

Project Manual  
Bid Set



Project: Bid No. 2324-02 Troy School District  
2024 Roof Program

Owner: Troy School District  
4400 Livernois  
Troy, MI 48098

Date: 10/20/23

Prepared by



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## **PROJECT DIRECTORY**

### **Troy School District:**

Troy School District  
4400 Livernois  
Troy, MI 48098

Contact: Rob Carson – Dir of Operations  
Phone: (248) 823-4067  
Email: RCarson@troy.k12.mi.us

Contact: Michelle Kerns – Bond Rep  
Phone: (248) 921-3929  
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### **ROOFING CONSULTANT:**

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Contact: Ann Crippen – Project Manager  
Phone: (586) 731-3095  
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Contact: Paul Dombrowski, RRC and RRO –  
Technical Review; ERA Consulting &  
Construction  
Email: [eracandc@gmail.com](mailto:eracandc@gmail.com)

## **TROY SCHOOL DISTRICT ADVERTISEMENT**

The Board of Education of Troy School District will receive sealed Proposals for:

### **RFP NUMBER 2324-02 – TSD 2024 ROOF PROGRAM**

Sealed proposals should be submitted through Buildingconnected.com with the following link: <https://app.buildingconnected.com/public/5cc9d7f637c1a90018cb55dc>. No physical bids will be accepted in person or via delivery service. Bids are to be submitted no later than 11:00 AM Local Time Tuesday, November 14, 2023. The District will not consider or accept a bid received after the date and time specified for bid submission. Bids will be publicly opened immediately following the close of receiving bids with the following virtual meeting link: [meet.google.com/hdj-tcue-qgo](https://meet.google.com/hdj-tcue-qgo) or phone number (314) 474-6096 PIN 481 334 893#. No oral, email, telephonic, or telegraphic proposals shall be considered.

Each Proposal must be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the contractor and any member of the Board of Education or the Superintendent of Troy School District. The Board of Education will not accept a Proposal that does not include this sworn and notarized disclosure statement.

Each Proposal must also be accompanied by a sworn and notarized statement certifying that the contractor is not an Iran Linked Business. The Board of Education will not accept a Proposal that does not include this sworn and notarized statement.

Troy School District's Board of Education reserves the right to accept or reject any and all Proposals, either in whole or in part, to waive any informalities or irregularities therein, or to award the contract to other than the contractor(s) submitting the best financial Proposal (low bidder), in its sole and absolute discretion.

Additional bid information can be found at [www.troy.k12.mi.us/](http://www.troy.k12.mi.us/)

**TROY SCHOOL DISTRICT**

**SECTION 00 02 00**

**SUMMARY OF WORK**

**PART 1 - GENERAL**

**1.01 INTRODUCTION**

- A. This section summarizes the scope of roofing work to be performed for the Troy School District schools and facilities identified as Bid No. 2324-02 Troy School District 2024 Roof Project Districtwide.
- B. Information in this section is provided as a general overview of the project scope, and as such, does not grant authority for deviation from the specifications for product, executions, or quality assurance contained in other related sections. The Roofing Contractor shall remain solely responsible for comprehensive review of the entire contract documents to include the contract drawings in preparation of his bid.

**1.02 WORK COVERED BY CONTRACT DOCUMENTS**

- A. The Roofing Contractor shall be considered the prime contractor and include in his base bid, all cost relating to:
1. Troy School District (TSD) 2024 Roof Program **work for three (3) schools and two (2) district buildings** covering approximately 67,700 sq. ft. Roofing work includes roof replacement required to remediate all defects identified in the restoration schedules and drawings inclusive of all Bid Documents requirements.
  2. Schedule:
    - a. **Reroofing Work:** Contractor(s) will have approximately 40 work days to substantially complete the project starting at the end of the academic year on or about June 14, 2024 and substantial completion on or about August 16, 2024 on ALL schools from the date of the Notice to Proceed.
  3. Multiple Contracts: TSD, the Owner, reserves the right to award contracts to multiple contractors in order to insure the work is completely on time to meet the Schedule

**PROJECT WORK SCHEDULE**

School	Address	Reroofing Sq. Ft.	TSD 2024 Roof Work	Project Time Frame
Morse Elementary School	475 Cherry Ave, Troy, MI 48083	8,000	Roof Area D	6/14/24 - 8/16/24
Bemis Elementary School	3571 Northfield Pkwy, Troy, MI 48084	8,650	Roof Area D	6/14/24 - 8/16/24
Service Building	4420 Livernois Rd. Troy, MI 48098	4,600	Roof Area A	6/14/24 - 8/16/24
Transportation Building	120 Hart Ave. Troy, Michigan 48098	7,450	Roof Area B	6/14/24 - 8/16/24
Wattles Elementary School	3555 Ellenboro Ave, Troy, MI 48083	39,000	Roof Area(s) A, C and E	6/14/24 - 8/16/24
<b>Total Roof Area (Sq. Ft.)</b>		<b>67,700</b>		

### 1.03 GENERAL PROJECT REQUIREMENTS

- A. The following paragraphs are generally applicable requirements for performance of Work on this project.
1. Construction details for the Work of these specifications are as noted on the contract drawings and as contained in other related sections and photographs. Installation shall conform to contract details. The specifications and details designed specifically for this project may supersede manufacturer's printed literature. Contract drawings shall be used mutually with requirements set forth in contract specifications and photographs. In the event, where provisions of codes, safety orders, contract documents, referenced manufacturers specifications or industry standards are in conflict, the more restrictive and higher quality shall govern. In instances where specific conditions exist that vary from the contract construction details or the manufacturer's details, the Contractor shall submit a Manufacturer approved shop drawing for consideration by the Owner. Installation shall not begin until approval by the Owner has been given in writing.
  2. Unless otherwise shown or noted on the Contract Drawings, existing, functional and salvageable, sheet metal counter flashings or coping metals shall be carefully handled to allow reuse after the specified roofing work is complete. Damage done to otherwise salvageable metal flashings shall be repaired via replacement with new metal to match existing in the damaged area of section at no additional cost to owner.
  3. As stated elsewhere in the contract documents, all safety, health, and environmental regulation of either local or national legislative bodies, as well as those of the product manufacturers, shall be complied with by the successful bidder for the project work. The cost of compliance with such regulations shall be included in the bidder's base bid without exception for compliance waiver or change order.
  4. The Contractor shall exercise all due precaution to prevent disruption to the occupancy of the facility interior or grounds. Every effort must be employed to prevent causing additional damage to the existing roofing assembly while working in an adjacent area, point overloading of the roof deck, damage to roof areas not in this contract. In the event that new leaks or other such disruptive or damaging conditions are brought on as a result of the contractor's negligence, poor judgement, or failure to comply with the contract specification requirements, the Contractor shall repair such damage to the satisfaction of the Owner at no additional charge to the Owner.
  5. During periods of precipitation, the Contractor shall be responsible for performing, at least daily, interior-building inspections for leaks in the area of his work. Contractor's representative shall report to the Owner's facility manager to inquire about known building roof leaks. Should there be any such leaks, the contractor shall repair them immediately to prevent interior building damage. All leak-related damage to the building under areas the contractor has worked on, or is working on, shall be repaired to the satisfaction of the Owner at no cost to the Owner.
  6. The Contractor shall maintain a complete set of Contract Specifications, Contract Drawing, and other items identified in the contract documents on the rooftop during the course of work on this facility. Failure of proper installation by the contractor, due to unavailability of Contract Specifications or Drawings on the roof, constitutes negligence.
  7. Protection of all operations, merchandise, inventory, equipment and personnel shall be provided by the contractor.

1.03 CONTRACTOR USE OF SITE AND PREMISES

- A. Reference Section 01 14 19 Use of Site
- B. Reference Instructions to Bidders
- C. Reference Supplemental Conditions.

1.04 FUTURE WORK

- A. None scheduled at this time.

1.05 WORK HOURS AND SEQUENCE

- A. As agreed to between Owner and Contractor.

1.06 OWNER OCCUPANCY

- A. The owner will occupy the site during the entire period of work for the conduct of normal operations.
  - 1. Reference General Conditions
  - 2. Cooperate with Owner to minimize conflict, and to facilitate Owner's operations.
  - 3. Schedule the Work to accommodate owner occupancy.
  - 4. Coordinate with Owner for any additional insurance and/or bond requirements regarding Owner Occupancy.

PART 2 – PRODUCTS: NOT USED

PART 3 – EXECUTION: NOT USED

**END OF SECTION 00 0200/SUMMARY OF WORK**

**REQUEST FOR PROPOSALS  
FOR  
TSD 2024 ROOF PROGRAM  
RFP #2324-02**

**TROY SCHOOL DISTRICT  
Attention: Kandice Moynihan  
Administration Building  
4400 Livernois Road  
Troy, Michigan 48098  
Telephone: (248) 823-4000  
Fax: (248) 823-4013  
Email: [kmoynihan@trov.k12.mi/us](mailto:kmoynihan@trov.k12.mi/us)**



## **I. OVERVIEW**

### **1.1. PURPOSE**

The purpose of the Request For Proposals (“RFP”) is for Troy School District (the “School District”) to obtain proposals from qualified contractors to TSD 2024 Roof Program (the “Work”). This work is being completed at Bemis Elementary, Morse Elementary, Wattles Elementary, Transportation Building, and Service Building.

### **1.2. SELECTION TIMELINE**

**NOTE:** Throughout the remainder of this RFP, a prospective contractor is referred to as the “Contractor.”

The School District’s **anticipated timeline** for its selection process is:

Issuance of this RFP no later than 5:00 pm Local Time October 30, 2023

**Non-Mandatory** Pre-Proposal Meeting 10:00 a.m. Local Time, November 1, 2023

Deadline for written Requests For Clarifications 4 p.m. Local Time, November 6, 2023

**DUE DATE FOR PROPOSALS 11:00 a.m. Local Time, November 14, 2023**

School District’s Consideration of the Contract December 12, 2023

Commencement of Work June 15, 2024

School Completion of Work August 16, 2024

**PLEASE NOTE:** The School District reserves the right, in its sole and absolute discretion, to make modifications to the above selection timeline as it determines to be in its best interest.

## **II. SUBMISSION OF PROPOSALS**

### **2.1. PROPOSAL SUBMISSION DEADLINE AND REQUIREMENTS**

The Due Date for receipt of Proposals is:

**November 14, 2023 at 11:00 a.m Local Time. EDT (the “Due Date”)**

2.1.1. Sealed proposals should be submitted through Buildingconnect.com with the following link:

<https://app.buildingconnected.com/public/5cc9d7f637c1a90018cb55dc>. No

physical bids will be accepted in person or via delivery service.

2.1.2. **Late Proposals:** Each Contractor is responsible for submission of its Proposal. Proposals or Proposal revisions received after the Due Date will not be accepted or considered. The School District is not liable for any delivery or postal delays.

2.1.3. **Returned Proposals:** All Proposals received after the Due Date will be unopened and made available to the respective Contractor for pick-up, at its sole cost and expense.

- 2.1.4. Signed Original Proposal:** Each Proposal must be signed by an authorized member of the Contractor's firm. This member should be the highest-ranking officer at the local level. NO ORAL, FAX, or E-MAILED Proposals will be accepted. Each Proposal must be submitted on the Proposal Forms attached to this RFP.
- 2.1.5. Opening of Proposals:** At the specified location and Due Date stated above, all submitted Proposals shall be publicly opened and read aloud. Any interested parties may attend. No immediate decision will be rendered.
- 2.1.6. E-Mail Clarifications:** The School District intends to communicate with Contractors via e-mail (e.g., RFP clarifications and addenda). Except for the delivery of the Proposal itself, references in this RFP to "written" form of communications include e-mail.
- 2.1.7. Additional Requests For Clarification:** Prospective Contractors may request that the School District clarify information contained in this RFP. All such requests must be made in writing via email. The School District will attempt to provide a written response to all written Requests For Clarification within five (5) business days after the receipt of such request. The School District will not respond to any Request For Clarification received after **4:00 p.m. Local Time November 6, 2023.** Requests For Clarification and inquiries must be made via e-mail. All Requests For Clarification must be directed to Kandice Moynihan at [kmoynihan@troy.k12.mi.us](mailto:kmoynihan@troy.k12.mi.us). (Subject Line: \_\_\_\_\_ RFP Request For Clarification). No response will be made to any oral questions. All questions and answers will be posted on the School District's website. It is each Contractor's responsibility to check the School District's website prior to the RFP Due Date to ensure that it has received all of the information, including, but not limited to, all Addenda to this RFP.
- 2.1.8. Restrictions On Communication:** From the issue date of this RFP until a Contractor is selected and the selection announced, a prospective Contractor shall not communicate about the subject of this RFP or a Contractor's Proposal with the School District, its Board of Education, or any individual member, administrators, faculty, staff, students, employees, or its Construction Manager, if any, except for additional Requests For Clarification in accordance with Paragraph 2.1.7 above, or as otherwise required by applicable law.
- 2.1.9. Addenda to the RFP:** If it becomes necessary to revise any part of this RFP, notice of the revision will be e-mailed to all parties that requested a copy of this RFP. All addenda will be issued through the School District's website and all addenda shall become a part of this RFP. Each Contractor must in its Proposal, to avoid any miscommunication, acknowledge all addenda which it has received, but the failure of a Contractor to receive, or acknowledge receipt of, any addendum shall not relieve the Contractor of the responsibility for complying with the terms thereof.

- 2.1.10. RFP/Proposal Information Controlling:** The School District intends that all Contractors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a Contractor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a Request For Clarification or other written response thereto, or in the Proposal.
- 2.1.11. Finality of Decision:** Any decision made by the School District, including the Contractor selection, shall be final.
- 2.1.12. Reservation of Rights:** The School District reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all Proposals with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFP process or any Proposal, and the right to award the Contract to other than the Contractor(s) submitting the best financial Proposal (low bidder). The School District reserves the right to request additional information from any or all Contractors. The School District reserves the right to select one or more Contractors to perform the Work on behalf of the School District. In the event the Contractor's Proposal is accepted by the School District and the Contractor asserts exceptions, special considerations or conditions after acceptance, the School District, in its sole and absolute discretion, reserves the right to reject the Proposal and award the Contract to another contractor.
- 2.1.13. Release of Claims:** Each Contractor by submitting its Proposal releases the School District from any and all claims arising out of, and related to, this RFP process and selection of a Contractor.
- 2.1.14. Contractor Bears Proposal Costs:** A recipient of this RFP is responsible for any and all costs and liabilities incurred by it or others acting on its behalf in preparing or submitting a Proposal, or otherwise responding to this RFP, or any negotiations incidental to its Proposal or this RFP.
- 2.1.15. Irrevocability of Proposals:** All Proposals submitted shall not be withdrawn and shall be irrevocable for a minimum period of ninety (90) calendar days following the Due Date for receipt of Proposals set forth above.
- 2.1.16. Collusive Bidding:** The Contractor certifies that its Proposal is made without any previous understanding, agreement, or connection with any person, firm or corporation making a Proposal for the same Work and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.

## **2.2. PROPOSAL REQUIREMENTS AND FORMAT**

This outlines the information that must be provided by each Contractor and the required format for its Proposal. Any Proposal not providing the required information, or not conforming to the format specified, may be disqualified on that basis. Please also refer to Sections 2.1, 4.1, and 4.2 of this RFP for additional Proposal requirements. Attached to this RFP is a form of contract under which the Work requested under this RFP shall be provided by the successful Contractor (the “Contract” and referred to throughout the Contract as the “Agreement”) (See also Section 3.1 of this RFP). The Contract contains many details relative to the Work requested by the School District, the terms and conditions under which the Work shall be provided by the Contractor, and should be reviewed carefully by each Contractor prior to submitting a Proposal.

**Any exceptions to the terms and conditions contained in this RFP or the form of Contract attached to this RFP, or any other special considerations or conditions requested or required by the Contractor MUST be specifically enumerated by the Contractor and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions of the RFP or form of Contract cannot be met by, or, in the Contractor’s opinion, are not applicable to, the Contractor. The Contractor shall be required and expected to meet the specifications and requirements as set forth in this RFP and the form of Contract in their entirety, except to the extent exceptions or special considerations or conditions are expressly set forth in the Contractor’s Proposal and those exceptions or special considerations or conditions are expressly accepted by the School District. All Pricing factors must be clearly indicated in the Proposal Forms provided as part of the Contractor’s Proposal.**

Each Proposal must include, at a minimum, the following:

- 2.2.1** A detailed list setting forth any exceptions to this RFP and/or the Contract, or other special considerations or conditions of the Contractor, including explanations of such exceptions or the reason such terms and conditions of the RFP or form of Contract cannot be met by, or on the Contractor’s opinion are not applicable to, the Contractor.
- 2.2.2** References – Each Proposal must include detailed evidence that the Contractor is currently providing Work for other K-12 public school districts or educational institutions. The Contractor must provide this information, including contact names, addresses, phone numbers, and type and scope of work provided. This should include school districts of similar size and scope as the School District.
- 2.2.3** Evidence of the Contractor’s ability to provide adequate insurance coverages as required by this RFP and the Contract to protect the interests of the Contractor and the School District.
- 2.2.4** Demonstrate that the Contractor understands and will comply with all regulatory laws, codes, and requirements of any Local, State, and Federal law that apply to the requirements and obligations under this RFP and the Contract.
- 2.2.5** A completed Proposal Pricing Form provided as **ATTACHMENT A**.
- 2.2.6** A completed Familial Disclosure Affidavit provided as **ATTACHMENT B**.

**2.2.7** A completed Iran Economics Sanctions Act Affidavit of Compliance provided as **ATTACHMENT C.**

**2.3. SPECIFICATIONS**

<b><u>Number</u></b>	<b><u>Description</u></b>
00 00 00	Cover
00 01 10	Table of Contents
00 01 11	Project Directory
00 01 12	Invitation to Bid – TSD
00 00 13	Instructions to Bidders – TSD
00 02 00	Summary of Work
00 03 00	Bid Form
00 03 01	Unit Price Form
00 03 04	Payment Bond
00 03 05	Performance Bond
00 04 01	Partial Release of Lien
00 04 02	Final Release of Lien
00 04 11	Familial Disclosure Statement/Iran Economic Sanctions Act
00 05 00	Construction Contract
00 07 30	Supplemental Conditions
00 43 22	Unit Pricing Information
00 43 36	List of Subcontractors
01 06 00	Regulatory Requirements
01 14 19	Use of Site
01 20 01	Payment Procedures
01 20 03	Changes to Work
01 21 00	Allowances
01 23 00	Alternates
01 32 00	Construction Schedule
01 32 13	Web Site & Documents
01 33 00	Submittals
01 33 26	Quality Control
01 35 01	Safety
01 42 16	Terms and Definitions
01 50 00	Construction Facilities and Temporary Controls
01 74 23	Final Cleaning
01 77 00	Close Out
02 41 19	Selective Demolition
06 10 00	Rough Carpentry
07 22 50	Single Ply Roof Insulation
07 54 00	Fully Adhered EPDM Roofing
07 62 00	Sheet Metal Flashing and Trim
07 72 00	Roof Accessories
07 90 00	Sealants
22 14 26.13	Roof Drains

## 2.4. **DRAWINGS**

#	Description	Dated
A1.0	Cover Sheet	10/27/23
A2.0	Wattles Elementary School, Roof Area A, Sections 1, 2, and 3	10/27/23
A2.1	Wattles Elementary School, Roof Area C	10/27/23
A2.2	Wattles Elementary School, Roof Area E	10/27/23
A3.0	Bemis Elementary School, Roof Area D	10/27/23
A4.0	Morse Elementary School, Roof Area D	10/27/23
A5.0	Service Building, Roof Area A	10/27/23
A6.0	Transportation Building, Roof Area B	10/27/23
A7.0	Detail Sheet	10/27/23
A7.1	Detail Sheet	10/27/23
A7.2	Detail Sheet	10/27/23

## 2.5 **WORK SCOPE AND SCHEDULE**

School	Address in Troy, MI	Reroofing in Sq. Ft	Roof Area(s)
Morse Elementary School	475 Cherry Ave., 48083	8,000	D
Bemis Elementary School	3571 Northfield Pkwy., 48084	8,650	D
Service Building	4420 Livernois Rd, 48098	4,600	A
Transportation Building	120 Hart Ave., 48098	7,450	B
Wattles Elementary School	3555 Ellenboro Ave., 48083	39,000	A, C & E

All work shall be completed between June 15, 2024 through August 16, 2024

## III. **CONTRACTUAL OBLIGATIONS**

### 3.1. **FORM OF CONTRACT**

**3.1.1. Form of Contract:** This is a Request For Proposals only. Proposals will be treated as offers to enter into the Contract (as defined above) with the School District. The School District and successful Contractor shall memorialize their contractual relationship and obligations using the form of Contract attached hereto as **ATTACHMENT D**. The Contract contains many details relative to the Work required under this RFP, as well as the terms and conditions under which the Work shall be provided by the successful Contractor. The Contract should be reviewed carefully by each Contractor prior to submitting a Proposal. Any exceptions to the terms and conditions contained in the Contract, or any other special considerations or conditions requested or required by the Contractor relative to this RFP or the form of Contract shall be expressly/specifically enumerated by the Contractor and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met by, or, in the Contractor's opinion are not applicable to, the Contractor, provided however, that exceptions or special conditions of the Contractor will not be binding upon the School District unless those exceptions or special conditions are expressly accepted by the School District, and incorporated into the final

Contract. Following the selection of the successful Contractor by the School District, the Contract will be finalized by the parties. The below sections contain information relative to selected provisions of the Contract and/or the expectations of the School District relative to the provision of the Work.

**3.1.1.1. Familial Disclosure Affidavit:** All Contractors must provide familial disclosure in compliance with MCL 380.1267 and attach this information to its Proposal. The Proposal must be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner and/or any employee of the Contractor and any member of the School District's Board of Education or the School District's Superintendent. The School District will not accept a Proposal that does not include this sworn and notarized disclosure statement. The Familial Disclosure Affidavit is attached to this RFP as **ATTACHMENT B.**

**3.1.1.2. Iran Economic Sanctions Act:** In accordance with Michigan Public Act No. 517 of 2012, all Proposals must be accompanied by a sworn and notarized statement certifying that the Contractor is not an Iran Linked Business. The School District will not accept a Proposal that does not include this sworn and notarized statement. The Affidavit of Compliance – Iran Economic Sanctions Act is attached to this RFP as **ATTACHMENT C.**

**3.1.1.3. Bid Security:** Contractors must submit with its Proposal bid security in the form of a Bid Bond issued by a qualified surety or certified check/money order in an amount of five percent (5%) of the Proposal ("Bid Security"). Failure to include this Bid Security with the Contractor's Proposal will result in the rejection of your Proposal. If a Bid Bond is posted by a Contractor, it shall be from a Treasury Surety licensed to do business in the State of Michigan, and the attorney-in-fact who executes the Bid Bond on behalf of the Contractor shall attach a certified, current copy of its power of attorney. In the event a certified check/money order is submitted, it shall be made payable to "Troy School District." The School District shall not be liable for any interest earned thereon. The Bid Security shall be forfeited as liquidated damages, and not as a penalty, if the Contractor withdraws its Proposal after the Due Date for submission of Proposals or, upon acceptance of its Proposal by the School District, the Contractor fails to execute the form of Contract acceptable to the School District, substantially evidencing and incorporating this RFP and its Proposal and fails to provide the required Performance Bond and/or Payment Bond, if any, and the required insurance certificates, within fifteen (15) days of an award of a Contract to the Contractor. Bid Bonds shall be duly executed by the Contractor, as principal and by a surety that is properly licensed and authorized to do business in the state in which the Work is to be performed. All sureties providing bonds for this

Project must be listed in the latest version of the Department of Treasury's Circular 570, entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies", with the bond amount less than or equal to the underwriting limitation, and/or have an A.M. best rating of A- or better. Bid Security shall be returned to all non-successful Contractors within a reasonable time after the award of a Contract and execution of a Contract by the successful Contractor.

- 3.1.1.4. Performance Bond:** Successful Contractors whose Proposals are \$50,000 or more will be required to furnish Performance and Payment Bonds, in a form satisfactory to the School District, in the amount of 100% of its Proposal by a Treasury-listed Surety licensed to do business in the State of Michigan, and the attorney-in-fact who executed the Performance and Payment Bonds on behalf of the Contractor shall attach a certified, current copy of its power of attorney. The cost of the Bonds shall be included in each Proposal.
- 3.1.1.5. Governing Law:** The Contract shall be governed by and construed in accordance with the laws of the State of Michigan. The parties hereby agree to the exclusive jurisdiction and venue of courts sitting in Oakland County, Michigan.
- 3.1.1.6. General Indemnification:** Contractor shall indemnify, defend and hold harmless the School District, its Board of Education, its Board Members, in their official and individual capacities, its administrators, employees, agents, contractors, successors and assignees, from and against any and all claims, counter claims, suits, debts, demands, actions, judgments, liens, costs, expenses, damages, injuries and liabilities, including actual attorney's fees and actual expert witness fees arising out of or in connection with Contractor's performance of the Contract and/or from Contractor's violation of any of the terms of the Contract, including, but not limited to: (i) the negligent acts or willful misconduct of the Contractor, its officers, directors, employees, successors, assignees, contractors and agents; (ii) any breach of the terms of the Contract by the Contractor, its officers, directors, employees, successors, assignees, contractors and agents; (iii) any violation or breach of any applicable Federal, State or local law, rule, regulation, ordinance, policy and/or licensing and permitting requirements applicable to the Contract; or (iv) any breach of any representation or warranty by the Contractor, its officers, directors, employees, successors, assignees, contractors and agents under the Contract. The Contractor shall notify the School District by certified mail, return receipt requested, immediately upon actual knowledge of any claim, suit, action, or proceeding for which Troy School District may be entitled to indemnification under the Contract. This paragraph shall survive the expiration or earlier termination of the Contract.



**3.1.1.7. Compliance With Laws:** Contractor shall comply with any and all applicable federal, state, and local laws, rules, ordinances, policies, and regulations, including any licensing and permitting requirements, under the Contract. Contractor, including its personnel, employees, contractors, consultants, and agents shall be responsible for knowing the School District's policies concerning appropriate behavior of persons in School District facilities and, on School District properties, including for example, the prohibitions of sexual harassment and smoking, and shall comply with all such policies. Contractor represents and warrants to the School District that it shall at all times be in compliance with any and all applicable federal and state laws, rules, ordinances, policies and regulations, and licensing and permitting requirement applicable to the Contract. Contractor shall indemnify, defend, and hold School District harmless from any liability from its failure to so comply.

**3.1.1.8. Right to Terminate on Breach:** Each party shall have, in addition to all other remedies available to it, the right to terminate the Contract immediately upon written notice to the other party that the other party has committed a material breach of any of its obligations herein and such material party has committed a material breach of any of its obligations herein and such material breach shall not have been cured or corrected within ten (10) days following written notice of the same. Furthermore, if the School District must regularly request that the Contractor cure breaches of the Contract, such circumstances shall be grounds for termination of the Contract for cause, even if each breach on its own would not be material.

- i. **Events Upon Termination:** Upon termination of the Contract by either party for Breach or default of the other party, each party shall be entitled to exercise any other right, remedy or privilege which may be available to it under applicable law or proceed by appropriate court action to enforce the terms of the Contract or to recover damages for the breach of the Contract. Upon termination of the Contract, the Contractor shall immediately provide the School District with any and all drawings and documentation regarding the Work. In the event of termination, title to all supplies, materials, equipment or products purchased by the Contractor for integration into the Work shall pass to the School District, and Contractor shall deliver possession of said supplies, materials, equipment or products to the School District at a location to be designated by the School District.

- 3.1.1.9. **Pricing:** Prices quoted are to be F.O.B. to Troy School District. All purchases Prices shall be net; including transportation, insurance and delivery charges fully prepaid by the successful Contractor to destinations indicated in the Proposal.
- 3.1.1.10. **Taxes:** This project is NOT exempt from taxes.
- 3.1.1.11. **Proposal Withdrawal:** Contractors may withdraw its Proposals any time before the Due Date. Proposals may not be withdrawn for at least 90 days after the Due Date.
- 3.1.1.12. **Competition:** The name of a model, manufacturer, or brand in this RFP shall not be considered as exclusive of other brands. Brands and models specified in this RFP are preferred. The School District expects all supplies, materials, equipment, or products bid by a Contractor to meet or exceed the Specifications set forth in this RFP. Further, it is the School District's intent that this RFP permit competition. Accordingly, the use of any patent, proprietary name, or manufacturer's name is for demonstrative purposes only and is not intended to curtail competition. Whenever any supplies, material, equipment, or products requested in this RFP are specified by patent, proprietary name or by the name of the manufacturer, unless stated differently, such specification shall be considered as if followed by the words "or comparable equivalent," whether or not such words appear. The School District in its sole and absolute discretion, shall have the right to determine if the proposed equivalent products/brands submitted by the Contractor meet the Specifications contained in this RFP and possess equivalent and/or better qualities. It is the Contractor's responsibility to notify the School District in writing if any Specifications or suggested comparable equivalent products/brands require clarification by the School District prior to the Due Date for Proposals. Any and all deviations from Specifications must be noted on the Proposal Form.

## **IV. PROPOSAL**

### **4.1. PROPOSAL FORMS**

Each Contractor shall submit its Proposal using the Proposal Pricing Form attached hereto as **ATTACHMENT A**, along with any other information required by this RFP or deem necessary and appropriate by the Contractor for evaluation of its Proposal.

### **4.2. PROPOSAL CHECKLIST**

In addition to the Proposal Pricing Form and any information required under Section 4.1 above, please attach copies of the following documents to your Proposal:

- 4.2.1. Proposal Pricing Form and detailed list setting forth any exceptions to the RFP and/or Contract, or other special considerations or conditions of the Contractor, including explanations of such exceptions or the reason such terms and conditions of the RFP or form of Contract cannot be met by, or are not applicable to, the Contractor.
- 4.2.2. List of Contractor's References (K-12 references preferred) with which Contractor has contracted to perform Work or services similar to the Work described herein. The Contractor must provide this information, including contact names, addresses, phone numbers, and type and scope of Work/services provided.
- 4.2.3. Contractor's Verification of addenda to the RFP, if any.
- 4.2.4. Evidence of the Contractor's ability to provide adequate insurance coverages as required by this RFP and the Contract to protect the interests of the Contractor and the School District.
- 4.2.5. A completed Familial Disclosure Affidavit, which is attached hereto as **ATTACHMENT B.**
- 4.2.6. A completed Iran Sanctions Act Affidavit of Compliance, which is attached hereto as **ATTACHMENT C.**

**ATTACHMENT A**

**PROPOSAL PRICING FORM**

**CONTRACTOR INFORMATION:**

**CONTRACTOR'S NAME:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

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

**CITY/STATE:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

**FAX NUMBER:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**A. CONTRACTOR PRICING**

**Base Bid:** The undersigned proposes to furnish all labor and materials and provide all equipment and manpower necessary to perform all work for the various parts of the construction in accordance with the above referenced documents for the considerations of the following amount(s):

Bids for each individual school to include specified Restoration work plus Reroofing work plus specified Allowances.

All bids to include state and local taxes; licensing, allowances, bonds and permitting fees.

**BASE BIDS**

**1. Bid Morse Elementary School Reroof Roof Area D:**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
(use words) (figures)

**Work Days:** \_\_\_\_\_ **Reroof Sq. Ft.** \_\_\_\_\_

**2. Bid Bemis Elementary School Reroof Roof Area D:**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
(use words) (figures)

**Work Days:** \_\_\_\_\_ **Reroof Sq. Ft.** \_\_\_\_\_

**3. Bid Wattles Elementary School Reroof Roof Area(s) A, C & E:**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
(use words) (figures)

**Work Days:** \_\_\_\_\_ **Reroof Sq. Ft.** \_\_\_\_\_

**4. Bid Transportation Building, Roof Area B:**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
(use words) (figures)

**Work Days:** \_\_\_\_\_ **Reroof Sq. Ft.** \_\_\_\_\_

## 5. Bid Service Building, Roof Area A:

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
(use words) (figures)

Work Days: \_\_\_\_\_ Reroof Sq. Ft. \_\_\_\_\_

All bid proposals enumerated in this Bid Proposal Form include overhead, profit and all other expenses involved in the execution and completion of the work described in the Contract Documents.

Bid prices in this Bid DO include applicable sales tax.

If awarded a contract, I propose to contract with the following subcontractors for listed work and further agree that subcontractors may not be changed without owners' written consent. See attachment 00 43 36 List of Subcontractors. Subcontractors required to attend Post Award Conference. Named subcontractors must have a reputation of competency in their fields of work. I assume responsibility for quality of work performed by my subcontractors.

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### WARRANTY:

Roof Replacement:

1. Contractor to provide a five (5) year guarantee (Performance Agreement) covering contractor provided materials and workmanship for installation of those materials in all roof areas.
2. Manufacturer of roof membrane to provide a 20 year "No-Dollar-Limit" material and installation warranty covering the roof system including roof membrane, flashings, insulation, prefabricated and other accessories.

Note: All other subcontractors shall be submitted within 21 days of bid due date, if requested.

### TIME OF COMPLETION:

The undersigned agrees, if awarded the contract, work shall be substantially completed within \_\_\_\_\_ working days commencing when Work at Project Site begins. The Undersigned further agrees that the owner that work will progress on a continuous basis Monday thru Friday (Saturday as weather make up day) maximum 10 hours per day during the execution of the contract unless delayed due to weather. Definition of weather delays will be agreed to between Troy School District and Contractor prior to start of work.

The undersigned agrees, if awarded the contract, work shall be substantially completed within \_\_\_\_\_ working days of the Owner's written Notice to Proceed. The Undersigned further agrees that the owner may retain, from the compensation otherwise due, the sum of \$800.00 for each calendar working day (Monday through Friday) expiring beyond the fixed time of substantial completion (substantial completion is defined in the Bid Documents), this sum not to be construed as a penalty, but as a fixed, agreed liquidated damages amount which the owner shall sustain in case of failure of the undersigned to substantially complete the work within the time stipulated.

The Contractor shall have five business days to deliver a Payment and Performance Bond in the format detailed.

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**B. ACKNOWLEDGEMENT OF ADDENDA TO RFP**

The Contractor acknowledges receipt of the following addenda:

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

**C. UNIT PRICING**

In the event changes are made in the plans and specifications, we agree the total contract price will be adjusted on the basis of the unit prices (including overhead and profit) for those items listed below.

A Unit Price is an amount proposed by Bidders and stated on the Bid Form as a price per unit of measurement for materials or services that will be added to or deducted from the Contract Sum by Change Order in the event the estimated quantities of Work required by the Contract documents are increased or decreased.

Unit prices include necessary materials, overhead, profit, and applicable taxes.

The Owner or Consultant reserve the right to reject the Contractor's measurement of work-in place that involves use of established unit prices, and to have this work measured by an independent surveyor acceptable to the Contractor at the Owner's expense.

All allowances calculated using unit pricing values.

In order for our bid to be acceptable, unit prices are given for each item shown:

1. Labor Rate:  
Unit cost per hour including labor, overhead, profit, insurance and transportation to address latent conditions.  
Add \$ \_\_\_\_\_ per hour
2. Roof Walkway: Unit cost per 30 in. X 30 in. pad for installation at other areas not specified.  
Add \$ \_\_\_\_\_ per lf
3. Replacement Roof Drain Bowl: Unit price per drain (15 in. dia.) including, clamping ring, strainer all cast iron; all necessary piping and hook ups to match existing.  
Add \$ \_\_\_\_\_ per drain
4. Replacement Roof Drain Clamping Ring: Unit price per universal cast iron clamping ring (15 in. dia. drain) and accessories including drilling and retapping as necessary.  
Add \$ \_\_\_\_\_ per ring
5. Replacement Roof Drain Strainer: Unit price per cast iron strainer (15 in. dia. drain).  
Add \$ \_\_\_\_\_ per strainer.
6. Replacement Wood Nailer: Unit cost per linear foot to replace deteriorated wood nailers with new wood nailers to match existing.  
Add \$ \_\_\_\_\_ per ln. ft. 2x4  
Add \$ \_\_\_\_\_ per ln. ft. 2x6  
Add \$ \_\_\_\_\_ per ln. ft. 2x8  
Add \$ \_\_\_\_\_ per ln. ft. 2x10

7. Interior Protection: Unit cost per square foot to install a minimum 7 mil reinforced polyethylene sheet covering contents of interior from any water or debris damage (applies to IP beyond requirements for deck repair areas).  
Add \$ \_\_\_\_\_ per sq. ft.
8. Paint Rusted Steel Deck: Unit cost per square foot to prepare and prime paint (2 coats) surface rusted steel decking.  
Add \$ \_\_\_\_\_ per sq. ft.
9. Repair Steel Deck with Sheet Metal: Unit cost per square foot to prepare and prime paint steel decking and install 20 gage galvanized steel sheet metal patch material.  
Add \$ \_\_\_\_\_ per sq. ft.
10. Replace Steel Deck: Unit cost **per square foot** to replace deteriorated steel deck with new deck to match existing.  
Add \$ \_\_\_\_\_ per sq. ft. for 22 ga. painted Type B deck.  
Add \$ \_\_\_\_\_ per sq. ft. for 22 ga. painted Type A deck.
11. Replace Steel Deck: Unit cost per panel (**use 3' wide by 20'-3" panel or approx. 60 sf**) to replace deteriorated steel deck with new deck to match existing.  
Add \$ \_\_\_\_\_ per 60 sq. ft. for 22 ga. painted Type B deck.  
Add \$ \_\_\_\_\_ per 60 sq. ft. for 22 ga. painted Type A deck.
12. Drain Inserts: Unit price per 3 inch drain insert.  
Add \$ \_\_\_\_\_ per drain insert.
13. Gypsum Deck Replacement: Unit cost per 10 sq. ft. to remove existing damaged or otherwise nonfunctional gypsum deck (and as applicable gypsum form board) and replace w/ 22 ga. gal. Type B metal deck fastened to purlins and install polyisocyanurate insulation fill approx. 4.0 thick to match height of existing deck.  
Add \$ \_\_\_\_\_ per 10 sf of gypsum deck replacement.
14. Tapered Insulation: Unit cost per 100 sq ft to furnish and install ½ in. sloped tapered insulation  
Add \$ \_\_\_\_\_ per 100 sf of new tapered insulation.
15. New Roof Drain: Unit price per drain to install new 3" diameter roof drain, including tie-in to existing plumbing inside the building below.  
Add \$ \_\_\_\_\_ per new drain.
16. New Drain Lines: Unit price per 10 linear foot to install new insulated 3" Schedule 40 PVC drain lines, including hangers and integral vapor retarder.  
Add \$ \_\_\_\_\_ per 10 lf of drain pipe lines.
17. Polyisocyanurate Insulation: Unit price per 2 in. x 4ft x 8 ft board to furnish and install.  
Add \$ \_\_\_\_\_ per 2 in. x 4ft x 8 ft board.
18. Cementitious Wood Fiber (CWF): Replacement: Unit cost per 24 in x 48 in x 2 in. panel to remove existing damaged or otherwise nonfunctional CWF panel match height of existing deck.  
Add \$ \_\_\_\_\_ per panel of Cementitious Wood Fiber deck replacement.

The undersigned understands that the School District reserves the right to accept or reject in whole or in part any and all Proposals, to waive informalities and irregularities therein, and to award the Contract to other than the Contractor(s) submitting the best financial Proposal (low bidder) and to award the Contract to one (1) or more Contractors in the School District's sole and absolute discretion.

If award is made to our firm based upon our Proposal, we agree to enter into the attached form of Contract with the School District to furnish the Work in strict accordance with this Request For Proposal, the Contract, and our Proposal.

My signature certifies that the Proposal as submitted complies with all terms and conditions as set forth in this Request For Proposal and the Contract, unless specifically enumerated as an exception as part of our Proposal.

I hereby certify that I am authorized to sign as a Representative for the firm.

**CONTRACTOR HEREBY SUBMITS THIS PROPOSAL PRICING FORM IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE RFP.**

Name of Contractor: \_\_\_\_\_

\_\_\_\_\_  
(Signature/Principal)

\_\_\_\_\_  
(Name Printed)

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



# **FAMILIAL DISCLOSURE AFFIDAVIT**

List any Familial Relationships:

Its: \_\_\_\_\_

Acting in the County of : \_\_\_\_\_

**IRAN ECONOMIC SANCTIONS ACT AFFIDAVIT OF COMPLIANCE**  
**Michigan Public Act No. 517 of 2012**

The Contractor further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date that it is determined that the person has submitted the false certification.

## Name of Contractor

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

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_.

Acting in the County of \_\_\_\_\_

**ATTACHMENT D**

**CONTRACT**

## CONTRACT

I. This Contract ("Contract") is made on \_\_\_\_\_, 20\_\_ ("Effective Date"), between **TROY SCHOOL DISTRICT**, a Michigan public school district ("School District"), whose address is 4400 Livernois Road, Troy, Michigan 48098 and \_\_\_\_\_, a \_\_\_\_\_ ("Contractor"), whose address is \_\_\_\_\_. The School District and Contractor may each be referred to herein as a "Party" and collectively as the "Parties."

## RECITALS

A. The School District issued a Request For Proposal For \_\_\_\_\_ dated \_\_\_\_\_, as amended by [INSERT ADDENDA BY NAME AND DATE HERE] (collectively the "RFP"), the purpose of which was to solicit proposals from qualified contractors to furnish to the School District all of the materials and labor required to \_\_\_\_\_ identified in the RFP in accordance with the terms and conditions contained in the RFP and the Specifications attached thereto (the "Work").

B. In response to the RFP, the Contractor submitted to the School District a Proposal dated \_\_\_\_\_, to perform the Work contemplated by the RFP.

C. The Parties have, in accordance with the provisions of the RFP, conducted negotiations concerning the Contractor's Proposal to the RFP. The Contractor's Proposal together with written clarifications of the Parties, if any, are attached hereto, incorporated by reference, and marked as **Exhibit A** (collectively referred to as the "Proposal").

D. Pursuant to the terms of the RFP, the Contractor is required to enter into a written contract in accordance with the School District's written acceptance of its Proposal.

E. The Parties agree that certain terms, conditions, and provisions of the RFP and the Proposal must be further clarified and that certain additional terms and conditions need to be expressly set forth by way of this Contract.

**NOW THEREFORE**, in consideration of the foregoing and the mutual covenants set forth herein, the Parties agree as follows:

### • **1. RESTATEMENT CONSTITUTES THE CONTRACT**

(a) **Incorporation By Reference.** The object of this Contract is to formalize in one document the complete agreement between the Parties, and to do so by specifically incorporating by reference into this Contract the RFP, the Proposal, and other related documents, and by including certain additional necessary or appropriate Contract terms, particularly where the Contract terms agreed to by the Parties during the RFP negotiation process do not correspond with the RFP and/or the Proposal.

**(b) Order of Precedence.** The Contract Documents, which are all incorporated herein by reference, include the following:

This Contract, including all Attachments hereto;  
The RFP, including the Specifications attached thereto; and  
Contractor's Proposal.

To the extent that the terms and conditions of the Contract Documents are in conflict, the terms and conditions shall be interpreted in the above-referenced order from 1 to 3. However, the Parties also agree that where there is not a conflict between any of the terms and conditions contained in the above-referenced Contract Documents, all of the Contract Documents shall be binding upon both Parties, except to the extent the exceptions contained in the Contractor's Proposal are not expressly accepted by the School District in writing and incorporated into this Contract.

## •        **2. TERM AND TERMINATION**

**(a)** This Agreement shall commence as of the Effective Date and all Work hereunder shall be completed no later than \_\_\_\_\_ and shall be in compliance with the Project Schedule attached hereto as **Exhibit B**.

**(b)** Each Party shall have, in addition to all other remedies available to it, the right to terminate this Contract upon written notice to the other Party that the other Party has committed a material breach of any of its obligations herein and such material breach shall not have been cured or corrected within ten (10) days following written notice of the same. Furthermore, in addition to the rights of the School District under this Paragraph if the School District must regularly request that the Contractor to cure breaches of this Contract, such circumstances shall be grounds for termination of this Contract for cause, even if each breach on its own would not be material. Upon termination of this Contract by the School District for breach or default of the Contractor pursuant to this Paragraph, the School District shall be entitled to exercise any other right, remedy, or privilege which may be available to it under applicable law or proceed by appropriate court action to enforce the terms of the Contract or to recover damages for the breach of this Contract. If this Contract is terminated in accordance with any of the provisions contained herein, all rights of the Contractor under this Contract shall cease. Regardless of the basis for termination, the School District shall neither be liable to, nor obligated to pay, the Contractor for any incidental or consequential damages or lost profits, or costs incurred for Work not actually performed.

**(c)** Notwithstanding anything contained herein to the contrary, the School District may terminate this Contract at any time and for any reason or no reason at all upon written notice to the Contractor.

## **3. WARRANTY**

The Contractor warrants and represents that its Work, will be in accordance with all applicable federal, state, and local laws and regulations for a minimum of two (2) years from completion of the Work.

#### **4. INSURANCE**

The Contractor shall maintain, at its expense, during the term of this Contract the following insurance:

(a) Worker's Compensation Insurance with statutory limits and Employer's Liability Insurance with a minimum limit of \$1,000,000 each occurrence.

(b) Comprehensive General Liability Insurance with a minimum combined single limit of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, in the same amount made for bodily injury and property damage. The policy is to include products and completed operations, cross liability, broad form property damage, independent bidders, and contractual liability coverage. The policy shall be endorsed to provide thirty (30) days written notice to the School District of any material change of coverage, cancellation, or non-renewal of coverage.

(c) If Subcontractors are likely to be used, the Comprehensive General Liability policy shall include coverage for independent contractors.

(d) Automobile Liability insurance covering all owned, hired, and non-owned vehicles with personal protection insurance and property insurance to comply with the provisions of the Michigan no-fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each occurrence of bodily injury and property damage.

(e) All insurance policies shall be issued by companies licensed to do business in the State of Michigan. The companies issuing the policies must be domestic (on-shore) companies and have an A-rating by AM Best.

(f) The Contractor shall be responsible for payment of all deductibles contained in any insurance policy required in this Contract.

(g) Other requirements: Evidence of your insurance coverages, required herein, is to be provided to the School District and must indicate:

1. A Best's rating for each of your insurance carrier at A-VII or better,
2. "Troy School District" is endorsed as an additional insured on the General Liability policies.
3. All consultants must be listed as additional insured.

#### **5. CONTRACTOR'S COMPENSATION**

Based upon the School District's RFP and the Contractor's Proposal, the School District shall pay the Contractor for its Work as follows:

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## 6. MISCELLANEOUS

**(a) Notices.** All notices hereunder shall be in writing and shall be effective when sent by facsimile or electronic mail (provided, however, that any notice which could materially affect the rights of either Party shall also be sent by courier as provided herein) or a nationally known courier service such as DHL or Federal Express, addressed to the addresses written below, or to such other address as either Party may have last designated in writing in the manner herein provided. Such notice shall be deemed given when received, but in any event no later than four (4) days after sent by the internationally known courier. All notices shall be sent to the following address:

If to the Contractor:

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Attention:

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Copy To:

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If to the School District:      Troy School District  
4400 Livernois Road  
Troy, Michigan 48098

**(b) Assignment.** This Contract and any other interest herein may not be assigned or transferred, in whole or in part, by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld, and any assignment or transfer without such consent shall be null and void. This Contract shall be binding upon the successors, and subject to the above, assigns of either Party.

**(c) Severability.** If any provision of this Contract is held invalid or unenforceable, the remainder of this Contract shall nevertheless remain in full force and effect. If any provision is held invalid or unenforceable with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.

**(d) Independent Contractor; No Joint Venture.** It is expressly agreed that Contractor is acting hereunder as an independent contractor and under no circumstances shall any of the employees of either Party be deemed the employees of the other for any purpose. This Contract shall not be construed as authority for either Party to act for the other Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of, the other Party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby.

**(e) Modifications.** No provision of this Contract or any Exhibit hereto may be modified without the prior written consent of both Parties.

**(f) Captions.** The captions used in this Contract are for convenience only and shall not affect in any way the meaning or interpretation of the provisions of this Contract.

**(g) Governing Law.** This Contract shall be construed in accordance with, and its performance governed by, the laws of the State of Michigan. The Parties hereby agree to the exclusive jurisdiction and venue of courts sitting in Oakland County, Michigan.

**(h) Taxes.** Contractor is responsible for sales taxes and any other applicable taxes related to the Work provided under this Contract.

**(i) Entire Agreement.** This Contract and all Exhibits and documents incorporated herein by reference constitute the entire agreement between the Parties, and supersedes all previous agreements, whether written or oral.

IN WITNESS WHEREOF, the undersigned have caused this Contract to be duly executed on the dates indicated below.

**CONTRACTOR:**

**SCHOOL DISTRICT:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

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

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



**EXHIBIT A**

**WRITTEN CLARIFICATIONS**

**EXHIBIT B**  
**PROJECT SCHEDULE**

## PAYMENT BOND

**Know all men by these presents:** That

\_\_\_\_\_, the Contractor ("Principal") whose principal place of business is located at

\_\_\_\_\_ and

\_\_\_\_\_ ("Surety")  
are held and firmly bound unto

\_\_\_\_\_, the Owner  
("Obligee") in the amount of

\_\_\_\_\_ dollars (\$\_\_\_\_\_) for the payment whereof Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**Whereas,** Principal has by written agreement dated

\_\_\_\_\_ entered into a contract with Obligee for

\_\_\_\_\_ which contract (the "Contract") is by reference expressly made a part hereof.

**Now therefore, the condition of this obligation** is such that, if the Principal shall promptly make payment to all claimants as hereinafter defined, for labor performed and material furnished in the prosecution of the Work provided for in the Contract, then this obligation shall be void; otherwise it shall remain in full force and effect; subject, however, to the following conditions.

The Principal and Surety, jointly and severally, hereby agree with Obligee as follows:

1. A claimant is defined as one having a direct contract with the Principal or with a subcontractor of the Principal for labor, material, or both for use in the performance of the Contract. A "subcontractor" of the Principal, for the purposes of this bond only, includes not only those subcontractors having a direct contractual relationship with the Principal, but also any other contractor who undertakes to participate in the Work which the Principal is to perform under the aforesaid Contract, whether there are one or more intervening subcontractors contractually positioned between it and the Principal (for example, a subcontractor). "Labor" and "material" shall include, but not be limited to, public utility services and reasonable rentals of equipment, but only for periods when the equipment rented is actually used at the work site.
2. Subject to the provisions of paragraph 3, any claimant who has performed labor or furnished material in accordance with the Contract documents in the prosecution of the Work provided in the Contract, who has not been paid in full therefore before the expiration of ninety (90) days after the day on which such claimant performed the last of such labor or furnished the last of such materials for which he claims payment, may bring action on this bond to recover any amount due

him for such labor or material, and may prosecute such action to final judgment and have execution on the judgment. The Obligee need not be a party to such action and shall not be liable for the payment of any costs, fees, or expenses of any such suit.

3. Any claimant who has a direct contractual relationship with any subcontractor of the Principal from whom the Principal has not required a subcontractor payment bond, but who has no contractual relationship, express or implied, with the Principal, may bring an action on this bond only if he has performed the last of the labor or furnished the last of the materials for which he claims payment, stating with substantial accuracy the amount claimed and the name of the person for whom the Work was performed or to whom the material was furnished. Notice to the Principal shall be served by registered or certified mail, postage prepaid, in an envelope addressed to the Principal at any place where his office is regularly maintained for the transaction of business. Claims for sums withheld as retainages with respect to labor performed or materials furnished shall not be subject to the time limitations stated in this paragraph 3.
4. No suit or action shall be commenced hereunder by any claimant.
  - a. Unless brought within one year after the day on which the person bringing such action last performed labor or last furnished or supplied materials, it being understood, however, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof, the limitation embodied within this bond shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
  - b. Other than in a state court of competent jurisdiction, with a venue as provided by statute, or in the United States District Court for the district in which the project, or any part thereof, is situated.
5. The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder.

Signed and sealed this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_\_.

(Seal)

**Contractor/Principal**

By: \_\_\_\_\_  
*Signature in ink* *Date*

Title: \_\_\_\_\_

\_\_\_\_\_  
*Witness*

(Seal)

**Surety**

By: \_\_\_\_\_

*Attorney-in-fact*

*Date*

Name: \_\_\_\_\_  
(Type)

My Power of Attorney is recorded in Office of the Register of Deeds/the Clerk's Office of the Circuit Court  
(select as appropriate for the local jurisdiction) of \_\_\_\_\_, state of

\_\_\_\_\_,  
and has not been revoked.

\_\_\_\_\_  
*Attorney-in-fact*

**Affidavit and acknowledgment of attorney-in-fact**

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

City and/or county of \_\_\_\_\_ to wit:

I, the undersigned notary public, do certify that \_\_\_\_\_  
personally appeared before me in the jurisdiction aforesaid and made oath that he/she is the attorney-in-  
fact \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_, the Surety, that he is duly authorized to execute on its  
behalf the foregoing Bond pursuant to the Power of Attorney noted above, and on behalf of said Surety,  
acknowledged the aforesaid Bond(s) as its act and deed.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_\_. .

Notary Public: \_\_\_\_\_(Seal)

My Commission expires: \_\_\_\_\_

Approved:

\_\_\_\_\_  
*Owner/designee*

\_\_\_\_\_  
*Date*

## PERFORMANCE BOND

**Know all men by these presents:** That \_\_\_\_\_

\_\_\_\_\_, the Contractor ("Principal") whose principal place of business is located at

\_\_\_\_\_ and

\_\_\_\_\_ ("Surety") are held and firmly bound unto \_\_\_\_\_

\_\_\_\_\_, the Owner ("Obligee") in the amount of \_\_\_\_\_

\_\_\_\_\_ dollars (\$ \_\_\_\_\_)

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

**Whereas,**

Principal has by written agreement dated \_\_\_\_\_ entered into

a contract with Obligee for \_\_\_\_\_

\_\_\_\_\_ which contract (the "Contract") is by reference expressly made a part hereof.

**Now therefore, the condition of this obligation** is such that, if the Principal shall promptly and faithfully perform said Contract in strict conformity with the plans, specifications, and conditions of the Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Provided that any alterations which may be made in the terms of the Contract, or in the Work to be done under it, or the giving by the Obligee of any extension of time for the Contract, or any other alterations, extensions, or forbearance on the part of either or both of the Obligee or the Principal to the other shall not in any way release the Principal and the Surety, or either of them, their heirs, executors, administrators, successors, or assigns from their liability hereunder, notice to the Surety of any such alterations, extension, or forbearance being hereby waived.

No action shall be brought on this bond unless brought within one year after: (a) completion of the Contract and all Work thereunder, including expiration of all warranties and guarantees, or (b) discovery of the defect or breach of warranty or guarantee if the action be for such.

The Surety represents to the Principal and to the Obligee that it is legally authorized to do business in the State in which the Work is being carried out.



Signed and sealed this day \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
(Seal)

**Contractor/Principal**

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Signature in ink Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
(Seal)

**Surety**

By: \_\_\_\_\_  
Attorney-in-fact Date

Name: \_\_\_\_\_  
(type)

My Power of Attorney is recorded in Office of the Register of Deeds/the Clerk's Office of the Circuit Court (select as appropriate for the local jurisdiction) of \_\_\_\_\_, state of \_\_\_\_\_, and has not been revoked.

\_\_\_\_\_  
Attorney-in-fact

**Affidavit and acknowledgment of attorney-in-fact**

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

City and/or county of \_\_\_\_\_ to wit:

I, the undersigned notary public, do certify that \_\_\_\_\_ personally appeared before me in the jurisdiction aforesaid and made oath that he/she is the attorney-in-fact of \_\_\_\_\_, the Surety, that he is duly authorized to execute on its behalf the foregoing Bond pursuant to the Power of Attorney Noted above, and on behalf of said Surety, acknowledged the aforesaid Bond(s) as its act and deed.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

Notary public: \_\_\_\_\_ (Seal)

My Commission expires: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Owner/designee

\_\_\_\_\_  
Date

**PARTIAL RELEASE OF LIEN AFFIDAVIT**

The state of \_\_\_\_\_)

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

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_,  
known to me to be a credible person and officer of \_\_\_\_\_  
("Contractor") and who, being duly sworn, upon his oath declares and acknowledges as follows:

1. I am the duly authorized agent for Contractor, which has authorized me to make this affidavit, to enter into the agreements and to grant the lien waivers herein set forth, on its behalf and as its acts and deeds, and all the recitations herein are true and correct.
2. Pursuant to an agreement dated \_\_\_\_\_, 20\_\_ between Contractor and \_\_\_\_\_ ("Owner"), Contractor has supplied materials and performed labor in connection with construction of improvements upon certain real property in \_\_\_\_\_ County, \_\_\_\_\_, described as \_\_\_\_\_  
\_\_\_\_\_. Said improvements are more particularly described as construction of \_\_\_\_\_  
\_\_\_\_\_.
3. Contractor has received total payments to date in the amount of \_\_\_\_\_ dollars (\$\_\_\_\_\_) for all materials supplied and labor performed by Contractor in connection with the construction of the improvements during the period through \_\_\_\_\_, 20\_\_ *[Insert date of end of prior progress payment period.]*
4. In consideration of and conditioned upon receipt from Owner of \_\_\_\_\_ dollars (\$\_\_\_\_\_) *[insert amount requested in present application for payment]*, Contractor hereby waives and releases any and all liens, rights, and interests (whether choate or inchoate and including, without limitation, all mechanic's and materialman's liens under the constitution and statutes of the state/commonwealth of \_\_\_\_\_ owned, claimed, or held by Contractor in and to the land and improvements, whether or not affixed or severable from the land or from any other portion of the improvements.
5. Contractor warrants that all costs incurred and bills owed by Contractor to others for materials supplied or labor performed in connection with the improvements through \_\_\_\_\_, 20\_\_ *[insert date of end of prior progress payment period]* have been fully paid and satisfied.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Contractor

By: \_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Subscribed and sworn to before me, the said \_\_\_\_\_ this \_\_\_\_\_  
day of \_\_\_\_\_,

\_\_\_\_\_, 20\_\_\_\_\_, to certify which witness my hand and seal of office

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Seal)

Notary public in and for \_\_\_\_\_ County, \_\_\_\_\_.

My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.



**FINAL RELEASE OF LIEN AFFIDAVIT**

The state of \_\_\_\_\_)

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

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_,  
known to me to be a credible person and officer of \_\_\_\_\_  
("Contractor") and who, being duly sworn, upon his oath declares and acknowledges as follows:

1. I am the duly authorized agent for Contractor, which has authorized me to make this affidavit, to enter into the agreements, and to grant the lien waivers herein set forth, on its behalf and as its acts and deeds, and all the recitations herein are true and correct.
2. Pursuant to an agreement dated \_\_\_\_\_, 20\_\_ between Contractor and \_\_\_\_\_ ("Owner"), Contractor has supplied materials and performed labor in connection with the construction of improvements upon certain real property in \_\_\_\_\_ County, \_\_\_\_\_, described as \_\_\_\_\_.  
Said improvements are more particularly described as construction of \_\_\_\_\_.
3. Contractor hereby certifies it has received \_\_\_\_\_ dollars (\$ \_\_\_\_\_), which constitutes payment in full for any and all materials supplied and labor performed by Contractor on the above-described Improvements. Contractor does hereby waive and release any and all liens, claims, rights, and interests (whether choate or inchoate and including, without limitation, all mechanic's and supplier's liens under the constitution and statutes of the state/commonwealth of \_\_\_\_\_) owned, claimed, or held by Contractor in and to the land and improvements or any part thereby for reason of materials supplied or labor performed on said project.
4. Contractor warrants that all costs incurred and bills owed by Contractor to others for materials supplied or labor performed in connection with the Improvements have been fully paid and satisfied, except for those bills set forth on Attachment A. Contractor certifies that within seven (7) days hereafter, Contractor shall pay all sums due for those bills set forth on Attachment A. Contractor further warrants that should any claim or lien be filed for material supplied or labor performed in connection with the Improvements, Contractor will immediately furnish a Bond for the release of such liens, obtain settlement of any such liens, and furnish Owner a written, full release of such liens. Should Contractor be unable to obtain such release, Contractor agrees to fully indemnify and hold harmless Owner from any and all costs it may incur by reason of such liens.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Contractor

By: \_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Subscribed and sworn to before me, the said \_\_\_\_\_ this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_, to certify which witness my hand and seal of office.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Seal)

Notary public in and for \_\_\_\_\_ County, \_\_\_\_\_.

My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**SECTION 00 07 30  
SUPPLEMENTAL CONDITIONS**

**PART 1 – GENERAL**

**1.01 FACILITY RULES GOVERNING CONTRACTOR EMPLOYEES**

- A. Motor vehicles will be permitted at the designated areas to load or unload materials, equipment, tools, trash, etc. All motor vehicles while on Owner's and adjacent property shall be driven slowly with extreme caution obeying all posted traffic signs.
- B. Contractor has the responsibility to protect all his personal property, materials, equipment, etc. from theft.
- C. Contractors shall not leave materials, tools, etc. lying in an unsafe manner while working on the Owner's property. Do not store tools or materials that block an exit or path to exit.
- D. Do not in any way block, hinder, or obstruct fire escape and/or other emergency egress routes of the structures (interior and exterior). Comply with regulations and requirements of local fire prevention codes.
- E. Provide barricades and warning signs at all operations of the Work which are deemed hazardous by the Consultant to the movement of both Contractor's/Owner's personnel and pedestrians/passersby.
- F. Maintain good housekeeping. Do not allow accumulation of rubbish or scrap materials. Remove rubbish and scrap daily.
- G. No gambling, drugs, weapons or alcoholic beverages will be permitted on the site at any time. No individual under the influence of drugs or alcohol will be permitted on site.
- H. Contact Owner or Consultant prior to placing or using any rigging, hoists, cranes, temporary stairs, towers, etc.
- I. Provide the Owner with sufficient advance notice when planning to work outside of normal hours so that Owner's consultant, personnel, security forces, and other interested parties may be advised.
- J. Live loads on the roof during the Work shall not exceed the designed live load at anytime. If there is any question or concern about the structural integrity of the roof deck or other component related to the Work the contractor shall immediately stop work and have a structural engineer evaluate the conditions prior to proceeding. Notify both the Owner and Consultant immediately of the condition.

- K. Provide barricades and warning signs at outside excavations or at holes cut through walls, floors, or roofs in buildings, also as required about any working, lifting, or staging areas.
- L. No smoking on school site.
- M. Contractor is required to provide generators and all other sources of power, water, etc.
- N. All emergency egress from the facility must be kept clear at all times.

#### **1.02 SCAFFOLDING, LADDERS and RUNWAYS**

- A. The Contractor shall provide all necessary scaffolding, ladders and runways as required by current legislation/codes (national, state, city) and maintain them properly for the safe use of his employees and protection of tenants/public.

#### **1.03 PROTECTION OF WORK AND BUILDING**

- A. The Contractor shall be responsible for the protection of the building interior and its contents from moisture, debris, and/or fume/odor penetration during all phases/operations of the Work.
- B. Contractor shall also be responsible for the protection of Owner's merchandise, furnishings and equipment by covering all items that may be affected during the Work with suitable protection such as but not limited to plastic tarp or other protection as specified in other sections of the contract documents.
- C. Provide protection of merchandise, equipment and personnel during operations creating dust/debris from roof tear-off and new roof installation, etc.

### **PART 2 - SCOPE AND CONTROL OF THE WORK**

#### **2.01 VERIFICATION OF EXISTING CONDITIONS**

- A. Before submitting their Bid, the Contractor will visit the project site and verify conditions, locations and dimensions of all existing equipment, structures and site conditions that pertain to this installation.

- B. The Details shown and the information provided are not represented or guaranteed by Owner or Consultant as being accurate as to the actual "as built" and present conditions. Bidding Contractor will verify all conditions at the site and perform all Work to complete the project under this Contract, regardless of the variations that may be found, without additional cost.
- C. Bidders visiting the site for estimating purposes while site is occupied will abide by Owner's rules and regulations. Any and all job site conditions will be determined by Owner and/or its consultant.
- D. Failure to examine the project buildings and the sites and to become familiar with the existing conditions will not constitute cause for complaint or claim for extra payment or change order. Contractor agrees to accept project sites as they exist.

## **2.02 MEETINGS**

- A. Pre-Construction Conference:
  - 1. Prior to installation of the roofing system, representatives of the following entities will meet at each project site:
    - a. Owner
    - b. Consultant
    - c. Roofing Contractor
    - d. All Subcontractors
    - e. Material Manufacturer
    - f. Representatives of other entities directly concerned with installation or performance of the roofing system.
  - 2. Attendees will review all pertinent Details and Specification, noting any potential problems and making any changes, deletions or additions as deemed necessary. Included in the discussion will be the following:
    - a. Nature and availability of roofing materials, guarantee and submittal requirements
    - b. Scheduling
    - c. Forecast weather conditions
    - d. Regulatory requirements
    - e. Protection of building, building components and completed roofing system
    - f. Proposed installation procedures and any additional items related to the total roofing system.
  - 3. Attendees will tour roofing areas and discuss existing construction and general condition including roof slope, flashing details, drain locations and material compatibility.
  - 4. Discussions will be documented by the Consultant, including agreement or disagreement on matters of significance.

5. If the meeting ends with substantial disagreements, it will be determined how disagreements will be resolved and a date will be set for a reconvened meeting at the Owner's direction.
  6. A copy of the recorded discussion will be furnished to all attendees.
- B. Final Inspection:
1. Upon notification by the contractor that the work is complete, the Consultant will conduct a final inspection to review all Work to have been completed under the Contract Documents.
  2. Contractor shall accompany Consultant on the final inspection and shall have workers and materials available to complete any remedial work items identified during the inspection, weather permitting.
  3. If remaining remedial work items cannot be completed at the time of the final inspection the Contractor will address and complete all remaining work items within five (5) working days
  4. Upon final completion of all work items contractor shall forward written notification to the Consultant that the project is finally complete and ready for close-out.

## **2.03 DRAWINGS AND SPECIFICATIONS**

- A. The Contractor will keep a complete and up to date copy of the project record documents at the job site, including, but not limited to; drawings and specifications, addenda, submittals, change orders, shop drawings, etc. The Consultant/Observer will have access to the site copy of documents at all times.
- B. The Drawings, Specification and other Contract Documents are intended to be complementary and cooperative and to describe and provide for a complete project. Anything contained in the Specifications but not shown on the Drawings, or shown on the Drawings and not enumerated in the Specifications, will be construed to be as though shown or referenced in both documents.
- C. Upon discovering any error or omission in the Drawings or Specifications, the contractor shall immediately bring the item to the attention of the Consultant.
- D. The division of the Drawings into separate depictions, views, sections or sheets and the division of the Specifications into paragraphs, divisions and sections are for the ease of reference only and does not imply a division of the work between trades or subcontractors or priority of work.

- E. Titles or names given to, or accompanying, the various divisions, sections and paragraphs of the specifications are provided for the reader's convenience and/or ease of reference only and are not intended to limit or restrict by inference the content of the accompanying division, section, or paragraph.
- F. No prime Contractor, whose Bid is accepted, will substitute any person as a subcontractor in place of the subcontractor listed in the original Bid other than for cause, and when justified without the prior written authorization from the consultant and/or the Owner.
- G. Where a specialty Contractor's license is required by local code or regulation, or is specifically required by the specifications in order to meet a particular performance or technical requirement that is part of the Work, the work may be undertaken by the Contractor using their own forces if the contractor holds the proper license(s) or certifications required. Otherwise, Contractor shall retain a properly licensed or certified subcontractor to perform that portion of the Work.

## **2.04 CONTRACTOR'S PERFORMANCE OF WORK**

- A. The Contractor will perform all Work necessary to complete the Contract in a manner that is consistent with the highest standards of the trade or industry.
- B. Unless otherwise stipulated in the specifications or contract agreement with the Owner, the Contractor shall directly furnish or provide all materials, equipment, tools, labor and incidentals necessary to complete the Work.
- C. Workmanship
  - 1. All Work under the Contract will be performed in accordance with the highest standards prevailing in each trade or as otherwise specified within the Contract Documents. When more than one standard or performance criteria is given for a particular work item, the more stringent standard or criteria shall apply.
  - 2. Unless otherwise specified, it is the intent of these specifications that completion of the Work shall result in a complete facility ready for the Owner's intended use.
  - 3. If inclement weather is anticipated during the Work period the Contractor shall take all precautions necessary to ensure that all materials, previously installed roofing, building components not intended to be exposed to the weather, building interiors, furnishings, products/materials and equipment are protected from water intrusion, moisture damage or contamination.

4. Costs related to property damage caused by moisture contamination related to the contractor's roofing operations will be the sole financial responsibility of the Contractor.
5. The Contractor will be currently approved and/or licensed by the manufacturer of the roofing materials to be used.
6. The Contractor will use only skilled tradesmen completely familiar with the products and the manufacturer's current recommended methods of installation.
7. Except as modified and supplemented herein, Contractor will follow the published requirements and written recommendations of the manufacturer of the roofing system and other materials manufacturers related to the Work.
8. Where no other guidance or specification is given regarding the performance of the roofing work to be completed, the standards and methods promulgated by the latest edition of the National Roofing Contractor Association's *Roofing and Waterproofing Manual* shall provide the minimum requirements for the roofing work and the latest edition of the Sheet Metal and Air Conditioning Contractor National Association *Architectural Sheet Metal Manual* shall provide the minimum requirements for the roof related sheet metal work performed. All roofing and sheet metal work shall be performed in accordance with Factory Mutual Global (FMG) 1-60 wind uplift requirements and the applicable requirements stipulated for 1-60 wind uplift in FMG *Loss Prevention Data Sheets* 1-28 (roof deck), 1-29 (above roof deck components) and 1-49 (flashing and trim).
9. If, in the opinion of the Contractor, any Work is indicated on drawings or specified in such a manner that cannot be reproduced on the roof being worked on, or should discrepancies or conflicts arise from one drawing to another, between sections of the specifications, or between the Drawings and the Specifications regarding a particular work item, the Contractor will notify the Consultant and/or the Owner before proceeding that portion of the work.
10. The Contractor will furnish and maintain in good condition, all equipment and facilities as required for the proper execution and inspection of the Work. Such equipment and facilities will meet all requirements of the applicable ordinances and laws.

C. Contractor's Authorized Representative

1. Before starting the Work, the Contractor will designate, in writing, a representative who will have complete authority to act for the firm. An alternate representative may be designated as well.
2. The representative or alternate will be present at the Work site whenever the Work is in progress or whenever weather conditions necessitate their presence in order to protect the Work, persons, public or private property at the site related to the roof.

3. Any order or communication given to this representative will be deemed delivered to the Contractor.
- D. Contractor's Responsibilities Related to Existing Facilities and Operations
1. Unless otherwise noted in these documents the Owner's existing facilities and/or operations not specifically related to the Work shall be off-limits to all contractor personnel during the course of the project.
  2. The work site will be available to Contractor upon receipt of a written notice to proceed, unless otherwise indicated in this Specification. Care, custody and control of the site Work area, equipment area and material storage area are vested in the Contractor during the term of operations under the Contract.
  3. Means of ingress or egress to the Owner's buildings and operations will not be blocked for any reason nor will the normal operation of the buildings be hampered in any way unless authorization is obtained in advance from the Owner.
  4. Fire protection and immediate access for fire fighting equipment must be maintained at all times.
  5. It is Owner's intention that the existing buildings and normal operations will be maintained in the usual manner in accordance with the normal schedule. The Contractor executing this Contract Work must schedule his/her Work so as to cause the least amount of interfere with the Owner's normal activities at the site. The Contractor will also closely coordinate roofing activities with the Owner when working over interior spaces having critical occupancy requirements.
  6. Work that might interfere with the use of the facilities by Owner will be accomplished at a time approved beforehand by Owner.
  7. Use of Owner's utilities or site resources of any kind will be at the discretion of Owner. At no time will utilities or site resources be wasted.
  8. Water needed for the execution of this Contract will be furnished by Owner from available sources located near the building(s).
  9. Maintaining proper material temperatures shall not require use of the Owner's facilities or storage spaces and shall be the sole responsibility of the the Contractor.
  10. The utility services for the buildings will not be interrupted in any way by the Contractor unless agreed upon by Owner.
  11. Disturbing the building's occupants or the Owner's employees during the course of the work, or work causing disruptive noise that interferes with the normal building occupancy, will not be permitted. Operations creating disruption or noise of this type must be coordinated with, and scheduled in advance with, the Owner through the Consultant.
  12. Radios or other musical devices will not be allowed on any project.



- E. Contractor's Liability and Responsibility
  - 1. Owner and the Consultant connected with the Work shall not be liable for:
    - a. Any losses of, or damages to, the Work or a part thereof
    - b. Any losses of, or damages to, any of the materials or other items used or employed in the performing of the Work
    - c. Injury to or death of any person either workman or the public
    - d. Damage to property from any cause which might have been prevented by the Contractor, or his/her workman or other workmen, or anyone employed by him/her or any subcontractor.
  - 2. The Owner and Consultant shall neither have control over, charge of, nor shall be responsible for, the means, methods, techniques, sequences or procedures used in the performance of the work, or for safety programs in connection with the Work.

## **2.05 PERMITS AND LICENSES**

- A. The Contractor will secure and pay for all permits relating to their Work, including governmental fees and licenses necessary for the proper execution and completion of the Work, which are applicable at the time the Bids are received.
  - 1. All required and approved sign-off permits shall be submitted to Owner as part of the conditions for final payment.
- B. The Bidder to whom award is made must possess a Roofing Contractor's license valid in the state the Work is being performed, as is applicable for the locality of the project.
- C. The Work shall be performed in accordance with all governing codes, ordinances, laws, regulations, safety orders and directives pertaining to construction work of this type, including specific local, county or state regulations or requirements. This includes handling and disposal of any hazardous or potentially hazardous materials encountered during the normal course of construction work of this type.
- D. Cooperation and Collateral Work
  - 1. The Contractor will absorb in his/her Bid all costs involved in his/her part as a result of coordinating his/her Work with others. The Contractor will not be entitled to additional compensation from Owner for damages resulting from such simultaneous, collateral and essential Work. If necessary to avoid or minimize such damage, or delay, the Contractor will redeploy his/her Work force to other parts of the Work.

2. Should the Contractor be delayed by Owner and such delay could not reasonably have been foreseen and prevented by the Contractor, the Consultant will determine the extent of the delay, the effect of the delay on the project as a whole and any commensurate extension of time.
3. The Contractor submitting the Bid to Owner has the responsibility for coordinating the Work of subcontractors and for scheduling all Work so a watertight condition is maintained and all Work required by the Contract Documents is completed as scheduled.
4. The Contractor must coordinate Work of various trades employed by his/her firm so stated completion date is met.

## **2.06 PROTECTION AND RESTORATION OF EXISTING BUILDING AND SITE**

- A. Prior to start of Work, Contractor will perform a thorough inspection of each building's interior and exterior noting all existing damage, including past or current moisture related damage.
  1. Documentation of this inspection will be submitted to Owner's representative, through the Consultant, prior to beginning Work.
  2. The Contractor will be responsible for correction of any subsequent, undocumented moisture damages
- B. Contractor will check all perimeter drains (where they exist) prior to start of Work in each roof area to determine if the drain assembly/drain line is plugged or if the drain body or any of its components are damaged or missing.
  1. Any of these items are to be brought to the attention of Owner, through the Consultant, prior to starting Work and will be Owner's responsibility for correction.
  2. Any previously undocumented plugged or damaged drains brought to the attention of Owner after Work has started will be the responsibility of the Contractor to correct.
- C. The Contractor will be responsible for the protection of public and private property adjacent to the Work and will exercise due caution to avoid damage to such property.
- D. The Contractor will repair or replace all existing building and landscaping components which are damaged or removed as a result of his/her operations and were not previously designated for removal (e.g., curbs, sidewalks, driveways, fences, walls, sign, utility installations, pavements, structures, etc.).
  1. The corrective work to damages, or the replacement of severely damaged items, will be performed so that the quality and condition of the repaired or replaced item is equal to the original item's condition and matches the original finish and dimensions of the repaired item.

- E. Contractor will provide all necessary equipment, storage, etc. to temporarily remove any existing landscape material during the roofing project.
  - 1. Trees, lawns and shrubbery that are damaged or removed because of the Contractor's operation, will be restored or replaced in as nearly the original condition and location as is reasonably possible.
- G. The Contractor will notify the Consultant if any seriously deteriorated hidden structural member is uncovered, prior to placement of new roofing materials. Replacement of any deficient structural member, not specifically designated for replacement, will be at the decision and expense of Owner.
- H. Existing materials designated to remain, which are damaged or defaced as a result of the Work and are unsuitable for the use intended, will be replaced at the Contractor's expense to the satisfaction of Owner.
- I. Where necessary to remove or alter existing construction, all construction affected will be properly patched and filled out to match existing, or new Work.
- J. Patch defective or incomplete surfaces caused or exposed by Work at the project using approved procedures and materials.
- K. Contractor will remove markings from finished surfaces. In areas where finished surfaces are soiled by any source, caused by Work of this section, consult manufacturer of surfaces for cleaning advice and conform to instructions.
- L. Contractor is to keep the Work area and premises clean and free from accumulations of waste materials and rubbish at all times. Remove all debris, scrap and rubbish from the Work area daily.
- M. Surplus materials and all equipment will be promptly removed from the site upon completion of the Work. In case of undue delay or dispute, Owner may remove rubbish, materials and equipment and charge cost to Contractor, with such action permissible by Owner forty-eight (48) hours after a written notice has been transmitted to Contractor.
- N. Prior to final acceptance, Contractor will restore all areas affected by Owner Work to Owner original state of cleanliness and repair all damage done to the premises, including the grounds, by his/her workmen and equipment.

- O. The Contractor will not discharge smoke, dust, or any other air contaminant into the atmosphere in such quantity as will violate the regulations of any legally constituted authority.
- P. The Contractor will provide and maintain enclosed toilets for the use of employees engaged in the Work.
  - 1. These accommodations will be maintained in a neat and sanitary condition and placed in an area selected by the Owner. All sanitary facilities will comply with all applicable laws, ordinances and regulations pertaining to public health and sanitation of dwellings and camps.
- Q. The Contractor will at his/her own expense, furnish, install, maintain and remove all temporary light, power, and water, including piping, wiring, lamps and other equipment, necessary for the Work.
  - 1. The Contractor will not draw water from any fire hydrant, except to extinguish a fire, without first obtaining permission from the water agency concerned.

## **2.07 SAFETY AND HEALTH PROCEDURES**

- A. Public Safety
  - 1. Safety Orders
    - a. The Contractor will have at the Work site, copies or suitable extracts of: Construction Safety Orders and general Industrial Safety Orders issued by the federal, state or municipality. Contractor will comply with the provisions of these and all other applicable laws, ordinances and regulations.
    - b. Payment for performing all Work necessary to provide safety measures will be included in the prices Bid for other items of Work.
  - 2. Special Hazardous Substances and Processes
    - a. Materials that contain hazardous substances or mixtures may be required on the Work. A Safety Data Sheet (SDS) as described in the federal, state and municipal codes will be requested by the Contractor from the manufacturer of any hazardous material used and provided to consultant per submittals.
    - b. Material usage will be accomplished with strict adherence to federal, state municipal including and/or project requirements and all manufacturer's warnings and application instructions listed on the Safety Data Sheet and on the product container label.
    - c. The Contractor will notify the Consultant if a specified product cannot be used under safe conditions.

3. The Contractor will restrict public access by installing opaque fencing, such as a green screen, around the setup or staging areas.

B. General

1. These Construction Documents are to be governed, at all times, by applicable provisions of the State and Federal Law(s) including but not limited to the latest amendments of the following:
  - a. William-Steiger Occupational Safety and Health Act of 1970, Public Law 91-596.
  - b. Part 1910-Occupational Safety and Health Standards, Chapter XVII of Title 29, Code of Federal Regulations.
  - c. Part 1518-Safety and Health Regulations for Constructions, Chapter XIII of Title 29, Code of Federal Regulations.
  - d. OSHA.
2. This program will become a part of the Contract Documents and the Contract between Owner's Representative and Contractor and the Contractor and all Subcontractors, as though fully written herein.
3. For the purposes of this Contract, neither Owner's Representative nor their Consultant and Consultants' Observers are to be considered experts in safety. All construction safety issues are the sole responsibility of the Contractor.

C. Safety Provisions

1. Precaution will be exercised at all times for the protection of persons, including employees and property. The safety provisions of applicable laws and building and construction codes will be guarded or implemented in accordance with the safety provisions of the federal, state, municipal published requirements.
2. All equipment used in construction or to be installed will meet the requirements of all applicable codes, particularly the regulations of the state of jurisdiction, Division of Industrial Safety and the Occupational Safety and Health Act of 1970. Equipment will have all required protection devices such as belt and shaft guards, heat protection, insulation, clearances warnings, etc. For equipment, which is to be installed, such devices will be indicated on shop drawings and reviewed by the Consultant.

- D. Necessary controls will be provided to prevent pollution of the air by odors or particulate matter. The location and operation of heating equipment will be such that no hazard is created and objectionable odors do not enter the building.

- E. Reasonable precautions must be exercised to prevent vandalism and to safeguard the public at the existing buildings. Equipment will not be left unprotected and materials will be carefully stacked. The set-up or staging area must be controlled at all times so that no unauthorized person can access the Contractor's equipment or materials, day or night.

### **PART 3 - CHANGES IN WORK**

#### **3.01 CHANGES REQUESTED BY THE CONTRACTOR**

- A. Refer to Section 012003 Changes to Work which supersedes any conflicts between Part 3 of this Section.
- B. Any potential change in the contract shall be submitted using a *Request for Change Order* and submitted to the Owner and Consultant. Requests for changes submitted in the *Request for Change Order* shall cover all costs and charges including costs for material, labor, fabrication, delivery and hauling, handling, installation or application, supervision, taxes, employer's contributions, insurance, bonds, rentals, utility costs, overhead and profit.
  - 1. Changes in specified methods of construction may be made at the Contractor's request when the *Request for Change Order* is approved in writing by the Consultant as a *Field Order Directive*.
  - 2. Changes in the Drawings and Specifications, requested in a *Request for Change Order* by the Contractor, which do not materially affect the Work, schedule or contract and which are not detrimental to the Work or interest of Owner, may be granted in writing through a *Field Order Directive* by the Consultant to facilitate the Work.
- B. Requests for changes deemed by the Owner as affecting the contract, contract amount or the schedule will require a written *Change Order* to be issued by the Owner to the Contractor and be executed by both prior to the commencement of any changes in the Work.

#### **3.02 CHANGES REQUESTED BY THE OWNER**

- A. Owner requests for changes to the Work will be issued through a *Request for Change Order Proposal* issued to the Contractor through the Consultant.
- B. The Contractor shall provide the costs to perform the changes to the Work covering all costs and charges including costs for material, labor, fabrication, delivery and hauling, handling, installation or application, supervision, taxes, employer's contributions, insurance, bonds, rentals, utility costs, overhead and profit.

- C. Upon receipt of an acceptable proposal from the Contractor to perform the changes in the Work requested by the Owner, the Owner shall issue a written *Change Order* to be executed by both the Owner and Contractor prior to the commencement of any changes in the Work.

#### **PART 4 - INSURANCE**

##### **4.01 CONTRACTOR'S INSURANCE COVERAGES**

- A. Contractor shall maintain insurance coverages as required in section 00 01 13 Instruction to Bidders.
- B. Certificates of insurance shall be provided by each party showing their respective coverages prior to commencement of the Work.

**END OF SECTION**

## **UNIT PRICES**

In the event changes are made in the plans and specifications the total contract price will be adjusted on the basis of the unit prices for those items as submitted at the WeatherTech Project Website.

A Unit Price is an amount proposed by Bidders and stated on the Bid Form as a price per unit of measurement for materials or services that will be added to or deducted from the Contract Sum by Change Order in the event the estimated quantities of Work required by the Contract documents are increased or decreased.

Unit prices include necessary shipping, materials, labor, permit or licensing fees, overhead, profit, and applicable taxes.

The Owner or Consultant reserve the right to reject the Contractor's measurement of work-in-place that involves use of established unit prices, and to have this work measured by an independent surveyor acceptable to the Contractor at the Owner's expense.

Unit prices not listed on the bid form shall conform to the pricing for the region. Owner shall have the option to verify any unit pricing requested during the performance of work that was not previously provided on the bid form.

**END OF SECTION**



**SECTION 00 43 36**

**LIST OF SUBCONTRACTORS**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. A list of all intended subcontractors must be submitted and approved prior to the issuance of the contract, reference ***Instructions to Bidders***.
- B. Submittals: Contractor shall submit ***List of Subcontractors Form*** (see FORM below) shall be submitted online at [www.wtcg.net](http://www.wtcg.net).

**PART 2 - MATERIALS - NOT USED**

**PART 3 – EXECUTION – NOT USED**

**END OF SECTION**

## LIST OF SUBCONTRACTORS

**This form must be submitted online and received and approved before a contract can be issued.**

To: Troy School District

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

Project: Troy School District Building/Facility #. \_\_\_\_\_

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State and Zip

Gentlemen:

The subcontractors we propose to use are as follows:

1. Plumbing \_\_\_\_\_
2. Electrical \_\_\_\_\_
3. Heating, Ventilating, Air Conditioning (HVAC) \_\_\_\_\_  
\_\_\_\_\_
4. Deck Repairs \_\_\_\_\_
5. Sheet Metal \_\_\_\_\_
6. Asbestos Removal \_\_\_\_\_
7. Existing Roof System Removal \_\_\_\_\_
8. Others: Description \_\_\_\_\_

\_\_\_\_\_  
Roofing Contractor

\_\_\_\_\_  
Date

**SECTION 01 06 00**  
**REGULATORY REQUIREMENTS**

**PART 1 – GENERAL**

**1.01 SCOPE**

- A. The Work shall be performed in accordance with all governing codes, ordinances, laws, regulations, safety orders and directives pertaining to construction work of this type, including specific local, county or state regulations or requirements of the governing bodies having jurisdiction. This includes handling and disposal of any hazardous or potentially hazardous materials encountered during the normal course of construction work of this type.

**1.02 REGULATORY REQUIREMENTS**

- A. Occupational Safety and Health (OSHA) regulations for construction, workplace safety, and other codes, rules and ordinances governing Work are as fully a part of this Specification as if herein repeated.
- B. All products shall comply with State V.O.C. (Volatile Organic Content) Legislation.
- C. Building Codes:
  - 1. All work to be conducted according to the applicable model building code(s) as amended and promulgated by the state and municipal authorities in the state and municipality in which the facility is located in accordance with authorities having jurisdiction (AHJ).
  - 2. All work to be conducted according regulatory agencies governing safety, hazardous materials, environmental protection, transportation, and insurance.
  - 3. This Project is under but not limited to the jurisdiction of the
    - a. MICHIGAN DEPARTMENT OF LABOR FOR MECHANICAL AND ELECTRICAL
    - b. STATE OF MICHIGAN FIRE MARSHAL DIVISION
    - c. MICHIGAN DEPARTMENT OF PUBLIC AND (COUNTY) PARTMENT OF PUBLIC HEALTH

**1.03 ASBESTOS**

- A. As necessary comply with provisions of local, state and national regulatory requirements for the identification, removal and disposal of Asbestos Containing Building Materials (ACBM) and Asbestos Containing Roofing Materials (ACRM) including but not limited to:
  - 1. Environmental Protection Agency (EPA):
    - a. EPA National Emission Standard for Hazardous Air Pollutants (NESHAP) 40 CFR, Part 61, Subpart M.
    - b. Where removal of existing roofing is required, compliance with EPA "Guidance for Controlling Asbestos-Containing Materials (ACM) in Buildings" (EPA 560/5-85-024) is mandatory.
  - 2. Occupational Safety and Health Administration (OSHA)

- a. OSHA Standard for Occupational Exposure to Asbestos in construction work, 29CFR1926.1101.
- 3. Department of Transportation (DOT).
  - a. Hazardous Material Rules.
- B. Refer to Appendix 1 for any applicable ACM test results.

#### **1.04 ROOF SYSTEM: FIRE AND WIND**

- A. Refer to roofing section(s) under Division 7 Thermal and Moisture Protection and Cover Page – CP Drawing for fire and wind performance requirements.
- B. Underwriters Laboratories, Inc. (UL.):
  - 1. Fire Classification Rating: UL 790 Standard;
- C. Factory Mutual Global (FMG):
  - 1. FM Standard 4470: Class 1 Roof Covers

#### **1.05 EXISTING CONDITIONS AND DEMOLITION**

- A. Refer to Section 02 41 19 Selective Demolition.
- B. Conform to applicable Codes for demolition of roofing, safety of adjacent structures, dust control and disposal.
- C. Conform to applicable regulatory procedures when hazardous or contaminated materials are present.

#### **1.06 INSURANCE**

- A. Owner insurance requirements applicable to the site, facility and work during the course of the project shall be strictly adhered to by Contractor.

**PART 2 – PRODUCTS** -Not Used-

**PART 3 – EXECUTION** -Not Used-.

**END OF SECTION**

## **SECTION 01 14 19**

### **RESTRICTIONS AND USE OF SITE**

#### **PART 1 – GENERAL**

##### **1.01 TROY SCHOOL DISTRICT**

- A. All schools and facilities will be in full operation during restoration work and partial operation during roof replacement work. Contractor shall not disrupt or obstruct any operations without prior scheduling and written consent by TSD.
- B. Other than interior protection work, contractor shall access roof from the exterior of the building only. Projects where interior roof access will be beneficial to be determined on an individual project basis during Pre-Bid conference.
- C. Owner will designate building and access points and dumpster placement at for restoration work. No driving on sidewalks.
- D. Contractor responsible for not damaging existing roof areas and will deploy and necessary to protect roofs including, as necessary, during the performance of work that crosses other roof areas are required to be protected from all traffic and roof top staging areas w/ min. 3/4 in. plywood over 1 in. EPS insulation. Contractor responsible to repair all damaged roofing and repair leaks in traffic areas.
- E. Contractor responsible for security and safety of all Contractor equipment, materials and dumpsters while working at the site.
- F. Contractor to wear readily identifiable apparel identifying the Contractor's company.

##### **1.02 CONTRACTOR FACILITY RULES**

- A. Motor vehicles will be permitted at the designated areas to load or unload materials, equipment, tools, trash, etc. All motor vehicles while on Owner's and adjacent property shall be driven slowly with extreme caution obeying all posted traffic signs.
- B. Contractor has the responsibility to protect all his personal property, materials, equipment, etc. from theft.
- C. Contractors shall not leave materials, tools, etc. lying in an unsafe manner while working on the Owner's property. Do not store tools or materials
- D. No gambling, drugs or alcoholic beverages will be permitted on the site at any time. No individual under the influence of drugs or alcohol will be permitted on site.

- E. Contact Owner or Consultant prior to placing or using any rigging, hoists, cranes, temporary stairs, and towers, etc.
- F. **No smoking on school sites.**
- H. Contact Owner or Consultant prior to placing or using any rigging, hoists, cranes, temporary stairs, and towers, etc.
- I. Radios or other musical devices will not be allowed on any project.

### **1.03 UTILITIES**

- A. Refer to Section 00 73 00 Supplemental Conditions for Owner supplied utilities.
- B. The utility services for the facility will not be interrupted in any way by the Contractor unless agreed upon in writing and coordinated with the Owner.

### **1.04 STRUCTURAL**

- A. Live loads on the roof during the Work shall not exceed the designed live load at anytime. If there is any question or concern about the structural integrity of the roof deck or other component related to the Work the contractor shall immediately stop work and have a structural engineer evaluate the conditions prior to proceeding. Notify both the Owner and Consultant immediately of the condition.
- B. The Contractor will notify the Consultant if any seriously deteriorated hidden structural member is uncovered, prior to placement of new roofing materials. Replacement of any deficient structural member, not specifically designated for replacement, will be at the decision and expense of Owner.

### **1.05 BARRICADES**

- A. Provide barricades and warning signs at all operations of the Work which are deemed hazardous by the Consultant to the movement of both Contractor's/Owner's personnel and pedestrians/passersby.
- B. Provide barricades and warning signs at outside excavations or at holes cut through walls, floors, or roofs in buildings, also as required about any working, lifting, or staging areas.

### **1.06 EGRESS/ INGRESS**

- A. Do not in any way block, hinder, or obstruct fire escape and/or other emergency egress routes of the structures (interior and exterior). Comply with regulations and requirements of local fire prevention codes.

- B. Means of ingress or egress to the Owner's buildings and operations will not be blocked for any reason nor will the normal operation of the buildings be hampered in any way unless authorization is obtained in advance from the Owner in writing.

**PART 2 – PRODUCTS**

-Not Used-.

**PART 3 – EXECUTION**

-Not Used-.

**END OF SECTION**

## **SECTION 012001 PAYMENT PROCEDURES**

### **PART 1 - GENERAL**

#### **1.01 SUMMARY**

- A. This Section describes the following requirements including:
  - 1. Schedule of Values
  - 2. Application for Payment Process
  - 3. Reduction of Retention
  - 4. Payment for Materials Stored Off-site
  - 5. Waivers of Lien and Sworn Statements

#### **1.02 PAYMENT PROCEDURES**

- A. Schedule of Values
  - 1. Once the Agreement is awarded, each Contractor must submit a Schedule of Values for its entire Work to Consultant for approval. This Schedule of Values must be submitted either within fifteen (15) days of award or fifteen (15) days prior to the first payment application deadline (per the Application for Payment Schedule), whichever comes first. The Schedule of Values must include labor and material line items for each portion of the Work, the Contractor shall separate bond costs, and general conditions line items as appropriate.
  - 2. Schedule of Values will be submitted in a format as prescribed by, and to the level of detail specified by, Consultant.
    - a. The sum of the parts of the Schedule of Values shall equal the contract price.
    - b. The minimum level of breakdown and order on the application for payment will be:
      - 1. Bond costs, if applicable;
      - 2. General conditions line item(s);
      - 3. Major portions of the Work shall be broken down into labor and material line items for specific areas of the facility;
      - 4. A listing of approved and executed Change Orders to the Contract, if any, in sequential order.
    - c. Schedule of Values items shall have a direct and understandable relation to the Project construction schedule.
  - 3. The Schedule of Values, unless objected to by Consultant, Owner or Architect, shall be the basis for the Contractor's application for payments.
  - 4. Consultant shall have the right to require the Contractor to alter the value or add/delete categories listed on the Schedule of Values at any time for the following reasons:
    - a. The Schedule of Values appears to be incorrect or unbalanced.
    - b. A revision of the Schedule of Values is required due to the Contractor revising the sequence of construction or assembly of building components that in turn invalidates the Schedule of Values.
    - c. Change Orders are issued to the Contractor and shall be incorporated into the Schedule of Values as a separate line item at the bottom of the Schedule of Values.
  - 5. The Contractor is required to correlate the documentation for payment of stored



materials requested in the application for payment against the agreed upon breakdown of the Schedule of Values as described in Payment for Stored Materials. Consultant reserves the right to not process the application for payment if this correlation has not been submitted in conjunction with the application.

B. Application for Payment Process

1. Step 1: JOB-SITE INSPECTION - DRAFT PAYMENT REQUEST

a. The Contractor shall:

- 1) Have a representative walk the Project site with Consultant's representative on or before the date agreed to by Owner and Contractor;
- 2) Invoice for Work from the date agreed to of last month to the same date of the present month;
- 3) Submit during the review, the itemized rough draft of the Application and Certificate for Payment (AIA Documents G702 and G703 Continuation Sheet) identifying the Work completed, if any, during the current calendar month; shall review same with Consultant and obtain a preliminary approved copy of the draft for official submission;
- 4) Contractor's pay application shall only reflect Work completed through the date of submission. In no event will payments be authorized for forecasted Work.

NOTE: No payment shall be issued to a Contractor for materials stored off-site unless supported by proper documentation as required by Consultant (upon advance notification of such requests only) as described in 1.03 Payment for Stored Materials Off-Site.

2. Step 2: PAYMENT REQUEST PREPARATION/SUBMISSION

- a. With the information agreed upon in Step 1, the Contractor will prepare a formal application for payment request;
- b. Three (3) originals of the request and three (3) originals of the sworn statements must be submitted to Consultant's office on or before the date of the month agreed to by Owner and Contractor of the month.
- c. **Late or incomplete application packets will not be accepted.**
- d. The payment request will be made on an Application and Certificate for Payment form (AIA documents G702 and G703).
- e. Before submitting these documents to Consultant, each request for payment must be signed by a duly authorized agent of the Contractor and notarized.
- f. The Contractor must include with each request for progress payment a waiver of lien for all previous payments, Contractor's sworn statement and any necessary backup data as described in 1.04 Waivers of Lien and Sworn Statements.
- g. In addition, at submission of the final pay application Contractor shall provide unconditional final waivers of lien for all Subordinate Parties, as well as all close out documentation and all additional back up data described in 1.04 Waivers of Lien and Sworn Statements.
- h. In requests for payment which follow the execution of a Change Order in excess of twenty-five percent (25%) of the Agreement price, Contractor must present a bond rider evidencing that the penal sum of any required payment and performance bonds have been increased to one hundred percent (100%) of the adjusted Agreement price, or such other percentage as set forth in

Section 00200 of the Project Manual, Instructions to Bidders. Submission of the required back-up data is a condition precedent to payment.

3. Check Distribution
  - a. Owner will issue individual checks to each Contractor. The Contractor will receive the waiver of lien with the check and will be required to sign three (3) originals of the waiver upon receipt of the check each month (see 1.04).
  - b. The Contractor shall provide all supporting documentation substantiating the Contractor's right to payment as the Owner, and Consultant may require.
- C. Reduction of Retention
  1. Owner shall be entitled to withhold ten (10%) percent of each payment due to a Contractor until Substantial Completion of the Contractor's Work.
  2. The Contractor, when requesting a reduction of retention, shall submit to Consultant, an AIA G707, Consent of Surety or Partial Release of Retention form.
  3. Within thirty (30) days after Certificate of Substantial Completion has been issued for all portions of its Work, the Contractor's retention may be reduced to a sum as Owner/the Consultant may determine is suitable to protect Owner and Consultant for all incomplete Work and any unsettled claims.
  4. Notwithstanding the foregoing, payment of retention shall be subject to all other conditions precedent that applies to payment as set forth in the Contract Documents.

### **1.03 PAYMENT FOR MATERIALS STORED OFF-SITE**

- A. The Contractor, if intending to use an off-site storage area or facility for stored materials, shall submit a written request to the Consultant and obtain approval prior to submitting the first application for payment as described in 1.02 Applications for Payment.
- B. Payments will be made for materials properly stored off site.
  1. "Properly stored" shall mean in an insured warehouse with the Owner and Consultant being named as insureds, and all material identified as property of the Owner.
  2. The Contractor is responsible for all associated off site storage costs, transportation, insurance, including insurance coverage for stored material, while in transit, unless Contractor obtains written documentation that the material is covered during transit under a Builder's Risk Policy applicable to the Project.
  3. Contractor shall provide Consultant and the Owner verification in writing for all material so stored. Such materials shall be protected from diversion, destruction, theft, and damage to the satisfaction of Consultant, Owner and the Lender (if any), specifically marked for use on the Project, and segregated from other materials at the storage facility.
  4. The Contractor bears all risk of loss to materials and equipment stored off site.
- C. Contractor is to provide supporting documentation in the form of invoices, insurance policies, and any other pertinent documentation as requested by Consultant or Owner for items the items stored offsite. Documentation shall include the following:
  1. Detailed description of the material including quantities that will serve as a material description for the billing and as information to file a claim with an insurance company.
    - a. Stored Materials - Each item must be identified as to manufacturer, model

- number, and serial number, if applicable, or other identifiers should be listed for each item. Each listing must be accompanied by invoices, shipping tickets, consent of surety, and any other applicable supporting documentation.
- b. Stored Manufactured Building Materials - Each item must be identified as to type, manufacturer's number or designation, and should also list the number of cartons and the contents therein storage. Each listing must also be accompanied by supporting documents including all invoices, shipping tickets and consent of surety.
  - c. Stored Fabricated Materials - A listing specifying the number of pieces, items, and marks as may be applicable to the particular type of items. Photographs should accompany the request.
- 2. Individual itemized costs of materials and the total cost value, which shall not exceed the Contractor's subcontractor or material supplier cost. The total cost value shall be supported by the Contractor's subcontractor or material supplier invoices for the stored material.
  - 3. Estimated cost value for those materials that are fabricated by the Contractor's subcontractor or material supplier.
  - 4. The location where the material is physically stored, including the warehouse address and storage location within the warehouse, such as bin number, aisle number or other designation. All material shall be segregated and marked.
  - 5. Copies of the insurance policies that cover the stored materials and that name Consultant and the Owner as insureds. The limit of the insurance policy shall be equal to or greater than the replacement value of the stored materials.
- D. When Applications for Payment include products stored off the Project Site or stored on the Project Site but not incorporated in the Project, for which no previous payment has been requested, a complete description of such product shall be attached to the application.
- E. Contractor shall submit a certificate of title listing the Owner's ownership in the off-site stored materials equal to the amount paid effective at the time funds are delivered.
- F. If the size, quantity, and/or type of material or product is such that a bonded warehouse is deemed unsuitable, then, with Owner's and Consultant's approval, the Contractor may elect to prepay its subcontractor or supplier for certain material and products which are to remain on and be stored on that subcontractor/supplier's premises until needed by the Project. In such event, the Contractor shall enter into a security agreement with the subcontractor/supplier under which the Contractor shall be granted a security interest in and to all such material and products fabricated and/or to be supplied by the subcontractor/supplier for this Project and stored on the subcontractor/supplier's premises. This Security Agreement shall be a part of the financing statement, which shall be presented to a filing officer for filing pursuant to the Uniform Commercial Code. All expenses incurred in obtaining this security agreement shall be at Contractor's sole cost and expenses, and shall not accrue to the Owner, Consultant, Architect, nor the Project. A copy of each and every security agreement shall be filed with Consultant with the first Application for Payment which requests payment for such material or products.
- G. All payment requests for off-site stored materials must be accompanied using the "Payment Request for Stored Materials" and a "Subcontractor Affidavit for Stored

Materials." Payment requests for stored materials not complying with the foregoing requirements will not be approved. Contractors are to notify the Consultant in ample time to conduct verification procedures.

- H. Contractors may not apply the cost of materials stored off-site towards a reduction in the retention amount.
- I. Representatives of Consultant and Owner shall have the right to make inspections of the storage areas at any time.

#### **1.04 WAIVERS OF LIEN AND SWORN STATEMENTS**

##### **A. Waivers of Lien**

- 1. The Contractor's first Application for Payment will be based upon 100 percent of the value of Work installed. The first payment, amounting up to 80 percent of application, will be made to the Contractor without supporting documentation. Subsequent Applications for Payment must be accompanied by lien waivers from the Contractor, its Subordinate Parties or receipted invoices covering payment to the Contractor for previous calendar month period. Lien waivers must be unconditional and must show the amount paid.
- 2. The Waiver of Lien is to be signed by an authorized representative of the Contractor. Under no circumstances will payment be released until the completed "Acknowledgment of Payment and Partial Unconditional Release" has been submitted and signed by the Contractor from the previous month.
- 3. Final payment will not be made until a "Final Release of Lien" has been submitted. The Final Release must be signed by an authorized representative of the Contractor and must be notarized.

##### **B. Sworn Statements**

- 1. The appropriate number of original "Sworn Statements" must be completed to the satisfaction of Consultant, signed and notarized by an authorized representative of the Contractor and submitted with the Contractor's Application for Payment, monthly to the Consultant.
- 2. The Contractor's Subcontractor's sworn statements, waivers and other supporting documentation will be required with each pay application.

**END OF SECTION**

## SECTION 012003 CHANGES TO WORK

### **PART 1 - GENERAL**

**1.01** Submitting Change Orders: Requests for change orders shall be submitted using the Project Website at [www.wtcg.net](http://www.wtcg.net) and selecting *List of Projects (Construction Phase)*, selecting the appropriate TSD School or facility and then select the *Change Order* tab to fill out the form.

**1.02** Change Order Requests shall conform to the pricing for the region. Owner shall have the option to verify and negotiate any Change Order Request submissions during the performance of work.

#### **1.03 CHANGES REQUESTED BY THE CONTRACTOR**

- A. Any potential change in the contract shall be submitted using the Project Website tab *Change Orders* at [www.wtcg.net](http://www.wtcg.net) and filling out the online form *Request for Change Order* and submitted to the Owner and Consultant. Requests for changes submitted in the *Request for Change Order* shall cover all costs and charges including costs for material, labor, fabrication, delivery and hauling, handling, installation or application, supervision, taxes, employer's contributions, insurance, bonds, rentals, utility costs, overhead and profit.
1. Changes in specified methods of construction may be made at the Contractor's request when the *Request for Change Order* do not materially affect the Work, schedule, contract amount or contract and which are not detrimental to the Work or interest of Owner, may be granted in writing through a *Field Order Directive* by the Consultant to facilitate the Work.
  2. Changes in the Drawings and Specifications, requested in a *Request for Change Order* by the Contractor, which do not materially affect the Work, schedule, contract amount or contract and which are not detrimental to the Work or interest of Owner, may be granted in writing through a *Field Order Directive* by the Consultant to facilitate the Work.
- B. Requests for changes deemed by the Owner as affecting the contract, contract amount or the schedule will require a written *Change Order* to be issued by the Owner to the Contractor and be executed by both prior to the commencement of any changes in the Work.

#### **1.04 CHANGES REQUESTED BY THE OWNER**

- A. Owner requests for changes to the Work will be issued through a Request for Change Order Proposal issued to the Contractor through the Consultant.
- B. The Contractor shall provide the costs to perform the changes to the Work covering all costs and charges including costs for material, labor, fabrication, delivery and hauling, handling, installation or application, supervision, taxes, employer's contributions, insurance, bonds, rentals, utility costs, overhead and profit.
- C. Upon receipt of an acceptable proposal from the Contractor to perform the

changes in the Work requested by the Owner, the Owner shall issue a written Change Order to be executed by both the Owner and Contractor prior to the commencement of any changes in the Work.

#### **1.05 COMPENSATION OF OVERHEAD & PROFIT FOR CHANGES IN THE WORK**

##### **A. CONTRACTOR'S OVERHEAD AND PROFIT**

1. For changes resulting in increase of cost:
  - a. Overhead and profit for the Contractor shall not exceed the following when change Work is performed by:
    - 1) Contractor itself: fifteen percent (15%).
    - 2) Contractor subcontractor party: five percent (5%).
  - b. Overhead and profit for the subcontractor shall not exceed the following when change Work is performed by
    - 1) Subcontractors: fifteen percent (15%)
    - 2) Subcontractor to the secondary subcontractor: five percent (5%)
2. For changes resulting in reduction of cost
  - a. Deductive costs shall include commensurate deductive credits for overhead and profit based on the percentages stated above.
3. Contractor's and Subordinate Party's overhead and profit shall include cost (at the Project Site, home office and otherwise) of supervision, telephone, travel, copying, administrative services, office, power, light, tools, jobsite vehicles, and all other general expenses including bond premiums. In no event shall these items be charged as cost of the Changed Work.

#### **1.06 ITEMIZATION OF COST OF CHANGED WORK**

##### **A. Change Order Documents**

1. If extra work is to be completed above and beyond the terms of the contract, as determined by (and approved in advance by) the Owner and Consultant, the Contractor.
  - a. Contractor to retain a copy of the executed Change Order.

##### **B. Preparing Request for Proposal for Change Orders**

1. The submitted Proposal for Request for Proposal for a Change Order shall be approved by consultant and shall mean the costs necessarily incurred by the Contractor in the proper performance of the Changed Order. Such rates shall not be higher than those customarily paid at the place of the Project. The Cost of the Changed Work shall only include those items set forth below.
  - a. Wages of Labor: Wages of construction workers directly employed by Contractor to perform the construction of the changed Work at the site
  - b. Payroll Markup: The amount approved by Consultant and Owner which covers the costs paid by the Contractor for taxes, insurance, contributions, assessments, and benefits required by law or collective bargaining agreements and for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays vacations and pensions, provided that such costs are based on the wages and salaries of labor performing the changed Work.
  - c. Cost of Equipment, Materials, and Supplies: Costs of materials,

- ## 1.07 REQUEST FOR CHANGE ORDER PROPOSAL

10/03/22

Equipment A	xxx.xx		
Materials A		xxx.xx	
Supplier A		<u>xxx.xx</u>	
Subtotal			xxx.xx
OH&P @ 15 %			xxx.xx
			<b>Subtotal (1) xxx.xx</b>
<u>Subcontractor Costs</u>			
ABC Plumbing	xxx.xx		
XYZ HVAC		<u>xxx.xx</u>	
Subtotal			xxx.xx
OH&P @ 5 %			xxx.xx
			<b>Subtotal (2) xxx.xx</b>
TOTAL QUOTATION AMOUNT			

**Total Quotation (Subtotal 1 plus Subtotal 2) xxx.xx**

**END OF SECTION**



**SECTION 01 21 00  
ALLOWANCES**

**PART 1 - GENERAL**

- 1.01 The Contractor shall include in the Contract Sum all allowances (i.e. "Unit Price Work") stated in the Contract Documents.
- 1.02 **Allowances are listed under Schedule on each individual Roof Plan for each project.**
- 1.03 Items covered by allowances shall be supplied and installed on a unit price basis, as required to meet the Contract Document.
- 1.04 Unless otherwise provided in the Contract Documents:
  - A. Allowances shall cover the cost to the Contractor of labor, materials and equipment delivered at the site and all required taxes, less applicable trade discounts, freight charges, applicable taxes, cost for unloading and handling at the Site and all costs of installation.
  - B. Overhead and profit is not included in the allowance. However, the Contractor expressly acknowledges and agrees that overhead and profit with regard to the allowance item is included in the Contract Price.
  - C. Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order.
    - 1. The amount of the Change Order shall reflect:
      - a. The difference between actual amounts of the allowance item used versus the amount of that item included in the base bid or base contract amount, whichever is applicable. The allowance adjustment will cause the Contract price to be changed to reflect the new amount.

**PART 2 – PRODUCTS: -NOT USED-**

**PART 3 – EXECUTION:**

- 3.01 Contractor shall supply schedule of values for each allowance item.
- 3.02 Allowances are to be tracked, documented and submitted to the Owner and Consultant by the Contractor.
  - A. If the Owner employs Quality Control Inspectors it does relieve the Contractor from providing exact documentation of Allowances used during the Work.
  - B. Contractor shall document all Allowances with photographs; retained materials demoed executing the Allowances, and, marking locations on the Roof Plan.
  - C. Any materials retained to show execution of Allowances shall be disposed of by the Contractor in a licensed disposal site and not used for any construction project.
- 3.03 Upon project completion a Change Order Request will be submitted online at [www.wtcg.net](http://www.wtcg.net) for the difference in Contractor's allowance cost and the actual allowance used for the project.

**END OF SECTION**

## **SECTION 01 23 00**

### **ALTERNATES**

#### **PART 1 - GENERAL**

##### **1.01 SUMMARY**

A. Method for stating the proposed alternate as described in the bid form.

**B. Alternates are listed on each Roof Plan Schedule.**

##### **1.02 BID SUBMISSION**

A. Alternate bids shall be submitted according to the Bid Documents and the Alternate bid shall include all terms and requirements of the Bid Documents.

1. Acceptance of an Alternate by Owner does not relieve the Contractor from complying with the Bid Documents.

B. Submit all Alternates listed on the Bid Form located at [www.wtcg.net](http://www.wtcg.net) .

C. Those Alternates described in the Schedule on the Roof Plan for each project or have individual Plan Sheet detailing the Alternate drawings are to be reflected on the bid form as submitted by bidders. Do not submit alternates other than as described in the Schedule.

D. Alternates shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

E. Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the alternate bid;

F. Alternate bids are to be submitted as either an "ADD" or "DEDUCT" to/from the "Base Bid" amount submitted on the Bid Form.

##### **1.03 PRODUCT HANDLING**

A. If the owner elects to proceed on the basis of one or more of the described alternatives, make all modifications to the work required in furnishing and installing the selected alternate or alternates to the approval of the consultant and at no additional cost to the owner other than as proposed on the bid form.

#### **PART 2 - PRODUCTS**

##### **2.01 ALTERNATE**

A. In lieu of the base bid, furnish and install an alternate per the drawings and other pertinent sections of the specifications.

- B. When an alternate is offered, all other project requirements are to remain essentially the same.
- C. Approved alternates are enumerated on the drawings. No other alternatives will be considered.

### **PART 3 - EXECUTION**

#### **3.01 ADVANCE COORDINATION**

- A. Immediately after award of the contract, or as soon thereafter as the owner has made a decision on which, if any, alternates will be selected, thoroughly and clearly advise all necessary personnel and suppliers as to the nature and extent of alternatives selected by the owner. Alert those personnel and suppliers involved as to all changes in the work caused by the Owner's selection or rejection of alternates

**END OF SECTION**

**WeatherTech Consulting Group, Inc.**  
**7747 Auburn Road, Utica, MI 48317**  
**Phone 586-731-3095 Fax 586-731-6863**

**SUBSTITUTION  
REQUEST**

Project: \_\_\_\_\_ Substitution Request Number: \_\_\_\_\_  
\_\_\_\_\_  
From: \_\_\_\_\_  
To: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
A/E Project Number: \_\_\_\_\_  
RE: \_\_\_\_\_ Contract For: \_\_\_\_\_

Specification Title: \_\_\_\_\_  
Section: \_\_\_\_\_ Page: \_\_\_\_\_ Article/Paragraph: \_\_\_\_\_

Proposed Substitution: \_\_\_\_\_  
Manufacturer \_\_\_\_\_ Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Trade Name: \_\_\_\_\_ Model #: \_\_\_\_\_  
Installer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
History: ☐ New product ☐ 2-5 years old ☐ 5-10 years old ☐ More than 10 years old  
Differences between proposed substitution and specified product: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Point –by-point comparative data attached – REQUIRED BY Consultant

Reason for not providing specified item: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Similar Installation:

Project: \_\_\_\_\_ Architect: \_\_\_\_\_  
Address: \_\_\_\_\_ Owner: \_\_\_\_\_  
\_\_\_\_\_  
Date Installed: \_\_\_\_\_

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

Savings to Owner for accepting substitution: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Proposed substitution changes Contract Time: ☐ No ☐ Yes; Add/Deduct \_\_\_\_\_ days.

Supporting Data Attached:

☐ Product Data ☐ Drawings ☐ Tests ☐ Reports ☐ Samples ☐ \_\_\_\_\_

---

Undersigned certifies:

- ◆ Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- ◆ Same warranty will be furnished for proposed substitution as for specified product.
- ◆ Same maintenance service and source of replacement parts, as applicable is available.
- ◆ Proposed substitution will not affect or delay Progress Schedule.
- ◆ Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- ◆ Proposed substitution does not affect dimensions and functional clearances.
- ◆ Payment will be made for changes to building design, including architectural or engineering design, detailing, and construction costs caused by the requested substitution.
- ◆ Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

---

Submitted by: \_\_\_\_\_

Signature: \_\_\_\_\_

Firm: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Attachments: \_\_\_\_\_

---

WEATHERTECH'S REVIEW AND ACTION

- ☐ Substitution approved – Make submittals in accordance with Specification Section 01300.
- ☐ Substitution approved as noted – Make submittals in accordance with Specification Section 01300.
- ☐ Substitution rejected – Use specified materials.
- ☐ Substitution Request received too late – Use specified materials.

Signed by: \_\_\_\_\_

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

---

Additional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:	Contractor	Subcontractor	Supplier	Manufacturer	A/E	

## SECTION 01 32 00

### CONSTRUCTION SCHEDULE

#### **PART 1 – GENERAL**

##### **1.01 GENERAL**

- A. This Section provides for the planning and execution of Work in order to assure completion of the Work within the number of calendar days provided in the Contract. The Construction Schedule is utilized by the Owner to evaluate the proposed schedule and progress of the Work. Contractor shall prepare and maintain schedules described in this Section.
- B. The construction schedule shall be submitted and approved by the Owner and Consultant. The schedule is subject to revision by the Owner or Consultant as necessary to accommodate other trades, construction projects and Owner operations.
- C. WeatherTech and Contractor will maintain online "Schedule" at [www.wtcg.net](http://www.wtcg.net) for primary tasks and milestone events for the project to communicate the schedule on a daily basis:
  - 1. Contractor is required to monitor, update and comply with the schedule.
  - 2. Contractor to inform Owner and Consultant of any delays or anticipated delays immediately.

##### **1.02 QUALITY CONTROL**

- A. Standard Reference: Data preparation, analysis, charting, and updating shall be approved by Owner or Consultant.
- B. Approved Schedule:
  - 1. The Construction Schedule as approved by the Owner or Consultant shall become part of the Contract, thereby establishing interim Contract completion dates for the phases of the Work.
  - 2. Should any portion of the Work not be completed within ten (10) working days after the date stated in the Construction Schedule, the Owner or Consultant shall have the right to order the Contractor to complete the portion of Work by whatever means the Owner or Consultant deems necessary and appropriate, without further compensation to the Contractor.
  - 3. Should any portion of the Work be ten (10) working days or more behind schedule, the Owner or Consultant shall have the right to perform the Work or have the Work performed by whatever method the Owner or Consultant deems appropriate.
  - 4. Costs incurred by the Owner for expediting work as described in this item shall be reimbursed by the Contractor or deducted from his contract.
  - 5. Should the Owner or Consultant waive the right to order the Contractor to expedite any portion of the Work, this shall not be construed as the Owner or Consultant waiving this right for any other portion of the Work.

- C. Changes to Schedule:
  - 1. If the Contractor desires to make a major change in his/her method of operation after commencing construction, or if the schedule fails to reflect the actual progress, the Contractor will submit to the Consultant a revised construction schedule in advance of beginning revised operations.
  - 2. If the proposed percent Work complete is less than the percent time elapsed, the Contractor will provide sufficient information and backup to show that the Work can be completed on time.
  - 3. An updated construction schedule will be submitted prior to the next progress payment closure date whenever the actual percent of Work complete is less than the percent time elapsed.
  - 4. When required by the Supplemental Conditions, a revised schedule will be submitted prior to each progress payment closure date. Processing of the progress payment will be delayed until such revised schedule complying with this section is received.
  - 5. Revised and updated schedules will show actual completion to the date of the revision in the lower segmented bar for each item. All schedule information will be consistent with that reported on payment request forms, AIA G702/703.

### **1.03 SUBMITTALS**

- A. General: Comply with the provisions of Section 01 33 00-Submittals.
- B. Construction Schedule: The Schedule shall be presented in a Gantt Chart format and contractor shall submit one (1) reproducible copy and Microsoft Excel spreadsheet electronic version of the Construction Schedule and Material Status Report within five (5) days of award of the Contract. Material Status Report shall be prepared in accordance with the requirements of Part 2 of Section. Contract to provide the Schedule and Materials Status Report in an electronic format to Consultant.
- C. Periodic Reports: An updated Construction Schedule and Material Status Report shall be submitted on the first working day of each week.

### **1.04 TIME OF COMPLETION**

- A. General: The Contractor will complete the Work within the time set forth in the Contract. Unless otherwise specified, the time of completion of the Contract will be expressed in Working days.
- B. Working Day: A Workday is any day within the period between the start of the Contract time and the date provided in the Contract for completion, other than:
  - 1. Saturday, Sunday or any day designated as a National Holiday.
  - 2. Any day the Contractor is prevented by Owner from working.
  - 3. Weather delays due to wet conditions excluded.
- C. Contract Time Accounting: The Consultant will make a daily determination of each Working day to be charged against the Contract time.

- D. Starting of Contract Time: The Contract starting time will be the date the Notice to Proceed is issued.
- E. Non-Complying Work: Neither the final certificate of payment nor any provision in the Contract Document, nor partial or entire occupancy of the premises by Owner, will constitute approval of Work not done in accordance with the Contract Documents or relieve the Contractor of liability in respect to any express warranties or responsibility for faulty materials or workmanship.

## **PART 2 - PRODUCTS**

### **2.01 CONSTRUCTION SCHEDULE**

- A. The Construction Schedule shall graphically depict the order of all portions of the Work necessary to complete the project, along with the sequence in which each portion of the Work shall be performed. The Construction Schedule shall include, but is not limited to:
  - 1. General Conditions
    - a. Submittals and approvals of Show Drawings and Samples;
    - b. Procurements of material and equipment
  - 2. Project mobilization.
  - 3. Interior Protection;
  - 4. Membrane Installation: Demolition and installation of new materials to watertight condition daily;
  - 5. Flashing installation;
  - 6. Sheet metal installation
  - 7. Final clean up;
  - 8. Final inspection and testing.
  - 9. All activities deemed necessary by the Owner or Consultant that affect progress, required dates for completion, or both, for all or each portion of the Work.

### **2.02 MATERIAL STATUS REPORT**

- A. Format: Contractor's Standard Materials Status Report shall be acceptable if the Owner or Consultant determines the report provides sufficient data to determine that material procurement flow is acceptable for the Work.
- B. Contents: The following information, as a minimum, shall be provided.
  - 1. Description of item listed in accordance with Section number containing the item.
  - 2. Purchase order number and date of issue.
  - 3. Vender name.
  - 4. Date shipped and shipping mean utilized.
  - 5. Estimated date of arrival at the job site.
  - 6. Actual date of arrival at job site and receiving report number.

## **PART 3 – EXECUTION**

### **3.01 GENERAL**



- A. Schedule and supervise work crews so that the area of roofing begun one day is completely finished before leaving the job site that day. The definition of daily-completed roofing will be as agreed to in the Pre-Construction Conference and all flashings within and adjoining the membrane.
- B. Schedule work to coincide with new roofing work. All existing roofing removed shall be replaced with new roofing in watertight condition each day. All decking or building components exposed by demolition shall be put in a watertight condition each day.
- C. Provide a schedule describing demolition removal procedures, staging and schedule.
- D. Provide the Owner with sufficient advance notice when planning to work outside of normal hours so that Owner's consultant, personnel, security forces, and other interested parties may be advised.

### **3.02 HOURS OF WORK**

- A. Hours of Work will be stated in the Supplemental Conditions or as clarified during Pre-Bid Conferences. In general, hours of Work will coincide with store operations to the extent that no disruption of store operations or the surrounding neighborhood will be allowed.
- B. To permit proper coordination of access for Contractor Work, required inspections and store operations, the Contractor's regular Work schedule will be specific for start and end times of various job phases each day (removal, reroofing, crew change, hauling, etc.). Any changes will be coordinated in advance with the Consultant, Troy School District Project Manager and Store Management.

### **3.03 SEQUENCE OF WORK**

- A. Beginning of Work: The contractor will not mobilize for the job, deliver any materials or start any Work on the project site prior to receipt of a written Notice to Proceed.
  - 1. A Notice to Proceed will be issued only following receipt and approval of all Submittals as required in Section 01 33 00 Submittals.
  - 2. The issuance of Notice to Proceed will constitute the Contractor's authority to enter upon site of the Work and begin operations provided he/she has also notified the Consultant at least forty-eight (48) hours in advance.
- B. Starting Work:
  - 1. The Contractor may start Work at any time after the Notice to Proceed is issued or at such other time as may be indicated in the Special Project Conditions. The actual date on which the Contractor starts Work will not affect the required time for completion.
- C. Work Sequence:
  - 1. If required by the Supplemental Conditions, the Contractor will start construction operations on that part of the project designated by the Consultant.

- D. Resources Required:
  - 1. The Work will be conducted in such a manner and with sufficient materials, equipment and labor to ensure its completion in accordance with the Plans and Specification within the time set forth in the Contract.
- E. It is expressly understood and agreed that failure by Owner to exercise the option to either order the Contractor to expedite an activity or to expedite the activity by other means will not be considered precedent setting for any other activities.

### **3.04 DELAYS AND EXTENSION OF TIME**

- A. General:
  - 1. If delays are caused by unforeseen events beyond the control of the Contractor, such delays will entitle the Contractor to an extension of time as provided herein, but the Contractor will not be entitled to damages or additional payment due to such delays.  
Such unforeseen events may include war, government regulations, labor disputes, strikes, fire, floods, adverse weather necessitating cessation of Work, other similar actions of the elements, inability to obtain materials, equipment or labor, required extra Work, or other specific events as may be further described in the Specification.
  - 2. No extensions of time will be granted for a delay caused by the Contractor's inability to obtain materials unless the Contractor furnishes to Owner documentary proof of the inability to obtain such materials in a timely manner in accordance with the sequence of the Contractor's operations and the approved construction schedule.
  - 3. If delays beyond the Contractor's control are caused by events other than those mentioned above, but substantially equal in gravity to those enumerated and an extension in time is deemed by the Consultant to be in the best interests of Owner, an extension of time may be granted, but the Contractor will not be entitled to damages or additional payment due to such delays.
  - 4. If delays beyond the Contractor's control are caused solely by action or inaction by Owner, such delays will entitle the Contractor to an extension of time as provided in the contract documents.
- B. Extension of Time
  - 1. Extensions of time, when granted, will be based upon the effects of delays to the project as a whole and will not be granted for non-controlling delays to minor included portions of Work unless it can be shown that such delays did, in fact, delay the progress of the project as a whole.
- C. Written Notice and Report
  - 1. If the Contractor desires an extension of time, he/she will provide Owner, through the Consultant, a written request and report as to the cause and extent of the delay. The request for extension must be made at least fifteen (15) days before the specified completion date. Failure by the Contractor to file these items within the time specified will be considered grounds for refusal by Owner to consider such request.

- D. Documentation of Delays
  - 1. When the Contractor requests an extension of time for delay due to inability to obtain materials or equipment, his/her report will include the following:
    - a. Date Owner was notified of potential delay.
    - b. Date requested to start the delay.
    - c. Exact description of material or equipment causing delay.
    - d. Documentation showing when and from whom ordered.
    - e. Documentation of promise to deliver.
    - f. Documentation of actual delivery date.
    - g. Description of how late delivery will cause delay.
    - h. Documentation of measures taken to obtain prompt delivery.
    - i. Documentation of attempts to obtain delivery from other sources.
    - j. Description of steps taken in project scheduling to minimize effects of late delivery.
    - k. Description of steps to be taken to get project back on schedule after actual delivery.
    - l. Statement of actual time lost as a result of late delivery.

**END OF SECTION**

## SECTION 01 32 13

### WEBSITE & DOCUMENTS

#### **PART 1 – GENERAL**

##### **1.01 SUMMARY**

- A. **Contract Documents:** Including, but not limited to; the Contract, Addenda (which pertains to the Contract Document), invitation to Bids, instruction to the Bidders; Bid (including documentation submitted prior to the Notice of Award), when attached as an exhibit to the Contract, the bonds, the General Conditions, permits from other agencies, the Supplemental Conditions, Drawings, General and Technical Specifications, and all Project Website information and documentation; and, all Contract Modifications (Change Orders, Unit Pricing) issued after the execution of the Contract.
- B. Contractor shall maintain one full copy of Contract Documents on the Job Site at all times during performance of any work.
  - 1. Failure of proper installation by the contractor, due to unavailability of Contract Specifications or Drawings on the roof, constitutes negligence.
  - 2. The Consultant/Observer will have access to the site copy of documents at all times.
- C. Contractor shall maintain a minimum of one worker who can read and interpret all contract documents on site at all times.
- D. Contractor shall maintain a minimum of one worker who can access and use the WeatherTech project website location dedicated to the Project at all times during the performance of the Contract.
- E. Contractor shall maintain an accurate record of all quantities, locations, progress and changes in the Contract Work as described in Part 3 of this Section.
- F. Contractor shall maintain all required Website documentation daily during performance of the Contract.
- G. Contractor shall transfer the recorded changes to a set of Project Contract Documents and Project Website location upon Work completion, as described in Part 3 of this Section.
- H. Contractor shall provide and maintain a color photographic record of all conditions of work specified for reroofing, repair, unit pricing and all probe openings.

##### **1.02 USE**

- A. The Drawings, Specification and other Contract Documents in Project Website are intended to be complementary and cooperative and to describe and provide for a complete project. Anything contained in the Specifications but not shown on the Drawings, or shown on the Drawings and not enumerated in the

Specifications, will be construed to be as though shown or referenced in both documents and website. Anything contained on the website but not shown in the Specifications and Drawing will be construed to be as though shown on all three Contract Documents.

- B. The division of the Drawings into separate depictions, views, sections or sheets and the division of the Specifications into paragraphs, divisions and sections are for the ease of reference only and does not imply a division of the work between trades or subcontractors.
- C. The presentation of information and use of the Project Website are intended to be complementary to the written Drawing and Specifications and completion of the Work.
- D. Titles or names given to, or accompanying, the various divisions, sections, tabs and paragraphs of the specifications and website are provided for the reader's convenience and/or ease of reference only and are not intended to limit or restrict by inference the content of the accompanying division, section, or paragraph in writing or on the website.

### **1.03 QUALITY CONTROL**

- A. The roofing contractor's appointed Quality Controller shall be responsible for maintenance of Project Contract Documents and Website.
- B. Accuracy: All inspections and work within Project Contract Documents shall be entered on each Drawing and/or other documents including the Project Website required to properly show the Project Contract Documents may reasonably rely on information obtained from the approved project Contract Documents.
- C. Timing: All entries shall be recorded within twenty-four (24) hours of receipt of information, inclusive of recording of all locations, quantities, and other pertinent information. All entries on Project Contract Documents shall be initialed and dated. The Project Website tracks entries when Contractor personnel log on to the website.

### **1.04 SUBMITTALS**

- A. General: Owner or Consultant's approval of Project Contract Documents will be necessary prior to the Owner's approval of Payment Applications and final payment under the Contract.
- B. Progress Submittals: Each request for progress payment shall contain Owner or Consultant's approval of Project Contract Documents including Website documentation.
- C. Final Submittal: The final Project Contract Documents and Website content shall be submitted according to Section 01 77 00 prior to submittal of final payment request.

### **1.05 PROJECT DOCUMENT HANDLING**

- A. Project Contract Documents shall be maintained from deterioration and/or loss and damage until completion of the Work and transfer to Final Project Contract Documents. In the event of loss, Contractor shall use all necessary means to secure the data in the satisfaction of Owner or Consultant, inclusive of removal and replacement of materials. In such cases, replacement shall be in accordance with specific requirement.

#### **1.06 PROJECT WEBSITE**

- A. Project Website at [www.wtcg.net](http://www.wtcg.net) shall be maintained to avoid damage from viruses and other forms electronic vandalism. In the event of loss, Contractor shall use all necessary means to secure the data in the satisfaction of Owner or Consultant, inclusive of removal and replacement of materials. In such cases, replacement shall be in accordance with specific requirement.

### **PART 2 – PRODUCTS - Not Used-**

### **PART 3 – EXECUTION**

#### **3.01 PROJECT DOCUMENTS AND WEBSITE**

- A. Identification: Each set of Project Contract Documents shall be titled “Project Documents – Job Set.”
- B. Maintenance
  - 1. Contractor shall provide Owner or Consultant with written method for protection of Project Contract Documents.
  - 2. Job Set Project Contract Documents shall not be used for any purpose other than recording new data and review by Owner or Consultant prior to transfer of data to Final Project Contract Documents.
  - 3. Job Set Project Documents and Project Website shall be maintained during the progress of the Work until transfer of data to Final Project Contract Documents.
  - 4. Project Website shall be updated every day with required information according to the Contract Documents.
- C. Entries on Drawings: All entries on Drawings shall be made by use of erasable colored pencil (ink or indelible pencil shall not be permitted). All entries shall clearly indicate location and quantities as required and shall be dated. In the event of overlapping changes, different colors may be used for each of the entries.
- D. Entries on Other Documents
  - 1. Clearly indicate all changes in the Work requested by Owner or Consultant.
  - 2. All changes in the Work caused by Contractor-originated proposal, approved by the Owner or Consultant (including Contractor errors approved by Owner or Consultant), shall be clearly indicated in erasable colored pencil.
  - 3. All entries as approved by Owner or Consultant shall be made in the pertinent Document or on the Project Website.

- E. Accuracy: Installed items shall be located by use of all means necessary, including the use of proper tools for measurements.

### 3.02 FINAL PROJECT CONTRACT DOCUMENTS

- A. The Final Project Documents shall be submitted according to Section 01 77 00.
- B. The Project Website shall have full and complete entries and ready for electronic database archiving.

**END OF SECTION**

## SECTION 01 33 00

### SUBMITTALS

#### **PART 1 – GENERAL**

##### **1.01 SUMMARY**

- A. Troy School District submittal requirements using the Project Website [www.wtcg.net](http://www.wtcg.net).
- B. Submittal Schedule:
  - 1. Preconstruction
  - 2. Job Start
  - 3. Daily Construction
  - 4. Post Construction

##### **1.02 SUBMITTAL PROCEDURES**

- A. The roofing contractor is responsible for processing, submitting and confirming approval of all specified submittals.
- B. **No work requiring a submittal shall be started without written approval by Owner or Consultant or specific waiver from Owner.**
- C. All submittals shall be electronically uploaded onto the Project Website by the Contractor at [www.wtcg.net](http://www.wtcg.net).
  - 1. NO PAPER OR PRODUCT SUBMITTALS WILL BE ACCEPTED UNLESS SPECIFICALLY REQUESTED IN THE CONTRACT DOCUMENTS.
  - 2. SAMPLES FOR ALL COLOR SELECTIONS ARE REQUIRED.
- D. Transmittal: Upload submittals in accordance with Project Website schedule and in such sequence to avoid delay in the work or work of other contracts or sections.
- E. Number of Submittals Required: USE ONLY WHEN HARD COPY INFORMATION IS REQUESTED.
  - 1. Shop Drawings: Upload one drawing for approval. Upload one CAD file and one drawing when approved.
  - 2. Product Data: Upload the number information required in each section of the Specifications.
  - 3. Samples: Submit the number required in each section of Specifications. Submit applicable Product Data with Samples.
- F. Submittals Schedule (Part 4 of this Section): List of submittals and time requirements for scheduled performance of related construction activities.
- G. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.



2. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
  - a. Consultant reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- H. Processing Time: Allow enough time for submittal review, including time for re-submittals, as follows. Time for review shall commence on Consultant's receipt of submittal.
  1. Initial Review: Allow seven (7) days for initial review of each submittal. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. Consultant will advise Contractor when submittal being processed must be delayed for coordination.
  2. Allowing procedure in subparagraph below may cause tracking problems for Consultant and Construction Manager, if any. Delete if not allowed. See Evaluations.
  3. If intermediate submittal is necessary, process it in same manner as initial submittal.
  4. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing.
- I. Distribution: Furnish copies of final approved submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- J. Use for Construction: Use only final submittals with mark indicating action taken by consultant in connection with construction.

### **1.03 RESUBMITTALS**

- A. Make resubmittals under procedures specified for initial submittals; identify changes made since previous submittal.
- B. Shop Drawings, Product Data:
  1. Revise initial drawing or data and resubmit as specified for the initial submittal.
  2. Clearly, indicate any changes which have been made.
  3. When approved "as noted", correct and resubmit as specified for the initial Shop Drawings and Product Data.
- C. Samples: (ONLY REQUIRED AS STATED IN 1.03 B. 2) Submit new samples as specified for the initial submittal.
- D. Processing Time: Allow seven (7) days for processing each re-submittal.

## **PART 2 - PRODUCTS**

### **2.01 ACTION SUBMITTALS**

- A. General: Prepare and upload Action Submittals required by individual Specification Sections.

1. Upload submittal online, unless otherwise indicated. Consultant will post response online. Mark up and retain one returned copy as a Project Record Document.
2. Upload each submittal, as follows, unless otherwise indicated:
3. Hard Copy Submittals and Samples: (only where requested) all other submittals shall be uploaded to website.
  - a. Initial Submittal: Submit a preliminary single copy of each submittal where selection of options, color, pattern, texture, or similar characteristics is required. Consultant will return submittal with options selected.
  - b. Final Submittal: Submit three copies, unless copies are required for operation and maintenance manuals. Consultant will retain two copies; remainder will be returned. Mark up and retain one returned copy as a Project Record Document.

## **2.02 INFORMATIONAL SUBMITTALS**

- A. General: Prepare and submit online Informational Submittals required by other Specification Sections.
  1. Upload each submittal, unless otherwise indicated. Consultant will not return copies.
  2. Certificates and Certifications: Provide a notarized statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.

## **PART 3 - EXECUTION**

### **3.01 GENERAL:**

- A. Submittals shall be uploaded to the Project Website [www.wtcg.net](http://www.wtcg.net) .
- B. All submittals will be evaluated and stamped electronically.
  1. Contractor will be notified electronically of approval status as "Approved, approved as noted, not subject to review, no action required, Revise / Resubmit, Rejected / Resubmit or Approved as noted / Resubmit".

### **3.02 CONTRACTOR'S REVIEW**

- A. Review each submittal and check for compliance with the Contract Documents. Note corrections and field dimensions.
  1. Submitting a submittal indicated the contractor has approved submittals with any noted corrections and qualifications.
- B. Approval Stamp: When uploading information not taken from the website. Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

### **3.03 CONSULTANT'S ACTION**

- A. Consultant will not review uploaded submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Consultant will review each submittal, and note on Project Website approval status and may make marks to indicate corrections or modifications required, and return it.
- C. Informational Submittals: Consultant will review each submittal and will not return it, or will reject and note on Project Website approval and may return it if it does not comply with requirements.
  - 1. Consultant will forward each submittal to appropriate party.
- D. Submittals not required by the Contract Documents will not be reviewed and may be discarded.

#### **PART 4 – SUBMITTAL SCHEDULE**

##### **4.01. BID SUBMITTALS**

- A. ***Refer to SECTION 00 01 13 Instructions to Bidders***

##### **4.02 CONTRACT SUBMITTALS**

- A. ***Insurance Certificate:***
  - 1. Submit: To TSD
  - 2. Type: Informational
  - 3. Requirements: Meets Insurance Requirements *Section 00 01 13 Instructions to Bidders*.
  - 4. Approval: Owner;
  - 5. Notification: Pre-Contract
  - 6. Location: Contractor provided from Insurance supplier;
  - 7. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents
- B. ***Subcontractors List:***
  - 1. Submit: Online form under Project Construction Portfolio/ Submittals Tab
  - 2. Type: Action
  - 3. Approval: Owner
    - a. Review: Consultant
  - 4. Notification: Post Bid
  - 5. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 00 43 36 Subcontractors List*

##### **4.03 PRE-CONSTRUCTION SUBMITTALS**

- A. ***Roofing Manufacturers Certification Attachment A Section 07 54 00***
  - 1. Submit: Upload to WT/TSD website
  - 2. Type: Informational
  - 3. Requirements: 20-year roof system performance. Signed off by membrane materials supplier.
  - 4. Approval: Consultant;
  - 5. Notification: Prior to Notice to Proceed

6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system*
- B. Schedules of Values:**
1. Submit: Online form under Bidder Home page/Project Construction Portfolio/ Submittals Tab
  2. Type: Informational;
  3. Requirement: Completion of online form;
  3. Approval: Owner
    - a. Review: Consultant
  4. Notification: Prior to Notice to Proceed.
  5. Location: Website/ Bidder Home Page/ Project Construction Portfolio/Submittals tab
- C. Materials List:**
1. Submit: Online form under Bidder Home page/Project Construction Portfolio/ Submittals Tab
  2. Type: Informational
  3. Requirement: Meets requirements of applicable roofing section.
  4. Approval: Owner
    - a. Review: Consultant
  5. Notification: Prior to Notice to Proceed.
  6. Location: Website/ Bidder Home Page/ Project Construction Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system*
- D. Insulation Fastening Pattern:**
1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab
  2. Type: Informational
  3. Requirement: Roof Plan Perimeter, Corner and Field Attachment per Sections 07 22 50 and 07 54 00
  4. Approval: Consultant
  5. Notification: Prior to Notice to Proceed.
  6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system*
- E. Tapered Insulation Fastening Pattern:**
1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab
  2. Type: Informational
  3. Requirement: Roof Plan layout tapered insulation per Section 07 22 50
  4. Approval: Consultant
  5. Notification: Prior to Notice to Proceed.
  6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 07 22 50 Roof Insulation for BUR or Single-ply*
- F. Membrane Fastening Pattern:**
1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab
  2. Type: Informational
  3. Requirement: Roof Plan Perimeter, Corner and Field Attachment per roofing *Sections 07 54 00 EPDM Single-ply Roofing.*

4. Approval: Consultant
5. Notification: Prior to Notice to Proceed.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system*

G. ***Building Permits:***

1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab
2. Type: Informational
3. Requirement: Statutory permits and mandatory authorizations. Post on site.
4. Approval: Consultant
5. Notification: Prior to Notice to Proceed.

H. ***Construction Schedule:***

1. Submit: Online form under Bidder Home page/Project Construction Portfolio/ Submittals Tab
2. Type: Informational
3. Requirement: Input all phases of time related activities on form as required by Section 01 32 00 Construction Schedule
4. Approval: Owner
  - a. Review: Consultant
5. Notification: Prior to Notice to Proceed.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 32 00 Construction Schedule*

I. ***Safety Manual:***

1. Submit: Copy of contractor Safety Manual noted on record by Consultant and Owner at Pre-Construction Conference maintain on site. Upload electronic version of manual. Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: Section 01 35 00 Safety
4. Notification: Prior to Notice to Proceed.

J. ***Safety Data Sheets:***

1. Submit: Copies of contractor SDS documents noted on record by Consultant and Owner at Pre-Construction Conference maintain on site.
2. Type: Informational
3. Notification: Prior to Notice to Proceed.

K. ***Shop Drawings:***

1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: Required details from contractor as requested.
4. Approval: Consultant
5. Notification: Prior to Notice to Proceed.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system and Sheet Metal Section 07 62 00*

L. ***Color Samples: All materials with specified colors or matching existing colors must have samples submitted for approval by Consultant and Owner***

1. Submit: Number of required in each section of Specifications but in no instance less than three (3).
2. Type: Action: Written approval by Owner
3. Approval: Owner
  - a. Review: Consultant
4. Notification: Prior to Notice to Proceed.
5. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Roofing Section from selected roof system and Sheet Metal Section 07 62 00*

**M. *Interior Protection Plan:***

1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: As detailed in Section 01 50 00 Temporary Protection, Facilities and Controls. Plan indicating how and where agreed upon protection will take place.
4. Approval: Owner.
  - a. Review: Consultant;
5. Notification: Prior to Notice to Proceed.

**N. *Logistics Plan:***

1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: As detailed in Section 01 50 00 Temporary Protection, Facilities and Controls. Plan indicating how and where agreed upon protection will take place.
4. Approval: Owner.
  - a. Review: Consultant;
5. Notification: Prior to Notice to Proceed.

**4.05 JOB START SUBMITTALS:**

**A. *Existing Conditions:***

1. Submit: Online form under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: As detailed in Section 01 33 26 Quality Control. Contractor to document all pre-existing conditions and damage impacting Work.
4. Approval: Owner
  - a. Review: Consultant
5. Notification: Prior to start of Construction.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 33 26 Quality Control.*

**4.06 DAILY CONSTRUCTION SUBMITTALS:**

**A. *Roof Construction Diagram:***

1. Submit: Upload under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: Upload roof plan with work completed weekly.

4. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 33 26 Quality Control.*

**B. *Roof Contractor Daily Report***

1. Submit: Online form under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: Daily form of work completed.
4. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 33 26 Quality Control.*

#### **4.07 UNIT PRICING**

**A. *Unit Pricing Report:***

1. Submit: Use online Change Order Request form and photo uploads under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Informational
3. Requirement: As detailed in Section 01040 Changes to Work for unit work completed as detailed in Contract Documents.
4. Notification: Issuance of an approved Change Order
5. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 14 16 Coordination.*

#### **4.08 CHANGE ORDERS**

**A. *Change Order Request:***

1. Submit: Online form and photo uploads under Bidder Home page/Project Construction Portfolio/ Change Order.
2. Type: Action
3. Requirement: As detailed in Section 00 90 00 Modifications prior to completing any work outside the scope of the Contract Documents, beyond agreed to allowances for Unit Pricing items Contractor required to submit.
4. Approval: Owner
  - a. Review: Consultant
5. Notification: Prior to starting any additional work or unit work beyond allowances.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 00 90 00 Modifications.*

#### **4.09 SUBSTANTIAL COMPLETION**

**A. *Certificate of Substantial Completion***

1. Submit: Use online Change Order Request form and photo uploads under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Action; Consultant to schedule Punch List Inspection.
3. Requirement: As detailed in Section 01 77 00 Closeout. Complete all punch list correction items and contractor sign off.
4. Approval: Consultant
5. Notification: Prior to Punch List Inspection.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 77 00 Closeout.*

**B. *Punch List:***

1. Submit: Upload form and photo uploads under Bidder Home page/Project Construction Portfolio/ Punch List.
2. Type: Action; Consultant to approve in writing.
3. Requirement: As detailed in Section 01 33 26 Quality Control. Complete all punch list correction items and contractor sign off.
4. Approval: Consultant
5. Notification: Prior to final Pay Application submittal and demobilizing from site.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 33 26 Quality Control.*

**C. *Flood Test***

1. Submit: Upload form under Bidder Home page/Project Construction Portfolio/ Submittals Tab.
2. Type: Action; Scheduled during Punch List Inspection.
3. Requirement: As detailed in Section 01 77 00 Closeout.
4. Approval: Consultant
5. Notification: Prior to Punch List Inspection.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 77 00 Closeout.*

**D. *Performance Agreement/Conformance Statement:***

1. Submit: Upload form under Bidder Home page/Project Construction Portfolio/ Submittals.
2. Type: Informational.
3. Requirement: As detailed in Section 01 33 26 Quality Control. Complete Performance/Conformance Statement and sign.
4. Approval: Owner
  - a. Review: Consultant
5. Notification: Prior for final payment.
6. Location: Website/ Bidder Home Page/ Project Bid Portfolio/ Documents Tab/ Bid Documents/ *Section 01 33 26 Quality Control.*

#### **4.10 PAY APPLICATIONS**

**A. *Pay Applications:***

1. Submit: To WT
2. Type: Action: Consultant to review and recommend to TSD.
3. Requirement: Complete AIA 702 and 703 Forms, *Section 01 29 00 Payment Procedures.*
4. Approval: WT
  - a. Review: Consultant
5. Notification: For payment of work.
6. Location: Download form under Bidder Home page/Project Construction Portfolio/ Submittals Tab/ *Section 01 29 00 Payment Procedures*

**B. *Lien Waiver Forms:***

1. Submit: To WT
2. Type: Informational
3. Requirement: Complete TSD Lien Waiver Forms, *Section 00 04 01 Lien Waiver Forms*



4. Approval: TSD/WT
5. Notification: For payment of work.
6. Location: Download form under Bidder Home page/Project Construction Portfolio/ Submittals Tab/ *00 04 01 Lien Waiver Forms*.

#### **4.11 CLOSE OUT – Documentation to be submitted to TSD**

**A. *Final Payment:***

1. Submit: To WT
2. Type: Action: Consultant to review and recommend to TSD.
3. Requirement: Complete AIA 702 and 703 Forms, *Section 01 29 00 Payment Procedures*
4. Approval: TSD/WT
  - a. Review: Consultant
5. Notification: For final payment of work and close of contract.
6. Location: Download form under Bidder Home page/Project Construction Portfolio/ Submittals Tab/ *Section 01 29 00 Payment Procedures*

**B. *Unconditional Lien Waiver Forms:***

1. Submit: To WT
2. Type: Informational
3. Requirement: Complete TSD Unconditional Lien Waiver Forms, *Section 00 04 01 Sworn Statement Form*
4. Approval: TSD/WT
5. Notification: For final payment of work and close of contract.
6. Location: Download form under Bidder Home page/Project Construction Portfolio/ Submittals Tab/ *Section 00 0401 Sworn Statement Form*

**C. *Consultant and Owner Signed Punch List***

1. Submit: To WT
2. Type: Informational
3. Requirement: Signed punch list acknowledging receipt and contractor has indicated all punch list items are complete. Provide photo documentation of completed work.
4. Approval: WT/TSD
5. Notification: For final payment of work and close of contract.
6. Location: Download form under Bidder Home page/Project Construction Portfolio/ Submittals Tab/ *Section 01 33 26 Quality Control*.

**D. *Signed Off Building Permit***

1. Submit: To WT
2. Type: Informational
3. Requirement: Signed building permit from local building code authority.
4. Approval: TSD/WT
5. Notification: For final payment of work and close of contract.
6. Location: Local building department.

**E. *Roofing Manufacturer's Warranty***

1. Submit: To. WT
2. Type: Informational
3. Requirements: 20-year NDL materials and installation roof system warranty/guarantee. Signed off by membrane materials supplier.

4. Approval: WT/TSD;
5. Notification: For final payment of work and close of contract
6. Location: Previously executed Certification for Preconstruction Conference with original signature.

**END OF SECTION**

## **SECTION 01 33 26**

### **QUALITY CONTROL**

#### **PART 1 – GENERAL**

##### **1.01 GENERAL REQUIREMENTS**

- A. Contractor shall maintain on site quality control over products, services, site conditions, safety and workmanship to produce work of specified quality.
- B. Contractor shall arrange with Material Manufacturer(s) to provide qualified personnel to instruct the Contractor's Crew, Project Manager and any other parties designated by the Owner on the proper handling, installation, and maintenance of materials. Instruction shall be performed prior to beginning installation of roofing/waterproofing system or at immediate start of installation.
- C. Contractor shall arrange with Material Manufacturer(s) to provide qualified personnel to observe field conditions and material installation when field work is in progress. The site visits by the Representative of the Materials Manufacturer shall be of sufficient length and/or frequency to assure that completed work qualifies for specific warranties. Manufacturer's representative shall submit written reports to the Owner or Consultant listing observations and recommendations.
- D. Contractor shall provide and maintain a complete set of Drawings, Shop Drawings, and Specifications at a designated location of the project at all time for the use of all parties.
- E. Owner reserves the right to retain the services of an independent representative to provide full-time or part-time monitoring of the work. Testing may be performed by the representative to determine any deficiencies in the work and/or confirm requirements of the Contract Documents.
- F. Cost of the Owner's Consultant will be borne by the Owner until the date stated in the Construction Contract for completion of work or as stipulated in the Contract documents. The cost of any monitoring/testing services required after this period of time due to Contractor-controlled non-performance shall be borne by the Contractor. Items such as weather, strike, material production delays, work of other trades, change in scope of work, etc. are not considered within control of the Contractor. Insufficient crew size, inexperienced crew, delays in material ordering, application of materials/systems in violation of specified requirements, priority of other work, etc. are considered within the control of the Contractor.
- G. If full-time monitoring is selected, all of the work shall be performed in the presence of the Owners Consultant. Any work performed without said presence may be rendered unacceptable.

- H. Contractor shall be required to notify the Owner or Consultant a minimum twenty-four (24) hours prior to cancellation of any operations, weather conditions permitting.
- I. Work found to be in violation of Contract Documents or Manufacturer's specifications, or not in conformance with acceptable work/performance standards, shall be subject to rejection including complete removal and replacement with new material at the Contractor's expense.
- J. If employed full-time the Owner's Consultant shall document installed quantities of those materials bid on a unit basis, as well as other materials. These quantities in consort with the Contractor's records will be used as a basis of payment.
- K. The Owner's Consultant, if independent, is not an agent of the Owner and, therefore cannot enter the Owner into any contractual arrangement with the Contractor.
- L. Maintain at least one (1) foreman/supervisor on the project site with full knowledge, expertise and authority to direct on-site operations. An English-speaking representative must be on site at all times.

#### **1.02. Submittals**

- A. Contractor to provide a project schedule outlining construction dates, anticipated project duration and projected manpower.
  - 1. Contractor to update schedule on a weekly basis indicating material deliveries, installed work and time lost to weather.
- B. Contractor to provide a weekly summary of completed work, including allowance quantities and approved unit cost items.

#### **1.03. CONTRACTOR**

- A. Contractor / installer must be approved and authorized by the roofing system manufacturer to installed specified materials and be eligible to receive the specified manufacturer's warranty.
- B. Roofing contractor shall designate a Quality Controller for the project to perform the following duties on behalf of the roof contracting firm:
  - 1. Verify all site activities meet requirements of the contract documents.
- C. Quality Controller must be authorized to stop work on any non-compliant work practices and implement corrective action prior to resuming work activities.
- D. Variances: Should Owner, Owner's representative, Consultant personnel, or building code official indicate variances in contractor's work:
  - 1. Immediately stopping work practices that might damage the roof system or that oppose the intent of the Contract.
  - 2. Solicit direction for correction of defects and violations of Contract requirements. Owner, WeatherTech and/ or building code official must accept in writing the arrangements and corrections before they are carried out.

3. Do not build upon or tie into work that varies from the specification. Any such work is subject to rejection.
  4. Immediately notify the primary membrane manufacturer and request direction concerning the roof system's acceptability and any required corrective action.
  5. Membrane manufacturer's recommendations must be reviewed and approved by the Owner, Consultant and/or building code official prior to implementation.
  6. If the primary membrane manufacturer does not recommend corrective action, act upon the written decision of the Owner and Consultant.
  7. Non-conforming work is subject to Owner's rejection.
  8. Remove and replace rejected work at no cost to owner.
- E. Pre-Construction Roofing Conference
1. Upon receipt of approved project submittals, the roofing contractor's Quality Controller is required to coordinate a pre-construction meeting with the Owner and Consultant. Meeting attendees:
    - a. Roofing Contractor: Project Manager, Superintendent, project foreman
    - b. Owner's Representatives
    - c. WeatherTech Consulting Group, Inc.
    - d. Roofing Manufacturer
    - e. Others as designated
  2. Pre construction conference to occur a minimum two weeks prior to start of work.
  3. WeatherTech Representative conducting the conference will:
    - a. Review Contract requirements, procedures, and coordination to obtain an understanding of requirements and responsibilities.
    - b. Discuss procedures and Drawings to execute the work, logistics, scheduling, and equipment to be used, on-site material handling, assignments, and storage procedures.
    - c. Walk participants through areas where work is to be performed.
    - d. Consultant to provide written meeting minutes.
- F. Progress Meetings: Schedule meetings as requested by the Owner or WeatherTech. Coordinate the attendance of requested participants.
- G. Punch List Inspections: On completion of all work, schedule punch list inspection with the WeatherTech representative to review the completed work and determine all corrective actions necessary to meet the intent of the Contract.
1. Contractor to provide photo documentation of completed punch list work.
- H. Notify Owner and consultant of the manufacturer's warranty inspection date. Owner and/or consultant representatives may or may not attend the inspection;
1. If requested, provide Owner with a copy of the warranty inspection report or any manufacturer's punch list.
- I. Contract Close-out
1. Contract closeout procedures shall be conducted in accordance with Section 01 77 00.

#### 1.04 OWNER, CONSULTANT AND SITE MANAGER

- A. Owner has the final authority in all matters affecting the Work. Within the Scope of the Contract, the Consultant has the authority to enforce compliance with Drawings and Specifications. The Contractor will promptly comply with all instructions from the Consultant or his/her authorized representative.
- B. On all questions relating to quantities, the acceptability of material, equipment, or Work, the execution, progress or sequence of Work and the interpretation of Specification or drawings, the decision of the Consultant is final and binding and will be precedent to any payment under the Contract, unless otherwise ordered by Owner.
- C. Any and all decisions of the Consultant interpreting Specification or drawings will be in writing. Any purported "interpretation", which is not in writing will not be binding upon Owner and should not be relied upon by the Contractor.
  - 1. Contractor is required to submit all questions or requests for interpretation on a *RFI Form* (Request for Information/ Interpretation). Consultant and/or Owner will supply the written response on submitted RFI Form within 48 hours unless the contractor is notified otherwise.
- D. The Work is subject to inspection and approval of the Consultant.
  - 1. The Contractor will notify the Consultant forty-eight (48) hours before any special inspection is required. Unless otherwise authorized, Work will be done only in the presence of the Consultant or an authorized representative. Any Work done without proper inspection will be subject to rejection.
  - 2. Contractor will provide every reasonable facility for ascertaining that the materials and workmanship are in accordance with this Specification.
  - 4. Inspection of the Work will not relieve the Contractor of the obligation to fulfill all conditions of the Contract.
  - 5. Acceptance of Work by material manufacturer representatives will be for warranty purposes only. Acceptance of the Work by the Consultant will constitute grounds for contractual payments.
- E. Permit Inspection
  - 1. The Contractor will arrange for code compliance inspections by all agencies issuing permits for the Work. The Work will not continue beyond mandatory inspection points without clearance from controlling agencies. Each agency involved will be notified in accordance with the codes they enforce or in accordance with their standard operating procedures. No extensions of time will be granted for delays occasioned by such inspections except where, through no fault of the Contractor, the inspection is delayed more than one (1) day beyond normal response time after proper notification has been given.
  - 2. It will be the Contractor's responsibility to see that any required inspection record card is signed off before proceeding with the next phase of the Work and completely signed off on completion of the Work
- F. The Consultant has the following authority:
  - 1. To interpret the Bid and Contract Documents.

2. To make changes in the location of features of the Work where no change in cost is involved.
3. To approve substitutes for material and equipment specified by proprietary names when such material and equipment meet the Contract Documents.
4. To approve shop drawings and submittals.
5. To issue stop Work orders when necessary to enforce the provisions of the Contract.
6. To make determinations of each Working day to be charged against the Contract time.
7. To receive all correspondence and other Documents from the Contractor.
8. To approve progress and final payments under the Contract, including the provisions for withholding funds.

## 1.05 SUBSTITUTIONS

### A. Description

1. Contract Documents identify minimum acceptable quality standards for workmanship and materials, referenced to recognize industry and government standards or description of required attributes and performance.
2. Provide all submittals required by the Contract Documents and revise and resubmit as necessary to establish compliance with the specified requirements.

### B. Substitutions:

1. Substitutions will not be considered unless the specified products are unavailable. Contract Documents have been prepared on the basis that only certain materials and manufacturers will be permitted to furnish products for this project. The intent is not to limit competition but to ensure utilization of products used on previous projects of a similar nature and found acceptable.

### C. Materials

1. In order to consider a substitution, Contractor will submit a *Substitution Request Form* along with material product data sheets, SDS and other complete manufacturer's literature on both the original product specified and the proposed product substitute.
2. All substitutions required to complete the project will be "equal to" the original products specified. The submittal data required above will clearly identify the physical and performance characteristics of both the original and proposed product for substitution.
3. Both Owner's Representative and the Consultant will make the final decision of acceptability of the proposed product substitution.
4. Any substitute products, which are used on this project without prior approval from the Consultant, will be cause for rejection of the Work. Any such Work incorporating non-approved substitutions will be removed and replaced with the original specified or other prior approved materials by the Contractor without additional costs to Owner.

## **PART 2 – PRODUCTS**      - Not Used-

## **PART 3 – EXECUTION**

### 3.01 FIELD QUALITY CONTROL

- A. Auditing:
  - 1. Work may be audited at any time. Provide the Owner, WeatherTech, building code official and contractor (General Contractor if applicable), safe entry to all work areas and all the records and information requested during the audit.
  - 2. The presence of the auditors is for Owner's purposes. Information furnished or not furnished by the auditors does not relieve the Roofing Contractor of responsibility for the work.
- B. Contractor and WeatherTech shall perform any test deemed necessary to assure the roof system installation is acceptable.
- C. If more samples are necessary because the original samples fail to meet Contract requirements, the Contractor must pay the cost of additional sampling, repair, and testing.
- D. Acceptance of Completed Work
  - 1. Acceptance of completed work will be based on its conformance to the Contract Document requirements. Non-conforming work is subject to rejection. Quantities and tolerances stated herein apply, unless specifically amended by the Roofing Manufacturer on "*Roofing Manufacturer's Certification*" (Attachment A of roof section) in the roofing section of these specifications and accepted by Owner.

### 3.02 CLEANING

- A. Progress Cleaning
  - 1. All stored materials and equipment shall be maintained in an orderly manner allowing maximum access, not impeding drainage or traffic, and providing the required protection of materials.
  - 2. Accumulation of construction debris, scraps, and other items is not permitted and must be removed daily.
  - 3. Contractor shall provide adequate storage for all items awaiting removal from the job site in accordance fire protection and environmental requirements.
- B. Site
  - 1. Contractor shall conduct daily inspection of work areas for the purpose of removal of construction debris, scraps, and other items. All such items shall be removed to the disposal or storage place designated daily.
  - 2. Contractor shall conduct weekly (more often if necessary) inspections of all stored materials for the purpose of compliance with the requirements of paragraph 1.07 of the applicable roofing section.
  - 3. The job site shall be maintained in a neat and orderly condition at all time during the construction period.
- C. Façade and Walls
  - 1. Contractor shall inspect the work area at all facade and wall surfaces; completely clean all scraps, droppings, debris, and waste materials from metal sills, brick, glass, etc.
  - 2. As required, the work areas shall be cleaned prior to installation of materials.



- D. Final Cleaning
  - 1. Prior to completion of the Work, remove all tools, surplus materials, equipment, debris, and waste materials from job site.
  - 2. Unless otherwise specifically directed by the Owner or WeatherTech, all areas of the building affected by the Work shall be broom cleaned. All debris accumulated as the result of cleaning shall be removed from the site.
  - 3. Clean all work areas. Clean interior exterior surfaces exposed to view; remove stains and foreign substances. Clean equipment as required.
  - 4. Remove waste and surplus materials, rubbish, and construction facilities from the Site.
  - 5. Clean all drains and drainage systems. Test all drains to insure unrestricted flow into drains and drainage systems.
  
- B. Site
  - 1. Contractor shall conduct daily inspection for the purpose of removal of construction debris, scraps, and other items from work site. All such items shall be removed to the disposal or storage place designated daily.
  - 2. The job site shall be maintained in a neat and orderly condition at all time during the construction period.
  
- C. Facade
  - 1. Contractor shall inspect the work area of facade and completely clean all scraps, droppings, debris, and waste materials from metal sills, brick, glass, etc.
  - 2. As required, the work areas shall be cleaned prior to installation of materials.
  
- D. Final Cleaning
  - 1. Final cleaning shall be conducted as outlined in Section 01 78 00 and noted below.
  - 2. Execute cleaning prior to Close-out Audit.
  - 3. Timing: Final cleaning shall be scheduled with Owner or WeatherTech.
  - 4. Prior to completion of the Work, remove all tools, surplus materials, equipment, debris, and waste materials from job site.
  - 5. Site: Unless otherwise specifically directed by the Owner or WeatherTech, all areas of the building affected by the Work shall be broom cleaned. All debris accumulated as the result of cleaning shall be removed from the site.
  - 6. Clean all work areas. Clean interior exterior surfaces exposed to view; remove stains and foreign substances. Clean equipment as required.
  - 7. Remove waste and surplus materials, rubbish, and construction facilities from the Site.
  - 8. Clean all drains and drainage systems. Test all drains to insure unrestricted flow into drains and drainage systems.

**END OF SECTION**

## SECTION 01 35 01

### SAFETY

#### **PART 1 - GENERAL**

##### **1.01 CONTRACTOR SAFETY PLAN**

- A. Contractor shall maintain written Safety Plan enforced at the Site at all times.
- B. Contractor shall maintain a copy of contractor's Safety Plan at the Site at all times.
- C. Contractor shall conduct, document and submit proof of Safety Meeting prior to start of Work.

##### **1.02 SAFETY AND HEALTH PROCEDURES**

- A. Public Safety
  - 1. Safety Orders
    - a. The Contractor will have at the Work site, copies or suitable extracts of: Construction Safety Orders and general industrial safety orders issued by the federal, state or municipality. Contractor will comply with the provisions of these and all other applicable laws, ordinances and regulations.
    - b. Payment for performing all Work necessary to provide safety measures will be included in the prices Bid for other items of Work.
  - 2. Special Hazardous Substances and Processes
    - a. Materials that may contain hazardous substances may be encountered during construction. Copies of manufacturer provided Safety Data Sheets (SDS) as described in the federal, state and municipal codes must be submitted prior to the start of work. SDS copies must be on site during construction activities.
    - b. Material usage will be accomplished with strict adherence to federal, state municipal including and/or project requirements and all manufacturer's warnings and application instructions listed on the Safety Data Sheet and on product container labels.
    - c. Contractor will notify the Consultant if a specified product cannot be used under safe conditions.
  - 3. Contractor will restrict public access to construction areas by installing opaque fencing, such as a green screen, around the setup or staging areas.
- B. General
  - 1. These Construction Documents are to be governed, at all times, by applicable provisions of the State and Federal Law(s) including but not limited to the latest amendments of the following:
    - a. William-Steiger Occupational Safety and Health Act of 1970, Public Law 91-596 as amended in 2004.
    - b. Part 1910-Occupational Safety and Health Standards, Chapter XVII of Title 29, Code of Federal Regulations.
    - c. Part 1518-Safety and Health Regulations for Constructions, Chapter XIII of Title 29, Code of Federal Regulations.

2. This program will become a part of the Contract Documents and the Contract between Owner's Representative and Contractor and the Contractor and all Subcontractors, as though fully written herein.
  3. For the purposes of this Contract, neither Owner's Representative nor their Consultant and Consultants' Observers are to be considered experts in safety. All construction safety issues are the sole responsibility of the Contractor.
- C. Safety Provisions
1. Precaution will be exercised at all times for the protection of persons, including employees and property. The safety provisions of applicable laws and building and construction codes will be guarded or implemented in accordance with the applicable safety provisions.
  2. All equipment used in construction or to be installed will meet the requirements of all applicable codes. Equipment will have all required protection devices such as belt and shaft guards, heat protection, insulation, clearances warnings, etc. For equipment, which is to be installed, such devices will be indicated on shop drawings and reviewed by the Consultant.
- D. Necessary controls will be provided to prevent pollution of the air by odors or particulate matter. The location and operation of heating equipment will be such that no hazard is created and objectionable odors do not enter the building.
- E. Reasonable precautions must be exercised to prevent vandalism and to safeguard the public at the existing buildings. Equipment will not be left unprotected and materials will be carefully stacked. The set-up or staging area must be controlled at all times so that no unauthorized person can access the Contractor's equipment or materials, day or night.

**PART 2 – PRODUCTS** NOT USED

**PART 3 - EXECUTION**

**3.01 SAFETY IMPLEMENTATION**

- A. Contractor to adhere to all requirements outlined in the Contractors corporate safety program and any site-specific safety plans.
- B. Contractor shall conduct job site Safety Meetings and Safety Inspections as detailed in the Contractor's Safety Plan.
  1. If requested by owner, Contractor shall provide safety meeting documentation and safety inspection reports.
- C. Contractor to notify owner and consultant of any construction related on site accidents.
- D. Contractor to notify owner and consultant of any construction related worker injuries.

**END OF SECTION**

## SECTION 01 42 16

### TERMS AND DEFINITIONS

#### 1.01 GENERAL

- A. The following terms and definitions apply to the content of these Contract Documents to describe the Work as designed and intended by WeatherTech Consulting Group, Inc. (WT).
- B. The definitions used in Contract Documents (Contract, General Conditions, Supplemental Conditions and all other documents) provided by the Owner shall apply when interpreting all Contract Documents.
- C. All conflicts or clarifications in definitions and terms used by or between WT and Owner provided documents as interpreted by the contractor shall be forwarded via Request for Information/Interpretation (RFI) to WT for a response.

#### 1.02 TERMS AND DEFINITIONS

**Addendum:** Addenda as written or graphic instruments issued prior to the execution of the Contract which may modify or interpret the Bidding Documents, including Specifications and Drawings, by additions, deletions, clarification, revisions or corrections will become part of the Contract Documents when the Construction Contract is executed.

**Bid:** The offer or Proposal of the Bidder submitted on the prescribed form setting forth the price of the Work.

**Bidder:** Any individual, firm, partnership, corporation, or combination, thereof, submitting a Bid for the work, acting directly through a duly authorized representative.

**Bidding Documents:** Bidding Documents include all documentation listed under Bidding Requirement in the Table of Contents of the Project Manual; and, the proposed Contract Documents including any addenda issued prior to receipt of the bids.

**Bid Guarantee:** The cash, certified check, or Bidder's surety bond accompanying the Bid as a guaranty that the Bidder will enter into a Contract with Owner for the performance of the Work.

**Bond:** Bid, performance or payment bond or other instrument of security..

**Change Order:** A written order to the Contractor signed by Owner directing an addition, deletion, or revision in the Work, or an adjustment in the Contract price or the Contract time issued after the effective date of the Contract.

**Code:** The International Building Code including all other model building codes and regulatory requirements as legislated to apply for Work to be completed at the Project location. Including but not limited to all local, state and federal codes and requirements.

**Consultant:** The term "Consultant" or "Roofing Consultant" used throughout these documents refers to WeatherTech Consulting Group, Inc. and/or their duly authorized representatives. The Consultant is the professional who designed the project or performed other services for Owner on the Project, WeatherTech Consulting Group, Inc. It is expressly understood that Consultant does not practice architecture and/or structural engineering.

**Contract:** The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the Owner and Contractor and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification.

**Contract Documents:** The Contract Documents are enumerated in the contract between the Owner and Contractor (hereinafter the contract) and consist of the contract. Conditions of the contract (General, Supplementary and Other Conditions), Drawing, Specifications, Addenda issued prior to the execution of contract, Modification is (1) a written amendment to the contract signed by both parties, (2) a change order, (3) a Construction Change Directive or (4) a written order for the work issued by the Architect or Owner. Unless specifically excluded in the contract the contract document do include the advertisement or invitation to bid, Instruction to Bidders, sample forms, other information furnished by the owner in anticipation of receiving bids or proposals, The Contract Manual, The Contractor's bid or proposal or portions of addenda relating to bidding requirements.

**Contractor:** The term "Contractor" in these documents refers to the organization, individual, partnership, corporation, joint venture, or other legal entity who has a direct contract with the Owner to perform the Work under the Contract. "Contractor" shall employ and have direct contact with all Subcontractors.

**Contract Price:** The total amount of money for which the Contract is being awarded.

**Contract Unit Price:** The Contractor's original Bid for a single unit of an item of Work in the Proposal.

**Drawings:** The drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

**Furnish:** The term "Furnish" means purchase and/or fabricate and deliver to the work area at the site or other location when so directed

**General Conditions:** The conditions under which the Work is performed in addition to and in conjunction with the Contract.

**Install:** The term "Install" means build in, mount in position, connect or apply specified objects, and, where applicable, adjust and start in operation.

**Modification:** Includes Change Orders and Supplemental Agreements. A modification may only be issued after the effective date of the Contract.

**Notice of Award:** The written notice by Owner to the successful Bidder stating that upon compliance by it with the required conditions, Owner will execute the Contract.

**Notice to Proceed:** A written notice given by Owner to the Contractor fixing the date on which the Contract time will start.

**Owner:** The legal entity for whom the Work is being performed, Troy School District.

**Person:** Any individual, firm, association, partnership, corporation, trust, joint venture, or other legal entity.

**Product:** The term "Product" when herein (after) referred to includes materials, systems, and equipment.

**Prompt:** The briefest interval of the time required for a considered reply, including time required for approval by a governing body.

**Provide:** The term "Provide" means furnished and install, complete in place and ready for operation and use.

**Reference Specification:** Those bulletins, standards, rules, methods of analysis, or test, codes and Specification of material manufacturers, American Society for Testing and Materials and accepted industry standards in effect and published at the time of Notice of Award, unless specifically referred to be edition, volume, or date.

**Subcontractor:** The term "Sub-Contractor" in these documents refers to the organization or organizations who is (are) employed by the "Contractor" to perform specialty tasks. The "Contractor" shall be responsible for any work, actions, and fabrication of the "Sub-Contractor". "Sub-Contractors" must be approved by the Roofing Consultant.

**Substantial Completion:** means that the Work has reached such a point in quantity and quality of construction that, except for de minimis matters, the Contractor has performed its Work in accordance with the Contract so that Owner has the full use and benefit of the premises no leaks in the building to which the Work was done for or in connection with Owner's business.

**Supplemental Conditions:** Any provision, which supplement or modify the General Project Conditions.

**Specifications:** The specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

**State:** The state in which the Project is located within the United States.

**Subcontractor:** An individual, firm or corporation having a direct Contract with the Contractor or with any other Subcontractor for the performance of a part of the Work.

**Work:** The term Work means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or part of the Project.

**Working Day:** A day in which actual Work takes place.

### 1.03 MULTIPLE TERM DEFINITIONS

- A. The terms "as indicated" or "as designated" or "as shown" mean specifically included and shown on Drawings.
- B. The terms "as required", "as applicable" or "as necessary" mean not specifically indicated as to location and/or extent, but to be determined in field during course of work.

**END OF SECTION**

**SECTION 01 50 00**

**CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS**

**PART 1 – GENERAL**

**1.01 UTILITIES**

- A. Owner may provide utility services required for construction operations limited to electrical and water.
- B. Existing utilities may be used during construction only after coordination with Owner and receipt of Owner's expressed written approval.
- C. Contractor shall be responsible for all required hook-ups of his equipment (Owner or Contractor-supplied electric).

**1.02 VENTILATION**

- A. Provide facilities as required to maintain specific storage conditions. Provide adequate ventilation of enclosed areas to prevent the accumulation of fumes, vapors, and gases including condensation.
- B. Existing facilities may not be used for storage during construction.

**1.03 SANITARY FACILITIES**

- A. Existing facilities may not be used; contractor to provide and maintain temporary facilities.
- B. Facilities shall be located in areas as designated by the Owner.

**1.04 CONSTRUCTION AIDS**

- A. Contractor shall provide stairs/ladders, roof access points to be approved by Owner at all times during construction.
- B. Construction of stairs and installation of ladders shall be approved by OSHA and the Owner's Safety Officer. Unsafe conditions or failure to comply shall be sufficient grounds to restrict access.
- C. Remove ladders on a daily basis or completely restrict access. Completely restrict access of stairs on a daily basis.
- D. Contractor shall not access roof from interior of the building, i.e., roof hatch. Access must be from exterior of the building.

**1.05 INTERIOR PROTECTION PROCEDURES & PRACTICES**

- A. General
  - 1. Interior Protection Contractor shall coordinate and schedule his operations to minimize the impact of the work on the operations of the facility.
  - 2. Control of dust & debris shall be accomplished utilizing a combination of materials, methods and personnel.
  - 3. The contractor shall coordinate the interior protection schedule with the roofing contractor and/or Owner to ensure that interior protection is completed prior to the start of the roofing project.
  - 4. Contractor shall, to the best of their ability, conduct all work and operations so as not to:
    - a. Impede or endanger ingress and egress into production, storage, and/or office areas: or,
    - b. Cause, permit or allow falling or blowing particulate, material, dust and/or debris which might endanger the safety of persons, equipment or product located in the areas designated as "Interior Protected".
    - c. The contractor shall adjust his operations and work plan as required minimizing interference with the operations of the facility.
- B. Installer Requirements
  - 1. Personnel must be familiar with all OSHA regulations pertaining to the safe operation of the equipment used in the installation of debris containment systems.
  - 2. Installers will use appropriate safety glasses, hard hats, hearing protection, foot protection, and breathing apparatus (where required) while adhering to guidelines relating to fall protection.
  - 3. Installers will also agree to successfully complete Customer mandated Safety Course (where required) prior to start of project.
  - 4. Dress code will be in keeping with the customer's requirements.
- C. Supplemental Debris Netting (Where Applicable)
  - 1. In cases where pieces of debris over 1 lb. may fall during normal roofing operations, debris netting must be installed below the debris containment barrier system prior to the start of work. The extent of these requirements (if any) will be discussed during the pre-bid meeting.

#### **1.06 INTERIOR PROTECTION CONTRACTOR SAFETY REQUIREMENTS**

- A. Interior Protection Contractor shall familiarize themselves, and execute the work in strict accordance with, local, state and federal regulations that govern work of this type.
- B. The Interior Protection Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage injury or loss to, all employees on the project and all other persons who may be affected thereby.

### **PART 2 – MATERIALS**

#### **2.01 GENERAL**



- A. Protective materials shall withstand abrasion and water penetration and shall withhold dust and other foreign matter.
- B. Existing work shall be protected by one or more of the following as directed by the Owner or the Owner's consultant; Masonite, Kraft paper, 6 mil reinforced fire-retardant polyethylene film with taped joints and/or protective construction nets.
- C. Contractor shall only utilize exterior grade, fire-retardant, plywood in the fabrication of temporary controls.

## **2.02 DEBRIS CONTAINMENT SYSTEM MATERIALS**

- A. Debris containment barrier sheet shall be reinforced, fire retardant treated, polyethylene based clear sheet providing a total nominal thickness of 6 mils. Product should be reinforced with a minimum of a 900-denier scrim laid in a diagonal trapezoidal pattern spaced 3/8" apart with an additional machine direction scrim every 9" across the width to create longitudinal strength and stability.
  - 1. Barrier Sheet Material Requirements
    - a. Fire Rated Reinforced Polyethylene
    - b. 6 MIL minimum thickness
    - c. 1-1/4" point load tear strength of 30 lbs., minimum.
    - d. Melting point of 180°
    - e. Perm rating of .13
    - f. Flame spread index of 0
    - g. Smoke developed value of 20, maximum
- B. Seam and joint tape shall be of compatible materials. Tape shall not leave a residue on existing building or equipment components when removed. Tape shall be 4" wide, minimum.
- C. Existing wall connectors and overhead supports shall be used whenever possible. If no suitable wall connection or overhead supports are available, wall or ceiling anchors shall be installed. All support anchors shall provide a minimum load capability of 50 lbs. Care must be taken to control dust created while installing these anchors.
  - 1. Wherever feasible, temporary anchors for installation of debris containment barrier system shall be clamp-on or compression type devices to avoid penetration of existing building components with anchor screws or other fasteners.
  - 2. Where existing building components must be penetrated by temporary anchor fasteners, care should be taken to locate penetration point in the least visible area possible.

## **PART 3 – EXECUTION**

### **3.01 EXECUTION**

- A. Install and maintain all necessary coverings, boarding, and partitioning to effectively protect existing work, finishes, siding and windows.

- B. Install and maintain protective bridging, scaffolding, and netting.
- C. All materials brought to or removed from the work shall be covered to prevent intrusion of dust and debris.
- D. The work staging area and adjacent areas shall be washed with water to remove excessive construction related dust.
- E. Interior access points shall be covered at all times during construction. Stair wells shall be kept clean and unobstructed at all times during construction. Fire egress openings shall be maintained free of any obstructions and shall not be closed, bordered, or temporarily immobilized during the entire work.
- F. Any damage caused as a result of improper protection shall be repaired and restored to pre-construction condition by Contractor at no additional cost to Owner.
- G. All protection materials shall be removed at completion of construction to the satisfaction of the Owner or Consultant.
- H. All temporary protection shall be coordinated with Owner or Consultant.

### **3.02 SITE PROTECTION**

- A. Damage caused by the contractor or his subcontractors to the new and/or existing work shall be repaired by the Contractor, at no additional cost to the Owner.
- B. Contractor shall not store materials or debris on site or roof top in excess of allowable loads. It is cautioned that the existing roof deck construction is not intended for the storage of materials or debris.
- C. Demolition, preparation, and new work requirements shall be coordinated with Owner or Consultant.
- D. Contractor shall be held solely responsible for all demolition, temporary protection, and new work.
- E. Protect all underside deck equipment, conduits, and ducts from damage during construction.

### **3.03 DEBRIS CONTAINMENT SYSTEM INSTALLATION**

- A. Barrier Sheet Installation - General
  - 1. All barrier sheets shall be installed using the largest sheet size possible
  - 2. All debris containment barriers shall be securely fastened and supported in a manner to positively contain light dust & debris and prevent displacement and/or collapse.
  - 3. Site line and aesthetic issues shall be discussed with Owner's Representative before installation

4. Minimum height requirements must meet Owner's needs and allow normal activities below the barrier sheet.
  5. Barrier must be installed with least number of penetrations possible.
  6. Where practical, seams shall be cut to install sheets with least number of seams and to allow positioning of seams to happen in non-critical areas.
- B. Vertical and Horizontal Surface Connections
1. Suspended cover installed along walls shall be secured every 10', or closer spacing.
  2. Each tie off anchor points or installed anchor device shall be able to support a minimum load of 50 lbs.
  3. Barrier sheet hung from horizontal surfaces shall have vertical supports every 10' in both directions.
  4. Existing structural members or wall and ceiling mounted equipment or conduit may be utilized where capable of supporting a 30 lb., minimum point load
- C. Seams & Penetrations
1. All side and end laps in barrier sheets shall be joined with a 360 degree "roll seam" and shall be secured/pinned and taped together to create one continuous unit.
  2. All seams are to be taped with a 6" wide tape centered over the seam.
  3. All penetrations are to be sealed by running the barrier sheet as close as possible to the penetration and then turning the sheet up onto the surface of the penetration 2".
  4. Penetrations shall be taped to barrier sheet with a 4" wide tape, minimum.
  5. Individual pieces of seam tape shall be used to seal all openings and voids around penetrations and at terminations in the barrier system.
- D. Termination of Barrier at Protection Area Boundaries
1. Where interior protection is ended at the boundary areas above a protected interior space of a building, away from walls or other typical boundaries, the debris containment system shall be extended beyond the boundary of the protected area 6', minimum or as otherwise directed or indicated on the drawings.

### **3.04 DEBRIS CONTAINMENT SYSTEM REMOVAL**

- A. General Requirements
1. Prior to removal of suspended barrier sheet any exposed product or equipment below shall be covered with 4 mil polyethylene to provide additional protection from dust & debris.
  2. Care must be taken to completely identify and contain all dust & debris in any suspended barrier sheet protection. Remove all dust and debris from barrier sheets prior to removal of the barrier system from the building.
  3. Timing of removal of containment system shall be as directed by the Owner's Representative and shall not disrupt or interfere with normal plant operations.

4. Use of HEPA vacuum equipment and HEPA air filtration systems shall be utilized where possible and practical to reduce and/or eliminate the amount of dust released into the interior environment during barrier removal operations.
- B. Anchor and Support System Removal
1. All tape and anchor systems used for the installation of the barrier sheet to the existing structure shall be removed so as to cause minimal disruption or damage to existing building surfaces/components, equipment and personnel below.
  2. All existing surfaces shall be restored to their original condition at the end of the removal process.
- C. Disposal
1. All removed debris and barrier system materials shall be removed from the job site and disposed of in a legal manner.
  2. Owner/owner representative trash containers or dumpsters shall not be used to dispose debris containment system materials.

**END OF SECTION**

## **SECTION 01 74 23**

### **FINAL CLEANING**

#### **PART 1 – GENERAL**

##### **1.01 SUMMARY**

- A. General requirements for cleaning throughout performance of Work under Contract:
  - 1. Progress cleaning
  - 2. Site cleaning
  - 3. Façade cleaning
  - 4. Drainage testing
  - 5. Final and Close-out cleaning

##### **1.02 GENERAL REQUIREMENTS**

- A. Contractor shall maintain a clean site for all products, services, site conditions, safety and workmanship.
- B. If, in the opinion of the Contractor, any Work is indicated on drawings or specified in such a manner that cannot be properly cleaned, the Contractor will notify the Consultant and/or the Owner before proceeding that portion of the work.
- C. The acceptability of cleaning and the interpretation of Specification or drawings, the decision of the Consultant is final and binding unless otherwise ordered by Owner.
- E. Contract Close-out: Contract closeout procedures relating to cleaning shall be conducted in accordance with Section 01 77 00.
  - 1. Prior to final acceptance, Contractor will restore all areas affected by Work to original state of cleanliness and repair all damage done to the premises, including the grounds, by contractor's employees, subcontractors and equipment.
- F. Materials left on site after acceptance of work shall be deemed to have been abandoned by Contractor. Title of abandoned materials shall thereupon revert to the Owner. The Owner shall hold Contractor liable for cost incurred in removal and disposal of those materials.
- G. At completion of demolition operations debris and salvage materials shall be removed from the premises.
- H. Leave premises broom clean and orderly to the satisfaction of the Owner

#### **PART 2 – PRODUCTS - Not Used**

## **PART 3 – EXECUTION**

### **3.01 GENERAL**

- A. Contractor will remove markings from finished surfaces. In areas where finished surfaces are soiled by any source, caused by Work of this section, consult manufacturer of surfaces for cleaning advice and conform to instructions.

### **3.02 PROGRESS CLEANING**

- A. Accumulation of construction debris, scraps, and other items is not permitted and must be removed daily.
- B. Contractor shall provide adequate storage for all items awaiting removal from the job site in accordance fire protection and environmental requirements.

### **3.03. SITE**

- A. Contractor shall conduct daily inspection of work areas for the purpose of removal of construction debris, scraps, and other items. All such items shall be removed to the disposal or storage place designated daily.
- B. Contractor shall conduct weekly (more often if necessary) inspections of all stored materials for the purpose of compliance with the requirements of the “*Materials Storage and Handling*” paragraph of the applicable roofing section.
- C. The job site shall be maintained in a neat and orderly condition at all time during the construction period.

### **3.04. FAÇADE AND WALLS**

- A. Contractor shall inspect the façade / wall surfaces and completely clean all scraps, droppings, debris, and waste materials from metal sills, brick, glass, etc.
- B. As required, the work areas shall be cleaned prior to installation of materials.

### **3.05 DRAINAGE CLEANING**

- A. Clean all drains and drainage systems. Test all drains to ensure unrestricted flow into drains and drainage systems as outlined in Section 22 14 26.13 Roof Drains.

### **3.06. FINAL CLEANING**

- A. Execute cleaning prior to Close-out Audit.
- B. Timing: Final cleaning inspection shall be scheduled with Owner or WeatherTech.
- C. Prior to completion of the Work, remove all tools, surplus materials, equipment, debris, and waste materials from job site.
- D. Site: Unless otherwise specifically directed by the Owner or WeatherTech, all areas of the building affected by the Work shall be broom cleaned. All debris accumulated as the result of cleaning shall be removed from the site.

- E. Clean all work areas. Clean interior exterior surfaces exposed to view; remove stains and foreign substances. Clean equipment as required.
- F. Remove waste and surplus materials, rubbish, and construction facilities from the Site.

**END OF SECTION**

**SECTION 01 77 00**

**CLOSEOUT**

**PART 1 – GENERAL**

**1.01 SECTION INCLUDES**

- A. Substantial Completion.
- B. Punch List procedures
- C. Closeout documentation and procedures.

**1.02 SUBSTANTIAL COMPLETION**

- A. Preliminary procedures: Before requesting a Punch List Inspection of Substantial Completion, Contractor shall submit a *Certificate of Substantial Completion* online at Project Website using the Submittals tab at [www.wtcg.net](http://www.wtcg.net) and complete the following: List all exceptions in the Certificate.
  - 1. Submit the Performance Agreement (Roofing Section Attachment C), final certifications and similar documents.
  - 2. Submit record drawings, record specifications, record product data, record samples, miscellaneous record submittals, record photographs, maintenance manuals and similar record information.
  - 3. Deliver tools, spare parts, extra stock and similar items.
  - 4. Complete startup testing of systems and instruction of the operation and maintenance personnel.
  - 5. Discontinue and remove temporary facilities from the site, along with mockups, construction tools and similar items.
  - 6. Complete final cleanup requirements, including removal of asphalt drippage for all exposed building finishes and touch-up painting of pre-finished sheet metal components.
  - 7. Touch up and otherwise repair and restore marred, exposed finishes.

**1.03 PUNCH LIST**

- A. Inspection Procedures: On receipt of *Certificate of Substantial Completion*, Consultant will either proceed with the Punch List Inspection or advise the Contractor of unfilled requirements that need to be completed based on the project records and *Certificate of Substantial Completion*. The Consultant will prepare the Punch List Report following the inspection to alert the Contractor if there is construction that must be completed or corrected before the certificate will be issued.
  - 1. The Punch List Report will indicate itemized list of Work that needs to be completed or correct:
    - a. Report will contain a Description of the Punch List item and the Action required to rectify the non-compliant Item.
    - b. Contractor shall complete all Punch List Report items and **provide photo documentation of all completed Punch List work.**
    - c. Upon completion of the Punch List work the Contractor shall upload a signed copy of the Punch List Report and photos at [www.wtcg.net](http://www.wtcg.net) on the Project Website using the Submittals tab.



2. In the event Items on the Punch List Report require an additional inspection by the Consultant to Close Out the Contract:
  - a. All costs for additional punch list inspections by the Consultant will be deducted from the Contractor's retainage.
3. Results of the completed inspection will form the basis of requirements for final acceptance.

#### **1.04 CLOSE-OUT**

- A. Preliminary Procedures: Before requesting certification of final acceptance and payment, complete the following. List exceptions in the request.
  1. Provide a signed Punch List Report and if applicable Close Out Audit Inspection Report confirming all punch list inspection items to be completed are finished.
  2. Submit the final payment request with releases, lien waivers, and supporting documentation not previously submitted and accepted. Include insurance certificates for products and completed operations where required.
  3. Submit any required warranty/certification documentation.
  4. Submit an updated final statement, accounting for final additional changes to the Contract Sum.
  5. If required due to Punch List noncompliance, submit a certified copy of the Consultant's Close-Out Audit inspection list of items to be completed or corrected, endorsed and dated by the Consultant and Contractor. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance and shall be endorsed and dated by the Consultant.

#### **1.05 COMPLETION**

- A. Upon completion of Close-out Contractor shall submit a *Certificate of Completion* using the online Project Website [www.wtcq.net](http://www.wtcq.net) and using the Submittal tab complete the *Certificate of Completion*

### **PART 2 – PRODUCTS: NOT USED**

### **PART 3 – EXECUTION**

#### **3.01 CLOSEOUT PROCEDURES**

- A. Maintenance Instructions: Contractor and primary roofing materials manufacturer are to meet with Owner's maintenance personnel to provide instruction in proper maintenance. Include a detailed review and provide the following items:
  1. Maintenance manuals.
  2. Semi-annual inspection checklists.
  3. Emergency repair procedures.
  4. Contractor and manufacturer contacts.
- B. Warranties
  1. Provide warranty in a form approved by the Owner and provide all manufacturers extended warranties to the Owner.

**END OF SECTION**

**SECTION 02 41 19**  
**SELECTIVE DEMOLITION**

**PART 1- GENERAL**

**1.01 SUMMARY**

- A. Removal of existing roof system, including insulation, flashings, selected sheet metal flashings and removal from site
- B. Removal of asbestos containing roofing materials in accordance with all applicable federal, state and local standards, including, but not limited to EPA and OSHA standards.
  - 1. Reference Cover Page Sheet "CP" for determination of asbestos abatement requirements.
  - 2. Reference Appendix A (Section 02 41 19) for information on tested roof samples.
- C. Reference roof plan drawings for interior protection requirements.

**1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 06 10 00 – Rough Carpentry
- C. Section 07 22 50 - Single Ply Insulation
- D. Section 07 54 00 – Fully Adhered EPDM Single Ply Roofing

**1.03 TROY SCHOOL DISTRICT**

- A. **Conduit and Wiring in Deck Flutes:** In some locations there are areas where electrical conduit and cabling run directly under the top surface of the steel deck, in the flutes. Contractor shall take precautions not to damage any conduit or wiring during steel deck repair and replacement.
- B. **Conduit and Wiring above Deck:** In some locations, there are indications that electrical conduit may be imbedded in the roof systems above cementitious wood fiber and gypsum decking. Contractor to take precautions to identify locations and notify owner prior to cutting live wiring.

**1.04 PROTECTION OF WORK AND BUILDING**

- A. Protect building interior and contents from moisture, debris, dust and odors during construction activities. Protect building merchandise and equipment by covering contents with plastic sheeting or tarps during construction as directed.

- B. Protect building exterior wall surfaces, sidewalks, curbs and driveways from construction related damage. Remove all construction related contaminants from building surfaces. **Note:** Damaged concrete or asphalt sidewalks and driveways to be repaired at contractor's expense.
- C. Building Interior Protection
  - 1. A dedicated interior safety monitor must be stationed inside the building during roof removal over areas with exposed deck or during deck replacement and curb demolition or in the event that the Owner determines it is necessary that demolition work may be a potential hazard to contents or operations.
  - 2. **INTERIOR PROTECTION: Reference Roof Plan Schedule for specific protection requirements.**
    - a. IP required under all deck replacement.
    - b. Contractor to provide interior protection consisting of a (minimum) 7 mil reinforced polyethylene sheet hung from ceiling
    - c. Costs associated with all interior protection required for deck repair or replacement is to be included in the respective unit price for that work. Interior protection requested by facility personnel that is outside deck repair/replacement areas will be charged on a unit price basis.

#### 1.05 QUALITY ASSURANCE

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experience in the necessary crafts, specified requirements and methods needed for proper performance of the work outlined in this section.

#### 1.04 REGULATORY REQUIREMENTS

- A. Conform to local ordinances and codes for demolition work, dust control and debris disposal.
- B. Conform to applicable regulatory procedures for removal of hazardous or contaminated materials.
- C. Comply with local, state and national regulatory requirements for the identification, removal and disposal of asbestos containing materials including:
  - 1. Environmental Protection Agency (EPA):
    - a. EPA National Emission Standard for Hazardous Air Pollutants (NESHAP) 40 CFR, Part 61, Subpart M.
  - 2. Occupational Safety and Health Administrations (OSHA)
    - a. OSHA Standard for Occupational Exposure to Asbestos in construction work. 29 CFR 1926.1101
  - 3. Department of Transportation (DOT)
    - a. Hazardous Material rules

#### 1.05 SCHEDULING

- A. Schedule: Prior to each day's work, coordinate with owner the location(s) where demolition work is to be performed.

- B. Schedule removal work to coincide with new roof installation. Removed roofing to be replaced by new roofing on a daily basis. All exposed decking or building components shall be put in a watertight condition each day prior to the crew leaving the site.
- C. Coordinate all equipment shut down and/or movement of equipment with Owner so as not to disrupt building operations.
- D. Notify Owner of any mechanical or electrical disconnects 24 hours prior to start of work. All disconnects and reconnection work to be performed by Owner.
- E. Provide work schedule outlining demolition removal procedures, staging locations and time line to complete work – ref Section 01 32 00.

#### **1.06 EXISTING ROOF AND BUILDING CONDITIONS**

- A. Owner assumes no responsibility for actual conditions of the structure.
- B. Contractor may take test cuts to investigate existing conditions. Coordinate site work with owner. It is expressly understood that the Owner will not be responsible for interpretations or conclusion drawn by the Contractor.
- C. Contractor is responsible for review of existing conditions that affect the costs to perform work. Failure of the contractor to perform adequate field investigations does not relieve the contractor from the responsibility of performing the work without additional cost to the Owner.
- D. Roof Drains: Prior to start of demolition work, contractor to verify roof drains are functional. All identified blocked drainage conditions will be corrected by Owner. On completion of roofing work, all blocked drains will be cleared at contractor's expense.

#### **1.07 EXISTING CONDITIONS – OCCUPANCY**

- A. Unless otherwise noted, work will be performed over an operational environment. Continuation of Owner's operation, employees, students and public safety are the top priority. Coordinate with Owner to minimize conflict and facilitate Owner's operations.
- B. All site work to be performed within the hours established by the Owner. Coordinate work to accommodate critical facility operations.

### **PART 2 – PRODUCTS - Not Used**

### **PART 3- EXECUTION**

#### **3.01 PREPARATION**

- A. Investigate existing conditions to verify that they are acceptable for the start of work. Identify any unsatisfactory condition and report conditions to the Owner or Consultant prior to starting work. Start of Work implies acceptance of job site conditions.

- B. Provide, erect and maintain temporary barriers and security devices at staging and storage areas.
- C. Do not close or obstruct roadways, sidewalks and hydrants without prior authorization.
- D. Protect existing building finishes, surfaces and structure from construction activities.
- E. Protect existing sidewalks, curbs and driveways from construction related damage.
- F. Review NESHAP inspection survey or available reports to determine the applicable regulations governing demolition, removal and disposal of asbestos containing materials.

### **3.02 ROOF DEMOLITION**

- A. Prior to start of demolition work. Review project documents to verify the scope of demolition work.
- B. Conduct demolition work to minimize interference with surrounding facilities.
- C. Cease operations immediately if building interior, building operation or adjacent structures pose a potential structural or safety hazard. Do not resume operations until directed.
- D. Utilize closed rubbish chutes or a hoisted OSHA approved rubbish box to remove debris from roof. Debris to be placed in dumpsters or dump trucks and hauled to an authorized landfill for disposal. If requested, provide landfill dump receipts. Protect wall surfaces at staging locations.
- E. Roof debris to be removed from the roof on a daily basis. Stock piling debris on the roof is not permitted.
- F. Dispose of the existing materials and debris in an authorized landfill in compliance with all applicable code requirements.
- G. Building shall be maintained in a watertight condition during construction.
- H. Mechanical services shall be kept in operation in all areas of the building.
- I. Minimize noise and dust during removal operations.
- J. Upon completion of demolition, remove all dust, debris, oils and contaminants from building surfaces, walkways and driveways.

### 3.03 ROOF REMOVAL

- A. Remove existing roof assembly, insulation, flashings, underlayment and identified sheet metal flashings to substrates.
- B. Broom sweep to remove all debris from roof deck. Remove debris from metal deck flutes.
- C. Repair/replace all damaged or deteriorated roof deck. Remove all nails, fasteners and repair deck irregularities as needed to provide a smooth, level surface for the new roof assembly.
- D. Remove base flashings at walls, parapets and curbed roof penetrations to the vertical substrate. If substrate is not suitable for application of new membrane flashing, install plywood or reinforce gypsum board.
  - 1. Plywood or gypsum board - minimum of ½ inch
  - 2. Adhere plywood or gypsum board in low rise foam adhesive and mechanically fasten to the substrate.
  - 3. When approved by the Consultant and the primary roofing manufacturer a polyester fabric separation layer or fleece backed membrane may installed in lieu of plywood or gypsum board.
- E. At roof drains. Remove existing roof membrane, insulation and flashings to the substrate. Clean all drain components for reuse
- F. Roof penetrations: Remove existing penetration flashings; clean and prep surfaces as needed to install new flashings. When indicated on drawings remove existing metal flashings, clean surfaces and store for reinstallation.
- G. Abandoned Mechanical Equipment: Remove and dispose of identified abandoned equipment, penetrations and curbed openings. Clean and prep surfaces for installation of new decking or metal sheeting over deck openings.
  - 1. When removal work requires installation of new decking, provide an interior safety monitor, interior protection and safety barricades during removal operations.
  - 2. Remove any resultant debris, dirt or dust from interior of building.
  - 3. **Deck repair required to patch openings from removed equipment and penetrations shall not count toward the deck repair or replacement allowances listed on Roof Plans.**

### 3.03 DECK REPAIR

- A. Inspect existing decking, identify and repair defects.
- B. Metal Decks:
  - 1. Prepare and prime paint rusted steel decking with one coat of "rust reformer" followed by one coat of enamel primer.

2. Repair localized areas of deteriorated or damaged steel decking up to 18" in any direction with 20 gage galvanized steel.
  3. Replace all large-scale areas of deck deterioration or damage with new 22 gage steel decking to match the existing deck profile. **Include in Unit Pricing all costs to replace decking with matching materials, labor, interior protection and fasteners.**
- C. Gypsum Deck: Wet and/or damaged gypsum decking to be identified during demolition to determine extent of damage and repair. Ref. to Unit Pricing for sq. ft. pricing to repair gypsum deck.
- D. Cementitious Wood Deck: Wet and/or damaged cementitious wood decking to be identified during demolition to determine extent of damage and repair. Ref. to Unit Pricing for sq. ft. pricing to repair cementitious wood deck.

### **3.04 CLEAN UP**

- A. At completion of each day's work, clean surrounding streets and walks of any accumulation of debris, materials and dirt resultant from demolition operations. Do not allow debris or salvage materials to accumulate on site. At completion of demolition operations and prior to final payment, debris and salvaged materials shall be removed from the premises. Leave premises broom clean and orderly to the satisfaction of the Owner.
- B. Materials left on site after acceptance of work shall be deemed to have been abandoned by Contractor. Title of abandoned materials shall thereupon revert to the Owner. The Owner shall hold Contractor liable for cost incurred in removal and disposal of those materials.
- C. All landscaping and grounds in staging areas to be returned to preconstruction condition to the satisfaction of the Owner.

**END OF SECTION**

**SECTION 06 10 00**

**ROUGH CARPENTRY**

**PART 1- GENERAL**

**1.01 SUMMARY**

- A. Work includes: Wood installation as indicated on Drawings. Locations include, but not limited to:
  - 1. Roof perimeter nailers and blocking
  - 2. Roof curbs, expansion joints and penetrations

**1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 01 33 00 – Submittals
- C. Section 01 33 26 - Quality Assurance
- D. Section 07 22 50 - Single Ply Roof Insulation
- E. Section 07 54 00 – Fully Adhered EPDM Single Ply Roofing
- F. Section 07 62 00 - Sheet Metal Flashing & Trim

**1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. ASTM D 3498 - *Standard Specification for Adhesives for Field-Gluing Wood Structural Panels (Plywood or Oriented Strand Board) to Wood Based Floor System Framing*
- C. Factory Mutual Global - *Approval Guide and Loss Prevention Data Sheets*
  - 1. *FM 1-28 Design Wind Loads*
  - 2. *FM 1-29 Roof Deck Securement and Above Deck Roof Components*
- D. NRCA Roofing Manual Membrane Roof Systems
- E. ALSC (American Lumber Standards Committee) – *Softwood Lumber Standards*
- F. APA (American Plywood Association)
- G. AWP (American Wood Preservers Association) *C1 – All Timber Products – Preservative Treatment by Pressure Process*
- H. NFPA (National Forest Products Association)



I. WWPA (Western Wood Products Association)

J. SPIB (Southern Pine Inspection Bureau)

#### **1.04 QUALITY ASSURANCE**

A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experience in the installation of the specified work.

#### **1.05 DELIVERY, STORAGE AND HANDLING**

A. Deliver all materials to the site with readable labels. Use materials having labels that:

1. Identify the material type and size
2. Indicate conformance with applicable reference standard.

B. Do not expose materials to moisture in any form before, during or after delivery to site. Remove unprotected material from site.

C. Check all materials to verify conformance to specification requirements or as otherwise approved for use on the project. Remove non-compliant materials from the site.

D. Handle and store materials on roof in a manner to prevent overloading of the deck or building structure.

E. Store materials in weather protected environment, clear of ground and moisture. Cover materials and other moisture-sensitive products with a canvas tarp.

### **PART 2 – PRODUCTS**

#### **2.01 GENERAL LUMBER**

A. Lumber Standards: Comply with DOC PS, "American Softwood Lumber Standard", and the applicable grading rules of inspection agencies certified by ALSC's Board of Review.

B. Grade Stamps: Provide lumber with each piece factory marked with grade stamp of inspection agency evidencing compliance with grading rule requirements and identifying grading agency grade, species, moisture content at time of surfacing, and mill.

C. Where nominal sizes are indicated, provide actual sizes required by DOC 20 for moisture content specified. Where actual sizes are indicated, they are minimum dressed sizes for dry lumber.

1. Provide dressed lumber S4S, unless otherwise indicated.
2. Provide dry lumber with 19 percent maximum moisture content at time of dressing for 4-inch nominal or less, unless otherwise indicated.

D. Lumber, wood nailers and curbs (For non-exposed use):

1. Douglas Fir or Yellow Pine; WWPA Structural Joist and Plank, Grade No. 2.

2. At exposed wood locations provide Wood Preservative Lumber to Meet AWPAC Standard LP-2. Preservative lumber is required when installed wood is exposed to weather. Preservative lumber is not required when wood is embedded in the roof system.
  3. Thickness: Provide as required to meet specified thicknesses as indicated on drawings.
  4. Use of pressure treated wood nailers, fasteners and separation materials shall follow the recommendations of the NRCA's Special Report "Use of Treated Wood in Roof Assemblies", February 2005.
- E. Plywood:
1. Standards: PS 1/ANSI A199.1 for plywood panels.
  2. Grade: C-C EXT-APA.
  3. Dimensions: Thickness as indicated in drawings or specifications

## **2.02 FIRE RETARDANT TREATMENT**

- A. Fire-retardant lumber and plywood to have an Underwriters Laboratories stamp signifying a FR-S rating of 25 or less flame spread and smoke developed value, when tested in accordance to UL 723, ASTM E-84, NFPA 255 and UBC Standard No. 42-1.
- B. Kiln dried lumber to have a maximum moisture content of 19% after treatment. Kiln dried plywood to have a maximum moisture content of 15% after treatment.
- C. Fire Retardant Chemicals to be free of halogens, sulfates, ammonium phosphate and formaldehyde and be EPA registered for use as a wood preservative.
- D. Fastener corrosion rates: Less than one (1) mil per year for carbon steel, galvanized steel, aluminum, copper and red brass in contact with fire retardant treated wood when tested in accordance to Federal Specification MIL-L-191740E.
- E. Fire-retardant treated wood to have an equilibrium moisture content of not more than twenty-five (25) percent when tested in accordance with ASTM D3201 procedures at ninety-five (95) percent relative humidity and eighty (80) degrees Fahrenheit.
- F. Fire performance and strength properties of the fire-retardant treated wood shall be recognized by issuance of a National Evaluation Services Report.
- G. Preservatives or fire-retardant wood must be compatible with the specified roofing materials.

## **2.04 PERIMETER NAILERS**

- A. Provide 2X6 wood nailers to accommodate configuration and dimensions of the new roof system.
  1. Mixed southern pine or southern pine, No. 3 grade SPIB
- B. Perimeter fastening of wood blocking shall be performed in general accordance with the recommendations of FM *Loss Prevention Data Sheet* 1-49.

## **2.05 ROOF CURBS AND MISCELLANEOUS WOOD CONSTRUCTION**

- A. Provide minimum 2X10 wood at new curbed roof openings or as indicated on Drawings
- B. Provide wood blocking to extend curb flashing heights as indicated on Drawings

## **2.06 FASTENERS**

- A. Wood securement fasteners to have a sufficient corrosion resistant coating as to not accumulate more than fifteen (15) percent red rust after fifteen (15) cycles in the Kesternich cabinet as tested per FM 4470 in accordance with modified DIN 50018 standard test procedure.
  - 1. Fasteners: Hot dipped or Electro galvanized steel for high humidity and treated wood locations, unfinished steel elsewhere.
  - 2. Fastener types listed in this section are for securement of wood and are to be used in cases when no specific types are stipulated in construction details. Nondescript fastener references on the construction details shall not relieve the contractor from responsibility for proper fastener selection.
- B. General Fasteners – Nails/Screws
  - 1. Number 10, hot dipped; galvanized steel or 304 stainless steel ringed shank nails.
  - 2. Number 10, 300 series stainless wood screws.
  - 3. Number 14 Phillips Panhead 300 series stainless steel sheet metal screws.
- C. Anchors
  - 1. Toggle bolt type for anchorage to hollow masonry.
  - 2. Expansion shield and lag bolt type for anchorage to solid masonry or concrete.
  - 3. Bolt or ballistic fastener for anchorage to steel.
- D. Adhesives/Glue
  - 1. APA, AFG-01, waterproof of water base, air cure type, cartridge dispensed.

## **PART 3- EXECUTION**

### **3.01 GENERAL**

- A. Work to be performed in accordance with the applicable roofing section.
- B. Set wood to required levels with members plumb, true to line and accurately fitted to match adjacent construction.
- C. Sort and select lumber so that natural characteristics do not interfere with installation or with fastening materials to lumber. Discard pieces with defects which may impair the quality of work.
- D. Perform all cutting and field fabrication in locations to prevent damage to building surfaces.
- E. Verification of Conditions:
  - 1. Layout: Verify layout of work before beginning installation.

2. Existing Conditions: Examine substrate before beginning installation. Examine surfaces for inadequate anchorage, drainage, foreign material, moisture, penetration and curb locations, and unevenness, which would prevent the execution or quality of the application of wood.
  3. Verify heights of curbs, penetrations and perimeter conditions to accommodate minimum 8 in. flashing height, particularly conditions impacted by installation of tapered insulation or crickets.
- F. Coordination:
1. Coordinate Work of this Section with work of other trades.

### **3.02 CURBS**

- A. Verify layout for new curbs locations.
- B. Coordinate curb installation with any related deck or structural repairs
- C. Field form corners by alternating lapped side members. All joints to be true and tight.
- D. When fastening wood members to wood surfaces, fasteners shall be of sufficient length to penetrate a minimum of 1 ¼ inches into the wood.

### **3.03 WOOD ATTACHMENT TO DECKING**

- A. All deck-mounted wood shall be anchored to resist a pull-out strength of two hundred (200) pounds per foot.
- B. Nailers, and other deck mounted wood, shall be secured using two rows of fasteners spaced at twelve (12) inches on center with the rows offset or staggered from each other per FMG 1-49
- C. All nailers shall be placed with joints gapped one-eighth (1/8) inch apart and in full contact with the deck surface.
- D. On decks with undulating surfaces or other irregularities that may prevent level placement of the wood to be anchored to it, the contractor shall either level the deck surface or provide proper shimming for the wood prior to placement.

**END OF SECTION**

**SECTION 07 22 50**  
**SINGLE PLY ROOF INSULATION**

**PART 1- GENERAL**

**1.01 SUMMARY**

- A. Provide all materials, equipment and labor to install roof insulation over the following roof deck substrates:
  - 1. Steel Decks
  - 2. Concrete Decks
  - 3. Gypsum Decks
  - 4. Cementitious Wood Fiber Decks

**1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 01 33 00 – Submittals
- C. Section 01 33 26 - Quality Assurance
- D. Section 07 54 00 – Fully Adhered EPDM Single Ply Roofing

**1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. American Society for Testing Materials (ASTM)
  - 1. ASTM E84 – *Test for Surface Burning Characteristics of Building Materials*
  - 2. ASTM C 1289 - *Standard Specification for Faced Rigid Cellular Polyisocyanurate Thermal Insulation Board*
  - 3. ASTM C 1278 - *Standard Specification for Fiber Reinforced Gypsum Panel*
  - 4. ASTM C 1177 – *Standard Specification for Glass Mat Gypsum Substrate for use as Sheathing*
  - 5. ASTM D 1621 - *Standard Specification for Compressive Properties of Rigid Cellular Plastics*
- C. Factory Mutual Global - *Approval Guide and Loss Prevention Data Sheets*
  - 1. *FM 1-28 Design Wind Loads*
  - 2. *FM 1-29 Roof Deck Securement and Above Deck Roof Components*
  - 3. *FM 4470 – Approval Standard – Class 1 Roof Covers*
- D. Underwriters Laboratory - Standard for compliance with a UL Class A rated roof assembly.
- E. NRCA Roofing Manual Membrane Roof Systems

#### **1.04 QUALITY ASSURANCE**

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experience in the necessary crafts, specified requirements and methods needed for proper performance of the work outlined in this section.

#### **1.05 DELIVERY, STORAGE AND HANDLING**

- A. Deliver all materials to the site with packaging intact and with readable labels. Use materials having labels that:
  - 1. Identify the material type and size
  - 2. Indicate conformance with applicable reference standard.
  - 3. Bear UL and FM labels unless otherwise approved by WeatherTech or Owner
- B. Store materials on clean raised platforms at least four inches above the ground or roof surface in original undisturbed plastic wrap in a cool, shaded area and cover with alight-colored breathable tarp.
- C. Do not expose materials to moisture in any from before, during or after delivery to site. Remove unprotected material from site.
- D. Check all materials to verify conformance to specification requirements or as otherwise approved for use on the project. Remove non-compliant materials from the site.
- E. Handle and store materials on roof in a manner to prevent overloading of the deck or building structure.
- F. Store materials in weather protected environment, clear of ground and moisture. Cover materials and other moisture-sensitive products with a canvas tarp.

### **PART 2 – PRODUCTS**

#### **2.01 MANUFACTURER**

- A. The Roofing Manufacturer referred to in the Contract is the primary roofing manufacturer of the specified 20-year type roofing system, and may or may not manufacture and market the other components in the system.
- B. Manufacturer Requirements
  - 1. Except as modified and supplemented herein, follow the Roofing Manufacturer's and other system component materials Manufacturers' catalogs, general and special requirements, and specific application recommendations.
  - 2. With respect to methods of installation, industry practices apply only when this Contract does not address the matter.

#### **2.02 PERFORMANCE REQUIREMENTS**

- A. Wind uplift resistance: Provide membrane roofing system to resist wind uplift pressures calculated in accordance with ASCE-7-10 per code jurisdiction.

- B. Factory Mutual Global Classifications: Class 1 and 1-60 in accordance with FMG 1-29
- C. State and local Energy Code recommendations.

## **2.03 INSULATION COMPONENTS**

- A. All of these components must be approved by the primary roofing manufacturer for use to meet specified warranty requirements.
- B. Insulation cross section, thicknesses and specific components are outlined on the project drawings. SEE SCHEDULE ON COVER PAGE OR ROOF PLANS FOR PROJECT SPECIFIC ASSEMBLY

## **2.04 INSULATION PRODUCTS**

- A. Polyisocyanurate Board Insulation (Thermal Insulation / Tapered Insulation / Crickets and Saddles) SEE SCHEDULE ON COVER PAGE OR ROOF PLANS
  - 1. FM Approved meeting FMG Standards 4470/4450
  - 2. ASTM C1289, Type II, Class 1, Grade 2
  - 3. Thickness, taper and R values as listed on drawings
  - 4. Board Size: On mechanically fastened systems - 4 feet by 8 feet; On boards adhered in urethane foam adhesive 4 feet by 4 feet.
  - 5. Acceptable manufacturers (as approved by roof membrane manufacturer for the specified warranty):
    - a. Atlas
    - b. Carlisle-Syntec
    - c. Firestone Building Products
    - d. GAF
    - e. Johns Manville
    - f. Hunter
- B. Cover Board Insulation: SEE SCHEDULE ON COVER PAGE OR ROOF PLANS FOR COVERBOARD TYPE AND THICKNESS
  - 1. Siliconized or fiber reinforced gypsum board conforming to ASTM C1177 or ASTM C1278 and FMG 4470 Standard.
    - a. Approved Products:
      - 1) DensDeck Prime – Georgia-Pacific
      - 2) Securock – U.S. Gypsum
  - 2. High Density (HD) Polyisocyanurate board conforming ASTM C1289 and ASTM D1621 Grade 1 (minimum 80 psi)
    - a. Acceptable manufacturers:
      - 1) Atlas
      - 2) Carlisle-Syntec
      - 3) Firestone Building Products
      - 4) Johns Manville
      - 5) Hunter
  - 3. Thickness as indicated on drawings.
  - 4. Board size:

- a. Mechanically fastened - 4 feet by 8 feet
  - b. Adhered - 4 feet by 4 feet
- C. Tapered Insulation, Tapered Insulation Saddles and Crickets:
  - 1. Polyisocyanurate ASTM C1289, Type II, Class1, Grade 2
  - 2. Slope: as indicated on drawings or as required to eliminate ponding.
    - a. Tapered insulation to provide a finished slope of ¼ inch per foot.
    - b. Starting thickness of 1/2 inch
  - 3. Provide saddles / crickets on the up-slope side of all curbed roof penetrations.
  - 4. Provide manufacturer approved tapered insulation layout plan for tapered insulation systems and crickets
- D. Tapered Edge Strip: Wood Fiber, ASTM C208, Type II, Grade 1, High density,

## **2.05 INSULATION ATTACHMENT**

- A. Mechanical attachment on wood or steel decks:
  - 1. Fasteners shall consist of corrosion resistant steel screws with metal stress plates as recommended by the primary roof system manufacturer.
  - 2. Fasteners and plates shall be meet FM 4470 standards.
  - 3. Fastener length shall be sized to extend through the roof insulation and through the roof deck a minimum of ¾" and a maximum of 1-1/4".
  - 4. Fastening of the roof insulation shall comply with FM *Loss Prevention Data Sheet* 1-28 and shall be in accordance with the requirements necessary to meet FM's 1-60 wind uplift rating.
  - 5. Provide enhanced fastening at perimeters and corners per FM requirements.
- B. Adhesive attachment on multiple layers of insulation or concrete substrates.
  - 1. Low Rise Polyurethane Adhesives
    - a. Provide spray applied polyurethane adhesive as per primary roofing manufacturer requirements.
    - b. Approved Products
      - 1. Insta-Stick – Dupont
      - 2. OlyBond 500 - OMG Roofing Products
      - 3. Flexible FAST Adhesive – Carlisle SynTec
      - 4. Twin-Jet Insulation Adhesive – Firestone Building Products
      - 5. Two-Part Urethane Insulation Adhesive – Johns Manville

## **2.07 OTHER MATERIALS**

- A. Repair insulation joint voids and sealing deck penetration openings with spray applied polyurethane foam.
- B. Approved Products:
  - 1. Insta Foam Productions, Inc, – Froth-Pak two component polyurethane foam

## **PART 3- EXECUTION**

### **3.01 GENERAL**



- A. Do not begin roofing work until all walls, curbs, nailers and underlying substrates are ready and acceptable to have roofing materials installed. By beginning roofing work, the Contractor acknowledges that such preparatory work is satisfactory.
- B. Verification of Conditions:
  - 1. Layout: Verify layout of work before beginning installation.
  - 2. Existing Conditions: Examine substrate surfaces for inadequate anchorage, drainage, foreign material, moisture, penetration and curb locations, and unevenness, which would prevent the execution or quality of application of roof system as specified.
  - 3. Verify heights of curbs, penetrations and perimeter conditions to accommodate minimum 8 in. flashing height, particularly conditions impacted by installation of tapered insulation or crickets.
  - 4. Examine deck slope, equipment placement and tapered insulation layout for positive drainage. No ponding water shall remain on roof deck for greater than **48 hours** after the completed roof system is installed. Contractor required to notify Owner and WeatherTech of unacceptable ponding conditions.
  - 5. Notification: Notify Owner and WeatherTech of unsatisfactory conditions in writing.
- C. Coordination:
  - 1. Coordinate Work of this Section with work of other trades.
  - 2. Coordinate the work as required for:
    - a. Verify roof drains and/or scuppers are located at proper level to drain finished roof and meet code requirements. Contractor responsible to reset before proceeding with installation of roof system.
    - b. Installation of flashing and sheet metal as indicated on drawings or as required to insure water tightness.
    - c. Modifications to existing mechanical units, gas lines, electrical conduits or satellite dishes
- D. Do not install insulation or roofing materials during rain, fog, mist, snow, or other inclement weather. One exception is that temporary work may be installed during such weather to protect materials that are already installed. Remove all temporary work and materials that have been exposed to such weather, then install permanent materials as specified.
  - 1. Do not apply roofing materials when moisture in any form (such as dew) can be seen or felt on the surface to which those materials will be applied.
- E. Confine equipment, storage of materials and debris, and the operations and movements of workmen within the limits as indicated or as directed by the Owner. Do not load or permit any part of a structure to be loaded with a weight that will endanger safety of personnel or cause damages to the building. When there is any doubt about roof deck or structural components being able to bear the load of any material, do not load the roof deck.
- F. Remove all insulation wrappers, debris and unusable insulation from the roof on a daily basis.

### 3.02 MECHANICALLY ATTACHED INSULATION (WOOD/STEEL DECKS)

- A. Over prepared substrates, place insulation boards with the long sides forming a continuous line. Once insulation board direction has been established, the direction shall not change from the entire roof area. Systems requiring a coverboard shall have all tapered insulation installed below the coverboard insulation.
- B. Stagger end joints by the maximum dimension possible and make sure the ends and sides touch all along their length. Stagger joints in 2<sup>nd</sup> and subsequent layers from the joints in underlying insulation. Minimum stagger of the joints between rows and between layers shall be 12 inches.
- C. Gaps between insulation boards shall not exceed 1/8". Insulation is to fit tightly around projections. Gaps or joints greater than 1/8" are not acceptable and shall be filled with insulation materials trimmed to fit tightly in the gap or with spray foam urethane insulation trimmed flush with the surface of the surrounding insulation after curing.
- D. Fasten insulation per FMG requirements. Provide enhanced fastening at perimeters and corners according to FM Data Sheet 1-28.
- E. Rhinobond - Heat Induction Welding System: Fasten insulation using Rhinobond plates spaced to meet project wind uplift requirements.

### **3.03 ADHESIVE ATTACHMENT**

- A. Over the mechanically fastened base layer of insulation, apply subsequent insulation layers in low rise polyurethane foam per manufacturer's recommendation. Provide additional adhesives along perimeters and corners per FMG 1-28, 1-29 meeting specified uplift requirements.
- B. Insulation boards are to be "stepped in" continuously to assure 100% adhesion. Unadhered insulation shall be removed and replaced at no cost to the owner.
- C. Insulation is to be installed with all joints staggered 12" minimum and tightly butted. Gaps between insulation boards shall not exceed 1/8". Insulation is to fit tightly around projections. Gaps or joints greater than 1/8" are not acceptable and shall be filled with insulation materials trimmed to fit tightly in the gap or with spray foam urethane insulation trimmed flush with the surface of the surrounding insulation after curing.
- D. Joints in top layer(s) of insulation are to be offset from the bottom layer(s) of insulation a minimum of 12".

### **3.04 TAPERED INSULATION**

- A. Install cricket (saddles) and full tapered insulation systems according to tapered layout shop drawings provided by the approved fabricator.
- B. Install tapered insulation sumps at drains and overflows as indicated on drawings.

Use tapered insulation panels and/or tapered edge strips to provide a uniform transition from the roof insulation to the drain. "Shaving" polyisocyanurate insulation is not acceptable.

- C. Install tapered insulation and crickets as outlined above and at locations indicated on drawings.

### **3.05 VERIFICATION**

- A. Upon completion of the installation in each area, visually inspect and verify that all components are complete and properly installed. Verify that fasteners are properly located and securely anchored and that all adhered insulation is fully bonded to the underlying substrate.

**END OF SECTION**

## **SECTION 07 54 00**

### **FULLY ADHERED EPDM SINGLE PLY ROOFING**

#### **PART 1 – GENERAL**

##### **1.01 SUMMARY**

- A. Fully adhered Ethylene Propylene Diene Terpolymer (EPDM) single-ply roofing as shown on the drawings and specified herein.

##### **1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 02 41 19 – Selective Demolition
- C. Section 06 10 00 - Rough Carpentry
- D. Section 07 22 50 – Single Ply Roof Insulation
- E. Section 07 62 00 - Sheet Metal Flashings and Trim

##### **1.02 REFERENCES**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. ASTM D 4637 - Standard Specification for Ethylene-Propylene-Diene Terpolymer (EPDM) Based Sheet Roofing
- C. Factory Mutual Global - *Approval Guide and Loss Prevention Data Sheets*
  - 1. *FM 1-28 Design Wind Loads*
  - 2. *FM 1-29 Roof Deck Securement and Above Deck Roof Components*
  - 3. *FM 4470 – Approval Standard – Class 1 Roof Covers*
- D. Underwriters Laboratory – Stand for compliance with a UL Class A rated roof assembly
- E. NRCA Roofing Manual – Membrane Roof Systems
- F. Local Building Code:
  - 1. Meet applicable provisions of local, state, and national building codes. This also includes, but is not limited to, agencies regulating safety, environmental protection, transportation, and insurance

##### **1.04 QUALITY ASSURANCE**

- A. Contractor / installer must be approved and authorized by the roofing system manufacturer to install specified materials and be eligible to receive the specified manufacturer's warranty.

- B. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experienced in the installation of the specified roof system

#### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver all materials to the site with packaging intact and with readable labels. Use materials having labels that:
  - 1. Identify the material type and size
  - 2. Indicate conformance with applicable reference standard.
  - 3. Bear UL and FM labels unless otherwise approved by WeatherTech or Owner
- B. Store materials on clean raised platforms at least four inches above the ground or roof surface in original undisturbed plastic wrap in a cool, shaded area and cover with a light-colored breathable tarp.
- C. Do not expose materials to moisture in any form before, during or after delivery to site. Remove unprotected material from site.
- D. Check all materials to verify conformance to specification requirements or as otherwise approved for use on the project. Remove non-compliant materials from the site.
- E. Handle and store materials on roof in a manner to prevent overloading of the deck or building structure.
- F. Follow primary roofing manufacturer requirements for storage of materials when temperatures are below 40° F or above 90° F. Adhesives and sealant containers to be rotated maintain application temperatures above 40° F. Cover insulation, roofing materials, and other moisture-sensitive products with a canvas tarp.
- G.

#### **1.06 WARRANTY**

- A. Manufacturer to provide a 20 year "No-Dollar-Limit" material and installation warranty covering the roof system, flashings and manufacturer's accessories.
- B. Roofing installer to provide a five (5) year Performance Agreement – see Specification Attachment C

### **PART 2 – PRODUCTS**

#### **2.01 MANUFACTURER**

- A. The Roofing Manufacturer referred to in the Contract is the primary roofing manufacturer of the specified 20-year type roofing system, and may or may not manufacture and market the other components in the system.
- B. Manufacturer Requirements
  - 1. Except as modified and supplemented herein, follow the Roofing Manufacturer's and other system component materials Manufacturers' catalogs, general and special requirements, and specific application recommendations.

2. With respect to methods of installation, industry practices apply only when this Contract does not address the matter.

## **2.02 PERFORMANCE REQUIREMENTS**

- A. Wind uplift resistance: Provide membrane roofing system to resist wind uplift pressures calculated in accordance with ASCE-7-10 per code jurisdiction and project specific requirements.
- B. Factory Mutual Global Classifications: Class 1 and wind uplift ratings in accordance with FMG 1-29 and project specific requirements.

## **2.03 MEMBRANE COMPONENTS**

- A. Minimum product requirements have been listed for each approved roof system manufacturer. All of the components must be approved by the primary roofing manufacturer to meet specified warranty requirements.
- B. Approved roof system manufacturers:
  1. Carlisle Syntec
  2. Firestone Building Products
  3. Johns Manville.

## **2.04 EPDM ROOF MEMBRANE AND FLASHING MATERIALS**

- A. Roof membrane shall be non-reinforced 60 mil (.060) nominal thickness cured Ethylene-propylene-diene terpolymer (EPDM) single ply roof membrane conforming to ASTM D4637, Type I.
  1. Approved membrane sheets are:
    - a. Carlisle Syntec Systems – Sure-Seal EPDM 60 mil
    - b. Firestone Building Products - RubberGard EPDM 60 mil
    - c. Johns Manville – JM EPDM NR 60 mil
- B. Membrane flashing for walls, strip-ins and curbs shall be 60 mil (.060") nominal thickness, Ethylene-propylene-diene terpolymer (EPDM) sheet.
  1. Pre-fabricated EPDM flashing accessories such as pipe boots, inside and outside corners, etc. to be utilized when offered by the manufacturer.

## **2.05 RELATED MATERIALS AND ACCESSORIES**

- A. Bonding Adhesive: Manufacturer approved solvent or water-based Bonding Adhesive shall be used to adhere all membranes and flashing membranes to wood, metal, masonry, and approved roof insulation board surfaces.
  1. Comply with local and state VOC limit requirements.
- B. Seam Adhesives, Primers and Seam Tapes
  1. Manufacturer approved self adhering seam tape, cleaners and primers shall be used at all field seams in the roof membrane wherever feasible.
  2. Manufacturer approved seam adhesive shall be used in areas where seam tapes cannot be used and for special or unusual flashing installations.
- C. Lap Sealant: Manufacturer approved Seam Caulk to be solvent-based caulk and shall be used to seal exposed edges of adhesively joined seams.

- D. Fastening Strips: Manufacturer approved polyester scrim reinforced, cured EPDM self adhering termination strips to be at all base terminations.
- E. All-Purpose Sealant: Manufacturer approved butyl-based sealant shall be used for a water cutoff mastic, sealant to top off pitch boxes, and as an exterior grade caulk for metal work.
- F. Termination bar: Manufacturer approved Termination Bar shall be pre-punched 1-1/4" X 1/8" aluminum or stainless-steel bar with an integral caulk receiver.
- G. Roof Walkways: Manufacturer approved Walkway material shall be compatible with the roof membrane and as supplied or approved by the manufacturer.
- H. Fasteners: Factory-coated steel fasteners and metal plates providing corrosion resistance per FMG 4470.

### **PART 3- EXECUTION**

#### **3.01 GENERAL**

- A. Do not begin roofing work until all walls, curbs, nailers and underlying substrates are ready and acceptable to have roofing materials installed. By beginning roofing work, the Contractor acknowledges that such preparatory work is satisfactory.
- B. Verification of Conditions:
  - 1. Layout: Verify layout of work before beginning installation.
  - 2. Existing Conditions: Examine substrate before beginning installation. Examine surfaces for inadequate anchorage, drainage, foreign material, moisture, unevenness, penetration and curb locations which would prevent the execution or quality of application of roof system as specified.
  - 3. Verify heights of curbs, penetrations and perimeter conditions to accommodate minimum 8 in. flashing height, particularly conditions impacted by installation of tapered insulation or crickets.
  - 4. Examine deck slope, equipment placement and tapered insulation layout for positive drainage. No ponding water shall remain on roof deck for greater than 48 hours after the completed roof system is installed. Contractor required to notify Owner and WeatherTech of unacceptable ponding conditions.
  - 5. Notification: Notify Owner and WeatherTech of unsatisfactory conditions in writing.
- C. Coordination:
  - 1. Coordinate Work of this Section with work of other trades.
  - 2. Coordinate the work as required for:
    - a. Verify roof drains and/or scuppers are located at proper level to drain finished roof and meet code requirements. Contractor is responsible to reset before proceeding with installation of roof system.
    - b. Installation of flashing and sheet metal as indicated on drawings or as required to insure water tightness.
    - c. Modifications to existing mechanical units, gas lines, electrical conduits or satellite dishes
- D. Do not install roofing materials during rain, fog, mist, snow, or other inclement

weather. One exception is that temporary work may be installed during such weather to protect materials that are already installed. Remove all temporary work and materials that have been exposed to such weather, then install permanent materials as specified.

1. Do not apply roofing materials when moisture in any form (such as dew) can be seen or felt on the surface to which those materials will be applied.
- E. Confine equipment, storage of materials and debris, and the operations and movements of workmen within the limits as indicated or as directed by the Owner. Do not load or permit any part of a structure to be loaded with a weight that will endanger safety of personnel or cause damages to the building. When there is any doubt about roof deck or structural components being able to bear the load of any material, do not load the roof deck.
- F. Protect the building, all contents, and the surrounding area from damage and protect building occupants from injury during execution of work. Do this in a manner which will not affect the normal conduct of operations in the building. When not specified in the Contract Documents the Contractor is responsible to determine the nature of Owner operations and provide the appropriate level of protection. Repair, replace or otherwise compensate the Owner for all damaged items and loss of operations caused by lack of such protection to the Owner's satisfaction.
- G. Remove all debris daily from the roof. Use enclosed chute, crane and bucket, or construction hoist to minimize dust, dirt, and noise.
- H. Where wheeled or other traffic over the partially or fully completed roofing is unavoidable, provide and use adequate plank or plywood protection for the roofing.

### **3.02 INSTALLATION**

- A. Provide temporary ballast in partially completed sections to control wind effects during construction.
- B. Sheet Membrane Layout:
1. Clean and prep substrate to remove any debris.
  2. Starting at the roof low point, roll out and position membrane sheet over substrate.
  3. Accurately align membrane sheet to allow proper side and end laps. Side laps to allow water flow over the lap and not "buck" water
  4. Allow a minimum of 30 minutes for membrane to relax.
- C. Membrane Attachment:
1. Outside ambient air temperature must be a minimum 40 degrees °F and rising.
  2. Fold sheet so that the bottom side half of the full length of sheet is exposed.
  3. Apply a 100 percent continuous coat of bonding adhesive to the corresponding substrate or insulation area.
  4. Allow adhesive to dry until tacky and does not string or stick to a dry finger. When sufficiently dry, carefully unfold the glued portion of the membrane in a rolling motion onto the glued substrate surface, avoiding any wrinkles or air pockets. Immediately roll the adhered area using a weighted pressure roller. Applying pressure with a weighted roller is required to promote full contact of



- the membrane with adhesive.
  - 5. Repeat the procedure for the other half of the sheet.
  - 6. Install membrane without wrinkles, gaps or fish mouths in seams.
- D. Seam Tape Application
- 1. Seaming area is to be absolutely clean and free of moisture traces, dust, dirt, or debris.
  - 2. Remove protective backer from one side of the seam tape and apply seam tape to the bottom sheet of membrane in the lap area and roll top of seam tape to completely remove all voids and air bubbles.
  - 3. Fold the top sheet over the bottom sheet and allow the seam area to freely fall together, avoiding wrinkling, pulling or stretching the membrane.
  - 4. Pull top layer of protective backing from seam tape while rolling top membrane into adhesive surface of tape.
  - 5. Roll all seams with a 2" to 3" wide steel roller to ensure proper seam adhesion. Seams are to be rolled perpendicular to the lap and for the length of the entire seam.
- E. Edge Securement: Mechanically attach reinforced perimeter fastening strips at base of walls, parapets, roof curbs, roof penetrations and at locations as recommended by roofing manufacturer.
- F. Flashing Installation: Install fully adhered membrane flashings at parapets, walls, roof curbs, and vents. Under no circumstances shall flashings cover weep holes or any form of through-wall drainage.
- G. Roof Drains: Remove all flashing materials and contaminates from drain components to clean metal surfaces. Replace any damaged or missing components with matching material.
- 1. Install tapered insulation sump area to create a smooth transition into the drain as indicated on Roof Plan,
  - 2. Field seams shall not run through sump area.
  - 3. Install water cut off mastic between membrane and drain bowl. Install drain ring and clamping bolts to achieve full continuous compression.
  - 4. Install new stainless steel drain bolts and washers.
- H. In all areas where side laps intersect end laps ("T" joints) install a manufacturer approved cover patch of uncured EPDM membrane centered over the "T".
- I. Overnight Seal/Temporary Water Stop Installation:
- 1. Roofing contractor to provide water tight seals at the end of each work day.
  - 2. Remove and dispose of temporary seal materials.
- J. Roof Walkways:
- 1. Membrane shall be clean and dry. Remove any visible dirt and debris.
  - 2. Position walkway roll and cut to desired length.
  - 3. Walkway shall not cover seams. Walkway shall be kept a minimum of 2 inches from the edge of the seam on the bottom sheet of the completed lap and a minimum of 6 inches from the edge of the seam when located on the top sheet of a completed lap.

### 3.03 INSPECTION

- A. Upon completion of the installation, roofing manufacturer representative shall perform an inspection to determine if the roof system has been installed in accordance with approved project documents and meets all requirements to issue the specified manufacturer's warranty.

### **3.04 PERFORMANCE AGREEMENT SIGN**

- A. Provide a 24 inch x 24 inch minimum size, painted metal sign (Attachment D) with dark color background and letters of contrasting color. Use paint compatible with the metal. Make the sign to read as shown on detail at end of this Section. Sign to be mounted in conspicuous place on roof.

**END OF SECTION**

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## ROOFING MANUFACTURER'S CERTIFICATION

**Manufacturer:** \_\_\_\_\_

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

**Technical Services Dept Ph.** \_\_\_\_\_ **Fax** \_\_\_\_\_ **Email** \_\_\_\_\_

## CONTRACTOR INFORMATION

This is to advise you that the referenced contractor is accredited and an authorized and approved applicator of our roofing membrane systems.

**Roofing Contractor:** \_\_\_\_\_

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

**Manufacturer's Contractor Number:** \_\_\_\_\_

## PROJECT CERTIFICATION

We have reviewed the project documents for referenced project and certify that the 20-year type roofing membrane system(s) and related flashings listed below are suitable for use with the roof system construction specified for this project. This certification is limited to normal wear and tear by the elements. It does not include the structural design of the building, abuse, misuse, or Acts of God

**Project Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Roof Area Designation (as indicated in specification)	Roofing Membrane Specification Number	Flashing Specification Number

## Signature of Primary Membrane Manufacturer's Authorized Representative:

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

**Title:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Attachment A

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## ***Performance Agreement***

**Project Name/Identification:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Roof Areas:** \_\_\_\_\_

**Substantial Completion Date:** \_\_\_\_\_

**End of Performance Agreement Date:** \_\_\_\_\_

**CONFORMANCE STATEMENT:** The above titled project has been completed in accordance with the requirements of the Contract. Documents.

For a 5-year period, from date of notice of substantial completion of the building, we will inspect and make emergency repairs to defects and leaks in the roof system within 24 hours of receipt of notice from Owner. As soon as weather permits, we will make permanent repairs and restore the affected areas to the standard of the Contract requirements. All this work will be done without additional cost to Owner, except if it is determined that such leaks and defects were caused by abuse, or by lightning, hurricane, tornado, or other unusual natural phenomena or failure of related work done by others.

**Name of Roofing Contracting Firm:** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

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

**Roofing Contractor's Authorized Signature:** \_\_\_\_\_

**Roofing Contractor's Name (print or type):** \_\_\_\_\_

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

**Name of General Contracting Firm (if applicable):** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

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

**General Contractor's Authorized Signature:** \_\_\_\_\_

**General Contractor's Name(print or type):** \_\_\_\_\_

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

**ATTACHMENT C**

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***PERFORMANCE AGREEMENT SIGN***

**THIS ROOF IS UNDER  
A PERFORMANCE AGREEMENT  
UNTIL (MONTH/YEAR)**

**ANY REPAIRS OR ALTERATIONS  
MUST BE PERFORMED BY**

**(ROOFING CONTRACTOR)  
ADDRESS**

**(CITY, STATE, ZIP CODE)  
(AREA CODE/PHONE NUMBER)**

**(GENERAL CONTRACTOR)  
ADDRESS**

**(CITY, STATE, ZIP CODE)  
(AREA CODE/PHONE NUMBER)**

**Construct a sign 2' x 2' (4 square feet) and include the above wording. Insert Month and Year (5 year after final acceptance date) Contractor's names, addresses, phone numbers. Sign to be posted as specified.**

**ATTACHMENT D**



## SECTION 07 62 00

### SHEET METAL FLASHING AND TRIM

#### **PART 1- GENERAL**

##### **1.01 SUMMARY**

- A. Section includes roof related sheet metal copings, counter flashings, gutters, downspouts, scuppers and other fabricated sheet metal flashings as indicated on drawings.

##### **1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 01 33 00 – Submittals
- C. Section 01 33 26 - Quality Assurance
- D. Section 06 10 00 – Rough Carpentry
- E. Section 07 54 00 – Fully Adhered EPDM Membrane Roofing

##### **1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. ASTM A653/A653M – *Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process*
- C. ASTM C920 – *Standard Specification for Elastomeric Joint Sealants*
- D. Factory Mutual Global - *Approval Guide and Loss Prevention Data Sheets*
  - 1. *FM 1-28 Design Wind Loads*
  - 2. *FM 1-49 Perimeter Flashing*
  - 3. *FM 4470 – Approval Standard – Class 1 Roof Covers*
- E. ANSI SPRI ES-1 – *Wind Design Standard for Edge Systems Used with Low Slope Roofing Systems,*
- F. Sheet Metal and Air Conditioning Contractor's National Association (SMACNA) – *Architectural Sheet Metal Manual* – Latest Edition
- G. NRCA Roofing Manual Membrane Roof Systems

##### **1.04 QUALITY ASSURANCE**

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experience in the necessary crafts, specified requirements and methods

needed for proper performance of the work outlined in this section.

#### **1.05 DELIVERY, STORAGE AND HANDLING**

- A. Store materials on clean raised platforms at least four inches above the ground or roof surface.
- B. Stack fabricated metal to prevent twisting, bending or abrasion to metal surfaces.
- C. Slope stored metal to ensure accumulated moisture will not cause discoloration or metal corrosion.
- D. Check all materials to verify conformance to specification requirements or as otherwise approved for use on the project. Remove non-compliant materials from the site.
- E. Handle and store materials on roof in a manner to prevent overloading of the deck or building structure.

#### **1.06 WARRANTY**

- A. Prefinished metal manufacturer's non-prorated 20-year standard material finish warranty
- B. Sheet Metal installer to provide a five (5) year Performance Agreement – see *Specification Section 07 53 10 Attachment C*.

### **PART 2 – PRODUCTS**

#### **2.01 DESIGN**

- A. Sheet metal to be fabricated to match drawing details in conformance with approved shop drawings.
- B. Where sheet metal flashing is required and material or gauge is not indicated on the drawings, provide the highest quality material and gauge commensurate with the referenced standards.

#### **2.02 MATERIALS**

- A. Galvanized Steel Sheet: ASTM A653/A653M with G90/Z275 Zinc coating, hot-dipped galvanized steel sheet, paintable as indicated; not less than 24 gauge.
- B. Pre-Finished Galvanized Steel Sheet: ASTM A653/A653M, with G90/Z275 Zinc coating, hot-dipped galvanized steel sheet, commercial quality; not less than 24 gauge. Factory coated with PVDF (polyvinylidene fluoride) Kynar 500 finish AAMA 2605; color as selected from manufacturer's standard colors.
- C. Cold Rolled or Soft Copper, depending on the application, not less than 16 oz./sq. ft.

- D. Stainless steel: ASTM A240/A240M or ASTM A666 dead soft, fully annealed, type 304, stainless steel sheet, minimum 26 gauge.
- E. Aluminum shall be fully annealed, type 1035, aluminum sheet, minimum .032" thick.
- F. Thermoplastic Membrane Clad Metal: 24-gauge steel sheet with a minimum 20 mil factory laminated thermoplastic membrane coating. Metal to be provided by the primary roofing material manufacturer to match the singly ply roof membrane.

## 2.03 MISCELLANEOUS MATERIAL AND ACCESSORIES

- A. Solder: ASTM B32, Grade Sn50, used with rosin flux.
- B. Fasteners:
  - 1. Provide hot dipped zinc coated (galvanized) steel, stainless steel or brass fasteners. Select fasteners for the type, grade, and class required and to be compatible with the type of metal being fastened.
  - 2. Approved Products - Wood Fasteners
    - a. Ring shanked galvanized steel or stainless-steel roofing nail with a 3/8" head. Fastener to provide 1-1/4" embedment into nailing substrate
    - b. Galvanized steel or stainless steel #12 pan head sheet metal screws. Fastener to provide 1" embedment into substrate
  - 3. Approved Products - Steel Fasteners
    - a. Dekfast – SFS intec USA
    - b. Teks – ITW Buildex
    - c. TruGrip – ITW Buildex
  - 4. Approved Products – Masonry / Concrete Fasteners
    - a. HMH or HMH SS 304 Nail-in Anchor – Hilti
    - b. Zamac Metal Hit Anchor – Confast
    - c. Zamac Nail in – Powers
  - 5. Provide EPDM backed metal washers on exposed fasteners
  - 6. Blind ("Pop") rivets for fastening sheet metal to sheet metal shall be 1/8" diameter X 1/4" long (minimum) and shall be composed of the same type of metal being fastened. Use 3/16" diameter X 3/8" long rivets for sheet metal thicker than 24 gage steel, 16 oz. copper or .032" aluminum.
- C. Sealants:
  - 1. Elastomeric Sealant: ASTM C920, elastomeric polyurethane polymer sealant.
    - a. Type S, Grade NS, Calss25, Uses NT, M G, A, O
    - b. Sealant shall meet MIL-S 8802 and FS-TT-S-001543A requirements
  - 2. Heat Resistant Sealant: One-part, non-slumping for applications with high temperature exposure ranging from -85°F to 500°F - Dow Corning 736 or equal
  - 3. Butyl Sealant: ASTM C 1311- single component, solvent-release butyl rubber sealant; polyisobutylene plasticized: heave bodied for hooked-type expansion joints with limited movement.
  - 4. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, non-sag, nontoxic, non-staining tape 1/2 inch wide and 1/8 inch thick.
  - 5. Pitch Pan Sealant: Two- part, chemical cure polyurethane pourable sealer
    - a. As provided by the primary roofing manufacturer

- D. Quick-drying, non-expanding concrete grout for pre-filling pitch pans shall meet the following requirements:
  - 1. Early Volume Change; ASTM C827 – 0% shrinkage
  - 2. Hardened Volume Change – 0% shrinkage; 0% expansion after set
  - 3. Compressive Strength; ASTM C109 – 5000 PSI / 7 Days
  - 4. Acceptable Products;
    - a. Thorite
    - b. Five Star Grout
- E. Primer paint shall conform to Federal Specifications DOD-P-21035A and MIL-P-26915C
  - 1. Primer paint to be applied by spray, roller or brush in a minimum of two 1-2 mil thick coats to metal surfaces
  - 2. Approved Product
    - a. Rust-O-Leum V2185 Cold Galvanizing Compound, or approved equivalent
- F. Termination Bar: 1/8"X1-1/4" type 1035 aluminum with pre-punched holes spaced at 4" o.c. Termination bar to have an integral caulking lip at the top edge.
- G. Splash Pads; Precast concrete with a minimum 3,000 psi concrete cured over 28 days, with a minimum 5% air entrainment.

## **PART 3- EXECUTION**

### **3.01 GENERAL**

- A. Sheet metal flashings shall withstand wind loads and exposure to weather without failure due to defective fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, or loosen, and shall remain watertight.
- B. Thermal Movements: Installed sheet metal flashings to allow for daily temperature induced movements in order to prevent excessive oil canning, buckling, joint separation, failure of joint sealants or metal attachment failure.

### **3.02 FABRICATION**

- A. Sheet Metal Fabrication Standard: Fabricate sheet metal flashing and trim to comply with recommendations of the latest edition of the Sheet Metal and Air Conditioning Contractor's National Association's (SMACNA) *Architectural Sheet Metal Manual* that apply to the design, dimensions, metal, and other characteristics of the item indicated.
- B. Verify field shapes and measurements prior to metal fabrication.
- C. Shop form metal sections true to shape, accurate in size, square and free from tool marks or defects.

- D. Form pieces in 10-foot lengths with no joints within 24 inches of corners or intersections.
- E. Fabricate cleats and attachment devices as recommended by SMACNA manual; metal thickness to be one full gauge greater the gauge of the metal being secured.
- F. Fabricate corners with minimum 24-inch-long legs; seam for rigidity and seal with solder, welding or sealant as appropriate for metal being used.
- G. Sheet metal edging, fascia or copings shall extend down over masonry, wood or metal siding covering a minimum of 2 inches of wall surface.
- H. Fabricate nonmoving seams in sheet metal with flat-lock seams, except where otherwise indicated. At moving joints, use sealed lapped, bayonet-type or interlocking hooked seams as recommended by SMACNA.

### **3.03 EXAMINATION**

- A. Examine substrates and conditions under which sheet metal flashing and trim are to be installed and verify that Work may properly commence. Do not proceed with installation until unsatisfactory conditions have been corrected.
- B. Verify roof openings, curbs, pipes, sleeves, ducts, and vents through roof are solidly set and nailing strips located.
- C. Verify roofing terminations and membrane flashings are in place, sealed, and secure.

### **3.04 WORKMANSHIP**

- A. Install sheet metal accurately to the required dimensions and profiles.
- B. Sheet metal installations to use concealed cleats or clips without fastening through exposed metal unless otherwise indicated on drawings.
- C. Installed sheet metal to be properly secured and weathertight.
- D. Sealants to be neatly installed, properly tooled to shed water and create a watertight seal. Remove excessive sealants from installed metal.

### **3.05 INSTALLATION**

- A. Install continuous cleats over level, even surfaces, true to line and level as indicated on drawing details.
  - 1. All clips and cleats to be fastened a maximum of 12 inches o.c. with appropriate corrosion resistant screws and 6 inches o.c. with hot dipped, double coated zinc ring shanked nails.

### **3.06 PERIMETER SHEET METAL**

#### **A. Copings**

1. Secure metal with continuous face cleat and attach interior leg with self-drilling/self-tapping screws with EPDM backed washers with a maximum spacing of 18" o.c. per ANSI/SPRI ES-1 recommendations. ES-1 certification is not required.
2. Metal joints: Provide one (1) inch high standing seam joints between sections unless otherwise noted on the drawings.
3. Metal coping to be sloped to shed water.

#### **B. Metal Edge**

1. Provide a minimum 4-inch nailing flange
2. Secure metal with a continuous face cleat and nail flange with ring shank nails spaced at 3 inches oc per ANSI/SPRI ES-1 recommendations. ES-1 certification is not required.
3. At laps, provide 1 inch wide "blind S-clip" with butyl sealant embedded in the joint or other approved SMACNA joint method.

#### **C. Counter Flashings**

1. Saw cut reglets in masonry or concrete wall to be a minimum of 1 inch deep by ¼ inch wide.
2. Secure counterflashing in reglet, apply sealant and wind clips
3. Attach surface mounted counterflashing with approved fasteners; apply sealant along top edge. Tool sealant to shed water.

### **3.07 DRAINAGE**

#### **A. Gutters**

1. Fabricate gutters to match profile and size as shown on drawings per local building codes and SMACNA design recommendations
2. Provide gutter expansion joints spaced at a maximum of 40 feet oc.
3. Outside gutter edge to be a minimum of 1 inch lower than interior edge.
4. Provide gutter and separate edge metal
5. Provide shop fabricated interior and exterior corners
6. Provide gutter brackets and spacers to support a full capacity gutter.
7. Seal all joints

#### **B. Scuppers**

1. Provide metal scupper liners for all thru wall scuppers
2. Provide prefinished metal conductor heads when indicated on drawings.
3. Scupper to be sized to meet local building codes and SMACNA recommendations

#### **C. Downspouts**

1. Provide the number and size of downspouts as needed to meet the gutter or scupper drainage capacity
2. Provide support strapping, elbows and outlets

3. Provide concrete splash blocks

### **3.08 SHEET METAL FLASHINGS**

- A. Metal Expansion Joint Covers
  1. When indicated on drawings, provide metal roof to roof or roof to wall metal expansion joint covers (refer to drawing detail page)
  2. Standing seamed, slope metal cover to shed water
- B. Hot Stack Flashing
  1. Provide metal flanged sleeve flashing with a minimum 1-inch clearance from hot stack
  2. Provide heat resistant insulation between metal and stack
  3. Install rain hood and high temperature sealant as detailed.
- C. Pitch Pans
  1. Fabricate pans and covers using galvanized metal.
  2. Minimum height of 4 inches with a minimum 1-inch clearance between penetration and pitch pan
  3. Fill pan with non-shrink grout to a height of 2 inches below top of pan. Install pourable sealer to fill pan and shed water.

### **3.09 CLEANING AND PROTECTON**

- A. Clean exposed metal surfaces, removing substances that may cause metal corrosion or deterioration of metal finish.
- B. Maintain sheet metal during construction. Replace any damaged sheet metal.

**END OF SECTION**

## **SECTION 07 72 00**

### **ROOF ACCESSORIES**

#### **PART 1- GENERAL**

##### **1.01 SUMMARY**

- A. Section includes roof hatches, safety railing and roof access ladders.

##### **1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 01 33 00 – Submittals
- C. Section 01 33 26 - Quality Assurance
- D. Section 06 10 00 – Rough Carpentry
- E. Section 07 54 00 – Fully Adhered EPDM Single Ply Roofing
- F. Section 07 62 00 – Sheet Metal Flashing and Trim

##### **1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. ASTM A653/A653M – *Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process*
- C. ASTM B209 – *Standard Specification for Aluminum Sheet and Read Plate*
- D. ASTM C920 – *Standard Specification for Elastomeric Joint Sealants*
- E. Factory Mutual Global - *Approval Guide and Loss Prevention Data Sheets*

##### **1.04 QUALITY ASSURANCE**

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts, specified requirements and methods needed for proper performance of the work outlined in this section.

##### **1.05 DELIVERY, STORAGE AND HANDLING**

- A. Store materials to prevent twisting, bending or abrasion to metal surfaces.
- B. Slope stored metal to ensure accumulated moisture may not cause discoloration or metal corrosion.



- C. Check all materials to verify conformance to specification requirements or as otherwise approved for use on the project.
- D. Handle and store materials on roof in a manner to prevent overloading of the deck or building structure.

## **PART 2 – PRODUCTS**

### **2.01 ROOF ACCESS HATCHES**

- A. Roof hatches to be single leaf type for ladder access; size as indicated on drawings.
- B. Approved Manufacturers:
  - 1. Bilco Co.: [www.bilco.com](http://www.bilco.com)
  - 2. Dur-Red Products: [www.dur-red.com/#sle](http://www.dur-red.com/#sle).
  - 3. Milcor, Inc: [www.milcorinc.com/#sle](http://www.milcorinc.com/#sle).
- C. Materials and Fabrication
  - 1. Hatch cover, curb and counter flashing: 14-gauge galvanized steel: ASTM A653/A653M with G90/Z275 Zinc coating, hot-dipped galvanized steel.
  - 2. Cover liner: 22-gauge galvanized steel
  - 3. Insulation: 1 inch fiberglass or polyisocyanurate board
  - 4. Cover to be fitted with a watertight EPDM gasket.
  - 5. All metal corners to be shop welded
  - 6. Prime painted finish
  - 7. Provide all hardware, fasteners and accessories

### **2.02 ROOF HATCH SAFETY RAILING**

- A. Non penetrating type roof hatch safety railing meeting OSHA 29 CFR 1910.29 fall protection regulations.
- B. Approved Manufacturers:
  - 1. Bilco Co.: [www.bilco.com](http://www.bilco.com)
  - 2. Dur-Red Products: [www.dur-red.com/#sle](http://www.dur-red.com/#sle)
- C. Materials and Fabrication
  - 1. Posts and rails: 1 ¾ inch schedule 40 pipe in 6061 T6 aluminum alloy
  - 2. Support brackets; 6063 T5 aluminum extrusion
  - 3. Spring hinges and all fasteners: Type 316 stainless steel
  - 4. Sized to fit roof access hatch
  - 5. Self closing; latched gate

### **2.03. FIXED ROOF ACCESS LADDERS**

- A. Fixed roof access ladders to be shop fabricated, fully welded steel meeting OSHA 1926.29 requirements
- B. Side rails of exterior fixed ladders must extend 42 inches above roof or the ladder landing platform.

- C. Steel ladder rungs must be corrugated, knurled, dimpled or coated with skid-resistant material to minimize slippage
- D. Fully welded support brackets and supports
- E. All fasteners and sealant to properly attach ladder to wall construction

### **PART 3- EXECUTION**

#### **3.01 GENERAL**

- A. Roof accessories shall withstand wind loads and exposure to weather without failure due to defective fabrication, installation, or other defects in construction. Completed installed assembly shall not rattle, or loosen, and shall remain watertight

#### **3.02 FABRICATION**

- A. Manufactured metal components to be true to shape, accurate in size, square and free from tool marks or defects.

#### **3.03 EXAMINATION**

- A. Examine substrates and conditions under which roof accessories are to be installed and verify that Work may properly commence. Do not proceed with installation until unsatisfactory conditions have been corrected

#### **3.04 CLEANING AND PROTECTON**

- A. Clean exposed metal surfaces, removing substances that may cause metal corrosion or deterioration of metal finish.

**END OF SECTION**

## **SECTION 07 90 00**

### **JOINT SEALANTS**

#### **PART 1- GENERAL**

##### **1.01 SUMMARY**

- A. Section includes exterior elastomeric joint sealant work.

##### **1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 07 54 00 – Fully Adhered EPDM Single Ply Roofing
- C. Section 07 62 00 – Sheet Metal Flashing and Trim

##### **1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. ASTM – American Society for Testing and Materials:
  - 1. ASTM C719 – *Standard Test Method for Adhesion and Cohesion of Elastomeric Joint Sealants Under Cyclic Movement (Hockman Cycle)*
  - 2. ASTM C792 – *Standard Test Method of Effect of Heat Aging on Weight Loss, Cracking and Chalking of Elastomeric Sealants*
  - 3. ASTM C920 – *Standard Specification for Elastomeric Joint Sealants*
  - 4. ASTM C1193 – *Standard Guide for Use of Joint Sealants*
  - 5. ASTM D1056 - *Standard Specification for Flexible Cellular Materials—Sponge or Expanded Rubber*
  - 6. ASTM E119 – *Standard Test Methods for Fire Tests of Building Construction and Materials*
- C. FS- Federal Specifications, Standards and Commercial Item Descriptions:
  - 1. Federal Specification Standard TT-S-00230C – *Elastomeric Type, Single Component (for Caulking, Sealing and Glazing in Buildings and Other Structures)*
  - 2. Federal Specification Standard TT-S-001543B – *Silicone Rubber Base (for Caulking, Sealing and Glazing in Buildings and Other Structures)*

##### **1.04 SUBMITTALS**

- A. Submit manufacturer's product data sheets and installation instructions for each required joint sealant product.
- B. Submit manufacturer's standard bead samples.
- C. Quality Control Submittals:

1. Submit certification by joint sealant manufacturer that sealants plus the primers and cleaners required for sealant installation comply with local regulations controlling use of volatile organic compounds
2. Submit certificates from manufacturers of joint sealants attesting that their products comply with specification requirements and are suitable for the use indicated.
1. Submit compatibility and adhesion test reports from elastomeric sealant manufacturer indicating that materials forming joint substrates and joint sealant backings have been tested for compatibility and adhesion with joint sealants. Include sealant manufacturer's interpretation of test results relative to sealant performance and recommendations for primers and substrate preparation needed to obtain adhesion.
2. Submit product test reports for each type of joint sealants indicated, evidencing compliance with requirements specified.

#### **1.05 QUALITY ASSURANCE**

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts, specified requirements and methods needed for proper performance of the work outlined in this section.
- B. VOC Limits: Provide joint sealant products that comply with the SCAQMD Rule 1168, Adhesive and Sealant Applications.
- C. Obtain joint sealant materials from a single manufacturer for each different product required.
- D. Product Testing:
  2. Provide comprehensive test data for each type of joint sealant based on tests conducted by a qualified independent testing laboratory on current product formulations within a 24-month period preceding date of Contractor's submittal of test results to Architect.
  2. Test elastomeric sealants for compliance with requirements specified by reference to ASTM C 920. Include test results for hardness, stain resistance, adhesion and cohesion under cyclic movement (per ASTM C 719), low-temperature flexibility, modulus of elasticity at 100 percent strain, effects of heat aging, and effects of accelerated weathering.
- E. Preconstruction Field Testing:
  1. Prior to installation of joint sealants, field-test their adhesion to joint substrates.
  2. The Owner's Consultant will conduct field tests for each type of elastomeric sealant and joint substrate indicated.
- F. Test Method:
  1. Test joint sealants by hand pull method.
  2. Install joint sealants in 5-foot joint lengths using same materials and methods for joint preparation and joint sealant installation required for completed Work. Allow sealants to cure fully before testing.

3. Make knife cuts horizontally from one side of joint to the other followed by 2 vertical cuts approximately 2 inches long at side of joint and meeting horizontal cut at top of 2-inch cuts. Place a mark 1 inch from top of 2-inch piece.
  4. Use fingers to grasp 2-inch piece of sealant just above 1-inch mark; pull firmly down at a 90-degree angle or more while holding a ruler alongside of sealant. Pull sealant out of joint to the distance recommended by sealant manufacturer for testing adhesive capability, but not less than that equaling specified maximum movement capability in extension; hold this position for 10 seconds.
  5. Test dissimilar substrates being sealed separately. Extend the vertical cut along one side of the joint and checking the adhesion to the opposite side as detailed above. Repeat for the other side of joint.
  6. Report whether or not sealant in joint connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate.
- G. Evaluation of Field Test Results:
1. General sealants not evidencing adhesive failure from testing, in absence of other indications of noncompliance with requirements, will be considered satisfactory. Do not use sealants that fail to adhere to joint substrates during testing.
  2. Concrete/Masonry/Stone sealants must provide minimum 3 in. (300% extension) tab pull without bond loss. Do not use sealant that fails to extend minimum 3 in.

#### **1.06 DELIVERY, STORAGE AND HANDLING**

- A. Deliver materials in the original unopened containers with intact labels indicating manufacturer, product name and designation, color, expiration period for use and curing time.
- B. Store and handle materials in compliance with manufacturer's recommendations.

#### **1.07 PROJECT CONDITIONS**

- A. Environmental Conditions:
1. Do not proceed with installation of joint sealants under the following conditions:
    - a. When ambient and substrate temperatures are outside of the limits permitted by joint sealant manufacturer.
    - b. When Joint substrates are wet
  2. Do not proceed with installation of joint sealants over contaminated surfaces. Remove all contaminants that may interfere with sealant adhesion.

#### **1.08 WARRANTY**

- A. Provide sealant manufacturer's standard 20-year warranty. Include coverage of installed sealants and accessories against failure to achieve a watertight seal or loss of adhesion, cohesion or color stability.

### **PART 2 – PRODUCTS**

## **2.01 MANUFACTURERS**

### **A. General**

1. Manufacturers are listed to set a standard for design and product performance.
2. Products of manufacturers that not listed may be proposed for substitution, provided that they are equal in design, product performance and warranty to the products specified.
3. The burden of proof of equality of proposed products is on the Contractor.

### **B. Approved Manufacturers:**

1. Dow Corning Corporation
2. Pecora Corporation
3. Sonneborn Building Products (BASF)
4. Tremco

## **2.02 ELASTOMERIC SEALANTS**

- A. Provide joint sealants, joint fillers, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by sealant manufacturer based on testing and field experience.
- B. Provide manufacturer's standard chemically curing elastomeric sealants that comply with ASTM C 920 and other requirements indicated on each Elastomeric Joint Sealant Data Sheet at end of this Section, including those requirements referencing ASTM C 920 classifications for Type, Grade, Class, and Uses.
- C. Where additional movement capability is required other than the specified by the sealant manufacturer for the product specified, provide products with the capability, when tested for adhesion and cohesion under maximum cyclic movement per ASTM C 719, to withstand the required percentage change in the joint width existing at time of installation and remain in compliance with other requirements of ASTM C 920 for uses indicated.
- D. Concrete/Masonry/Stone: One-component, premium-grade, polyurethane-base, elastomeric sealant. ASTM Specifications: C-920 Type M, Grade P & NS, Class 25.  
1. Federal Specifications: TT-S-00230C (COM-NBS) Class A for one-component building sealants
- E. Alternate: Two-component, premium-grade, polyurethane-base, elastomeric sealant of matching color. ASTM specification: C-920 Type M, Grade P & NS, Class 25.  
1. Federal Specifications: TT-S-00227E (COM-NBS) Class A for two-component building sealants of matching color.
- F. High-temperature Sealant: For use at high-temperature penetrations and other locations where high temperatures are anticipated: Product such as "736 Heat Resistant Sealant", manufactured by Dow Corning. Or other product approved by Owner for temperature and substrate conditions encountered.  
1. Heat resistant sealant shall be rated to withstand intermittent temperatures up to 500 degrees Fahrenheit, minimum.
- G. Color: To match existing

## **2.03 ACCESSORIES**

### **A. Backing Materials:**

1. Provide sealant backings of material and type that are nonstaining; are compatible with joint substrates, sealants, primers and other joint fillers; approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
  - a. Backer rod general sealant: Open-cell polyurethane.
  - b. Backer rod concrete/masonry/stone sealant: Closed-cell polyethylene.

### **A. Bond-Breaker Tape:**

1. Pressure sensitive adhesive polyethylene tape, TEFLON or polyurethane foam tape, as recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint filler materials or joint surfaces at back of joint where such adhesion would result in sealant failure.

### **B. Primer:**

1. Material recommended by joint sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint sealant-substrate tests and field tests.
2. Product: Dow Corning 1200 Prime Coat

### **C. Cleaners for Nonporous Surfaces:**

1. Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming in any way joint substrates and adjacent nonporous surfaces, and formulated to promote optimum adhesion of sealants with joint substrates.

### **D. Masking Tape:**

1. Pressure-sensitive adhesive paper tape, non-staining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

## **PART 3- EXECUTION**

### **3.01 EXAMINATION**

- ### **A. Examine joints indicated to receive joint sealants, with installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint sealant performance. Do not proceed with installation of joint sealants until unsatisfactory conditions have been corrected. Immediately notify Architect and WeatherTech Consulting Group of unsatisfactory conditions.**

### **3.02 PREPARATION**

#### **A. Surface Cleaning of Joints:**

1. Clean out joints immediately before installing joint sealants to comply with recommendations of joint sealant manufacturer and the following requirements:
2. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings

tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.

3. Clean concrete, masonry, unglazed surfaces of ceramic tile, and similar porous joint substrate surfaces by brushing, grinding, blast cleaning, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining from above cleaning operations by vacuuming or blowing out joints with oil-free compressed air.
4. Remove laitance and form release agents from concrete.
5. Clean metal, glass, porcelain enamel, glazed surfaces of ceramic tile, and other nonporous surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants.

**B. Joint Priming:**

1. Prime all joint substrates. Apply primer to comply with joint sealant manufacturer's recommendations. Confine primers to areas of joint sealant bond; do not allow spillage or migration onto adjoining surfaces.

**C. Masking Tape:**

1. Use masking tape where required to prevent contact of sealant with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

### **3.03 JOINT SEALANT INSTALLATION**

**A. General Requirements:**

1. Comply with joint sealant manufacturer's printed installation instructions applicable to products and applications indicated, except where more stringent requirements apply.
2. Comply with recommendations of ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

**B. Installation of Sealant Backings:**

1. Install joint fillers to provide support of sealants during application and at position required to produce the cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
2. Do not leave gaps between ends of joint fillers.
3. Do not stretch, twist, puncture, or tear joint fillers.
4. Remove absorbent joint fillers that have become wet prior to sealant application and replace with dry material.
5. Install bond breaker tape between sealants where backer rods are not used between sealants and joint fillers or back of joints.

**C. Installation of Sealants:**

1. Install sealants using a pressure gun with nozzle cut to fit joint width. Ensure sealant is deposited in a uniform continuous bead without gaps or air pockets. Ensure sealants are directly contacting and fully wetting joint substrates, completely filling recesses provided for each joint configuration, and providing uniform,



cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability. Install sealants at the same time sealant backings are installed.

D. Tooling of Nonsag Sealants:

1. Within 10 minutes of sealant application, tool sealants to form smooth, uniform beads of configuration indicated, to eliminate air pockets, and to ensure contact and adhesion of sealant with sides of joint. Remove excess sealants from surfaces adjacent to joint. Do not use tooling agents that discolor sealants or adjacent surfaces or are not approved by sealant manufacturer.
2. Provide concave joint configuration per Figure 5A in ASTM C 1193, unless otherwise indicated.

### **3.04 FIELD QUALITY CONTROL**

- A. Arrange for the owner and Weather Tech Consulting Group to visit the construction site during the construction period, as frequently as recommended by manufacturer. The Weather Tech Consulting Group will observe the installation methods and practice and will report to the Owner
- B. When installation is completed, Weather Tech Consulting Group will make a visual inspection of the installation and perform random testing as recommended by manufacturer. If testing demonstrates that sealants are not installed to the satisfaction of the Weather Tech Consulting Group satisfaction, remove and replace without additional cost to the Owner.

### **3.05 CLEANING AND PROTECTON**

- A. Clean off excess sealants or sealant smears adjacent to joints as work progresses by methods and with cleaning materials approved by manufacturers of joint sealants and of products in which joints occur.
- B. Protect joint sealants during and after curing period from contact with contaminating substances or from damage resulting from construction operations or other causes so that they are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated joint sealants immediately so that installations with repaired areas are indistinguishable from original work.

## **END OF SECTION**

## **SECTION 22 14 26.13**

### **ROOF DRAINS**

#### **PART 1 - GENERAL**

##### **1.01 SUMMARY**

- A. Furnish new clamping rings, domes, and bolts for all existing drains where existing drain components are broken, deteriorated or otherwise un-useable. Replace broken or damaged drain bowl assemblies on a unit price basis.
- B. Install new roof drains, drain lines and tie-ins to existing plumbing as indicated on drawings or on a unit price basis as authorized by change order.
- C. Drain Inserts as indicated on drawings or on a unit price basis authorized by change order

##### **1.02 RELATED DOCUMENTS**

- A. Contract Documents – All
- B. Section 01 33 00 – Submittals
- C. Section 01 33 26 - Quality Assurance
- D. Section 07 54 00 – Fully Adhered EPDM Membrane Roofing

##### **1.03 REFERENCE STANDARDS**

- A. General: All standards refer to the latest edition or revision, unless otherwise noted.
- B. International Plumbing Code
- C. State of Michigan Plumbing Code
- D. Local building codes and regulations
- E. ANSI/SPRI: *RD-1 2019 Performance Standard for Retrofit Drains*

##### **1.04 QUALITY CONTROL**

- A. Contractor to provide adequate numbers of skilled workmen who are thoroughly trained and experience in the necessary crafts, specified requirements and methods needed for proper performance of the work outlined in this section.
- B. All roof drains and plumbing work shall be installed by a licensed plumber in accordance with all applicable local and State building codes and regulations.

## **1.05 DELIVERY, STORAGE AND HANDLING**

- A. Deliver materials in the original unopened containers with intact labels indicating manufacturer, product name and description

## **PART 2 – PRODUCTS**

### **2.01 MANUFACTURERS**

- A. General
  - 1. Manufacturers are listed to set a standard for design and product performance.
  - 2. Products of manufacturers that are not listed may be proposed for substitution, provided that they are equal in design, product performance and warranty to the products specified.
  - 3. The burden of proof of equality of proposed products is on the Contractor.
- B. Approved Manufacturers:
  - 1. Josam Co.
  - 2. Zurn Co.
  - 3. J.R. Smith
  - 4. Sioux Chief
  - 5. Wade

### **2.02 ROOF DRAINS**

- A. Replacement roof drains to be equivalent to the Z-100 Dura coated main roof drain, with a cast iron body and combination membrane flashing clamp/gravel guard and low silhouette aluminum or cast-iron dome, as manufactured by Zurn or approved equal. Drains to have no hub option for use with no hub piping. Install 18 gage galvanized steel roof sump receiver at all drains.
- B. Replacement roof drains and roof drain parts shall match existing construction with regard to type, size and configuration to the extent possible.
- C. Replacement roof drains shall match existing size.
- D. New roof drains shall be 4" diameter drains unless otherwise noted on the drawings.
- E. Provide new stainless steel drain bolts and washers at all drains.

### **2.03 DRAIN LINES**

- A. Schedule 40 PVC piping, tie-ins to existing plumbing and accessories for new drain lines shall meet the requirements of all applicable State and Local building codes. Where required by code cast iron drain lines shall be used in lieu of PVC piping.

### **2.04 PIPE INSULATION**

- A. All horizontal piping shall have 1/2" fiberglass insulation with integral vapor barrier with Zeston fittings or approved equal.

## **2.05 EXPANSION JOINT COUPLINGS**

- A. All new roof drains shall be provided with flexible, no-hub, expansion joint couplings between the drain outlets and the new drain lines.

## **2.06 DRAIN INSERTS**

- A. At drain locations where existing drain assembly is unusable, installation of a drain insert must be approved by Consultant and Owner. Approved work to be performed on a unit price basis.
- B. Drain inserts: One piece spun 11-gauge aluminum body, heavy duty cast aluminum strainer dome and clamping ring, sized to properly fit existing drain line.
- C. Drain insert to meet ANSI/SPRI RD-1 2019 requirements.
- D. Approved products:
  - 1. Hercules – Roof Drain – OMG Roofing Products

## **PART 3 - EXECUTION**

### **3.01 INSTALLATION – ROOF DRAINS**

- A. Install interior protection below the area where drains are to be installed or replaced prior to proceeding with the demolition work.
- B. Cut appropriate opening if necessary and install steel roof drain sump pans on existing decking and fasten to deck 6" o.c. with #14 self-tapping sheet metal screws.
- C. Provide 1.5" X 1.5" X .25" angle iron support framing under the new drain sumps. Securely fasten new angle iron supports to existing roof framing members.
- D. Install new roof drain body in new sump per the manufacturer's recommendations.

### **3.02 INSTALLATION - DRAIN PIPING**

- A. Install all no hub piping, sized as required for new drains as is appropriate, securely supported from building structure on 10-foot centers or less, if necessary, for proper installation. Minimum pitch to be 1/8" per foot.
- B. Properly support all fittings and joints such that they do not bend or warp.
- C. All horizontal piping shall have 1/2" fiberglass insulation with integral vapor retarder to prevent condensation. Tape all joints.

### **3.03. QUALITY CONTROL**

- A. The building is to remain absolutely watertight during installation of new drains. The deck and new membrane are not to be cut if any ponding water exists on roof surface.
- B. Be careful not to damage any interior or exterior finishes, including floors, ceilings, and walls.
- C. Restore all surfaces damaged by the operations of this section to like new condition, at no additional cost to the owner.

### **3.04 VERIFICATION**

- A. Upon completion of the installation of each drain and attached piping, visually inspect and verify that all components are complete and properly installed. Verify that all new drains and piping are securely attached to the building structure, are in working order, and are absolutely watertight via water testing. See Specification Attachment A

### **3.05 CLEANUP**

- A. At completion of all plumbing work, remove all construction debris and equipment from job site. Contractor is to ensure that all building components (ceilings, lights, etc.) are undamaged and properly in place.

**END OF SECTION**

## Flood Test Acknowledgement

Pursuant to Substantial Completion and by executing this document, the contractor confirms that:

1) A Flood Test of the roof has been completed to verify that all drains are working and no leaks occur in the roof drainage and flashing systems or any other work completed for completion of the Contract Documents.

- Document flood testing with photographs and submit to Owner/Consultant any documentation of leaks, prior to final payment.

School/Bldg.: \_\_\_\_\_

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

Acknowledged By:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

Attachment A