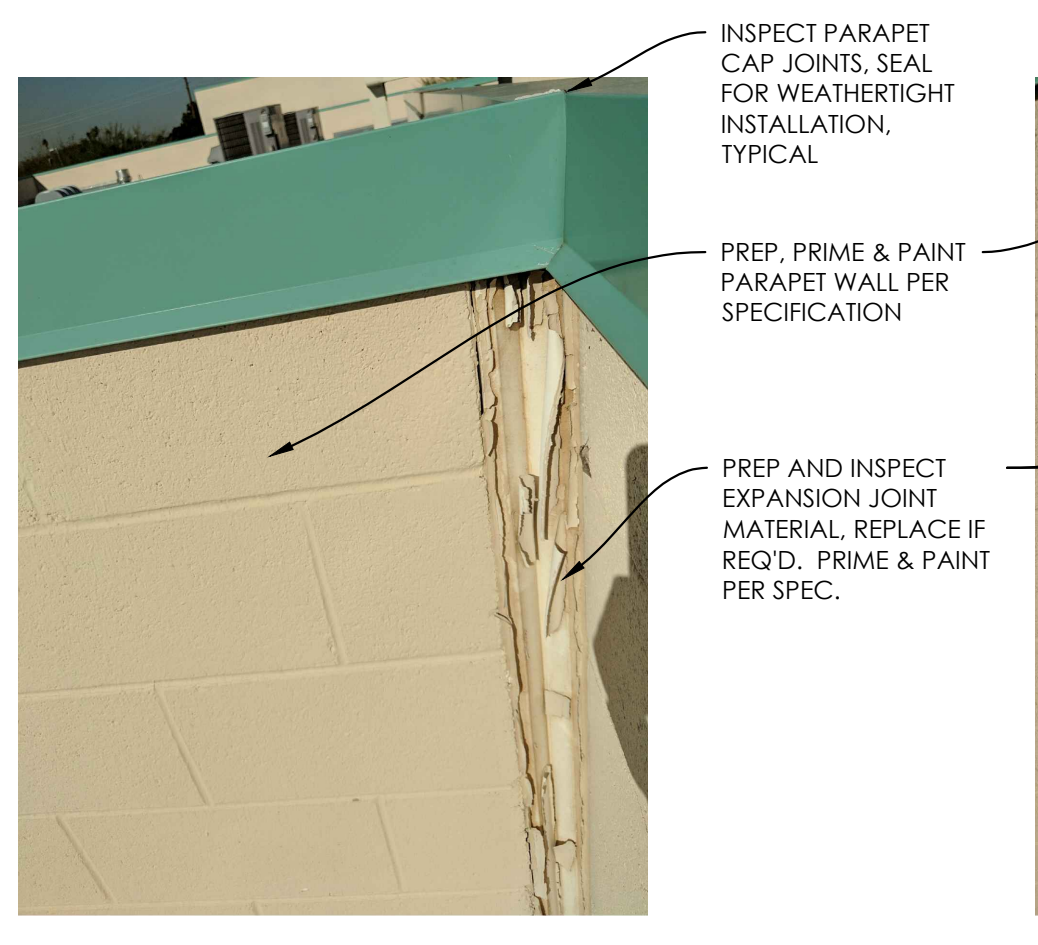
22 PHOTO #46  
SCALE: NTS



21 PHOTO #45  
SCALE: NTS



20 PHOTO #44  
SCALE: NTS



19 PHOTO #43  
SCALE: NTS

DATE: 11/20/18, 1875\_GSD\_Sunset\_Vista\_Weatherization(FCI\_A401)PHOTOS.dwg (LAST SAVED BY: ANDREW DATE: 4/8/19)