

**CALCASIEU PARISH SCHOOL BOARD HURRICANE REPAIRS
VINTON HIGH SCHOOL
CONCESSION BUILDING REPLACEMENT**

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**CALCASIEU PARISH SCHOOL BOARD
HURRICANE LAURA DAMAGES RESTORATION PROJECT:
VINTON MIDDLE SCHOOL CONCESSIONS BUILDING REPLACEMENT (HL-056-04)
VRA No. 20103**

PRE-BID MEETING MINUTES:

Date / Time: June 8, 2023, 10 AM Central

Location: Vinton High School, Vinton, LA (Concessions Building Site)

Attendees:	Bill Barry	CSRS	p: 617-545-8530	William.Barry@csrsinc.com
	Erin Heinen (VHS Principal)	Vinton High School	p: 337-853-4380	eric.heinen@cpsb.org
	Patrick Ryder,	Ryder & Ryder	p: 337-508-2779	ryderandrydercons@gmail.com
	Michael Roussel	VergesRome Architects	p: 504-488-7739	michael@vergesrome.com

Discussion:

1. The pre-bid meeting is non-mandatory.
2. VRA contacted a fabricated portable building manufacturer (basis of design) regarding the current lead time for building delivery. The manufacturer's representative indicated that the current lead time is 12-14 weeks from receipt of approved submittal.
3. When asked, the GC in attendance stated that they would prefer not to mobilize for demolition and site preparation immediately after contract award / signature, but would prefer to mobilize just prior to the building delivery.
4. Discussed VRA's recommendation for a GC's procurement period after contract award to allow long lead item submittals to be reviewed and orders placed. VRA recommends issuance of a Notice to Proceed after a confirmed building delivery date is received to allow the GC to clear and prepare the site to accept the building delivery. Delaying the NTP relieves the GC of responsibility for securing the site for the entire procurement duration, limits the general conditions charged to the School Board, and ties the NTP and the duration to the building manufacturer's confirmed delivery date. Final language on award, delayed NTP, and the contract duration will be issued by addendum after review with CSRS and CPSB.
5. The GC will secure the construction area following the NTP and through completion of construction.
6. Principal Heinen asked that the existing building be removed through the practice field and that the new building be moved to the project site from the practice field.
7. The adjacent chain link fencing shall be modified / extended to fit to the new concessions building to maintain the secure perimeter around the stadium.
8. The GC is responsible for scheduling all required inspections.
9. Principal Heinen provided a list of the equipment that was in the existing concession stand. CPSB may elect to purchase the equipment directly. VRA and CSRS will review the list and provide clarification regarding inclusion in the project.
10. All bidders are encouraged to visit the site prior to bidding and are recommended to contact the school office prior to visiting to be certain that the campus is accessible, and staff is on campus. Additional contacts for site visits (not in attendance): Chad Lavergne, Assistant Principal, p:337-405-9182

END OF MEETING

SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:
 - 1. Project information.
 - 2. Work covered by Contract Documents.
 - 3. Work by Owner.
 - 4. Access to site.
 - 5. Work restrictions.
 - 6. Specification and drawing conventions.
 - 7. Miscellaneous provisions.
- B. Related Requirements:
 - 1. Section 01 50 00 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

- A. Project Identification: Calcasieu Parish School Board – Concession Building Replacement.
 - 1. Project Location:
 - a. Vinton High School; 1603 Grace Avenue; Vinton, LA 70668. LOC #HL-056-04.
- B. Owner/Tenant: Calcasieu Parish School Board (CPSB).
 - 1. Owner's Representative: William Barry; CSRS, Inc.; 1304 Enterprise Blvd., Suite B, Lake Charles, LA 70601; email: William.Barry@csrsinc.com; p: 617.543.8530.
- C. Architect: VergesRome Architects; 320 N. Carrollton Ave., Suite 100; New Orleans, LA 70119 (504.488.7739).
 - 1. Architect's Representatives: Chip Verges (chip@vergesrome.com) and Michael Roussel (michael@vergesrome.com).

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of, but is not limited to, the following:

1. Remove existing concessions building including but not limited to concrete slabs, footings, anchors, utility disconnections. Replace portable building, including new prefabricated aluminum walkway, walkway cover, ramp, steps, and railings.
 2. Exterior work to support new portable building, including compacted fill and gravel, concrete paving, CMU piers with termite shields, sand utility connections.
 3. Exterior doors and frames, pass windows, and stainless steel shelves.
 4. Through-wall HVAC unit.
 5. Interior work to the new portable building, including plastic laminate casework, finishes, plumbing, lighting, and electrical for a fully operational prefabricated structure.
- B. Owner's Continued Operations: The Contractor must maintain safe and reasonable access for the public and Owner to access to properties during construction. The existing school will remain operational during the construction period. Temporary security fencing, lighting, and protection are required.
- C. Type of Contract:
1. Project will be constructed under a single prime contract.
 - a. A Notice to Proceed will be issued following the contract signing. Upon receipt of the Notice to Proceed, the General Contractor shall:
 - 1) submit all required documents including but not limited to the project schedule, the submittal schedule, and submittals. The General Contractor's schedule shall indicate the anticipated delivery date for the fabricated portable buildings and the General Contractor's proposed mobilization date.
 - 2) commence the materials submittal and procurement process including but not limited to the fabricated portable buildings and other long-lead items. The lead time for the fabricated portable buildings is recognized as a critical component in the project schedule. The General Contractor shall prioritize the procurement of the fabricated portable buildings and other long lead items.
 - b. The General Contractor is under no obligation to occupy the site upon receipt of the Notice to Proceed. The General Contractor shall determine when mobilization will occur relative to the demolition and site preparation work to be completed prior to the fabricated portable building delivery.
 - 1) The existing concessions building is a part of the secure perimeter of the football stadium; the General Contractor shall maintain the project site as part of the secure perimeter upon mobilization and through the project completion.
 - 2) Upon mobilization and through the project completion, the General Contractor shall provide and maintain a secure, safe and clean project site. During periods of construction inactivity, General Contractor shall visit the site at least once per week to secure, clean and maintain the project site.

1.5 WORK BY OWNER

- A. General: Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner and with School Operations and events.

1.6 ACCESS TO SITE

- A. General: Contractor shall have full use of the space immediately surrounding the project site for construction operations during the construction phase. Contractor's use of Project site is limited only by Owner's right to perform work or to retain other contractors on portions of Project.
- B. Contractor shall coordinate all work with School Board, Principal, and Architect, including scheduling, utility connections and outages, laydown and storage areas, trash containers and pickups, and materials deliveries.
- C. Contractor shall not limit the School's daily operations and scheduled events.

1.7 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
 - 2. Contractor shall have limited use of space for construction while school is in session, and must coordinate with CPBS, the Principal, and the Architect for access while school is in session.
 - 3. CPSB and the School will have on-going maintenance during the construction. The Contractor shall coordinate their activities with the on-going maintenance through CPSB, the Principal and the Architect.
- B. On-Site Work Hours: Work governed by local authorities having jurisdiction, in coordination with the principal and CPSB.
- C. Existing Utility Interruptions: Do not interrupt utilities serving others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 - 1. Notify affected owners not less than 48 hours in advance of proposed utility interruptions.
- D. Nonsmoking Building: Smoking is not permitted within the building or school site, or within 25 feet (8 m) of outside the property line.
- E. Controlled Substances: Use of tobacco and other controlled substances is not permitted on the school property/construction site. No firearms are permitted on school property.
- F. Employee Identification: Provide CPSB photo identification badges for all Contractor personnel (including subcontractors) working on the construction site. Require personnel to use identification badges at all times. Use of uniform shirts and/or similar apparel, and/or company badges identifying the worker's employer is also required for each contractor and subcontractor personnel.
 - 1. The Contractor shall submit a list and digital photo of all personnel, including subcontractors, who will be working on site for CPSB to create badges.

1.8 SPECIFICATION AND DRAWING CONVENTIONS

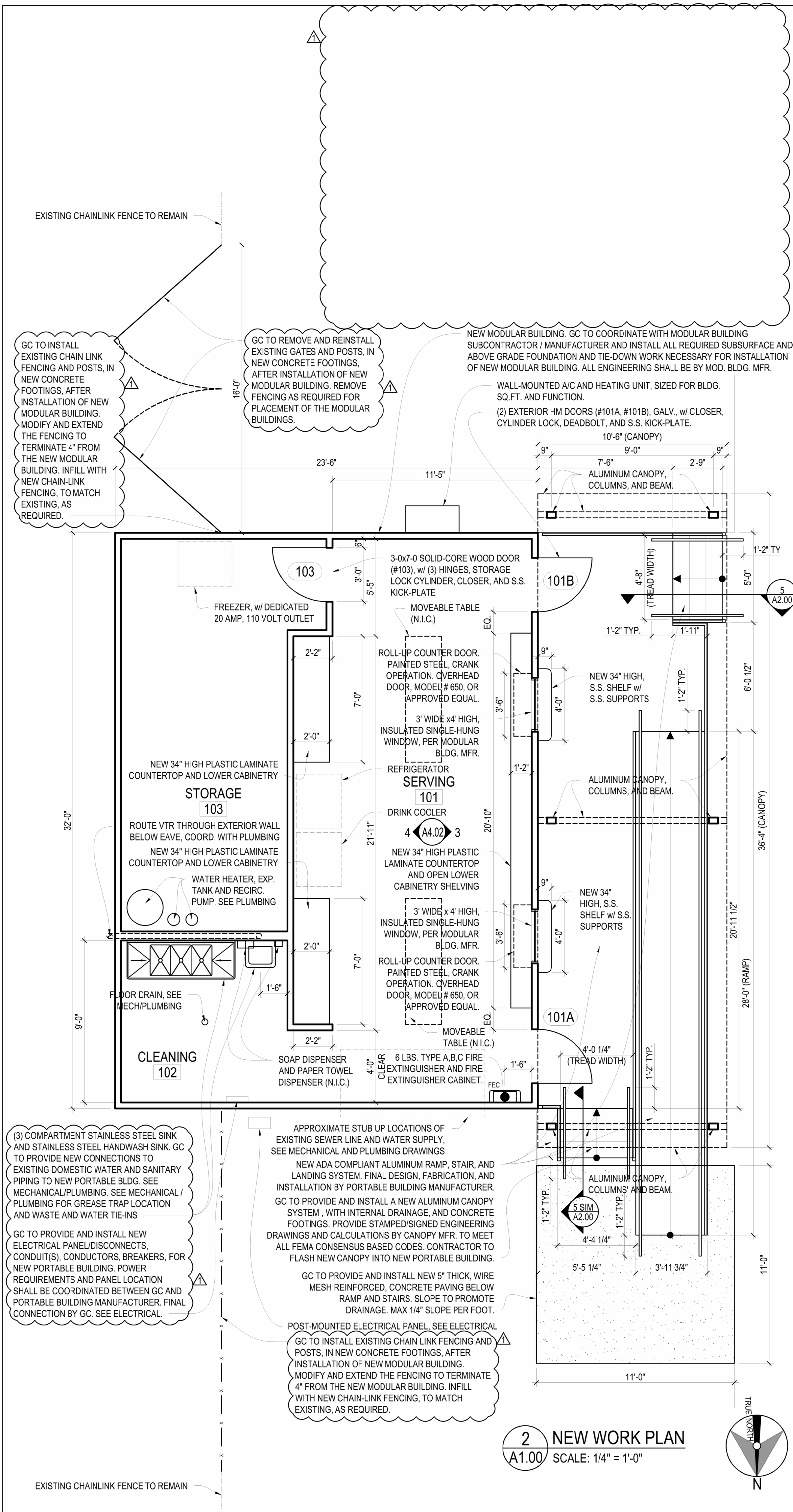
- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
 - 1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
 - 2. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings.
 - 3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 10 00



2 NEW WORK PLAN
A1.00 SCALE: 1/4" = 1'-0"

GENERAL NOTES :

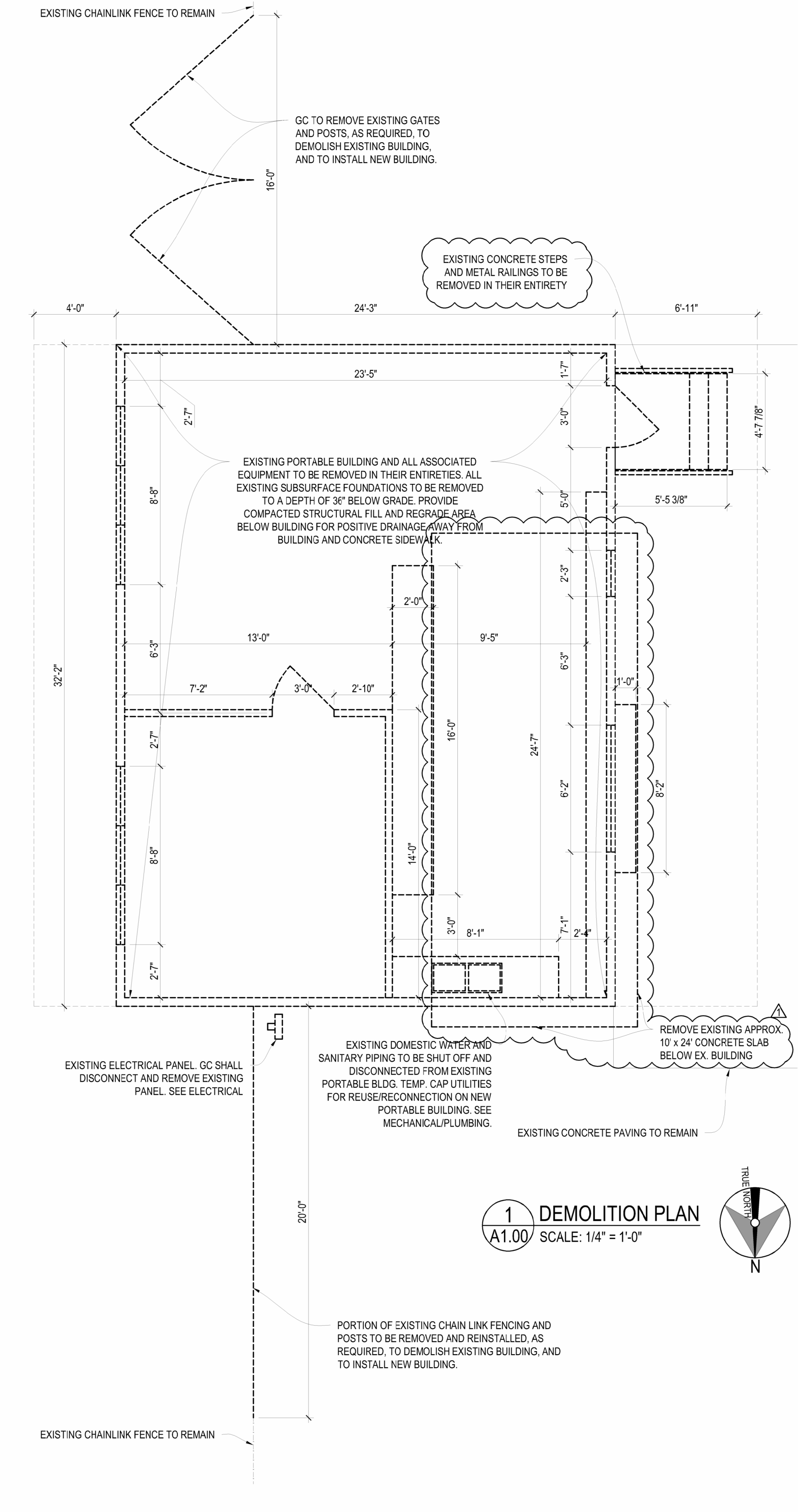
- A. THE NEW MODULAR CONCESSION BUILDING TO BE PROVIDED, INSTALLED / LOCATED, WHERE EXISTING MODULAR BUILDING IS TO BE REMOVED AND PROPERLY DISPOSED OF.
- B. BUILDING HOUSES A CONCESSION STAND OF APPROXIMATELY 786 SF. THE MAX OCCUPANCY IS 13 PERSONS.
- C. THE CONTRACTOR SHALL VISIT SCHOOL SITE PRIOR TO SUBMITTING A PROPOSAL FOR THE WORK UNDER THIS CONTRACT
- D. DESIGN OF THE TRANSPORTATION, SUPPORT AND ANCHORING SYSTEMS FOR THE MODULAR CONCESSION BUILDING SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- E. THE CONTRACTOR SHALL PROVIDE TURN-KEY SERVICES FOR THE ENGINEERING, FABRICATION, TRANSPORTATION, FOUNDATION, PLACEMENT, AND TIE-DOWN OF THE NEW MODULAR CONCESSION BUILDING FROM THE BUILDING MANUFACTURER / SUPPLIER, INCLUDING BUT NOT LIMITED TO THE FOLLOWING:
 1. OBTAIN ALL NECESSARY PERMITS AND COOPERATION FROM STATE / CITY AGENCIES AND UTILITY COMPANIES REQUIRED TO TRANSPORT THE BUILDING FROM BUILDING MANUFACTURER / SUPPLIER TO VINTON H.S.; FILE AN APPROVED ROUTE TO THE PROJECT SITE.
 2. CONFIRM VIABILITY OF THE PROPOSED ROUTE AND OF THE PROPOSED LOCATION SITE.
 3. SECURE AND PREPARE THE BUILDING FOR TRANSPORTATION.
 4. TRANSPORT THE BUILDING FROM BUILDING MANUFACTURER / SUPPLIER TO THE PROPOSED LOCATION ON THE VINTON H.S. CAMPUS.
 5. PREPARE THE EXISTING SITE AT TO RECEIVE THE BUILDING, INCLUDING TEMPORARILY REMOVING ANY EXISTING ITEMS REQUIRED TO PLACE THE BUILDING.
 6. FILL THE AREA OF THE REMOVED SLAB AND THE FOOTPRINT OF THE NEW BUILDING WITH STRUCTURAL FILL, COMPACT THE FILL AND GRADE THE FOOTPRINT OF THE BUILDING TO SHED TOWARD THE PRACTICE FIELD.
 7. PLACE AND LEVEL THE BUILDING IN THE LOCATION INDICATED, INCLUDING SUPPORTS AND TIE-DOWNS. SET ELEVATION OF BOTTOM OF BUILDING STRUCTURE MINIMUM 1 1/4" (THE HEIGHT OF A CMU PIER, TWO 8" COURSES HIGH), SLATE SHIMS WOOD BLOCKING BETWEEN TOP OF CMU PIER AND BOTTOM OF BUILDING STRUCTURE AS REQUIRED.
 8. RETURN ALL TEMPORARILY REMOVED ITEMS TO THEIR PREVIOUS CONDITION / LOCATION.
 9. REPAIR DAMAGE TO NEW PORTABLE, CAUSED BY INSTALLATION / LOCATION PROCEDURES AFTER SECURING IN PLACE.
 10. REPAIR DAMAGE TO EXISTING IMPROVEMENTS AND SITE WORK CAUSED BY INSTALLATION / LOCATION PROCEDURES.
- F. CONTRACTOR TO PROVIDE PRE-MANUFACTURED ALUMINUM RAMPS, STAIRS, AND LANDING SYSTEM, ON EXISTING CONCRETE PAD. ALL DAMAGES TO THE CONCRETE PAD DURING DEMOLITION AND/OR CONSTRUCTION OPERATIONS SHALL BE REPAIRED BY THE CONTRACTOR TO LIKE-NEW CONDITIONS AT NO ADDITIONAL COST TO THE OWNER.
- G. CONTRACTOR WILL CONNECT THE SEWER, WATER, ELECTRICAL AND SPECIAL SYSTEMS FROM THE EXISTING SCHOOL TO THE NEW PORTABLE BUILDING, AND UPGRADE THE SERVICE CONNECTIONS, ELECTRICAL BREAKER, CABLES, AND CONDUIT, AS REQUIRED. SEE MEP.
- H. PROTECT FROM DAMAGE TO EXISTING STRUCTURES AND SITE WORK (BUILDINGS, PAVING, LANDSCAPING, SITE LIGHTING, UTILITIES, TRACK, ETC.).
- I. COORDINATE ACTIVITIES ON THE VINTON H.S. CAMPUS TO AVOID DISTURBANCE TO THE NORMAL SCHOOL OPERATION. COORDINATE ACTIVITIES WITH THE SCHOOL PRINCIPAL AND CPSB. SCHEDULE DELIVERY DURING NON STUDENT TAKE-IN AND DISMISSAL TIMES.
- J. REMOVE AND DISPOSE OF ALL EXCESS MATERIAL AND DEBRIS ASSOCIATED WITH THE PLACEMENT OF THE PORTABLE BUILDING.
- K. SUPPORT, LEVEL, AND TIE-DOWN THE PORTABLE BUILDING, IN COMPLIANCE WITH LOCAL BUILDING CODES AND WIND FACTORS. FOUNDATION AND TIE-DOWN ENGINEERING SHALL BE BY MODULAR BUILDING MANUFACTURER.
- L. RETURN DISTURBED ADJACENT IMPROVEMENTS (PAVING, CURBS, FENCING, LANDSCAPE, LAWN, ETC.) TO ORIGINAL PRE-RELOCATION CONDITIONS.

PATH OF TRAVEL NOTES :

- A. MINIMUM ALLOWABLE CLEAR WIDTHS ARE 32" AT DOORS OR OTHER POINTS, AND 36" CONTINUOUSLY.
- B. ANY 180° TURN WILL REQUIRE A CLEAR SPACE OF 60" .
- C. PROTRUDING OBJECTS WITH LEADING EDGES BETWEEN 27" AND 80" ABOVE THE FINISHED FLOOR SHALL PROTRUDE NO MORE THAN 4" .
- D. MINIMUM CLEARANCE FOR HEADROOM SHALL BE 80" .
- E. FLOORS, RAMPS, WALKS, STAIRS, AND CURB RAMPS SHALL BE SLIP RESISTANT. ANY CHANGES IN LEVEL BETWEEN 1/4" AND 1/2" MUST BE BEVELED NO GREATER THAN 1:2.
- F. MINIMUM WIDTH OF A RAMP SHALL BE 44" .
- G. RAMPS SHALL HAVE LEVEL LANDINGS AT THE BOTTOM AND THE TOP OF EACH RAMP AND EACH RAMP RUN.
- H. LANDINGS SHALL HAVE THE FOLLOWING FEATURES:
 1. LANDING SHALL BE AS WIDE AS THE RAMPS LEADING TO IT.
 2. LANDING LENGTH SHALL BE A MINIMUM OF 60" .
 3. IF A RAMP CHANGES DIRECTION AT THE LANDINGS, THE MINIMUM LANDING SIZE SHALL BE 60" BY 60" .
- I. PROVIDE HANDRAILS IF THE RISE IS GREATER THAN 6" OR THE HORIZONTAL IS GREATER THAN 72" .
- J. HANDRAILS SHALL HAVE THE FOLLOWING CHARACTERISTICS:
 1. HANDRAILS SHALL BE PROVIDED ON BOTH SIDES OF THE RAMP SEGMENTS.
 2. THE INSIDE HANDRAIL ON SWITCHBACK OR DOGLEG RAMPS SHALL BE CONTINUOUS.
 3. IF HANDRAILS ARE NOT CONTINUOUS, EXTEND THEM AT LEAST 12" BEYOND THE TOP AND BOTTOM OF THE RAMP AND BE PARALLEL WITH THE FLOOR SURFACE.
 4. CLEAR SPACE BETWEEN HANDRAILS, GUARDRAILS AND WALLS SHALL BE MINIMUM 2 1/4" .
 5. GRIPPING SURFACE SHALL BE CONTINUOUS.
 6. DIAMETER OF A GRAB BAR SHALL BE 1 1/4" TO 1 1/2" .
 7. EDGES SHALL HAVE A MINIMUM RADIUS OF 1/8" .
- K. HANDRAILS SHALL BE RETURNED TO THE WALL OR FLOOR, OR TERMINATE AT NEWEL POSTS.
- L. NEW HANDRAILS THAT ARE NOT CONTINUOUS BETWEEN FLIGHTS OF STAIRS SHALL EXTEND HORIZONTALLY AT LEAST 12" BEYOND THE TOP RISER AND CONTINUE TO SLOPE FOR A DEPTH OF ONE TREAD BEYOND BOTTOM RISER.
- M. NEW HANDRAILS ON OPEN SIDES OF STAIRS SHALL HAVE INTERMEDIATE RAILS SUCH THAT A SPHERE 4" CANNOT PASS THROUGH ANY OPENINGS IN THE HANDRAIL. THE TRIANGULAR OPENINGS FORMED BY THE RISER, TREAD, AND BOTTOM ELEMENT SHALL NOT ALLOW A 6" SPHERE TO PASS THROUGH THE TRIANGULAR OPENING.
- N. RAMPS AND LANDINGS WITH DROP-OFFS SHALL HAVE CURBS, RAILS, WALLS, OR A PROJECTING SURFACE A MINIMUM OF 4" HIGH.
- O. OUTDOORS RAMPS & WALKWAYS SHALL NOT ACCUMULATE WATER ON WALKING SURFACES.
- P. CHANGES IN LEVEL IN A MEANS OF EGRESS LESS THAN 21" SHALL BE BY A RAMP OR STAIRS WITH MINIMUM TREAD DEPTH OF 13" WITH CONTRASTING STRIPE AT THE NOSINGS.
- Q. HEADROOM IN A MEANS OF EGRESS SHALL NOT BE LESS THAN 7'-6" WITH NO PROJECTION LESS THAN 6'-8" HEIGHT FROM THE FLOOR.
- R. PROVIDE LANDING OUTSIDE EXTERIOR DOORS LEVEL WITH THE FLOOR.
- S. PROVIDE STAIRS WITH A MINIMUM 44" WIDTH CLEAR OF ALL OBSTRUCTIONS, EXCEPT PROJECTIONS NOT EXCEEDING 4 1/2" AT OR BELOW HANDRAIL HEIGHT ON EACH SIDE.
 1. MAXIMUM HEIGHT OF RISERS: 7" .
 2. MINIMUM HEIGHT OF RISERS: 4" .
 3. MINIMUM TREAD DEPTH: 11" (13" AT RISE LEES THAN 21")
 4. MINIMUM HEADROOM: 6'-8" .
- T. STAIRS AND RAMPS SHALL HAVE HANDRAILS ON BOTH SIDES AND SHALL BE PROVIDED WITHIN 30" OF ALL PORTIONS OF THE REQUIRED EGRESS WIDTH OF THE STAIR.
- U. HANDRAILS SHALL BE NO LOWER THAN 34" OR HIGHER THAN 38" ABOVE THE LEADING EDGE OF THE TREAD SURFACE. (EXCEPTION: REQUIRED RAILS THAT FORM PART OF A GUARD SHALL BE PERMITTED TO BE 42" MEASURED VERTICALLY TO THE TOP OF THE RAIL FROM THE LEADING EDGE OF THE TREAD).

MODULAR BUILDING GENERAL NOTES :

- A. TO COMMUNICATE THE CONCEPTUAL INTENT OF THE MODULAR BUILDING, THESE DRAWINGS DEPICT THE APPROXIMATE LOCATION, SIZE AND CONFIGURATION OF THE NEW MODULAR CONCESSION BUILDING BASED UPON SAMPLE INFORMATION PROVIDED TO VRA BY AMTEX.
- B. BUILDING DIMENSIONS SHOWN ARE MINIMUM.
- C. THE BUILDING, FOUNDATION AND TIE-DOWN METHOD SHALL BE DESIGNED AND ENGINEERED BY THE MODULAR BUILDING MANUFACTURER TO MEET FEMA CONCENSUS BASED CODES; PROVIDE ENGINEERED DRAWINGS STAMPED BY ENGINEER LICENSED IN THE STATE OF LOUISIANA.
- D. MODIFICATIONS TO THE INTERIOR BUILD-OUT AND DIFFERING LOCATIONS OF UTILITY CONNECTIONS ARE SUBJECT TO THE NON-STANDARDIZED MODULAR BUILDINGS CONFIGURATIONS, THE GC SHALL COORDINATE THE ACTUAL BUILDING PLACEMENT, BUILD-OUT CONFIGURATION, AND UTILITY CONNECTIONS WITH THE ARCHITECT/ENGINEERS AND THE OWNER.



1 DEMOLITION PLAN
A1.00 SCALE: 1/4" = 1'-0"



VINTON HIGH SCHOOL
CONCESSION BUILDING REPLACEMENT
CALCASIEU PARISH SCHOOL BOARD
 #HL-056-04
 1603 GRACE AVENUE
 VINTON, LOUISIANA 70668

DATE ISSUED:	18 MAY 2023
REVISED:	12 JUNE 2023
REVISED:	
REVISED:	
REVISED:	
DRAWN BY:	RMH, CMB, MUR
CHECKED BY:	MUR
PHASE:	
CONSTRUCTION DOCUMENTS	
20103	
TITLE: DEMOLITION & NEW WORK PLANS	
SHEET: A1.00	