

## **Solicitation 673-12020**

### **Department of Sustainable Development Cooling System Replacement (P12267)**

**Bid Designation: Public**



**City of Fort Lauderdale**

## Bid 673-12020

### Department of Sustainable Development Cooling System Replacement (P12267)

Bid Number 673-12020  
 Bid Title Department of Sustainable Development Cooling System Replacement (P12267)

Bid Start Date Aug 11, 2017 11:24:35 AM EDT  
 Bid End Date Sep 22, 2017 2:00:00 PM EDT  
 Question & Answer End Date Sep 15, 2017 5:00:00 PM EDT

Bid Contact Maureen Lewis  
 Procurement Specialist II  
 Finance  
 954-828-5239  
 maureenl@fortlauderdale.gov

Bid Contact Althea Pemsel  
 Sr. Procurement Specialist  
 Finance  
 954-828-5139  
 apemsel@fortlauderdale.gov

Contract Duration One Time Purchase  
 Contract Renewal Not Applicable  
 Prices Good for 120 days  
 Pre-Bid Conference Aug 22, 2017 10:00:00 AM EDT  
 Attendance is optional  
 Location: Department of Sustainable Development Bldg.  
 700 NW 19th Avenue  
 Fort Lauderdale, Florida 33304

Bid Comments **Sealed bids will be received electronically until 2:00 P.M., local time, on FRIDAY, SEPTEMBER 1, 2017, and opened immediately thereafter in the 5th Floor Conference Room, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301, for BID NO., 673-12020, PROJECT NO., 12267, DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING COOLING SYSTEM REPLACEMENT.**  
**This Project consists of Drawing File No., 4-140-55, twenty-four (24) sheets, excluding cover.**

**This Project is located at 700 NW 19th Avenue, City of Fort Lauderdale. The work to be accomplished under this contract includes, but is not limited to, an upgrade of the existing heating, ventilation, and air conditioning (HVAC) system, including the replacement of rooftop air handling units and associated electrical upgrades.**

**NOTE: Payment on this contract will be made by Visa or MasterCard.**

**Licensing Requirements: – Possession of a State of Florida General Contractor's License and State of Florida Mechanical Contractor's License is required for this Project.**

**Pre-Bid Meeting & Site visit: - A pre-bid meeting and site visit will be held on **TUESDAY, AUGUST 22, 2017, at 10:00 a.m., local time**, at the Department of Sustainable Development Building, 700 NW 19th Avenue, Fort**

Lauderdale, FL 33304.

While attendance is not mandatory, it is strongly suggested that all Contractors attend the pre-proposal conference and site visit since tours at other times might not be available. It will be the sole responsibility of the bidder to inspect the City's facility and become familiar with the scope of the City's requirements and systems prior to submitting a proposal. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the proposer has familiarized himself with the nature and extent of the work, equipment, materials, and labor required.

Bidding blanks may be obtained free of charge at BIDSYNC.COM. Drawing Plans are on file in the Public Works Department, City of Fort Lauderdale, at 100 North Andrews Avenue, 4<sup>th</sup> floor, (Monday through Friday, 8:00 am to 4:30 pm) at a NON-REFUNDABLE cost of \$25.00 (including sales tax per set). Only cash or cashier's check made payable to the City of Fort Lauderdale is accepted.

It will be the sole responsibility of the bidder to ensure that his bid is submitted prior to the bid opening date and time listed. PAPER BID SUBMITTALS WILL NOT BE ACCEPTED. BIDS MUST BE SUBMITTED ELECTRONICALLY VIA BIDSYNC.COM

Bid Security : A certified check, cashier's check, bank officer's check or bid bond for FIVE percent (5%) of the bid amount, made payable to the City of Fort Lauderdale, Florida, shall accompany each proposal.

Bid Bonds:

Bidders can submit bid bonds for projects four different ways.

BidSync allows bidders to submit bid bonds electronically directly through their system using Surety 2000 . For more information on this feature and to access it, contact BIDSYNC customer care department.

Bidders may upload their original executed bid bond on BIDSYNC to accompany their bids with the electronic proposal, and deliver the original, signed and sealed hard copy within five (5) business days, with the company name, bid number and title clearly indicated.

Bidders can hand deliver their bid bond in a sealed envelope to the Finance Department, Procurement Services Division, 100 North Andrews Avenue, Room 619, Fort Lauderdale, FL 33301-

1016, before time of bid opening, with the company name, bid number and title clearly indicated on the envelope.

Bidders can mail their bid bond to the Finance Department/Procurement Services Division, 100 North Andrews Avenue, Room 619, Fort Lauderdale, FL 33301-1016, before time of bid opening, with the company name, bid number and title clearly indicated on the envelope.

Certified Checks, Cashier's Checks and Bank Drafts

These cannot be submitted via BIDSYNC, nor are their images allowed to be uploaded and submitted with your electronic bid. These forms of securities, as well as hard copy bid bonds, must be received on or before the Invitation to Bid (ITB) opening date and time, at the Finance Department, Procurement Services Division, 100 North Andrews Avenue, Room 619, Fort Lauderdale, FL 33301-1016, with the bid number and title clearly indicated on the envelope.

It is the bidder's sole responsibility to ensure that his bid bond or other bid security is received by the Procurement Services Division before time of bid opening. Failure to adhere to this requirement may be grounds to consider the bid as non-responsive.

The City of Fort Lauderdale reserves the right to waive any informality in any or all bids and to reject any or all bids.

For information concerning technical specifications, please utilize the question/answer feature provided by BIDSYNC at [www.bidsync.com](http://www.bidsync.com) . Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the scope of services or bidding procedures, will only be transmitted by written addendum. (See addendum section of BIDSYNC Site). Contractors please note: No part of your bid can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Contractor has familiarized himself with the nature and extent of the work, equipment, materials, and labor required. The entire bid response must be submitted in accordance with all specifications contained in this solicitation.

Information on bid results and projects currently out to bid can be obtained on the City's website – <http://www.fortlauderdale.gov/departments/finance/procurement-services> . For general inquiries, please call (954) 828-5933.

Added on Aug 15, 2017:

Pre-Bid meeting information updated on ITB-1 to correspond with date on Bidsync.

Added on Aug 23, 2017:

Pre-Bid Meeting Attendance record added.

Added on Aug 29, 2017:

Bid Opening date and Q&A duration extended.

Second site visit scheduled.

Added on Sep 1, 2017:

Updated drawings added.

Added on Sep 6, 2017:

Due to the pending Hurricane Irma Storm, all pending solicitations due over the next two (2) weeks are being extended. See new due date listed below;

The Due Date is changed FROM; September 8, 2017 at 2:00pm TO READ: September 22, 2017 at 2:00pm

Added on Sep 14, 2017:

Revised drawings added.

Clarification regarding overtime rate added.

#### Addendum # 1

New Documents	P12267.ADDENDUM 1.pdf
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#### Addendum # 2

New Documents	P12267.Pre-Bid Mtg. Attendance Record.pdf
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#### Addendum # 3

New Documents	P12267.ADDENDUM 3.pdf
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Previous End Date	Sep 1, 2017 2:00:00 PM EDT	New End Date	Sep 8, 2017 2:00:00 PM EDT
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Previous Q & A End Date	Aug 28, 2017 5:00:00 PM EDT	New Q & A End Date	Sep 4, 2017 5:00:00 PM EDT
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#### Addendum # 4

New Documents	P12267.ADDENDUM 4.pdf
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#### Addendum # 5

Previous End Date	Sep 8, 2017 2:00:00 PM EDT	New End Date	Sep 22, 2017 2:00:00 PM EDT
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#### Addendum # 6

New Documents	P12267.ADDENDUM 6.pdf
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Previous Q & A End Date	Sep 4, 2017 5:00:00 PM EDT	New Q & A End Date	Sep 15, 2017 5:00:00 PM EDT
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## Item Response Form

**Item** 673-12020--01-01 - BASE BID: Mobilization & Demobilization  
**Lot Description** BASE BID  
**Quantity** 1 lump sum  
**Unit Price**   
**Delivery Location** City of Fort Lauderdale  
See ITB Specifications  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 1

**Description**

Mobilization includes securing and cordoning off of the work area, activation of contractors physical and manpower resources for transfer to a construction site, as well as making sure all utilities are available for use during actual construction, including MOT approval and any other fees associated with metered parking closure during the renovations. THIS ITEM CANNOT EXCEED 5% OF THE BASE BID.

**Item** 673-12020--01-02 - BASE BID: Renovations  
**Lot Description** BASE BID  
**Quantity** 1 lump sum  
**Unit Price**   
**Delivery Location** City of Fort Lauderdale  
See ITB Specifications  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 1

**Description**

Furnish all materials, labor, and equipment to perform all the work to be accomplished under this contract, which includes, but is not limited to, replacement of the existing rooftop air handling units, and all other items as per drawings and specifications. The lump sum price shall include all labor, materials, equipment, and test and balance of the completely installed and operational system. THIS BASE BID SHALL INCLUDE INSURANCE, BOND, OVERHEAD AND PROFIT, AND ALL OTHER FIXED COSTS.

**Item** 673-12020--02-01 - BID ALTERNATE 1: IT Room A/C replacement  
**Lot Description** BID ALTERNATE 1  
**Quantity** 1 lump sum  
**Unit Price**   
**Delivery Location** City of Fort Lauderdale  
See ITB Specifications  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 1

**Description**

Furnish all materials, labor, and equipment to perform all the work to be accomplished under this contract, which includes, but is not limited to, replacement of the existing split system air conditioner unit for the IT room, and all other items as per drawings and specifications. The lump sum price shall include all labor, materials, equipment, and test and balance of the completely installed and operational system. THIS ITEM SHOULD BE PRICED AS AN ALTERNATE INCLUDING INSURANCE, BOND, OVERHEAD AND PROFIT, AND ALL OTHER FIXED COSTS.

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Item	<b>673-12020--03-01 - BID ALTERNATE 2: Cleaning &amp; sanitizing of the existing ductwork</b>
Lot Description	BID ALTERNATE 2
Quantity	<b>1 lump sum</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 1</b>

**Description**

Furnish all materials, labor, and equipment to vacuum clean and sanitize the all existing ductwork. This cleaning should be done through duct openings. The duct opening should be no more than 10 feet from each other. This work shall be completed as per Division 23 of the Drawings specifications. THIS ITEM SHOULD BE PRICED AS AN ALTERNATE INCLUDING INSURANCE, BOND, OVERHEAD AND PROFIT, AND ALL OTHER FIXED COSTS.

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Item	<b>673-12020--04-01 - BID ALTERNATE 3: Roof repair and coating system</b>
Lot Description	BID ALTERNATE 3
Quantity	<b>1 lump sum</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 1</b>

**Description**

Furnish all materials, labor, and equipment to cut out, and patch dry all blisters; to install rubberized elastomeric coating Form Flex 6000 or similar over existing roof and to include preparation of surface: cleaning, sanding and priming; to be installed as per manufacturer instructions. THIS ITEM SHOULD BE PRICED AS AN ALTERNATE INCLUDING INSURANCE, BOND, OVERHEAD AND PROFIT, AND ALL OTHER FIXED COSTS.

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**CITY OF FORT LAUDERDALE  
CONTRACT AND SPECIFICATIONS PACKAGE**

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**BID NO. 673-12020**

**PROJECT NO. 12267**

**DEPARTMENT OF SUSTAINABLE  
DEVELOPMENT COOLING  
SYSTEM REPLACEMENT**



**Issued on Behalf of: The Public Works Department  
100 North Andrews Avenue  
Fort Lauderdale, Florida 33301**

**DANICA GRUJICIC  
PROJECT MANAGER II**

**IRINA TOKAR, RA, HCARB, LEED AP  
SENIOR PROJECT MANAGER**

**MAUREEN LEWIS, MBA  
PROCUREMENT SPECIALIST II  
Telephone: (954) 828-5239 E-mail: [maureenl@fortlauderdale.gov](mailto:maureenl@fortlauderdale.gov)**

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**Note:** The following documents are available electronically for completion and **must** be returned with your bid along with your bid security, proof of insurance, and proof of required licenses/certifications.

[CITB Prime Contractor ID Form](#)  
[CITB Questionnaire Sheets](#)  
[CITB Local Business Preference](#)  
[CITB Non-Collusion Statement](#)  
[CITB Contract Payment Method](#)  
[CITB Construction Bid Certification](#)  
[Mechanical Schedule of Values, Unit Pricing and Labor Rates](#)

## **INVITATION TO BID**

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**Pre-Bid Meeting & Site visit:** - A pre-bid meeting and site visit will be held on **TUESDAY, AUGUST 15, 2017, at 9:00 a.m., local time, at the Department of Sustainable Development Building, 700 NW 19th Avenue, Fort Lauderdale, FL 33304.**

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## INVITATION TO BID (continued)

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Information on bid results and projects currently out to bid can be obtained on the City's website – <http://www.fortlauderdale.gov/departments/finance/procurement-services>. For general inquiries, please call (954) 828-5933.

## **INSTRUCTIONS TO BIDDERS**

The following instructions are given for the purpose of guiding bidders in properly preparing their bids or proposals. These directions have equal force and weight with the specifications and strict compliance is required with all of these provisions.

**QUALIFICATIONS OF BIDDERS** – No proposal will be accepted from, nor will any contract be awarded to, any person who is in arrears to the CITY OF FORT LAUDERDALE, upon any debt or contract, or who has defaulted, as surety or otherwise, upon any obligation to the City, or who is deemed irresponsible or unreliable by the City Commission of Fort Lauderdale.

**PERSONAL INVESTIGATION** - Bidders shall satisfy themselves by personal investigation, and by such other means as they may think necessary or desirable, as to the conditions affecting the proposed work and the cost. No information derived from maps, plans, specifications, or from the Engineer, City Manager, or their assistants shall relieve the Contractor from any risk or from fulfilling all terms of the contract.

**INCONSISTENCIES** – Any seeming inconsistency between different provisions of the plans, specifications, proposal or contract, or any point requiring explanation must be inquired into by the bidder, in writing, at least ten (10) days prior to the time set for opening proposals. After proposals are opened, the bidders shall abide by the decision of the Engineer as to such interpretation.

**ADDENDA AND INTERPRETATIONS** - No interpretations of the meaning of the plans, specifications or other contract documents will be made orally to any bidder. Prospective bidders must request such interpretation in writing as instructed in the bid package. To be considered, such request must be received by the Questions and Answers deadline as indicated in BIDSYNC.COM. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. **It is the bidder's responsibility to verify if addendums have been issued in BIDSYNC.COM.** Failure of any bidder to receive any such addenda or interpretation shall not relieve any bidder from any obligation under his bid as submitted. All addenda so issued shall become a part of the contract document. **Bidder** shall verify **in BIDSYNC.COM** that he has all addenda before submitting a bid.

**LEGAL CONDITIONS** - Bidders are notified to familiarize themselves with the provisions of the laws of the State of Florida relating to hours of labor on municipal work, and with the provisions of the laws of the State of Florida and the Charter and the ordinances of the City of Fort Lauderdale.

**PUBLIC ENTITY CRIMES** - A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

**FORMS OF PROPOSALS** - Each proposal and its accompanying statements must be made on the blanks provided. **THE FORMS MUST BE SUBMITTED ELECTRONICALLY, IN GOOD ORDER WITH ALL BLANKS COMPLETED,** and must show the name of the bidder and a statement as to its contents.

**INSTRUCTIONS TO BIDDERS (continued)**

**FORMS OF PROPOSALS (CONTINUED)** - The proposal must be signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. No proposal will be accepted, for any reason whatsoever, which is not submitted to the City as stated above, within the specified time.

**INSURANCE** - Contractor shall provide and shall require all of its sub-contractors to provide, pay for, and maintain in force at all times during the term of the Agreement, such insurance, including Property Insurance (Builder's Risk), Commercial General Liability Insurance, Business Automobile Liability Insurance, Workers' Compensation Insurance, Employer's Liability Insurance, and Umbrella/Excess Liability, as stated below. Such policy or policies shall be issued by companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida.

**BID BOND** - A certified check, cashier's check or bank officer's check, for the sum set forth in the advertisement, made payable to the City of Fort Lauderdale, Florida, or bid bond in such amount, shall accompany each proposal as evidence of the good faith and responsibility of the bidder. The check or bond shall be retained by the City as liquidated damages should the bidder refuse to or fail to enter into a contract for the execution of the work embraced in this proposal, in the event the proposal of the bidder is accepted. Retention of such amount shall not be construed as a penalty or forfeiture.

The above bond or check shall be a guarantee that the bidder will, if necessary, promptly execute a satisfactory contract and furnish good and sufficient bonds. As soon as a satisfactory contract has been executed and the bonds furnished and accepted, the check or bond accompanying the proposal of the successful bidder will be returned to him. The certified or other checks or bid bonds of the unsuccessful bidders will be returned to them upon the acceptance of the bid of the successful bidder. If the successful bidder shall not enter into, execute, and deliver such a contract and furnish the required bonds within ten (10) days after receiving notice to do so, the certified or other check or bid bond shall immediately become the property of the City of Fort Lauderdale as liquidated damages. Retention of such amount shall not be construed as a penalty or forfeiture.

**FILLING IN BIDS** - All prices must be electronically submitted in the proposal pages, and all proposals must fully cover all items for which proposals are asked and no other. Bidders are required to state the names and places of residence of all persons interested, and if no other person is interested, the bidder shall distinctly state such fact and shall state that the proposal is, in all respects, fair and without collusion or fraud. Where more than one person is interested, it is required that all persons interested or their legal representative make all verification and subscribe to the proposal.

**PRICES QUOTED:** Deduct any discount offered and quote firm net unit prices. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.

**BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that his bid and the prices quoted in his bid will be firm for acceptance by the City for a period of one hundred and twenty (120) days from the date of bid opening unless otherwise stated in the ITB. The City shall award contract within this time period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded.

**ADDITIONAL ITEMS OR SERVICES:** The City may require additional items or services of a similar nature, but not specifically listed in the contract. The Contractor agrees to provide such items or



## INSTRUCTIONS TO BIDDERS (continued)

services, and shall provide the City prices on such additional items or services. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the Contractor thirty (30) days written notice.

**DELETION OR MODIFICATION OF SERVICES:** The City reserves the right to delete any portion of the Contract at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished on the portion of the Contract to be deleted, the Contractor shall be paid for the deleted portion on the basis of the estimated percentage of completion of such portion.

If the Contractor and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Contractor will submit a revised budget to the City for approval prior to proceeding with the work.

**CAUSES FOR REJECTION** - No proposal will be canvassed, considered or accepted which, in the opinion of the City Commission, is informal or unbalanced, or contains inadequate or unreasonable prices for any items; each item must carry its own proportion of the cost as nearly as is practicable. Any alteration, erasure, interlineation, or failure to specify bids for all items called for in the schedule shall render the proposal informal.

**REJECTION OF BIDS** - The City reserves the right to reject any bid if the evidence submitted by the bidder, or if the investigation of such bidder, fails to satisfy the City that such bidder is properly qualified to carry out the obligations and to complete the work contemplated. Any or all proposals will be rejected, if there is reason to believe that collusion exists among bidders. A proposal will be considered irregular and may be rejected, if it shows serious omissions, alterations in form, additions not called for, conditions or unauthorized alternates, or irregularities of any kind. The City reserves the right to reject any or all proposals and to waive such technical errors as may be deemed best for the interests of the City.

**BID PROTEST PROCEDURE:** Any proposer or bidder who is not recommended for award of a contract and who alleges a failure by the City to follow the City's procurement ordinance or any applicable law may protest to the Procurement Division – Deputy Director of Finance, by delivering a letter of protest within five (5) days after a Notice of Intent to award is posted on the City's website at the following link: [http://www.fortlauderdale.gov/purchasing/notices\\_of\\_intent.htm](http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm). The complete protest ordinance may be found on the City's website at the following link: <http://www.fortlauderdale.gov/purchasing/protestordinance.pdf>

**WITHDRAWALS** - Any bidder may, without prejudice to himself, withdraw his proposal at any time prior to the expiration of the time during which proposals may be submitted. Such request for withdrawal must be in writing and signed in the same manner and by the same person who signed the proposal. After expiration of the period for receiving proposals, no proposal can be withdrawn, modified, or explained.

**CONTRACT** - The bidder to whom award is made shall execute a written contract to do the work and maintain the same in good repair until final acceptance by the proper authorities, and shall furnish good and sufficient bonds as specified within ten (10) days after receiving such contract for execution. If the bidder to whom the first award is made fails to enter into a contract as provided, the award may be annulled and the contract let to the next lowest bidder who is reliable, responsible, and responsive in the opinion of the City Commission, and that bidder shall fulfill every stipulation and obligation as if such bidder were the original party to whom award was made.

## INSTRUCTIONS TO BIDDERS (continued)

The contract shall provide that the Contractor agrees to correct any defective or faulty work or material, which may appear within one (1) year after completion of the work and receipt of final payment.

ENFORCEMENT OF SPECIFICATIONS - Copies of the specifications will be placed in the hands of all the assistants to the Engineer and Inspectors employed on the work, who shall enforce each and every requirement of the contract. Such assistants shall have no authority to vary from such requirements.

COPIES OF DRAWING PLANS - Copies of the drawing plans are on file in the Public Works Department, City Hall, 4<sup>th</sup> Floor, 100 N. Andrews Avenue, Fort Lauderdale, Florida 33301.

SURETY BOND – The Contractor shall execute and record in the public records of Broward County, Florida, a payment and performance bond in an amount at least equal to the Contract Price with a surety insurer authorized to do business in the State of Florida as surety, ("Bond"), in accordance with Section 255.05, Florida Statutes (2014), as may be amended or revised, as security for the faithful performance and payment of all of the Contractor's obligations under the Contract Documents.

The successful bidder shall furnish a performance and payment bond in compliance with Section 255.05, Florida Statutes, written by a Corporate Surety company, holding a Certificate of Authority from the Secretary of the Treasury of the United States as acceptable sureties on federal bonds, in an amount equal to the total amount payable by the terms of the contract, executed and issued by a Resident Agent licensed by and having an office in the State of Florida, representing such Corporate Surety, conditioned for the due and faithful performance of the work, and providing in addition to all other conditions, that if the Contractor, or his or its subcontractors, fail to duly pay for any labor, materials, or other supplies used or consumed by such Contractor, or his or its subcontractor or subcontractors, in performance of the work contracted to be done, the Surety will pay the same in the amount not exceeding the sum provided in such bonds, together with interest at the rate of fifteen percent (15%) per annum, and that they shall indemnify and save harmless the City of Fort Lauderdale to the extent of any and all payments in connection with carrying out of the contract, which the City may be required to make under the law.

The Contractor is required at all times to have a valid surety bond in force covering the work being performed. A failure to have such bond in force at any time shall constitute a default on the part of the Contractor. A bond written by a surety, which becomes disqualified to do business in the State of Florida, shall automatically constitute a failure on the part of the Contractor to meet the above requirements.

Such bond shall continue in effect for one (1) year after completion and acceptance of the work with liability equal to at least twenty-five percent (25%) of contract price, or an additional bond shall be conditioned that the Contractor will correct any defective or faulty work or material which appear within one (1) year after completion of the contract, upon notification by the City, except in contracts which are concerned solely with demolition work, in which cases twenty-five percent (25%) liability will not be applicable.

AUDIT OF CONTRACTOR'S RECORDS - Upon execution of the Contract, the City reserves the right to conduct any necessary audit of the Contractor's records. Such an audit, or audits, may be conducted by the City or its representatives at any time prior to final payment, or thereafter, for a period up to three (3) years. The City may also require submittal of the records from either the Contractor, the Subcontractor, or both. For the purpose of this Section, records shall include all books of account, supporting documents and papers deemed necessary by the City to assure compliance with the contract provisions.

## INSTRUCTIONS TO BIDDERS (continued)

Failure of the Contractor or Subcontractor to comply with these requirements may result in disqualification or suspension from bidding for future contracts or disapproval as a Subcontractor at the option of the City.

The Contractor shall assure that each of its Subcontractors will provide access to its records pertaining to the project upon request by the City.

PERIODIC ESTIMATE FOR PARTIAL PAYMENT - After the Contractor has submitted a periodic estimate for partial payment, approved and certified by the Public Works Department, the City shall make payment in the manner provided in the Contract Documents and in accordance with Florida's Prompt Payment Act, Section 218, Florida Statutes.

RESERVATION FOR AWARD AND REJECTION OF BIDS - The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS - It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the City does not have any preference or set aside programs in place, it is committed **to a policy of equitable participation for these firms**. The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least fifty-one percent (51%) of which is owned by minority group members or, in the case of a publicly owned business, at least fifty-one percent (51%) of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

**INSTRUCTIONS TO BIDDERS (continued)**

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least fifty-one percent (51%) of which is owned by females or, in the case of a publicly owned business, at least fifty-one percent (51%) of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than \$1,000,000 in annual gross receipts.

BLACK includes persons having origins in any of the Black racial groups of Africa.

WHITE includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.

HISPANIC includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.

ASIAN AMERICAN includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

**DEBARRED OR SUSPENDED BIDDERS OR PROPOSERS** - The bidder or proposer certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any Federal department or agency.

**LOBBYING ACTIVITIES** - **ALL CONTRACTORS PLEASE NOTE:** Any contractor submitting a response to this solicitation must comply, if applicable, with City of Fort Lauderdale Ordinance No. C-00-27 & Resolution No. 07-101, Lobbying Activities. Copies of Ordinance No., C-00-27, and Resolution No. 07-101, may be obtained from the City Clerk's Office on the 7th Floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, Florida 33301. The ordinance may also be viewed on the City's website at [http://www.fortlauderdale.gov/clerk/LobbyistDocs/lobbyist\\_ordinance.pdf](http://www.fortlauderdale.gov/clerk/LobbyistDocs/lobbyist_ordinance.pdf).

## PROJECT 12267

**SPECIAL CONDITIONS****01. PURPOSE**

The City of Fort Lauderdale, Florida (City) is seeking bids from qualified bidders, hereinafter referred to as the Contractor, to provide HVAC system upgrades for the City's Public Works Department, in accordance with the terms, conditions, and specifications contained in this Invitation To Bid (ITB).

**02. TRANSACTION FEES**

The City of Fort Lauderdale uses BidSync ([www.bidsync.com](http://www.bidsync.com)) to distribute and receive bids and proposals. There is no charge to vendors/contractors to register and participate in the solicitation process, nor will any fees be charged to the awarded contractor.

**03. SUBMISSION OF BIDS**

It is the sole responsibility of the Contractor to ensure that their bid is submitted electronically through BidSync at [www.bidsync.com](http://www.bidsync.com) and that any bid security not submitted via BidSync reaches the City of Fort Lauderdale City Hall, Procurement Services Division, 6<sup>th</sup> floor, Room 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301 in a sealed envelope marked on the outside with the ITB solicitation number and Contractor's name, no later than the time and date specified in this solicitation. **PAPER BID SUBMITALS WILL NOT BE ACCEPTED. PLEASE SUBMIT YOUR BID RESPONSE ELECTRONICALLY.**

**04. INFORMATION OR CLARIFICATION**

For information concerning procedures for responding to this solicitation, contact **Maureen Lewis, Procurement Specialist II**, at (954) 828-5239 or email at [maureenl@fortlauderdale.gov](mailto:maureenl@fortlauderdale.gov). Such contact shall be for clarification purposes only.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com). Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync Site). **Contractors please note:** No part of your bid can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Contractor has familiarized himself with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid response must be

## SPECIAL CONDITIONS (continued)

## PROJECT 12267

submitted in accordance with all specifications contained in this solicitation. The questions and answers submitted in BidSync shall become part of any contract that is created from this ITB.

**05. CONTRACT TIME**

- 5.1 The Contractor recognizes that TIME IS OF THE ESSENCE. The Work shall commence within **10** calendar days of the date of the Notice to Proceed.
- 5.2 The Work shall be Substantially Completed within **90** calendar days after the date when the Contract Time commences to run as provided in the Notice to Proceed.
- 5.3 The Work shall be finally completed on the Final Completion Date and ready for final payment in accordance with this Agreement within **100** calendar days after the date when the Contract Time commences to run as provided in the Notice to Proceed.

The City of Fort Lauderdale reserves the right to waive any informality in any bid and to reject any or all bids. The City of Fort Lauderdale reserves the right to reduce or delete any of the bid items.

**At time of award of contract, the City reserves the right to set a maximum dollar limit that may be expended on this project. Contract quantities of any or all items may be increased, reduced, or eliminated to adjust the contract amount to coincide with the amount of work necessary or to bring the contract value to within the established limit. All quantities are estimated and the City reserves the right to increase, reduce, or eliminate the contract quantities in any amount.**

**The undersigned bidder affirms that he has or will obtain all equipment necessary to complete the work described, that he has or will obtain all required permits and licenses from the appropriate agencies, and that his firm is authorized to do business in the State of Florida.**

**06. BID SECURITY**

A certified check, cashier's check, bank officer's check or bid bond for **FIVE percent (5%)** of the bid amount, made payable to the City of Fort Lauderdale, Florida, shall accompany each proposal.

**07. REQUIRED LICENSES/CERTIFICATIONS**

Contractor must possess the following licenses/certifications to be considered for award.

**State of Florida Mechanical/General Contractor's License**

## SPECIAL CONDITIONS (continued)

PROJECT 12267

**Note: Contractor must have proper licensing at time of bid submittal and be able to provide evidence of same, if requested, at time of award.**

**08. SPECIFIC EXPERIENCE REQUIRED**

The following expertise is required to be considered for this contract. Specific references attesting to this expertise must be submitted with bid.

The contractor shall have previous construction experience in the installation of mechanical systems on a minimum of three (3) projects of similar scope and scale (or larger) completed within the last five (5) years. Contractor shall, for each project listed, identify location; dates of installation; project name and overall scope; scope of work that was self-performed by Contractor; and client's name, address, telephone number and e-mail address.

**NOTE: REFERENCES SHOULD NOT INCLUDE CITY OF FORT LAUDERDALE EMPLOYEES OR WORK PERFORMED FOR THE CITY. THE CITY IS INTERESTED IN WORK EXPERIENCE AND REFERENCES FROM ENTITIES OTHER THAN THE CITY OF FORT LAUDERDALE.**

***By signing this bid solicitation, contractor is affirming that this expertise will be provided for this contract at no additional charge.***

**09. BID ALLOWANCE**

**Allowance for permits:** Payments will be made to the contractor based on the actual cost of permits upon submission of paid permit receipts. The City shall not pay for other costs related to obtaining or securing permits.

The amount indicated is intended to be sufficient to cover the entire project. If the City Permit fees exceed the allowance indicated, the City will reimburse the contractor the actual amount of City Permit Fees required for project completion.

<b>Allowance</b>	<b>\$</b>
Additional equipment rental allowance	1,000
Additional labor allowance	15,000
Additional material allowance	15,000
Permit fee allowance	5,000
Temporary cooling/heating	30,000
<b>TOTAL</b>	<b>\$66,000</b>

**Note: The City will add this allowance to your bid.**

## SPECIAL CONDITIONS (continued)

## PROJECT 12267

**10. INSURANCE REQUIREMENTS** *(See Article 10, Bonds and Insurance, of the Contract for details)***10.1 General Information**

Contractor shall provide and shall require all of its sub-contractors to provide, pay for, and maintain in force at all times during the term of the Agreement, such insurance, including Property Insurance (Builder's Risk), Commercial General Liability Insurance, Business Automobile Liability Insurance, Workers' Compensation Insurance, Employer's Liability Insurance, and Umbrella/Excess Liability, as stated below, as well as Professional Liability insurance in the amount of \$1,000,000 for any Architectural and/or Engineering requirements associated with the fulfillment of the contract if required. Such policy or policies shall be issued by companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida. **A Sample Insurance Certificate shall be included with the proposal to demonstrate the firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the insurance companies' names for all required coverage, and the dollar amounts of the coverage.**

- a) The City is required to be named as additional insured on the Commercial General Liability insurance policy. **BINDERS ARE UNACCEPTABLE.** The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the Contractor. Any exclusions or provisions in the insurance maintained by the Contractor that precludes coverage for the work contemplated in this Agreement shall be deemed unacceptable, and shall be considered a breach of contract.
- b) The Contractor shall provide the City an original Certificate of Insurance for policies required by Article 10. All certificates shall state that the City shall be given ten (10) days' notice prior to expiration or cancellation of the policy. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Finance Department. Such policies shall: (1) name the insurance company or companies affording coverage acceptable to the City, (2) state the effective and expiration dates of the policies, (3) include special endorsements where necessary. Such policies provided under Article 10 shall not be affected by any other policy of insurance, which the City may carry in its own name.
- c) Contractor shall, as a condition precedent of this Agreement, furnish to the City of Fort Lauderdale, c/o Project Manager, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, Certificate(s) of Insurance upon execution of this Agreement, which indicate that insurance coverage has been obtained which meets the requirements as outlined below:



## SPECIAL CONDITIONS (continued)

## PROJECT 12267

10.2 Property Insurance (Builder's Risk): - N/A10.3 Commercial General Liability:a) Limits of Liability:

Bodily Injury and Property Damage - Combined Single Limit	
Each Occurrence	\$1,000,000
Project Aggregate	\$1,000,000
General Aggregate	\$2,000,000
Personal Injury	\$1,000,000
Products/Completed Operations	\$1,000,000

b) Endorsements Required:

City of Fort Lauderdale included as an Additional Insured  
 Broad Form Contractual Liability  
 Waiver of Subrogation  
 Premises/Operations  
 Products/Completed Operations  
 Independent Contractors  
 Owners and Contractors Protective Liability  
 Contractor's Pollution Liability – **N/A**

10.4 Business Automobile Liabilitya) Limits of Liability:

Bodily Injury and Property Damage - Combined Single Limit	
All Autos used in completing the contract	
Including Hired, Borrowed or Non-Owned Autos	
Any One Accident	\$1,000,000

b) Endorsements Required:

Waiver of Subrogation

10.5 Workers' Compensation and Employer's Liability Insurance

## Limits:

Workers' Compensation – Per Florida Statute 440  
 Employers' Liability - \$500,000

Any firm performing work on behalf of the City of Fort Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Law.

## SPECIAL CONDITIONS (continued)

## PROJECT 12267

Contractor must be in compliance with all applicable State and Federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act or Jones Act.

- 10.6 Umbrella/Excess Liability: The Contractor shall provide umbrella/excess coverage with limits of no less than \$2,000,000 excess of Commercial General Liability, Automobile Liability and Employer's Liability.
- 10.7 Crane/On-Hook: The Contractor will need to provide documentation of his Crane/On-Hook coverage in the amount of \$1,000,000, if any cranes are used during the course of the Project. Additionally, the Contractor will need to provide documentation of his subcontractors Crane/On-Hook coverage in the amount of \$1,000,000 if any of his subcontractors utilize any cranes during the course of this Project.
- 10.8 All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the Contractor that precludes coverage for work contemplated in this project shall be deemed unacceptable, and shall be considered breach of contract.

**NOTE: CITY PROJECT NUMBER AND NAME MUST APPEAR ON EACH CERTIFICATE, AND THE CITY OF FORTLAUDERDALE MUST BE NAMED ON THE CERTIFICATE AS AN "ADDITIONAL INSURED".**

**A Sample Insurance Certificate shall be included with the proposal to demonstrate the firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the insurance companies' names for all required coverage, and the dollar amounts of the coverage.**

Compliance with the foregoing requirements shall not relieve the Contractor of their liability and obligation under this section or under any other section of this Agreement.

The Contractor shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the Project. If insurance certificates are scheduled to expire during the contractual period, the Contractor shall be responsible for submitting new or renewed insurance certificates to the City at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates that cover the contractual period, the City shall:

## SPECIAL CONDITIONS (continued)

PROJECT 12267

- a) Suspend the Agreement until such time as the new or renewed certificates are received by the City.
- b) The City may, at its sole discretion, terminate the Agreement for cause and seek damages from the Contractor in conjunction with the violation of the terms and conditions of the Agreement.

**11. PERFORMANCE AND PAYMENT BOND: 100%****Number of awards anticipated: 1****12. CITY PROJECT MANAGER**

The Project Manager is hereby designated by the City as **Danica Grujicic**, whose address is **100 North Andrews, 5<sup>th</sup> Floor, Fort Lauderdale, FL 33301, telephone number: (954) 828-5055, and e-mail address is [dgrujicic@fortlauderdale.gov](mailto:dgrujicic@fortlauderdale.gov)**. The Project Manager will assume all duties and responsibilities and will have the rights and authorities assigned to the Project Manager in the Contract Documents in connection with completion of the Work in accordance with this Agreement.

**13. LIQUIDATED DAMAGES** *(See Article 16, Liquidated Damages, of the Contract for details)*

Upon failure of the Contractor to complete the Work within the time specified for completion, the Contractor shall pay to the City the sum of **Two Hundred Fifty Dollars (\$250.00)** for each and every calendar day that the completion of the Work is delayed beyond the time specified in this Agreement for completion, as fixed and agreed liquidated damages and not as a penalty, so long as the delay is caused by the Contractor. (See Article 16, Liquidated Damages Clause, of the Contract)

**14. PAYMENT** *(See Article 7, Payment, of the Contract for other details)*

The City has implemented a Purchasing Card (P-Card) Program utilizing both VISA and MASTERCARD networks. Purchases from this contract will be made utilizing the City's Purchasing Card. Contractor will receive payment from the purchasing card in the same manner as other credit card purchases. Accordingly, bidders must presently have the ability to accept these credit cards or take whatever steps necessary to implement the ability before the start of the contract term, or contract award by the City. The City reserves the right to revise this program as necessary.

## SPECIAL CONDITIONS (continued)

PROJECT 12267

15. **WORK SCHEDULE (including overtime hours):** Work during evenings and weekends might be required since the project is an active facility. Contractor shall plan on some work to be performed during non-business hours if needed.

Regular work hours: **8:00 am to 5:00 pm, Monday through Friday.**

City Inspector Hours: **8:00 am to 4:30 pm, Monday through Friday.**

Any inspection requested by the contractor outside those hours will be considered overtime to be paid by the Contractor.

16. **INSPECTION OVERTIME COST:** \$52/hr.

**CITY OF FORT LAUDERDALE  
CONSTRUCTION AGREEMENT**

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between the City of Fort Lauderdale, a Florida municipal corporation (City) and \_\_\_\_\_, (Contractor), (parties);

WHEREAS, the City desires to retain a contractor for the Project as expressed in its Invitation to Bid No., \_\_\_\_\_, Project Number, \_\_\_\_\_, which was opened on \_\_\_\_\_; and,

WHEREAS, the Contractor has expressed its willingness and capability to perform the necessary work to accomplish the Project.

NOW, THEREFORE, the City and the Contractor, in consideration of the mutual covenants and conditions contained herein and for other good and valuable consideration, the receipt and sufficiency is hereby acknowledged, agree as follows:

**ARTICLE 1 – DEFINITIONS**

Whenever used in this Agreement or in other Contract Documents, the following terms have the meanings indicated which are applicable to both the singular and plural forms:

- 1.1 Agreement – This written Agreement between the City and the Contractor covering the work to be performed including other Contract Documents that are attached to or incorporated in the Agreement.
- 1.2 Application for Payment – The form accepted by the City which is to be used by the Contractor in requesting progress or final payment and which is to include such supporting documentation as is required by the Contract Documents.
- 1.3 Approve – The word approve is defined to mean review of the material, equipment or methods for general compliance with design concepts and with the information given in the Contract Documents. It does not imply a responsibility on the part of the City to verify in every detail conformance with plans and specifications.
- 1.4 Bid – The offer or Bid of the Contractor submitted on the prescribed form setting forth the total prices for the Work to be performed.
- 1.5 Bid Documents – This Agreement, advertisement for Invitation to Bids, the Instructions to Bidders, the Bid Form (with supplemental affidavits and agreements), the Contract Forms, General Conditions, the Supplementary Conditions, the Specifications, and the Plans, which documents all become an integral part of the Contract Documents.
- 1.6 Certificate of Substantial Completion - Certificate provided by the City certifying that all Work, excluding the punch list items, has been completed, inspected, and accepted by the City.

- 1.7 Change Order - A change order is defined as a written order to a contractor approved by the City, authorizing a revision of an underlying agreement between the City and a contractor that is directly related to the original scope of work or an adjustment in the original contract price or the contract time directly related to the original scope of work, issued on or after the effective date of the contract.
- 1.8 City – The City of Fort Lauderdale, Florida, including but not limited to its employees, agents, officials, representatives, contractors, subcontractors, volunteers, successors and assigns, with whom the Contractor has entered into the Agreement and for whom the Work is to be provided.
- 1.9 Contract Documents – The Contract Documents shall consist of this Agreement, Exhibits to this Agreement, Public Construction Bond, Performance Bond, Payment Bond and Certificates of Insurance, Notice of Award and Notice to Proceed, General Conditions as amended by the Special Conditions, Technical Specifications, Plans/Drawings, Addenda, Bid Form and supplement Affidavits and Agreements, all applicable provisions of State and Federal Law and any modification, including Change Orders or written amendments duly delivered after execution of Agreement, Invitation to Bid, Instructions to Bidders and Bid Bond, Contractor's response to the City's Invitation to Bid, Schedule of Completion, Schedule of Values, all amendments, modifications and supplements, change orders and work directive changes issued on or after the Effective Date of the Agreement, as well as any additional documents that are required to be submitted under the Agreement.
- Permits on file with the City and or those permits to be obtained shall be considered directive in nature and will be considered a part of this Agreement. A copy of all permits shall be given to the City for inclusion in the Contract Documents. Terms of permits shall be met prior to acceptance of the Work and release of the final payment.
- 1.10 Contract Price – The monies payable to the Contractor by the City under the Contract Documents and in accordance with the line item unit prices listed in the Bid.
- 1.11 Contract Time – The number of calendar days stated in the Agreement for the completion of the Work. The dates on which the work shall be started and shall be completed as stated in the Notice to Proceed.
- 1.12 Contractor – The person, firm, company, or corporation with whom the City has entered into the Agreement, including but not limited to its employees, agents, representatives, contractors, subcontractors, their subcontractors and their other successors and assigns.
- 1.13 Day – A calendar day of twenty-four (24) hours ending at midnight.
- 1.14 Defective – An adjective which when modifying the word "Work" refers to work that is unsatisfactory, faulty, or deficient, or does not conform to the Contract Documents or does not meet the requirements of any inspection, test or approval referred to in the Contract Documents, or has been damaged prior to the Project Manager's recommendation of final payment.

- 1.15 Effective Date of the Agreement – The effective date of the agreement shall be the date the City Commission approves the work. The contractor shall provide all required payment and performance bonds and insurances to the City within ten (10) calendar days following the City Commission approval. Upon verification of all bonds and insurances, the City will issue a notice to proceed (NTP) to the Contractor. Contract time will commence on the date when the Notice to Proceed is issued. The Contractor shall commence the work immediately upon receipt of the Notice to Proceed. Failure of the contractor to proceed with the work will constitute non-performance of the Contractor and would be ground for termination of the contract per ARTICLE 17 of the Agreement.
- 1.16 Final Completion Date – The date the Work is completed, including completion of the final punch list, and delivered along with those items specified in the Contract Documents and is accepted by the City.
- 1.17 Hazardous Materials (HAZMAT) - Any solid, liquid, or gaseous material that is toxic, flammable, radioactive, corrosive, chemically reactive, or unstable upon prolonged storage in quantities that could pose a threat to life, property, or the environment defined in Section 101(14) of Comprehensive Environmental Response, Compensation and Liability Act of 1980 and in 40 CFR 300.6. Also defined by 49 CFR 171.8 as a substance or material designated by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce and which has been so designated.
- 1.18 Hazardous Substance - As defined by Section 101(14) of the Comprehensive Environmental Response, Compensation and Liability Act; any substance designated pursuant to Section 311(b) (2) (A) of the Clean Water Act; any element, compound, mixture, solution or substance designated pursuant to Section 102 identified under or listed pursuant to Section 3001 of the Solid Waste Disposal Act {but not including any waste listed under Section 307[a] of the Clean Water Act}; any hazardous air pollutant listed under Section 112 of the Clean Air Act; and any imminently hazardous chemical substance or mixture pursuant to Section 7 of the Toxic Substances Control Act. The term does not include petroleum, including crude oil or any fraction thereof, which is not otherwise specifically listed or designated as a hazardous substance in the first sentence of this paragraph, and the term does not include natural gas, natural gas liquids, liquefied natural gas, or synthetic gas usable for fuel (or mixtures of natural gas and such synthetic gas).
- 1.19 Hazardous Waste - Those solid wastes designated by OSHA in accordance with 40 CFR 261 due to the properties of ignitability, corrosivity, reactivity, or toxicity. Any material that is subject to the Hazardous Waste Manifest requirements of the EPA specified in 40 CFR Part 262.
- 1.20 Holidays - Those designated non-work days as established by the City Commission of the City of Fort Lauderdale.
- 1.21 Inspection – The term “inspection” and the act of inspecting as used in this Agreement is defined to mean the examination of construction to ensure that it conforms to the design concept expressed in the plans and specifications. This term shall not be construed to mean supervision, superintending and/or overseeing.

- 1.22 Notice of Award - The written notice by City to the Contractor stating that upon compliance by the Contractor with the conditions precedent enumerated therein, within the time specified that the City will sign and deliver this Agreement.
- 1.23 Notice to Proceed – A written notice given by the City to the Contractor fixing the date on which the Contract Time will commence to run and on which the Contract Time will end.
- 1.24 Plans - The drawings which show the character and scope of the work to be performed and which have been prepared or approved by the City and are referred to in the Contract Documents.
- 1.25 Premises (otherwise known as Site or Work Site) – means the land, buildings, facilities, etc. upon which the Work is to be performed.
- 1.26 Project – The total construction of the Work to be provided as defined in the Contract Documents.
- 1.27 Project Manager - The employee of the City, or other designated individual who is herein referred to as the Project Manager, will assume all duties and responsibilities and will have the rights and authorities assigned to the Project Manager in the contract Documents in connection with completion of the Work in accordance with this Agreement. The Project Manager, or designee, shall be the authorized agent for the City unless otherwise specified.
- 1.28 Punch List - The City's list of Work yet to be done or be corrected by the Contractor, before the Final Completion date can be determined by the City.
- 1.29 Record Documents - A complete set of all specifications, drawings, addenda, modifications, shop drawings, submittals and samples annotated to show all changes made during the construction process.
- 1.30 Record Drawings or "As-Builts" - A set of drawings which show significant changes in the work made during construction and which are usually based on drawings marked up in the field and other data furnished by the contractor. These documents will be signed and sealed by the Engineer of Record or a Professional Land Surveyor licensed in the State of Florida.
- 1.31 Substantially Completed Date – A date when the Contractor has requested in writing, stating that the Work is substantially completed and is ready for an inspection and issuance of a final punch list for the Project.
- 1.32 Work – The entire completed delivered product or the various separately identifiable parts thereof required to be furnished under the Contract Documents. Work is the result of performing services, furnishing labor and furnishing and incorporating material and equipment into the product, all as required by the Contract Documents.



## ARTICLE 2 – SCOPE OF WORK

- 2.1 The Contractor shall complete all work as specified or indicated in the Contract Documents. The Project for which the Work under the Contract Documents may be the whole or only part is generally described as follows:

DEPARTMENT OF SUSTAINABLE DEVELOPMENT  
COOLING SYSTEM REPLACEMENT  
ITB 673-12020 PROJECT 12267

- 2.2 All Work for the Project shall be constructed in accordance with the Drawings and Specifications. The Work generally involves:

### PROJECT DESCRIPTION

This Project is located at 700 NW 19th Avenue, City of Fort Lauderdale. The work to be accomplished under this contract includes, but is not limited to, an upgrade of the existing heating, ventilation, and air conditioning (HVAC) system, including the replacement of rooftop air handling units and associated electrical upgrades.

- 2.3 Within ten (10) days of the execution of this Agreement, the Contractor shall submit a Construction Schedule, Schedule of Values and a listing of those subcontractors that will be utilized by the Contractor. The general sequence of the work shall be submitted by the Contractor and approved by the City before any work commences. The City reserves the right to issue construction directives necessary to facilitate the Work or to minimize any conflict with operations.

## ARTICLE 3 – PROJECT MANAGER

- 3.1 The Project Manager is hereby designated by the City as **Danica Grujicic**, whose address is **100 N. Andrews Avenue, 5<sup>th</sup> Floor, Fort Lauderdale, FL 33301**, telephone number: **(954) 828-5055**, and email address is **dgrujicic@fortlauderdale.gov**. The Project Manager will assume all duties and responsibilities and will have the rights and authorities assigned to the Project Manager in the Contract Documents in connection with completion of the Work in accordance with this Agreement.

## ARTICLE 4 – CONTRACT DOCUMENTS

The Contract Documents which comprise the entire Agreement between the City and Contractor are attached to this Agreement, are made a part hereof and consist of the following:

- 4.1 This Agreement.
- 4.2 The Contract Documents may only be altered, amended, or repealed in accordance with the specific provisions of the terms of this Agreement.
- 4.3 Exhibits to this Agreement: (Plans sheets [ ] to [ ] inclusive).
- 4.4 Public Construction Bond, Performance Bond, Payment Bond and Certificates of Insurance.

- 4.5 Notice of Award and Notice to Proceed.
- 4.6 General Conditions as amended by the Special Conditions.
- 4.7 Technical Specifications.
- 4.8 Plans/Drawings.
- 4.9 Addenda number \_\_\_\_\_ through \_\_\_\_\_, inclusive.
- 4.10 Bid Form and supplement Affidavits and Agreements.
- 4.11 All applicable provisions of State and Federal Law.
- 4.12 Invitation to Bid No., \_\_\_\_\_, Instructions to Bidders, and Bid Bond.
- 4.13 Contractor's response to the City's Invitation to Bid No., \_\_\_\_\_, dated \_\_\_\_\_.
- 4.14 Schedule of Completion and Schedule of Values.
- 4.15 All amendments, modifications and supplements, change orders and work directive changes issued on or after the Effective Date of the Agreement.
- 4.16 Any additional documents that are required to be submitted under the Agreement.
- 4.17 Permits on file with the City and or those permits to be obtained shall be considered directive in nature and will be considered a part of this Agreement. A copy of all permits shall be given to the City for inclusion in the Contract Documents. Terms of permits shall be met prior to acceptance of the Work and release of the final payment.

In the event of any conflict between the documents or any ambiguity or missing specification or instruction, the following priority is established:

- a. Specific direction from the City Manager (or designee).
- b. Approved change orders, addenda or amendments.
- c. Specifications (quality) and Drawings (location and quantity).
- d. Supplemental conditions or special terms.
- e. General Terms and Conditions.
- f. This Agreement dated \_\_\_\_\_ and any attachments.
- g. Invitation to Bid No., \_\_\_\_\_, and the specifications prepared by the City.

- h. Contractor's response to the City's Invitation to Bid No., \_\_\_\_\_, dated \_\_\_\_\_.
- i. Schedule of Values.
- j. Schedule of Completion.

If during the performance of the Work, Contractor finds a conflict, error or discrepancy in the Contract Documents, Contractor shall so report to the Project Manager, in writing, at once and before proceeding with the Work affected shall obtain a written interpretation or clarification from the City.

It is the intent of the specifications and plans to describe a complete Project to be constructed in accordance with the Contract Documents. Any Work that may reasonably be inferred from the specifications or plans as being required to produce the intended result shall be supplied whether or not it is specifically called for. When words which have a well-known technical or trade meaning are used to describe Work, materials, or equipment, such works shall be interpreted in accordance with such meaning. Reference to standard specifications, manuals or codes of any technical society, organization or associations, or to the code of any governmental authority whether such reference be specific or implied, shall mean the latest standard specification, manual or code in effect as of the Effective Date of this Agreement, except as may be otherwise specifically stated. However, no provision of any referenced standard specification, manual or code (whether or not specifically incorporated by reference in the Contract Documents) shall change the duties and responsibilities of the City, the Contractor, or any of their agents or employees from those set forth in the Contract Documents.

#### **ARTICLE 5 – CONTRACT TIME**

- 5.1 The Contractor recognizes that **TIME IS OF THE ESSENCE**. The Work shall commence within **10** calendar days of the date of the Notice to Proceed.
- 5.2 The Work shall be Substantially Completed within **90** calendar days after the date when the Contract Time commences to run as provided in the Notice to Proceed.
- 5.3 The Work shall be finally completed on the Final Completion Date and ready for final payment in accordance with this Agreement within **100** calendar days after the date when the Contract Time commences to run as provided in the Notice to Proceed.

#### **ARTICLE 6 – CONTRACT PRICE**

- 6.1 City shall pay Contractor for performance of the Work in accordance with Article 7, subject to additions and deletions by Change Order, as provided for in this Agreement.
- 6.2 The parties expressly agree that the Contract Price, which shall not exceed the amount of \$\_\_\_\_\_, constitutes the total maximum compensation payable to Contractor for performing the Work, plus any Work done pursuant to a Change Order. The Contract Price is in accordance with the line item unit prices listed in the Bid. Line items are based on a unit price cost multiplied by a defined quantity. Any

additional duties, responsibilities and obligations assigned to or undertaken by Contractor shall be at Contractor's expense without change to the Contract Price.

- 6.3 The Contract Price constitutes the compensation payable to Contractor for performing the Work plus any Work done pursuant to a Change Order. All duties, responsibilities and obligations assigned to or undertaken by Contractor shall be at Contractor's expense without change in the Contract price.

## ARTICLE 7 – PAYMENT

- 7.1 Contractor shall submit Applications for Payment in accordance with the Contract Documents. Applications for Payment will be processed by City as provided in the General Conditions.
- 7.2 Progress Payments. City shall make progress payments on account of the Contract Price on the basis of Contractor's monthly Applications for Payment, which shall be submitted by the Contractor between the first (1<sup>st</sup>) and the tenth (10<sup>th</sup>) day after the end of each calendar month for which payment is requested. All progress payments will be made on the basis of the progress of the Work completed.
- 7.3 Prior to Final Completion, progress payments will be made in an amount equal to ninety percent (90%) of the value of Work completed less in each case the aggregate of payments previously made.
- 7.4 Final Payment. Upon final completion of the Work in accordance with the General Conditions, as may be supplemented, the City shall pay Contractor an amount sufficient to increase total payments to one-hundred percent (100%) of the Contract Price. However, not less than ten percent (10%) of the Contract Price shall be retained until Record Drawings (as-builts), specifications, addenda, modifications and shop drawings, including all manufacturers' instructional and parts manuals are delivered to and accepted by the City.
- 7.5 City may withhold, in whole or in part, payment to such extent as may be necessary to protect itself from loss on account of:
- 7.5.1 Defective work not remedied.
  - 7.5.2 Claims filed or reasonable evidence indicating probable filing of claims by other parties against Contractor or City because of Contractor's performance.
  - 7.5.3 Failure of Contractor to make payments properly to Subcontractors or for material or labor.
  - 7.5.4 Damage to another contractor not remedied.
  - 7.5.5 Liquidated damages and costs incurred by Consultant for extended construction administration, if applicable.
  - 7.5.6 Failure of Contractor to provide any and all documents required by the Contract Documents.

When the above grounds are removed or resolved satisfactory to the Project Manager, payment shall be made in whole or in part.

- 7.6 The City shall make payment to the Contractor in accordance with the Florida Prompt Payment Act, Section 218.70, Florida Statutes.
- 7.7 The City shall make payment to the Contractor through utilization of the City's P-Card Program.

## **ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS**

In order to induce the City to enter into this Agreement, Contractor makes the following representations upon which the City has relied:

- 8.1 Contractor is qualified in the field of public construction and in particular to perform the Work and services set forth in this Agreement.
- 8.2 Contractor has visited the Work Site, has conducted extensive tests, examinations and investigations and represents and warrants a thorough familiarization with the nature and extent of the Contract Documents, the Work, locality, soil conditions, moisture conditions and all year-round local weather and climate conditions (past and present), and, in reliance on such tests, examination and investigations conducted by Contractor and the Contractor's experts, has determined that no conditions exist that would in any manner affect the Proposed Price and that the project can be completed for the Proposed Price submitted within the Contract Time as defined in this Agreement. Furthermore, Contractor warrants and confirms that he is totally familiar with, understands and obligates Contractor to comply with all federal, state and local laws, ordinances, rules, regulations and all market conditions that affect or may affect the cost and price of materials and labor needed to fulfill all provisions of this Agreement or that in any manner may affect cost, progress or performance of the Work.
- 8.3 The Contractor has satisfied itself as to the nature and location of the Work under the Contract Documents, the general and local conditions of the Project, particularly those bearing upon availability of transportation, disposal, handling and storage of materials, availability of labor, water, electric power, and roads, the conformation and conditions at the ground based on City provided reports, the type of equipment and facilities needed preliminary to and during the prosecution of the Work and all other matters which can in any way affect the Work or the cost thereof under the Contract Documents.
- 8.4 The Contractor has also studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Works, and finds and has further determined that no conditions exist that would in any manner affect the Proposed Price and that the project can be completed for the Proposed Price submitted.
- 8.5 Contractor has made or caused to be made examinations, investigations, tests and studies of such reports and related data in addition to those referred to in Paragraphs 8.2, 8.3 and 8.4 above as he deems necessary for the performance of the Work at the Contract Prices, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports or similar data are, or will be, required by Contractor for such purposes.

8.6 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.

8.7 Contractor has given City written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution by City is acceptable to the Contractor.

8.8 Labor

8.8.1 The Contractor shall provide competent, suitable qualified personnel to survey and lay out the Work and perform construction as required by the Contract Documents. The Contractor shall at all times maintain good discipline and order at the site.

8.8.2 The Contractor shall, at all times, have a competent superintendent, capable of reading and thoroughly understanding the drawings and specifications, as the Contractor's agent on the Work, who shall, as the Contractor's agent, supervise, direct and otherwise conduct the Work.

8.8.3 The Contractor shall designate the superintendent on the job to the City, in writing, immediately after receipt of the Notice to Proceed. The Contractor understands and agrees that the superintendent's physical presence on the job site is indispensable to the successful completion of the Work. If the superintendent is frequently absent from the job site, the Project Manager may deliver written notice to the Contractor to stop work or terminate the Contract in accordance with Article 17.

8.8.4 The Contractor shall assign personnel to the job site that have successfully completed training programs related to trench safety, confined space and maintenance of traffic. A certified "competent person" shall be assigned to the job site. Personnel certified by the International Municipal Signal Associations with Florida Department of Transportation qualifications are required relative to maintenance of traffic. Failure to pursue the Work with the properly certified supervisory staff may result in notice to stop work or terminate the Contract in accordance with Article 17.

8.9 Materials

8.9.1 The Contractor shall furnish all materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water and sanitary facilities and all other facilities and incidentals necessary for the execution, testing, initial operation and completion of Work.

8.9.2 All material and equipment shall be of good quality and new, except as otherwise provided in the Contract Documents. Suppliers shall be selected and paid by the Contractor; the City reserves the right to approve all suppliers and materials.

8.10 Work Hours: Except in connection with the safety or protection of persons, or the Work, or property at the site or adjacent thereto, and except as otherwise indicated in

the Supplementary Conditions, all work at the site shall be performed during regular working hours between 7 a.m. and 6:00 p.m., Monday through Friday. The Contractor will not permit overtime work or the performance of work on Saturday, Sunday or any legal holiday (designated by the City of Fort Lauderdale) without the Project Manager's written consent at least seventy-two (72) hours in advance of starting such work. If the Project Manager permits overtime work, the Contractor shall pay for the additional charges to the City with respect to such overtime work. Such additional charges shall be a subsidiary obligation of the Contractor and no extra payment shall be made to the Contractor for overtime work. It shall be noted that the City's Inspector work hours are from 8:00 a.m. to 4:30 p.m. and any work requiring inspection oversight being performed outside of this timeframe shall be paid for by the Contractor as Inspector overtime. The cost to the Contractor to reimburse the City for overtime inspection is established at direct-labor and overtime costs for each person or inspector required. Incidental overtime costs for engineering, testing and other related services will also be charged to the Contractor at the actual rate accrued.

- 8.11 Patent Fee and Royalties: The Contractor shall pay all license fees and royalties and assume all costs incident to the use in the performance of the Work or the incorporation in the Work, or any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. The Contractor hereby expressly binds himself or itself to indemnify and save harmless the City from all such claims and fees and from any and all suits and action of every name and description that may be brought against City on account of any such claims, fees, royalties, or costs for any such invention or patent, and from any and all suits or actions that may be brought against said City for the infringement of any and all patents or patent rights claimed by any person, firm corporation or other entity.
- 8.12 Permits: The Contractor shall obtain and pay for all permits and licenses. There shall be no allowance for Contractor markup, overhead or profit for permits and licenses. The Contractor shall pay all government charges which are applicable at the time of opening of proposals. It shall be the responsibility of the Contractor to secure and pay for all necessary licenses and permits of a temporary nature necessary for the prosecution of Work.
- 8.13 Law and Regulations: The Contractor shall give all notices and comply with all laws, ordinances, rules and regulations applicable to the Work. If the Contractor observes that the specifications or plans are at variance therewith, the Contractor shall give the Project Manager prompt written notice thereof, and any necessary changes shall be adjusted by any appropriate modifications. If the Contractor performs any work knowing or having reason to know that it is contrary to such laws, ordinances, rules and regulations, and without such notice to the Project Manager, the Contractor shall bear all costs arising therefrom; however, it shall not be the Contractor's primary responsibility to make certain that the specifications and plans are in accordance with such laws, ordinances, rules and regulations.
- 8.14 Taxes: The Contractor shall pay all sales, consumer, use and other similar taxes required to be paid by him in accordance with the laws of the City of Fort Lauderdale, County of Broward, State of Florida.
- 8.15 Contractor Use of Premises: The Contractor shall confine construction equipment, the storage of materials and equipment and the operations of workmen to areas permitted

by law, ordinances, permits and/or the requirements of the Contract Documents, and shall not unreasonably encumber the premises with construction equipment or other materials or equipment.

The Contractor shall not enter upon private property for any purpose without first securing the permission of the property owner in writing and furnishing the Project Manager with a copy of said permission. This requirement will be strictly enforced, particularly with regard to such vacant properties as may be utilized for storage or staging by the Contractor.

The Contractor shall conduct his work in such a manner as to avoid damage to adjacent private or public property. Any damage to existing structures or work of any kind, including permanent reference markers or property corner markers, or the interruption of a utility service, shall be repaired or restored promptly at no expense to the City or property owner.

The Contractor will preserve and protect all existing vegetation such as trees, shrubs and grass on or adjacent to the site which do not reasonably interfere with the construction, as determined by the Project Manager. The Contractor will be responsible for repairing or replacing any trees, shrubs, lawns and landscaping that may be damaged due to careless operation of equipment, stockpiling of materials, tracking of grass by equipment or other construction activity. The Contractor will be liable for, or will be required to replace or restore at no expense to the City all vegetation not protected or preserved as required herein that may be destroyed or damaged.

During the progress of the work, the Contractor shall keep the premises free from accumulations of waste materials, rubbish and debris resulting from the Work. At the completion of the Work, the Contractor shall remove all waste materials, rubbish and debris from and about the premises as well as all tools, appliances, construction equipment and machinery, and surplus materials and shall leave the site clean and ready for occupancy by the City. The Contractor shall restore to their original condition those portions of the site not designated for alteration by the Contract Documents at no cost to the City.

8.16 Project Coordination: The Contractor shall provide for the complete coordination of the construction effort. This shall include, but not necessarily be limited to, coordination of the following:

8.16.1 Flow of material and equipment from suppliers.

8.16.2 The interrelated work with affected utility companies.

8.16.3 The interrelated work with the City where tie-ins to existing facilities are required.

8.16.4 The effort of independent testing agencies.

8.16.5 Notice to affected property owners as may be directed by the Project Manager.

8.17 Project Record Documents and Final As-Builts (Record Drawings): Contractor shall be responsible for maintaining up-to-date redline as-built drawings, on site, at all times during construction. All as-built information shall be surveyed and verified by a professional land surveyor registered in the State of Florida. Contractor shall provide the City with a minimum of three (3) sets of signed and sealed record drawings (Final



As-Builts) and a CD of the electronic drawings files created in AutoCad 2014 or later. All costs associated with survey work required for construction layout and as-built preparation shall be the responsibility of the Contractor.

8.18 Safety and Protection:

8.18.1 The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. The Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to:

- 8.18.1.1 All employees working on the project and other persons who may be affected thereby.
- 8.18.1.2 All the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site.
- 8.18.1.3 Other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

8.18.2 The Contractor shall comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss; and shall erect and maintain all necessary safeguards for such safety and protection. The Contractor shall notify owners of adjacent property and utilities when execution of the Work may affect them at least seventy-two (72) hours in advance (unless otherwise required). All damage, injury or loss to any property caused, directly or indirectly, in whole or in part by the Contractor, any subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, shall be remedied by the Contractor. The Contractor's duties and responsibilities for safety and protection of the Work shall continue until such time as all the Work is completed and accepted by the City.

8.19 Emergencies: In emergencies affecting the safety or protection of persons or the Work or property at the site or adjacent thereto, the Contractor, without special instruction or authorization from the City is obligated to act to prevent threatened damage, injury or loss. The Contractor shall give the Project Manager prompt written notice of any significant changes in the Work or deviations from the Contract Documents caused thereby.

8.20 Risk of Loss: The risk of loss, injury or destruction shall be on the Contractor until acceptance of the Work by the City. Title to the Work shall pass to the City upon acceptance of the Work by the City.

8.21 Environmental: The Contractor has fully inspected the Premises and agrees, except as to the presence of any asbestos, to accept the Premises in an "as is" physical condition, without representation or warranty by the City of any kind, including, without limitation, any and all existing environmental claims or obligations that may arise from the presence of any "contamination" on, in or about the Premises. Further, Contractor and all entitles claiming by, through or under the Contractor, releases and discharges

the City, from any claim, demand, or cause of action arising out of or relating to the Contractor's use, handling, storage, release, discharge, treatment, removal, transport, decontamination, cleanup, disposal and/or presence of any hazardous substances including asbestos on, under, from or about the Premises. The Contractor shall have no liability for any pre-existing claims or "contamination" on the Premises.

The Contractor shall not use, handle, store, discharge, treat, remove, transport, or dispose of Hazardous Substances including asbestos at, in, upon, under, to or from the Premises until receipt of instructions from the City. At such time, a City approved Change Order, which shall not include any profit, shall authorize the Contractor to perform such services.

The Contractor shall immediately deliver to the Project Manager complete copies of all notices, demands, or other communications received by the Contractor from any governmental or quasi-governmental authority or any insurance company or board of fire underwriters or like or similar entities regarding in any way alleged violations or potential violations of any Environmental Law or otherwise asserting the existence or potential existence of any condition or activity on the Premises which is or could be dangerous to life, limb, property, or the environment.

For other and additional consideration, the Contractor hereby agrees, at its sole cost and expense, to indemnify and protect, defend, and hold harmless the City and its respective employees, agents, officials, officers, representatives, contractors and subcontractors, successors, and assigns (hereafter the "City") from and against any and all claims, demands, losses, damages, costs, expenses, including but not limited to mitigation, restoration, and natural restoration expenses, liabilities, assessments, fines, penalties charges, administrative and judicial proceedings and orders, judgments, causes of action, in law or in equity, remedial action requirements and/or enforcement actions of any kind (including, without limitation, attorneys' fees and costs) directly or indirectly arising out of or attributable to, in whole or in part, the Contractor's use, handling, storage, release, threatened release, discharge, treatment, removal, transport, decontamination, cleanup, disposal and/or presence of a Hazardous Substance (excluding asbestos) on, under, from, to or about the Premises or any other activity carried on or undertaken on or off the Premises by the Contractor or its employees, agents or subcontractors, in connection with the use, handling, storage, release, threatened release, discharge, treatment, mitigation, natural resource restoration, removal, transport, decontamination, cleanup, disposal and/or presence or any Hazardous Substance including asbestos located, transported, or present on, under, from, to, or about the Premises. This indemnity is intended to be operable under 42 U.S.C. sections 9607, as amended, and any successor section.

The scope of the indemnity obligations includes, but is not limited to: (a) all consequential damages; (b) the cost of any required or necessary repair, cleanup, or detoxification of the applicable real estate and the preparation and implementation of any closure, remedial or other required plan, including without limitation; (i) the costs of removal or remedial action incurred by the United States government or the State of Florida or response costs incurred by any other person, or damages from injury to destruction of, or loss of, natural resources, including the cost of assessing such injury, destruction, or loss, incurred pursuant to the Comprehensive Environmental Response, Compensation and Liability Act, as amended; (ii) the clean-up costs, fines, damages, or penalties incurred pursuant to any applicable provisions of Florida law;

and (iii) the cost and expenses of abatement, correction or cleanup, fines, damages, response costs, or penalties which arise from the provisions of any other statute, law, regulation, code ordinance, or legal requirement state or federal; and (c) liability for personal injury or property damage arising under any statutory or common law tort theory, including damages assessed for the maintenance of a public private nuisance, response costs, or for the carrying on of an abnormally dangerous activity.

8.22 No Extended Damages: For other and additional good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Contractor covenants and agrees that in the event of any delay of construction or for any other reason or allegation or claim, and notwithstanding the reason of the delay, reason, claim or allegation or who caused them or the construction delay or whether they were caused by the City, that there will be no entitlement to Contractor to or for any direct or indirect financial damages or losses for extended corporate overhead impact, extended project overhead impacts, project support services, mobilization or demobilization or by whatever other label or legal concept or theory and types of names or labels or basis such claims may have, or any business damages or losses of whatever type or nature, and Contractor hereby waives any right to make any such claim or claims. This provision will have application and effect when construction delays are anticipated and agreed upon by both the City and the Contractor.

8.23 No Liens: If any Subcontractor, supplier, laborer, or materialmen of Contractor or any other person directly or indirectly acting for or through Contractor files or attempts to file a mechanic's or construction lien against the real property on which the work is performed or any part or against any personal property or improvements or claim against any monies due or to become due from the City to Contractor or from Contractor to a Subcontractor, for or on account of any work, labor, services, material, equipment, or other items furnished in connection with the Work or any Change Order, Contractor agrees to satisfy, remove, or discharge such lien or claim at its own expense by bond, payment, or otherwise within twenty (20) days of the filing or from receipt of written notice from the City.

Additionally, until such time as such lien or claim is satisfied, removed or discharged by Contractor, all monies due to Contractor, or that become due to Contractor before the lien or claim is satisfied, removed or otherwise discharged, shall be held by City as security for the satisfaction, removal and discharge of such lien and any expense that may be incurred while obtaining such. If Contractor shall fail to do so, City shall have the right, in addition to all other rights and remedies provided by this Agreement or by law, to satisfy, remove, or discharge such lien or claim by whatever means City chooses at the entire and sole cost and expense of Contractor which costs and expenses shall, without limitation, include attorney's fees, litigation costs, fees and expenses and all court costs and assessments.

8.24 Weather Emergencies: Upon issuance of a Hurricane Watch by the National Weather Service, the Contractor shall submit to the City a plan to secure the work area in the event a Hurricane Warning is issued. The plan shall detail how the Contractor will secure the Premises, equipment and materials in a manner as to prevent damage to the Work and prevent materials and equipment from becoming a hazard to persons and property on and around the Premises. The plan shall include a time schedule required to accomplish the hurricane preparations and a list of emergency contacts that will be available and in the City before, during and immediately after the storm.

Upon issuance of a Hurricane Warning by the National Weather Service, if the Contractor has not already done so, the Contractor shall implement its hurricane preparedness plan. Cost of development and implementation of the hurricane preparedness plan shall be considered as incidental to construction. Cost of any clean up and rework required after the storm will be considered normal construction risk within Florida and shall not entitle the Contractor to any additional compensation. Contractor shall be entitled to request an extension in time for completion of the Work, in accordance with the provisions of Article 15 of this Agreement, equal to the time he is shut down for implementation of the preparedness plan, the duration of the storm and a reasonable period to restore the Premises.

- 8.25 Force Majeure: No Party shall hold the other responsible for damages or for delays in performance caused by force majeure, acts of God, or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. For this purposes, such acts or circumstances shall include, but not be limited to weather conditions affecting performance, floods, epidemics, war, riots, strikes, lockouts, or other industrial disturbances, or protest demonstrations. Should such acts or circumstances occur, the parties shall use their best efforts to overcome the difficulties arising therefrom and to resume the Work as soon as reasonably possible with the normal pursuit of the Work.

Inclement weather, continuous rain for less than three (3) days or the acts or omissions of subcontractors, third-party contractors, materialmen, suppliers, or their subcontractors, shall not be considered acts of force majeure.

No Party shall be liable for its failure to carry out its obligations under the Agreement during a period when such Party is rendered unable by force majeure to carry out its obligation, but the obligation of the Party or Parties relying on such force majeure shall be suspended only during the continuance of the inability and for no longer period than the unexpected or uncontrollable event.

The Contractor further agrees and stipulates, that its right to excuse its failure to perform by reason of force majeure shall be conditioned upon giving written notice of its assertion that a Force Majeure delay has commenced within 96 hours after such an occurrence. The CONTRACTOR shall use its reasonable efforts to minimize such delays. The CONTRACTOR shall promptly provide an estimate of the anticipated additional time required to complete the Project.

- 8.26 Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assisted Contracts: The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18

U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

Additionally, the contractor assures that they, the sub recipient or the subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate. (This additional language must be included in each subcontract the prime contractor signs with a subcontractor.)

## **ARTICLE 9 – CITY’S RESPONSIBILITIES**

- 9.1 The City shall furnish the data required of the City under the Contract Documents promptly and shall make payments to the Contractor promptly after they are due as provided in Article 7.
- 9.2 The City’s duties in respect of providing lands and easements and providing engineering surveys to establish reference points are set forth in the Contract Documents.
- 9.3 Technical Clarifications and Interpretations:
- 9.3.1 The City shall issue, with reasonable promptness, such written clarifications or interpretations of the Contract Documents as it may determine necessary, which shall be consistent with or reasonably inferable from the overall intent of the Contract Documents. Should the Contractor fail to request interpretation of questionable items in the Contract Documents, the City shall not entertain any excuse for failure to execute the Work in a satisfactory manner.
- 9.3.2 The City shall interpret and decide matters concerning performance under the requirements of the Contract Documents, and shall make decisions on all claims, disputes or other matters in question. Written notice of each claim, dispute or other matter will be delivered by claimant to the other Party but in no event later than five (5) days after the occurrence of event, and written supporting data will be submitted to the other Party within five (5) days after such occurrence. All written decisions of the City on any claim or dispute will be final and binding.
- 9.4 The Contractor shall perform all Work to the reasonable satisfaction of the City in accordance with the Contract Documents. In cases of disagreement or ambiguity, the City shall decide all questions, difficulties, and disputes of whatever nature, which may arise under or by reason of this Agreement or the quality, amount and value of the Work, and the City’s decisions on all claims, questions and determination are final.

## **ARTICLE 10 – BONDS AND INSURANCE**

- 10.1 Public Construction and Other Bonds: The Contractor shall furnish Public Construction or Performance and Payment Bonds (“Bond”), each in an amount at least equal to the Contract Price as security for the faithful performance and payment of all

the Contractor's obligations under the Contract Documents. These Bonds shall remain in effect until at least one (1) year after the date of final payment, except as otherwise provided by law. All Bonds shall be furnished and provided by the surety and shall be in substantially the same form as prescribed by the Contract Documents and be executed by such sureties as (i) are licensed to conduct business in the State of Florida, and (ii) are named in the current list of Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies as published in Circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department and (iii) otherwise meet the requirements set forth herein that apply to sureties. All Bonds signed by an agent must be accompanied by a certified copy of the authority to act.

**10.1.1 Performance Bond:** The Contractor shall execute and record in the public records of Broward County, Florida, a payment and performance bond in an amount at least equal to the Contract Price with a surety insurer authorized to do business in the State of Florida as surety, ("Bond"), in accordance with Section 255.05, Florida Statutes (2014), as may be amended or revised, as security for the faithful performance and payment of all of the Contractor's obligations under the Contract Documents.

A Corporate Surety Bond legally issued, meeting the approval of, and running to the City in an amount not less than the Contract Price of such improvements, conditioned that the Contractor shall maintain and make all repairs to the improvements constructed by the Contractor at their own expense and free of charge to the City, for the period of one (1) year after the date of acceptance of the Work within such period by reason of any imperfection of the material used or by reason of any defective workmanship, or any improper, imperfect or defective preparation of the base upon which any such improvement shall be laid.

**10.2 Disqualification of Surety:** If the Surety on any Bond furnished by the Contractor is declared bankrupt or becomes insolvent or its right to do business is terminated in the State of Florida or it ceases to meet the requirements of clauses (i) and (ii) of Paragraph 10.1, the Contractor shall within five (5) days thereafter substitute another Bond and Surety, both of which shall be acceptable to the City.

**10.3 Insurance**

**10.3.1** Contractor shall provide and shall require all of its sub-contractors to provide, pay for, and maintain in force at all times during the term of the Agreement, such insurance, including Property Insurance (Builder's Risk), Commercial General Liability Insurance, Business Automobile Liability Insurance, Workers' Compensation Insurance, Employer's Liability Insurance, and Umbrella/Excess Liability, as stated below, as well as Professional Liability insurance in the amount of \$1,000,000 for any Architectural and or Engineering requirements associated with the fulfillment of the contract if required. Such policy or policies shall be issued by companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida. **A Sample Insurance Certificate shall be included with the proposal to demonstrate the firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the**

**insurance companies' names for all required coverage, and the dollar amounts of the coverage.**

- A. The City is required to be named as additional insured on the Commercial General Liability insurance policy. BINDERS ARE UNACCEPTABLE. The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the Contractor. Any exclusions or provisions in the insurance maintained by the Contractor that precludes coverage for the work contemplated in this Agreement shall be deemed unacceptable, and shall be considered a breach of contract.
- B. The Contractor shall provide the City an original Certificate of Insurance for policies required by Article 10. All certificates shall state that the City shall be given ten (10) days' notice prior to expiration or cancellation of the policy. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Finance Department. Such policies shall: (1) name the insurance company or companies affording coverage acceptable to the City, (2) state the effective and expiration dates of the policies, (3) include special endorsements where necessary. Such policies provided under Article 10 shall not be affected by any other policy of insurance, which the City may carry in its own name.
- C. Contractor shall as a condition precedent of this Agreement, furnish to the City of Fort Lauderdale, c/o Project Manager, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, Certificate(s) of Insurance upon execution of this Agreement, which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

10.3.2 Property Insurance (Builder's Risk): - N/A

10.3.3 Commercial General Liability

- A. Limits of Liability:
 

Bodily Injury and Property Damage - Combined Single Limit	
Each Occurrence	\$1,000,000
Project Aggregate	\$1,000,000
General Aggregate	\$2,000,000
Personal Injury	\$1,000,000
Products/Completed Operations	\$1,000,000

- B. Endorsements Required:  
 City of Fort Lauderdale included as an Additional Insured  
 Broad Form Contractual Liability  
 Waiver of Subrogation  
 Premises/Operations  
 Products/Completed Operations  
 Independent Contractors  
 Owners and Contractors Protective Liability  
 Contractor's Pollution Liability – **N/A**

#### 10.3.4 Business Automobile Liability

- A. Limits of Liability:  
 Bodily Injury and Property Damage - Combined Single Limit  
 All Autos used in completing the contract including Hired, Borrowed or  
 Non-Owned Autos  
 Any One Accident \$1,000,000
- B. Endorsements Required:  
 Waiver of Subrogation

#### 10.3.5 Workers' Compensation and Employer's Liability Insurance

Limits: Workers' Compensation – Per Florida Statute 440  
 Employers' Liability - \$500,000

Any firm performing work on behalf of the City of Fort Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Law.

Contractor must be in compliance with all applicable State and Federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act or Jones Act.

- 10.3.6 Umbrella/Excess Liability: The Contractor shall provide umbrella/excess coverage with limits of no less than \$2,000,000 excess of Commercial General Liability, Automobile Liability and Employer's Liability.

- 10.3.7 Crane/On-Hook: The Contractor will need to provide documentation of his Crane/On-Hook coverage in the amount of \$1,000,000, if any cranes are used during the course of the Project. Additionally, the Contractor will need to provide documentation of his subcontractors Crane/On-Hook coverage in the amount of \$1,000,000 if any of his subcontractors utilize any cranes during the course of this Project.

- 10.3.8 All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida,



subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the Contractor that precludes coverage for work contemplated in this project shall be deemed unacceptable, and shall be considered breach of contract.

**NOTE: CITY PROJECT NUMBER AND NAME MUST APPEAR ON EACH CERTIFICATE, AND THE CITY OF FORTLAUDERDALE MUST BE NAMED ON THE CERTIFICATE AS AN "ADDITIONAL INSURED".**

**A Sample Insurance Certificate shall be included with the proposal to demonstrate the firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the insurance companies' names for all required coverage, and the dollar amounts of the coverage.**

Compliance with the foregoing requirements shall not relieve the Contractor of their liability and obligation under this section or under any other section of this Agreement.

The Contractor shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the Project. If insurance certificates are scheduled to expire during the contractual period, the Contractor shall be responsible for submitting new or renewed insurance certificates to the City at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates that cover the contractual period, the City shall:

- A. Suspend the Agreement until such time as the new or renewed certificates are received by the City.
- B. The City may, at its sole discretion, terminate the Agreement for cause and seek damages from the Contractor in conjunction with the violation of the terms and conditions of the Agreement.

#### **ARTICLE 11- WARRANTY AND GUARANTEE, TESTS AND INSPECTIONS, CORRECTION, REMOVAL OR ACCEPTANCE OF DEFECTIVE WORK**

11.1 Warranty: The Contractor warrants and guarantees to the City that all Work will be in accordance with the Contract Documents and will not be defective. Prompt notice of all defects shall be given to the Contractor. All defective work, whether or not in place, may be rejected, corrected or accepted as provided in this Article.

11.1.1 Warranty of Title: The Contractor warrants to the City that it possesses good, clear and marketable title to all equipment and materials provided and that there are no pending liens, claims or encumbrances against the equipment and materials.

11.1.2 Warranty of Specifications: The Contractor warrants that all equipment, materials and workmanship furnished, whether furnished by the Contractor, its subcontractors or suppliers, will comply with the specifications, drawings and

other descriptions supplied or adopted and that all services will be performed in a workmanlike manner.

11.1.3 Warranty of Merchantability: The Contractor warrants that any and all equipment to be supplied pursuant to this Agreement is merchantable, free from defects, whether patent or latent in material or workmanship, and fit for the ordinary purposes for which it is intended.

11.2 Tests and Inspections: Contractor shall retain the services of an independent, certified, testing lab to perform all testing as required by the specifications, Contract drawings, and any applicable permitting agency. Contractor shall provide evidence of certification to the City before the work and testing is done. Testing results shall be submitted to the Engineer for review and approval at the time the results are provided to the Contractor. The Contractor shall give the Project Manager and City Inspector a minimum of twenty-four (24) hours' advanced notice of readiness of the Work for all required inspections, tests, or approvals and shall notify all applicable permitting agencies in a timely manner based on requirements set forth in the permit documents.

11.2.1 Neither observations by the Project Manager nor inspections, tests or approvals by others shall relieve the Contractor from its obligations to perform the Work in accordance with the Contract Documents.

11.3 Uncovering Work: If any work that is to be inspected, tested or approved is covered without approval or consent of the Project Manager, it must, if requested by the Project Manager, be uncovered for observation and/or testing. Such uncovering and replacement shall be at the Contractor's sole expense unless the Contractor has given the Project Manager timely notice of the Contractor's intention to cover such Work and the Project Manager has not acted with reasonable promptness in response to such notice.

11.3.1 If the Project Manager considers it necessary or advisable that Work covered in accordance with Paragraph 11.2.1, 11.2.2 and 11.2.3 be observed by the City or inspected or tested by others, the Contractor at the City's request, shall uncover, expose or otherwise make available for observation, inspection or testing as the Project Manager may require, that portion of the Work in question, furnishing all necessary labor, material and equipment. If it is found that such Work is defective, the Contractor shall bear all the expenses of such uncovering, exposure, observation, inspection and testing and of satisfactory reconstruction, including compensation for additional professional services, and an appropriate deductive Change Order shall be issued. If, however, such work is not found to be defective, the Contractor shall be allowed an increase in the Contract Price or an extension of the Contract Time, or both, directly attributable to such uncovering, exposure, observation, inspection testing and reconstruction if he makes a claim therefore as provided in Articles 14 and 15.

11.4 City May Stop the Work: If the Work is defective, or the Contractor fails to supply sufficient skilled supervisory personnel or workmen or suitable materials or equipment or the work area is deemed unsafe, the City may order the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, this right of the City to stop the Work shall not give rise to any duty on the part of the City to exercise this right for the benefit of the Contractor or any other party.

The City will not award any increase in Contract Price or Contract Time if the Work is stopped due to the circumstances described herein.

- 11.5 Correction or Removal of Defective Work Before Final Payment: If required by the Project Manager, the Contractor shall promptly, without cost to the City and as Specified by the Project Manager, either correct any defective Work, whether or not fabricated, installed or completed, or if the Work has been rejected by the City remove it from the site and replace it with non-defective Work.
- 11.6 One Year Correction Period After Final Payment: If within one (1) year after the date of final acceptance, or such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents, any work is found to be defective, the Contractor shall promptly, without cost to the City and in accordance with the City's written instructions, either correct such defective Work, or, if it has been rejected by the City, remove it from the site and replace it with non-defective Work.

If The Contractor does not promptly comply with the terms of such instructions or in an emergency where delay would cause serious risk of loss or damage, the City may have the defective Work corrected or the rejected Work removed and replaced, and all direct and indirect costs for such removal and replacement, including compensation for additional professional services, shall be paid by the Contractor.

- 11.7 Acceptance of Defective Work, Deductions: If, instead of requiring correction or removal and replacement of defective Work, the City, at the city's sole option, prefers to accept it, the City may do so. In such a case, if acceptance occurs prior to the Project Manager's recommendation of final payments, a Change Order shall be issued incorporating the necessary revisions in the Contracts Documents, including appropriate reduction in the Contract Price; or if the acceptance occurs after such recommendation, an appropriate amount shall be paid by the Contractor to the City.
- 11.8 City May Correct Defective Work: If the Contractor fails within a reasonable time after written notice of the Project Manager to proceed to correct defective Work or to remove and replace rejected Work as required by the Project Manager in accordance with Paragraph 11.5, or if the Contractor fails to perform the Work in accordance with the Contract Documents, the City may, after seven (7) days written notice to the Contractor, correct and remedy any such deficiency. In exercising its rights under this paragraph, the City shall proceed expeditiously. To the extent necessary to complete corrective and remedial action, the City may exclude the Contractor from all or part of the site, take possession of all or part of the Work, suspend the Contractor's services related thereto and take possession of the Contractor's tools, construction equipment and materials stored at the site or elsewhere. The Contractor shall allow the City's representative agents and employees such access to the site as may be necessary to enable the City to exercise its rights under this paragraph. All direct and indirect costs of the City in exercising such rights shall be charged against the Contractor in an amount verified by the Project Manager, and a Change Order shall be issued incorporating the necessary revisions in the Contract Documents and a reduction in the Contract Price. Such direct and indirect costs shall include, in particular but without limitation, compensation for additional professional services required and costs of repair and replacement of work of others destroyed or damaged by correction, removal or replacement of the Contractor's defective Work. The Contractor shall not

be allowed an extension of the Contract Time because of any delay in performance of the Work attributable to the exercise by the City of the City's right hereunder.

## ARTICLE 12 – INDEMNIFICATION

- 12.1 Disclaimer of Liability: The City shall not at any time, be liable for injury or damage occurring to any person or property from any cause, whatsoever, arising out of Contractor's construction and fulfillment of this agreement.
- 12.2 Indemnification: For other, additional good valuable consideration, the receipt and sufficiency of which is hereby acknowledged:
- 12.2.1 Contractor shall, at its sole cost and expense, indemnify and hold harmless the City, its representatives, employees and elected and appointed officials from or on account of all claims, damages, losses, liabilities and expenses, direct, indirect or consequential including but not limited to fees and charges of engineers, architects, attorneys, consultants and other professionals and court costs arising out of or in consequence of the performance of this Agreement at all trial and appellate levels. Indemnification shall specifically include but not be limited to claims, damages, losses, liabilities and expenses arising out of or from (a) the negligent or defective design of the project and Work of this Agreement; (b) any act, omission or default of the Contractor, its Subcontractors, agents, servants or employees; (c) any and all bodily injuries, sickness, disease or death; (d) injury to or destruction of tangible property, including any resulting loss of use; (e) other such damages, liabilities, or losses received or sustained by any person or persons during or on account of any operations connected with the construction of this Project including the warranty period; (f) the use of any improper materials; (g) any construction defect including both patent and latent defects; (h) failure to timely complete the work; (i) the violation of any federal, state, county or city laws, ordinances or regulations by Contractor, its subcontractors, agents, servants, independent contractors or employees; (j) the breach or alleged breach by Contractor of any term of the Agreement, including the breach or alleged breach of any warranty or guarantee.
- 12.2.2 Contractor agrees to indemnify, defend, save and hold harmless the City, its officers, agents and employees, from all damages, liabilities, losses, claims, fines and fees, and from any and all suits and actions of every name and description that may be brought against City, its officers, agents and employees, on account of any claims, fees, royalties, or costs for any invention or patent and/or for the infringement of any and all copyrights or patent rights claimed by any person, firm, or corporation.
- 12.2.3 Contractor shall pay all claims, losses, liens, settlements or judgments of any nature in connection with the foregoing indemnifications including, but not limited to, reasonable attorney's fees and costs for trials and appeals.

12.2.4 If any Subcontractor, supplier, laborer, or materialmen of Contractor or any other person directly or indirectly acting for or through Contractor files or attempts to file a mechanic's or construction lien against the real property on which the work is performed or any part or against any personal property or improvements thereon or make a claim against any monies due or to become due from the City to Contractor or from Contractor to a Subcontractor, for or on account of any work, labor, services, material, equipment, or other items furnished in connection with the Work or any change order, Contractor agrees to satisfy, remove, or discharge such lien or claim at its own expense by bond, payment, or otherwise within five (5) days of the filing or from receipt of written notice from the City.

Additionally, until such time as such lien or claim is satisfied, removed or discharged by Contractor, all monies due to Contractor, or that become due to Contractor before the lien or claim is satisfied, removed or otherwise discharged, shall be held by City as security for the satisfaction, removal and discharge of such lien and any expense that may be incurred while obtaining the discharge. If Contractor shall fail to do so, City shall have the right, in addition to all other rights and remedies provided by this Agreement or by law, to satisfy, remove, or discharge such lien or claim by whatever means City chooses at the entire and sole cost and expense of Contractor which costs and expenses shall, without limitation, include attorney's fees, litigation costs, fees and expenses and all court costs and assessments, and which shall be deducted from any amount owing to Contractor. In the event the amount due Contractor is less than the amount required to satisfy Contractor's obligation under this, or any other article, paragraph or section of this Agreement, the Contractor shall be liable for the deficiency due the City.

12.2.5 The Contractor and the City agree that Section 725.06(2), Florida Statutes controls the extent and limits of the indemnification and hold harmless provisions of this Agreement, if any, and that the parties waive any defects in the wording of this Article that runs afoul of said statutory section.

### **ARTICLE 13 – CHANGES IN THE WORK**

- 13.1 Without invalidating this Agreement, the City may, at any time or from time to time order additions, deletions or revisions in the Work through the issuance of Change Orders. Upon receipt of a Change Order, the Contractor shall proceed with the Work involved. All Work shall be executed under the applicable conditions of the Contract Documents. If any Change Order causes an increase or decrease in the Contract Price or an extension or shortening of the Contract Time, an equitable adjustment will be made as provided in Article 14 or Article 15 on the basis of a claim made by either Party.
- 13.2 The Project Manager may authorize minor changes in the work not involving an adjustment in the Contract Price or the Contract Time, which are consistent with the overall intent of the Contract Documents. Such changes must be in writing and signed by the City and the Contractor.

- 13.3 If notice of any change affecting the general scope of the Work or change in the Contract Price is required by the provisions of any Bond to be given to the Surety, it will be the Contractor's responsibility to so notify the Surety, and the amount of each applicable Bond shall be adjusted accordingly. The Contractor shall furnish proof of such adjustment to the City.

#### **ARTICLE 14 – CHANGE OF CONTRACT PRICE**

Change of Contract Price, approved by City, shall be computed as follows:

- 14.1 Cost of the Work: The term "Cost of the Work" means the sum of all direct costs necessarily incurred and paid by Contractor in the proper performance of the Work. Except as otherwise may be agreed to in writing by the City, these costs shall be in amounts no higher than those prevailing in the City and shall include only the following items and shall not include any of the costs itemized in Paragraph 14.3:
- 14.1.1 Payroll costs for employees in the direct employ of the Contractor in the performance of the Work under schedules of job classifications agreed upon by the City and the Contractor. Payroll costs for employees not employed full time on the Work shall be apportioned on the basis of their time spent on the Work. Payroll costs shall include, but not be limited to, salaries and wages plus and cost of fringe benefits which shall include social security contributions, unemployment, excise and payroll taxes, worker's compensation, health and retirement benefits, bonuses, sick leave, vacation and applicable holiday pay.
- 14.1.2 Cost of all materials and equipment furnished and incorporated in the Work, including costs of transportation and storage, and required suppliers and field services. All cash discounts, rebates and refunds and all returns from sale of surplus materials and equipment shall accrue to the City, and the Contractor shall make provisions so that they may be obtained.
- 14.1.3 Supplemental costs including the following:
- 14.1.3.1 Cost, including transportation and maintenance of all materials, supplies, equipment, machinery, appliances, office and temporary facilities at the site and hand tools not owned by the workers, which are consumed in the performance of the Work.
- 14.1.3.2 Rentals of all construction equipment and machinery and the parts whether rented from the Contractor or others in accordance with rental agreements approved by the City, and the costs of transporting, loading, unloading, installation, dismantling and removal. The rental of any such equipment, machinery or parts shall cease when the use is no longer necessary for the Work.
- 14.1.3.3 Sales, consumer, use or similar taxes related to the Work and for which the Contractor is liable, imposed by laws and regulations.
- 14.1.3.4 Royalty payments and fees for permits and licenses.

- 14.1.3.5 The cost of utilities, fuel and sanitary facilities at the Work site.
- 14.1.3.6 Minor expenses such as telegrams, long distance telephone calls, telephone service at the site, expressage and similar petty cash items in connection with the Work.
- 14.1.3.7 Cost of premiums for additional bonds and insurance required because of changes in the Work.

14.2 The Contract Price may only be increased by a Change Order when Work is modified in accordance with Article 13 and approved by the City in writing. Any claim for an increase in the Contract Price resulting from a Change Order shall be based on written notice delivered to the Project Manager within ten (10) days of the occurrence of the Change Order giving rise to the claim. Notice of the amount of the claim with supporting data shall be included in the Change Order and delivered within twenty (20) days of such occurrence unless Project Manager allows an additional period of time to ascertain accurate cost data. Any change in the Contract Price resulting from any such claim shall be incorporated in the Change Order. **IT IS EXPRESSLY AND SPECIFICALLY AGREED THAT ANY AND ALL CLAIMS FOR CHANGES TO THE CONTRACT PRICE SHALL BE WAIVED IF NOT SUBMITTED IN STRICT ACCORDANCE WITH THE REQUIREMENTS OF THIS SECTION.**

14.3 Not Included in the Cost of the Work: The term "cost of the Work" shall not include any of the following:

14.3.1 Payroll costs and other compensation of the Contractor's officers executives, principals (of partnership and sole proprietorships), general managers, engineers, architects, estimators, attorneys, auditor, accountants, purchasing and contracting agents, expeditors, timekeepers, clerks and other personnel employed by the Contractor whether at the site or in the Contractor's principal or branch office for general administration of the work and not specifically included in the agreed upon schedule of job classifications referred to in Paragraph 14.1.1, all of which are to be considered administrative costs covered by the Contractor's fee.

14.3.2 Expenses of the Contractor's principal and branch offices other than the Contractor's office at the site.

14.3.3 Any part of the Contractor's capital expenses, including interest on the Contractor's capital employed for the Work and charges against the Contractor for delinquent payments.

14.3.4 Cost of premiums for all bonds and for all insurance whether or not the Contractor is required by the Contract Documents to purchase and maintain the same.

14.3.5 Costs due to the negligence of the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, including but not limited to, the correction of defective Work, disposal of materials or equipment wrongly supplied and making good any damage to property.

14.3.6 Other overhead or general expense costs of any kind and the costs of any item not specifically and expressly included in Paragraph 14.1

14.4 Basis of Compensation: The Contractor's compensation, allowed to the Contractor for overhead and profit, shall be determined as follows:

14.4.1 A mutually acceptable negotiated fee:

14.4.1.1 For costs incurred under Paragraphs 14.1.1 and 14.1.2, the Contractor's fee shall not exceed five percent (5%).

14.4.1.2 No fee shall be payable on the basis of costs itemized under Paragraphs 14.1.3.1, 14.1.3.2, 14.1.3.3, 14.1.3.4, 14.1.3.5, 14.1.3.6, 14.1.3.7, 14.3.1, 14.3.2, 14.3.3, 14.3.4, 14.3.5 and 14.3.6.

14.4.1.3 The amount of credit to be allowed by the Contractor to the City for any such change which results in a net decrease plus a deduction in the Contractor's fee by an amount equal to five percent (5%) for the net decrease.

14.4.1.4 When both additions and credits are involved in any one change the combined overhead and profit shall be figured on the basis of net increase if any, however, not to exceed five percent (5%) of the agreed compensation. Profit will not be paid on any Work not performed.

14.5 Cost Breakdown Required: Whenever the cost of any Work is to be determined pursuant to this Article, the Contractor will submit in form acceptable to the City an itemized cost breakdown together with supporting documentation. Whenever a change in the Work is to be based upon mutual acceptance of a lump sum, whether the amount is an addition, credit, or no-charge-in-cost, the Contractor shall submit an estimate substantiated by a complete itemized breakdown:

14.5.1 The breakdown shall list quantities and unit prices for materials, labor, equipment and other items of cost.

14.5.2 Whenever a change involves the Contractor and one (1) or more subcontractors and the change is an increase in the agreed compensation, the overhead and profit percentage for the Contractor and each subcontractor shall be itemized separately.

14.6 Time for the City to Approve Extra Work: Any Extra Work in an amount up to and not exceeding a cumulative amount of \$25,000 for a specific project can be approved by the City Manager and shall require a written Change Order proposal to be submitted to the Public Works Director for submittal and approval by the City Manager. Extra Work exceeding the cumulative amount of \$25,000 for a specific project must be approved by the City Commission and a written Change Order proposal must be submitted to the Public Works Director for submittal and approval by the City Manager and City Commission. No financial or time claim for delay to the project resulting from the Change Order approval process outlined above under Section 14.6 will be allowed.



## ARTICLE 15 – CHANGE OF THE CONTRACT TIME

- 15.1 The Contract Time may only be changed by a Change Order. Any claim for an extension in the Contract Time shall be based on written notice delivered to the Project Manager within five (5) days of the occurrence of the event giving rise to the claim. Any change in the Contract Time resulting from any such claim shall be incorporated in a Change Order.
- 15.2 The Contract Time will be extended in an amount equal to time lost due to delays beyond the control of the Contractor if a claim is made there for as provided in Paragraph 15.1. Such delays shall include but not be limited to, acts or neglect by the City, or to fires, floods, labor disputes, epidemics, abnormal weather conditions, or acts of God.
- 15.3 All time limits stated in the Contract Documents are of the essence. The provisions of this Article 15 shall not exclude recovery for damages for delay by the Contractor.
- 15.4 Delays caused by or resulting from entities, contractors or subcontractors who are not affiliated with the CONTRACTOR (non-affiliated Contractors) shall not give rise to a claim by the CONTRACTOR for damages for increases in material and/or labor costs. Such entities, contractors and subcontractors include, but are not limited to, the City's contractors and subcontractors, Florida Power and Light Company, AT&T and Florida East Coast Railway, LLC.
- 15.5 Rights of Various Interests: Whenever work being done by City's forces or by other contractors is contiguous to or within the limits of work covered by this Contract, the respective rights of the various interests involved shall be established by the Project Manager to secure the completion of the various portions of the work in general harmony.

## ARTICLE 16 – LIQUIDATED DAMAGES

- 16.1 Upon failure of the Contractor to complete the Work within the time specified for completion, the Contractor shall pay to the City the sum of **Two Hundred and Fifty Dollars (\$250.00)** for each and every calendar day that the completion of the Work is delayed beyond the time specified in this Agreement for completion, as fixed and agreed liquidated damages and not as a penalty, so long as the delay is caused by the Contractor. Should an act of God or the acts or omissions of the City, its agents or representatives, in derogation to the terms of this Agreement cause the delay, the Contractor shall not be responsible for the delay nor liquidated damages. Liquidated damages are fixed and agreed upon between the Parties, recognizing the impossibility of precisely ascertaining the amount of damages that will be sustained by the City as a consequence of such delay and both parties desiring to obviate any question of dispute concerning the amount of damages and the cost and effect of the failure of the Contractor to complete the Work on time. Liquidated damages shall apply separately to each portion of the Work for which a time of completion is given. The City shall have the right to deduct from or retain any compensation which may be due or which may become due and payable to the Contractor the amount of liquidated damages, and if the amount retained by the City is insufficient to pay in full such liquidated damages, the Contractor shall pay all

liquidated damages in full. The Contractor shall be responsible for reimbursing the City, in addition to liquidated damages or other damages for delay, for all costs of engineering, architectural fees, and inspection and other costs incurred in administering the construction of the Project beyond the completion date specified or beyond an approved extension of time granted to the Contractor whichever is later. Delays caused by or resulting from entities, contractors or subcontractors who are not affiliated with the Contractor shall not give rise to a claim by Contractor for damages for increase in material and/or labor costs. Such entities, contractors and subcontractors include, but are not limited to, the City's contractors and subcontractors, Florida Power and Light Company, AT&T, and Florida East Coast Railway, LLC.

- 16.2 No Extended Damages: For other and additional good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Contractor covenants and agrees that in the event of any delay of construction or for any reason, allegation or claim, and notwithstanding the reason of the delay, reason, claim or allegation or who caused them or the construction delay or whether they were caused by the City, that there will be no entitlement to Contractor to or for any direct or indirect financial damages or losses for extended corporate overhead impact, extended project overhead impacts, project support services, mobilization or demobilization or by whatever other label or legal concept or theory and types of names or labels or basis such claims may have, or any business damages or losses of whatever type or nature, and Contractor hereby waives any right to make any such claim or claims. This provision will have application and effect when construction delays are anticipated and agreed upon by both the City and the Contractor.

## **ARTICLE 17 – SUSPENSION OF WORK AND TERMINATION**

- 17.1 City May Suspend Work: The City may, at any time and without cause, suspend the Work or any portion of the Work for a period of not more than ninety (90) days by notice in writing to the Contractor which shall fix the date on which Work shall be resumed. The Contractor shall resume the Work on the date fixed. The Contractor will be allowed an increase in the Contract Price or an extension of the Contract Time, or both, directly attributable to any suspension, if the Contractor makes a claim as provided in Articles 14 and 15.
- 17.2 City's Right to Terminate Contract: The City may terminate this Agreement upon fifteen (15) calendar days' written notice upon the occurrence of any one or more of the following events:
- 17.2.1 If the Contractor commences a voluntary case or a petition is filed against the Contractor, under any chapter of the Bankruptcy Code, or if the Contractor takes any equivalent or similar action by filing a petition or otherwise under any other federal or state law in effect at such time relating to the bankruptcy or insolvency.
- 17.2.2 If the Contractor makes a general assignment for the benefit of creditors.

17.2.3 If a trustee, receiver, custodian or agent of the Contractor is appointed under applicable law or under Contract, whose appointment or authority to take charge of property of the Contractor is for the purpose of enforcing a lien against such property or for the purpose of general administration of such property for the benefit of the Contractor's creditors.

17.2.4 If Contractor fails to begin the Work within fifteen (15) calendar days after the Project Initiation Date, or fails to perform the Work with sufficient workers and equipment or with sufficient materials to ensure the prompt completion of the Work, or shall perform the Work unsuitably, or cause it to be rejected as defective and unsuitable, or shall discontinue the prosecution of the Work pursuant to the accepted schedule or if Contractor shall fail to perform any material term set forth in the Contract Documents, or from any other cause whatsoever shall not carry on the Work in an acceptable manner, Project Manager may give notice in writing to Contractor and its Surety of such delay, neglect or default, specifying the same.

17.2.5 If the Contractor repeatedly fails to make prompt payments to subcontractors or for labor, material or equipment.

17.2.6 If the Contractor repeatedly disregards proper safety procedures.

17.2.7 If the Contractor disregards any local, state or federal laws or regulations.

17.2.8 If the Contractor otherwise violates any provisions of this Agreement.

17.3 If Contractor, within a period of ten (10) calendar days after such notice, shall not proceed in accordance therewith, the City may exclude the Contractor from the Work site and take the prosecution of the Work out of the hands of the Contractor, and take possession of the Work and all of the Contractor's tools, appliances, construction equipment and machinery at the site and use them without liability to the City for trespass or conversion, incorporate in the Work all materials and equipment stored at the site or for which the City has paid the Contractor but which are stored elsewhere, and finish the Work as the City may deem expedient. In this instance, the Contractor shall not be entitled to receive any further compensation until the Work is finished.

17.3.1 If after notice of termination of Contractor's right to proceed, it is determined for any reason that Contractor was not in default, the rights and obligations of City and Contractor shall be the same as if the notice of termination had been issued pursuant to the Termination for Convenience clause as set forth in Section 17.5 below.

17.3.2 Upon receipt of Notice of Termination pursuant to Sections 17.2 or 17.5, Contractor shall promptly discontinue all affected work unless the Notice of Termination directs otherwise and deliver or otherwise make available to City all data, drawings, specifications, reports, estimates, summaries and such other information as may have been required by the Contract Documents whether completed or in process.

- 17.4 If the Contractor commits a default due to its insolvency or bankruptcy, the following shall apply:
- 17.4.1 Should this Agreement be entered into and fully executed by the parties, funds released and the Contractor (Debtor) files for bankruptcy, the following shall occur:
- 17.4.1.1 In the event the Contractor files a voluntary petition under 11 U.S.C. 301 or 302, or an order for relief is entered under 11 U.S.C. 303, the Contractor shall acknowledge the extent, validity, and priority of the lien recorded in favor of the City. The Contractor further agrees that in the event of this default, the City shall, at its option, be entitled to seek relief from the automatic stay pursuant to 11 U.S.C. 362. The City shall be entitled to relief from the automatic stay pursuant to 11 U.S.C. 362(d) (1) or (d) (2), and the Contractor agrees to waive the notice provisions in effect pursuant to 11 U.S.C. 362 and any applicable Local Rules of the United States Bankruptcy Court. The Contractor acknowledges that such waiver is done knowingly and voluntarily.
- 17.4.1.2 Alternatively, in the event the City does not seek stay relief, or if stay relief is denied, the City shall be entitled to monthly adequate protection payments within the meaning of 11 U.S.C. 361. The monthly adequate protection payments shall each be in an amount determined in accordance with the Note and Mortgage executed by the Contractor in favor of the City.
- 17.4.1.3 In the event the Contractor files for bankruptcy under Chapter 13 of Title 11, United States Code in addition to the foregoing provisions, the Contractor agrees to cure any amounts in arrears over a period not to exceed twenty-four (24) months from the date of the confirmation order, and such payments shall be made in addition to the regular monthly payments required by the Note and mortgage. Additionally, the Contractor shall agree that the City is over secured and, therefore, entitled to interest and attorney's fees pursuant to 11 U.S.C. 506(b). Such fees shall be allowed and payable as an administrative expense. Further, in the event the Contractor has less than five (5) years of payments remaining on the Note, the Contractor agrees that the treatment afforded to the claim of the City under any confirmed plan of reorganization shall provide that the remaining payments shall be satisfied in accordance with the Note, and that the remaining payments or claim shall not be extended or amortized over a longer period than the time remaining under the Note.
- 17.4.2 Should this Agreement be entered into and fully executed by the parties, and the funds have not been forwarded to Contractor, the following shall occur:
- 17.4.2.1 In the event the Contractor files a voluntary petition pursuant to 11 U.S.C. 301 or 302, or an order for relief is entered under 11 U.S.C. 303., the Contractor acknowledges that the commencement of a bankruptcy proceeding constitutes an event of default under the terms of this Agreement. Further, the Contractor acknowledges that this

Agreement constitutes an executory contract within the meaning of 11 U.S.C. 365. The Contractor acknowledges that this Agreement is not capable of being assumed pursuant to 11 U.S.C. 365(c)(2), unless the City expressly consents in writing to the assumption. In the event the City consents to the assumption, the Contractor agrees to file a motion to assume this Agreement within ten (10) days after receipt of written consent from the City, regardless of whether the bankruptcy proceeding is pending under Chapter 7, 11, or 13 of Title 11 of the United States Code. The Contractor further acknowledges that this Agreement is not capable of being assigned pursuant to 11 U.S.C. 365(b)(1).

- 17.5 Termination for Convenience: This Contract may be terminated for convenience in writing by City upon thirty (30) days written notice to Contractor (delivered by certified mail, return receipt requested) of intent to terminate and the date on which such termination becomes effective. In such case, Contractor shall be paid for all work executed and expenses incurred prior to termination in addition to termination settlement costs reasonably incurred by Contractor relating to commitments which had become firm prior to the termination. Payment shall include reasonable profit for work/services satisfactorily performed. No payment shall be made for profit for work/services which have not been performed.
- 17.6 Where the Contractor's service have been so terminated by the City, the termination shall not affect any rights of the City against the Contractor then existing or which may thereafter accrue. Any retention or payment of moneys due the Contractor by the City will not release the Contractor from liability.
- 17.7 The Contractor has no right, authority or ability to terminate the Work except for the wrongful withholding of any payments due the Contractor from the City.

## **ARTICLE 18 – DISPUTE RESOLUTION**

- 18.1 Resolution of Disputes: Questions, claims, difficulties and disputes of whatever nature which may arise relative to the technical interpretation of the Contract Documents and fulfillment of this Agreement as to the character, quality, amount and value of any work done and materials furnished, or proposed to be done or furnished under or, by reason of, the Contract Documents which cannot be resolved by mutual agreement of Contract Administrator and Contractor shall be submitted to the Consultant for resolution. When either party has determined that a disputed question, claim, difficulty or dispute is at an impasse, that party shall notify the other party in writing and submit the question, claim, difficulty or dispute to the Consultant for resolution. The parties may agree to a proposed resolution at any time without the involvement and determination of the Consultant.
- 18.1.1 Consultant shall notify Contract Administrator and Contractor in writing of Consultant's decision within twenty-one (21) calendar days from the date of the submission of the question, claim, difficulty or dispute, unless Consultant requires time to gather information or allow the parties to provide additional information.

- 18.1.2 In the event the determination of a dispute by the Consultant under this Article is unacceptable to any of the parties hereto, the party objecting to the determination must notify the other party and the City Manager, in writing within ten (10) days after receipt of the determination. The notice must state the basis of the objection and the proposed resolution. Final resolution of such dispute shall be made by the City Manager. The City Manager's decision shall be final and binding on the parties.
- 18.1.3 All non-technical administrative disputes (such as billing and payment) shall be determined by Contract Administrator.
- 18.1.4 During the pendency of any dispute and after a determination thereof, Contractor, Consultant, and Contract Administrator shall act in good faith to mitigate any potential damages including utilization of construction schedule changes and alternate means of construction. During the pendency of any dispute arising under this Agreement, other than termination herein, Contractor shall carry on the Work and adhere to the progress schedule. The Work shall not be delayed or postponed pending resolution of any disputes or disagreements.
- 18.1.5 For any disputes which remain unsolved, within sixty (60) calendar days after Final Completion of the Work, the parties shall participate in mediation to address all unresolved disputes. A mediator shall be mutually agreed upon by the parties. Should any objection not be resolved in mediation, the parties retain all their legal rights and remedies under applicable law. If a party objecting to a determination, fails to comply in strict accordance with the requirements of this Article, said party specifically waives all of its rights provided hereunder, including its rights and remedies under applicable law.

#### **ARTICLE 19 – NOTICES**

- 19.1 All notices required by any of the Contract Documents shall be in writing and shall be deemed delivered upon mailing by certified mail, return receipt requested to the following:

To the City:

City Manager  
City of Fort Lauderdale  
100 North Andrews Avenue  
Fort Lauderdale, Florida 33301

with copy to the:

Project Manager and City Attorney  
City of Fort Lauderdale  
100 North Andrews Avenue  
Fort Lauderdale, Florida 33301

To the Contractor:

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## ARTICLE 20 – LIMITATION OF LIABILITY

- 20.1 The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action arising out of this Agreement, so that the City's liability for any breach never exceeds the sum of \$1,000. For other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Contractor expresses its willingness to enter into this Agreement with the knowledge that the Contractor's recovery from the City to any action or claim arising from the Agreement is limited to a maximum amount of \$1,000, which amount shall be reduced by the amount actually paid by the City to the Contractor pursuant to this Agreement, for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any way intended either to be a waiver of the limitation placed upon the City's liability as set forth in Section 768.28, Florida Statutes, or to extend the City's liability beyond the limits established in said Section 768.28; and no claim or award against the City shall include attorney's fees, investigative costs, expert fees, suit costs or pre-judgment interest.
- 20.2 No Extended Damages: For other and additional good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Contractor covenants and agrees that in the event of any delay of construction or for any reason, allegation or claim, and notwithstanding the reason of the delay, reason, claim or allegation or who caused them or the construction delay or whether they were caused by the City, that there will be no entitlement to Contractor to or for any direct or indirect financial damages or losses for extended corporate overhead impact, extended project overhead impacts, project support services, mobilization or demobilization or by whatever other label or legal concept or theory and types of names or labels or basis such claims may have, or any business damages or losses of whatever type or nature, and Contractor hereby waives any right to make any such claim or claims. This provision will have application and effect when construction delays are anticipated and agreed upon by both the City and the Contractor.

## ARTICLE 21 – GOVERNING LAW

- 21.1 This Agreement shall be governed by the laws of the State of Florida. Both Parties agree that the courts of the State of Florida shall have jurisdiction of any claim arising in connection with this Agreement. Venue for any claim, objection or dispute arising out of this Agreement shall be in Broward County, Florida. **By entering into this Contract, Contractor and City hereby expressly waive any rights either party may have to a trial by jury or any civil litigation related to, or arising out of the Project. Contractor shall specifically bind all subcontractors to the provisions of this Contract.**

## ARTICLE 22 – MISCELLANEOUS

- 22.1 The duties and obligations imposed by this Agreement and the rights and remedies available to the parties and, in particular but without limitation, the warranties, guaranties and obligations imposed upon the Contractor and all of the rights and remedies available to the City, are in addition to, and are not to be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by laws or regulations, by special warranty or guarantee or by other provisions of the Contract Documents, and the provisions of this Paragraph will be as effective as if repeated specifically in the Contract Documents, and the provisions of this Paragraph will survive final payment and termination or completion of this Agreement.
- 22.2 The Contractor shall not assign or transfer this Agreement or its rights, title or interests. The obligations undertaken by the Contractor pursuant to this Agreement shall not be delegated or assigned to any other person or firm. Violation of the terms of this Paragraph shall constitute a material breach of Agreement by the Contractor and the City any, at its discretion, cancel this Agreement and all rights, title and interest of the Contractor which shall immediately cease and terminate.
- 22.3 The Contractor and its employees, volunteers and agents shall be and remain an independent contractors and not agents or employees of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be constructed to create a partnership, association or any other kind of joint undertaking or venture between the Parties.
- 22.4 The City reserves the right to audit the records of the Contractor relating in any way to the Work to be performed pursuant to this Agreement at any time during the performance and term of this Agreement and for a period of three (3) years after completion and acceptance by the City. If required by the City, the Contractor agrees to submit to an audit by an independent certified public accountant selected by the City. The Contractor shall allow the City to inspect, examine and review the records of the Contractor at any and all times during normal business hours during the term of this Agreement.
- 22.5 The remedies expressly provided in this Agreement to the City shall not be deemed to be exclusive but shall be cumulative and in addition to all other remedies in favor of the City now or later existing at law or in equity.
- 22.6 Should any part, term or provisions of this Agreement be decided by the courts to be invalid, illegal or in conflict with any state or federal law, the validity of the remaining portion or provision shall not be affected.
- 22.7 Prohibition Against Contracting With Scrutinized Companies: Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2016), that it is not engaged in a boycott of Israel, and that it does not



have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2016), as may be amended or revised. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2016), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2016), or is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2016), as may be amended or revised.

- 22.8 Public Entity Crimes: In accordance with the Public Crimes Act, Section 287.133, Florida Statutes, a person or affiliate who is a contractor, consultant or other provider, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to the City, may not submit a bid on a contract with the City for the construction or repair of a public building or public work, may not submit bids on leases of real property to the City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the City, and may not transact any business with the City in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section by Contractor shall result in cancellation of the City purchase and may result in Contractor debarment.
- 22.9 Attorney Fees: If CITY or CONSULTANT incurs any expense in enforcing the terms of this Agreement through litigation, the prevailing party in that litigation shall be reimbursed for all such costs and expenses, including but not limited to court costs, and reasonable attorney fees incurred during litigation.

22.10 Public Records

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT [PRRCONTRACT@FORTLAUDERDALE.GOV](mailto:PRRCONTRACT@FORTLAUDERDALE.GOV), 954-828-5002, CITY CLERK'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301.**

Contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2016), as may be amended or revised, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

SAMPLE CONSTRUCTION AGREEMENT

DEPARTMENT OF SUSTAINABLE DEVELOPMENT COOLING SYSTEM REPLACEMENT  
(Contractor)  
Project 12267

**CITY**

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

CITY OF FORT LAUDERDALE, a municipal  
corporation of the State of Florida

By: \_\_\_\_\_  
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

By: \_\_\_\_\_  
JEFFREY A. MODARELLI  
City Clerk

Approved as to Legal Form:

By: \_\_\_\_\_  
RHONDA MONTOYA HASAN  
Assistant City Attorney

**CONTRACTOR**

WITNESSES:

CONTRACTOR.,  
a Florida corporation.

\_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_  
Print Name\_\_\_\_\_  
PRINT NAME\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_  
Print Name\_\_\_\_\_  
PRINT NAME\_\_\_\_\_  
Secretary

(CORPORATE SEAL)

STATE OF FLORIDA:  
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2017, by  
 \_\_\_\_\_ (Name), as \_\_\_\_\_ (Title) of \_\_\_\_\_ (CONTRACTOR), a  
 Florida corporation, on behalf of the Corporation.

SEAL

\_\_\_\_\_  
Notary Public, State of Florida\_\_\_\_\_  
Name of Notary Typed, Printed or Stamped☐ Personally Known or ☐ Produced Identification:

Type of Identification Produced: \_\_\_\_\_

## **GENERAL CONDITIONS**

**Unless otherwise modified in the projects special conditions, the following General Conditions shall be part of the Contract:**

**GC - 01 - DEFINITIONS** - The following words and expressions, or pronouns used in their stead, shall wherever they appear in the Contract and the Contract Documents, be construed as follows:

"Addendum" or "Addenda" - shall mean the additional Contract provisions issued in writing, by the Engineer, prior to the receipt of bids.

"Bid" – shall mean the offer or proposal of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.

"Bidder" – shall mean any person, firm, company, corporation or entity submitting a Bid for the Work.

"Bonds" –shall mean Bid, performance and payment bonds and other instruments of security, furnished by Contractor and his surety in accordance with the Contract Documents.

"City" – shall mean the City of Fort Lauderdale, Florida, a Florida municipal corporation. In the event the City exercises its regulatory authority as a government body, the exercise of such regulatory authority and the enforcement of any rules, regulations, codes, laws and ordinances shall be deemed to have occurred pursuant to City's authority as a governmental body and shall not be attributable in any manner to the City as a party to this Contract. For the purpose of this Contract, "City" without modification shall mean the City Commission, and/or City Manager or his/her designee(s) as applicable.

"Construction Manager" - shall mean the Public Works Director or his/her designee.

"Construction Project Manager" - shall mean the Public Works Director or his/her designee.

"Consultant" – shall mean a person, firm, company, corporation or other entity employed by the City to perform the professional services for the project.

"Contract Work" - shall mean everything expressed or implied to be required to be furnished and furnished by the Contractor by any one or more of the parts of the Contract Documents referred to in the Contract hereof except Extra Work as hereinafter defined, it being understood that, in case of any inconsistency in or between any part or parts of this Contract, the Public Works Director shall determine which shall prevail.

"Design Documents" – shall mean the construction plans and specifications included as part of a Bid/Proposal Solicitation prepared either by the City or by the Consultant under a separate Agreement with the City.

"Engineer" - shall mean the Public Works Director or his/her designee.

"Extra Work" - shall mean work other than that required by the Contract.

"Inspector" – shall mean an authorized representative of the City assigned to make necessary inspections of materials furnished by Contractor and of the Work performed by Contractor.

"Notice" - shall mean written notice sent by certified United States Mail, return receipt requested, or sent by commercial express carrier with acknowledgement of delivery, or via fax or email, or by hand delivery with a request for a written receipt of acknowledgment of delivery and shall be served upon the Contractor either personally or to its place of business listed in the Bid.

"Owner" - shall mean the City of Fort Lauderdale.

"Project Manager" - shall mean the Public Works Director or his/her designee.

"Public Works Director" -shall mean the Public Works Director of the City of Fort Lauderdale, Florida or his/her designee(s).

"Site" - shall mean the area upon or in which the Contractor's operations are carried out and such other areas adjacent thereto as may be designated as such by the Public Works Director.

"Subcontractor" - shall mean any person, firm, company, corporation or other entity, other than employees of the Contractor, who or which contracts with the contractor, to furnish, or actually furnishes labor and materials, or labor and equipment, or labor, materials and equipment at the site.

"Surety" - shall mean any corporation or entity that executes, as Surety, the Contractor's performance and payment bond securing the performance of this Contract.

**GC - 02 - SITE INVESTIGATION AND REPRESENTATION** - The Contractor acknowledges that it has satisfied itself as to the nature and location of the Work under the Contract Documents, the general and local conditions of the Site, particularly those bearing upon availability of transportation, disposal, handling and storage of materials, availability of labor, water, electric power, and roads, the conformation and conditions at the ground based on City provided reports, the type of equipment and facilities needed preliminary to and during the prosecution of the Work and all other matters which can in any way affect the Work or the cost thereof under the Contract Documents.

The Contractor acknowledges that it has conducted extensive tests, examinations and investigations and represents and warrants a thorough familiarization with the nature and extent of the Contract Documents, the Work, locality, soil conditions, moisture conditions and all year-round local weather and climate conditions (past and present), and, in reliance on such tests, examination and investigations conducted by Contractor and the Contractor's experts, has determined that no conditions exist that would in any manner affect the Bid Price and that the project can be completed for the Bid Price submitted.

The Contractor, on its own, has made or caused to be made examinations, investigations, tests and studies of reports and related data in addition to those referred above, as Contractor deemed necessary to perform the Work at the Bid price set by the Contractor, within the contract time and in accordance with the other terms and conditions of the Contract Documents and the Bid made by the Contractor; and no additional examinations, investigations, tests, reports or similar data are, or will be, required by Contractor to assure that the Work can be done at the Bid price set by the Contractor.

The Contractor further acknowledges that it has satisfied itself based on any geotechnical reports the City may provide and inspection of the project Site as to the character, quality, and quantity of surface and subsurface materials to be encountered from inspecting the site and from evaluating information derived from exploratory work that may have been done by the City or included in the

Contract Documents and finds and has further determined that no conditions exist that would in any manner affect the Bid price and that the project can be completed for the Bid price submitted.

Any failure by the Contractor to acquaint itself with all the provided information and information obtained by visiting the project Site will not relieve Contractor from responsibility for properly estimating the difficulty or cost thereof under the Contract Documents. In the event that the actual subsurface conditions vary from the actual City provided reports, the Contractor shall notify the City and the Contract amount may be adjusted depending on the conditions, at the approval of the City.

**GC - 03 - SUBSTITUTIONS** - If the Contractor desires to use materials and/or products of manufacturer's names different from those specified in the Contract Documents, the Bidder requesting the substitution shall make written application as described herein. The burden of proving the equality of the proposed substitution rests on the Bidder making the request. To be acceptable, the proposed substitution shall meet or exceed all expressed requirements of the Contract Documents and shall be submitted upon the Contractor's letterhead, in addition to the "Contractor's Request for Substitution" form provided by the Public Works Director. The following requirements shall be met in order for the substitution to be considered:

1. Requests for substitution shall reach the Public Works Director no less than ten (10) Working Days prior to the date set for opening of Bids; and
2. Requests for substitution shall be accompanied by such technical data, as the party making the request desires to submit. The Public Works Director will consider reports from reputable independent testing laboratories, verified experience records from previous users and other written information valid in the circumstances; and
3. Requests for substitution shall completely and clearly indicate in what respects the materials and/or products differ from those indicated in the Contract Documents; and
4. Requests for substitution shall be accompanied by the manufacturer's printed recommendations clearly describing the installation, use and care, as applicable, of the proposed substitutions; and
5. Requests for substitution shall be accompanied by a complete schedule of changes in the Contract Documents, if any, which must be made to permit the use of the proposed substitution.

If a proposed substitution is approved by the Public Works Director, an Addendum will be issued to prospective bidders not less than three (3) working days prior to the date set for opening of Bids. Unless substitutions are received and approved as described above, the successful Bidder shall be responsible for furnishing materials and products in strict accordance with the Contract Documents.

**GC - 04 - CONTROL OF THE WORK** - The Public Works Director shall have full control and direction of the Work in all respects. The Public Works Director and/or his authorized designee(s) shall, at all times, have the right to inspect the Work and materials. The Contractor shall furnish all reasonable facilities for obtaining such information, as the Public Works Director may desire respecting the quality of the Work and materials and the manner of conducting the Work. Should the Contractor be directed or permitted to perform night Work, or to vary the period which work is ordinarily carried on in the daytime, he shall give ample notice to the Public Works Director so that proper and adequate inspection may be provided. Such Work shall be done only under such regulations as are furnished in writing by the Public Works Director, and no extra compensation shall be allowed to the Contractor therefore. In the event of night work, the Contractor shall furnish

such light, satisfactory to the Public Works Director, as will insure proper inspection. Nothing herein contained shall relieve the Contractor from compliance with any and all City ordinances relating to noise or Work during prohibited hours.

The Contractor shall keep the Public Works Director informed, a reasonable time in advance, as to his need for grades and lines in order that the same may be furnished and all necessary measurements made for records and for payment with the minimum of inconvenience to the Public Works Director or of delay to the Contractor. The Contractor shall submit to the Public Works Director or Inspector on the job a written request outlining the streets, etc., for which the Contractor desires lines and grades. It is the intention not to delay the Work for the giving of lines and grades, but when necessary, work operations shall be suspended for such reasonable time as the Public Works Director may require for this purpose. However, such cost increases shall be authorized either by the City Manager and/or designee, or the City Commission based upon the purchasing threshold amounts provided for in Chapter 2 of the City of Fort Lauderdale's Code of Ordinances.

**GC - 05 - SUBCONTRACTOR** - The Contractor shall not sublet, in whole or any part of the Work without the written consent and approval of the Public Works Director. Within ten (10) days after official notification of starting date, the Contractor must submit in writing, to the Public Works Director, a list of all Subcontractors. No Work shall be done by any Subcontractor until such Subcontractor has been officially approved by the Public Works Director. A subcontractor not appearing on the original list will not be approved without written request submitted to the Public Works Director and approved by the Public Works Director. In all cases, the Contractor shall give his personal attention to the Work of the Subcontractors and the Subcontractor is liable to be discharged by the Contractor, at the direction of the Public Works Director, for neglect of duty, incompetence or misconduct.

Acceptance of any Subcontractor, other person, or organization by the Public Works Director shall not constitute a waiver of any right of Public Works Director to reject defective Work or Work not in conformance with the Contract Documents.

Contractor shall be fully responsible for all acts and omissions of his Subcontractors and of persons and organizations directly or indirectly employed by them and of persons and organizations for whose acts any of them may be liable to the same extent that he is responsible for the acts and omissions of persons directly employed by him. Nothing in the Contract Documents shall create any contractual relationship between City and any Subcontractor or other person or organization having a direct contract with Contractor, nor shall it create any obligation on the part of City to pay or to see to the payment of any moneys due to any Subcontractor or other person, or organization, except as may otherwise be required by law.

**GC - 06 - QUANTITIES** - It is mutually agreed that the proposal shows the approximate amounts only along with the Plans and the general location. It is also mutually agreed that no change will be made involving any departure from the general scheme of the Work and that no such change involving a material change in cost, either to the City or Contractor, shall be made, except upon written permission of the City. However, the Public Works Director shall have the right to make minor alternations in the line, grade, plan, form or materials of the Work herein contemplated any time before the completion of the same. That if such alterations shall diminish the quantity of the Work to be done, such alterations shall not constitute a claim for damages or anticipated profits. That if such alterations increase the amount of the Work to be done, such increase shall be paid for according to the quantity actually performed and at the unit price or prices stipulated therefore in the Contract.



The City shall, in all cases of dispute, determine the amount or quantity of the several kinds of Work which are to be paid for under this Contract, and shall decide all questions relative to the execution of the same, and such estimates and decisions shall be final and binding.

Any Work not herein specified, which might be fairly implied as included in the Contract, of which the City shall judge, shall be done by the Contractor without extra charge. However, such cost increases shall be authorized either by the City Manager and/or designee, or the City Commission based upon the purchasing threshold amounts provided for in Chapter 2 of the City of Fort Lauderdale's Code of Ordinances.

**GC-07 - NO ORAL CHANGES** - Except to the extent expressly set forth in the Contract, no change in or modification, termination or discharge of the Contract in any form whatsoever, shall be valid or enforceable unless it is in writing and signed by the parties charged, therewith or their duly authorized representative.

**GC - 08 - PERMITS AND PROTECTION OF PUBLIC** – Permits on file with the City and or those permits to be obtained shall be considered directive in nature and will be considered a part of this Contract. A copy of all permits shall be given to the City and become part of the Contract Documents. Terms of permits shall be met prior to acceptance of the Work and release of the final payment.

The Contractor shall be required to observe all the ordinances in relation to obtaining permits for occupying, excavating, or in any way obstructing the streets and alleys. He shall erect and maintain barricades and sufficient safeguards around all excavations, embankments or obstructions; he shall place sufficient warning lights at or near the Work; keep the same burning from sunset to sunrise, employ watchmen, and strictly obey all laws and ordinances controlling or limiting those engaged in similar work.

Where there are telephones, light or power poles, water mains, conduits, pipes or drains or other construction, either public or private, in or on the streets or alleys, the Work shall be so conducted that no interruption or delay will be caused in the operation or use of the same. Proper written notice shall be given, and all the facilities, afforded the owners of such construction encountered or likely to be encountered, as will enable them to preserve the same from injury.

The Contractor shall not be permitted to interfere with public travel and convenience by grading or tearing up streets indiscriminately, but the Work of constructing the various items in this contract shall proceed in an orderly, systematic and progressive manner.

Contractor shall not load nor permit any part of any structure to be loaded with weights that will endanger the structure, nor shall he subject any part of the Work to stresses or pressures that will endanger it.

Where lifting operations involving the use of specialized cranes are required as part of construction, Contractor must make undertake the following investigation and submit the results and documentation to the Engineer prior to commencing any lifting operations: marking a very specific area in the field for the placement of the crane; a drawing showing the limitations of the job operation (i.e. not over adjacent properties or pedestrian and high vehicular traffic areas); underground utility exploration in the vicinity of the crane location, which may include ground penetrating radar to identify voids or old pipe or other subsurface features that could lead to sudden failure; assessment of the underlying soil and roadway materials and a worst case analysis based on entire load being distributed on just one or two outriggers; provision of properly sized pads under the outriggers; loading charts from manufacturer showing allowable configurations/loads; and inspection to make sure crane operation is in accordance with the permit conditions.

**GC - 09 - DISEASE REGULATIONS** - The Contractor shall enforce all sanitary regulations and take all precautions against infectious diseases as the Public Works Director may deem necessary. Should any infectious or contagious diseases occur among his employees, he shall arrange for the immediate removal of the employee from the Site and isolation of all persons connected with the Work.

**GC - 10 - CONTRACTOR TO CHECK PLANS, SPECIFICATIONS, AND DATA** - The Contractor shall verify all dimensions, quantities, and details shown on the plans, supplementary drawings, schedules, or other data received from the Public Works Director, and shall notify the Public Works Director of all errors, omissions, conflicts and discrepancies found therein within three (3) working days of discovery. Failure to discover or correct errors, conflicts, or discrepancies shall not relieve the Contractor of full responsibility for unsatisfactory Work, faulty construction, or improper operation resulting there from nor from rectifying such condition at his own expense.

**GC - 11 - SUPPLEMENTARY DRAWINGS** - When, in the opinion of the Public Works Director, it becomes necessary to explain more fully the Work to be done, or to illustrate the work further, or to show any changes which may be required, drawings, known as supplementary drawings, with specifications pertaining thereto, will be prepared by the Public Works Director and copies will be given to the Contractor.

The supplementary drawings shall be binding upon the Contractor with the same force as the original Plans. Where such supplementary drawings require either less or more than the estimated quantities of work, credit to the City or compensations therefore to the Contractor shall be subject to the terms of the Contract.

**GC - 12 - MATERIALS AND WORKMANSHIP** - All material and workmanship shall, in every respect, be in conformity with approved modern practice and with prevailing standards of performance and quality. In the event of dispute the Public Works Director's decision shall be final. Wherever the Plans, specifications, Contract Documents, or the directions of the Public Works Director are unclear as to what is permissible and/or fail to note the quality of any Work, that interpretation will be made by the Public Works Director, which is in accordance with approved modern practice, to meet the particular requirements of the Contract.

In all cases, new materials shall be used, unless this provision is waived by notice from the City in writing.

**GC - 13 - SAFEGUARDING MARKS** - The Contractor shall safeguard all points, stakes, grade marks, monuments, and bench marks made or established on the Work, bear the cost of re-establishing same if disturbed, or bear the entire expense of rectifying Work improperly installed due to not maintaining or protecting or for removing without authorization, such established points, stakes and marks. The Contractor shall safeguard all existing and known property corners, monuments and marks not related to the Work and, if required, shall bear the cost of having them re-established by a licensed surveyor if disturbed or destroyed during the course of construction.

**GC - 14 - EXISTING UTILITY SERVICE** - All existing utility service shall be maintained with a minimum of interruption at the expense of the Contractor.

**GC - 15 - JOB DESCRIPTION SIGNS** – Contractor, at Contractor's expense, shall furnish, erect, and maintain suitable weatherproof signs on jobs over \$100,000 containing the following information:

1. City Seal (in colors)
2. Project or Improvement Number
3. Job Description

4. Estimated Cost
5. Completion Date

Minimum size of sign shall be four feet high, eight feet wide and shall be suitably anchored. The entire sign shall be painted and present a pleasing appearance. Exact location of signs will be determined in the field. Two (2) signs will be required, one at each end of the job. All costs of this work shall be included in other parts of the work.

**GC - 16 - FLORIDA EAST COAST RIGHT-OF-WAY** - Whenever a City contractor is constructing within the Florida East Coast Railway Company's Right-of-Way, it will be mandatory that the contractor carry separate bodily injury and property damage insurance in the amounts as stated below. This insurance shall be taken out and maintained during the life of the Contract.

Bodily injury insurance in an amount not less than \$500,000.00 for injuries, including wrongful death to any one person, and subject to the same limit for each person, in an amount not less than \$1,000,000.00 on account of any one occurrence, and

Property damage insurance in an amount not less than \$500,000.00 for damages on account of any one occurrence and in an amount not less than \$1,000,000.00 for damages on account of all occurrences.

**GC - 17 - ACCIDENTS** - The Contractor shall provide such equipment and facilities as are necessary and/or required, in the case of accidents, for first aide services to be provided to a person who may be injured during the project duration. The Contractor shall also comply with the OSHA requirements as defined in the United States Labor Code 29 CFR 1926.50.

In addition, the Contractor must report immediately to the Public Works Director every accident to persons or damage to property, and shall furnish in writing full information, including testimony of witnesses regarding any and all accidents.

**GC - 18 - SAFETY PRECAUTIONS** - Contractor must adhere to the applicable environmental protection guidelines for the duration of a project. If hazardous waste materials are used, detected or generated at any time, the Project Manager must be immediately notified of each and every occurrence. The Contractor shall comply with all codes, ordinances, rules, orders and other legal requirements of public authorities (including OSHA, EPA, DERM, the City, Broward County, State of Florida, and Florida Building Code), which bear on the performance of the Work.

The Contractor shall take the responsibility to ensure that all Work is performed using adequate safeguards, including but not limited to: proper safe rigging, safety nets, fencing, scaffolding, barricades, chain link fencing, railings, barricades, steel plates, safety lights, and ladders that are necessary for the protection of its employees, as well as the public and City employees. All riggings and scaffolding shall be constructed with good sound materials, of adequate dimensions for their intended use, and substantially braced, tied or secured to ensure absolute safety for those required to use it, as well as those in the vicinity. All riggings, scaffolding, platforms, equipment guards, trenching, shoring, ladders and similar actions or equipment shall be OSHA approved, as applicable, and in accordance with all Federal, State and local regulations.

**GC - 19 - DUST PREVENTION** - The Contractor shall, by means of a water spray, or temporary asphalt pavement, take all necessary precautions to prevent or abate a dust nuisance arising from dry weather or Work in an incomplete stage. All costs of this Work shall be included in cost of other parts of the Work.

Should the Contractor fail to abate a dust nuisance by the above methods, and then he will be required to immediately construct temporary patches per City standards.

**GC - 20 - PLACING BARRICADES AND WARNING LIGHTS** - The Contractor shall furnish and place, at his own expense, all barricades, warning lights, automatic blinker lights and such devices necessary to properly protect the work and vehicular and pedestrian traffic. Should the Contractor fail to erect or maintain such barricades, warning lights, etc., the Public Works Director may, after 24 hours' notice to the Contractor, proceed to have such barricades and warning lights placed and maintained by City or other forces and all costs incurred thereof charged to the Contractor and may be retained by the City from any monies due, or to become due, to the Contractor.

**GC - 21 - TRAFFIC CONTROL** - The Contractor shall coordinate all Work and obtain, through the City's Transportation and Mobility Department, Broward County, Florida Department of Transportation, as applicable, any permits required to detour traffic or close any street before starting to work in the road. The following section: Part VI Traffic Controls for Street and Highway Construction and Maintenance Operations, MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, U.S. Department of Transportation Federal Highway Administration, 2009, or current edition, shall be used as a guide for requirement and placement of traffic control devices, signs and barricades. The Public Works Director shall determine requirements for the above. The above publication is available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. In the event that a Maintenance of Traffic (MOT) Plan is required, the Plan shall be prepared by an A.A.S.T.A. certified technician.

All traffic control devices, flashing lights, signs and barricades shall be maintained in working condition at all times.

**GC - 22 - COORDINATION** - The Contractor shall notify all utilities, transportation department, etc., in writing, with a copy to the Public Works Director before construction is started and shall coordinate his Work with them. The Contractor shall cooperate with the owners of any underground or overhead utility lines in their removal, construction and rearrangement operations in order that services rendered by these parties will not be unnecessarily interrupted.

The Contractor shall arrange his Work and dispose of his materials so as to not interfere with the operation of other Contractors engaged upon adjacent work and to join his Work to that of others in a proper manner and to perform his Work in the proper sequence in relation to that of other Contractors all as may be directed by the Public Works Director.

Each Contractor shall be responsible for any damage done by him or his agents to the work performed by another Contractor.

The Contractor shall contact the Broward County Transportation Department and the Florida Department of Transportation, as applicable, to verify and obtain location of any and all traffic conduits, loops, and street light underground services.

**GC - 23 - WATER** - Bulk water used for construction, flushing pipelines, and testing shall be obtained from fire hydrants. Contractor shall make payment for hydrant meter at Treasury Billing Office, 1st Floor, City Hall, 100 N. Andrews Avenue. With the paid receipt, contractor can pick up hydrant meter at the utility location office. No connection shall be made to a fire hydrant without a meter connected.

**GC - 24 - PROHIBITION AGAINST CONTRACTING WITH SCRUTINIZED COMPANIES** - Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2016), that it is not engaged in a boycott

of Israel, and that it does not have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2016), as may be amended or revised. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2016), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2016), or is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2016), as may be amended or revised.

**GC - 25 - LOCATION OF UNDERGROUND FACILITIES** - If the Proposer, for the purpose of responding to this solicitation, requests the location of underground facilities through the Sunshine State One-Call of Florida, Inc. notification system or through any person or entity providing a facility locating service, and underground facilities are marked with paint, stakes or other markings within the City pursuant to such a request, then the Proposer shall be deemed non-responsive to this solicitation in accordance with Section 2-184(5) of the City of Fort Lauderdale Code of Ordinances.

**GC - 26 – USE OF FLORIDA LUMBER TIMBER AND OTHER FOREST PRODUCTS** - In accordance with Florida Statute 255.20 (3), The City specifies that lumber, timber, and other forest products used for this project shall be produced and manufactured in the state of Florida if such products are available and their price, fitness, and quality are equal. This requirement does not apply to plywood specified for monolithic concrete forms, if the structural or service requirements for timber for a particular job cannot be supplied by native species, or if the construction is financed in whole or in part from federal funds with the requirement that there be no restrictions as to species or place of manufacture.

The Bidder affirms by submitting a bid response to this solicitation that they will comply with section 255.20 (3) Florida Statutes.

**GC – 27 – PUBLIC RECORDS/TRADE SECRETS/COPYRIGHT:** The Proposer's response to the Solicitation is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this Solicitation and the Contract to be executed for this Solicitation, subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Proposer's response to the Solicitation purporting to require confidentiality of any portion of the Proposer's response to the Solicitation, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the Solicitation constitutes a Trade Secret. The City's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records. Proposals purporting to be subject to copyright protection in full or in part will be rejected.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE SOLICITATION AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE SOLICITATION OR ANY PART THEREOF AS COPYRIGHTED.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**Telephone Number:** (954) 828-5002

**Mailing Address:** City Clerk's Office  
100 N. Andrews Avenue  
Fort Lauderdale, FL 33301

**E-mail:** [prcontract@fortlauderdale.gov](mailto:prcontract@fortlauderdale.gov)

Contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2016), as may be amended or revised, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 011200****SPECIAL WORKING CONDITIONS****PART 1 - GENERAL****1.1 SPECIAL CONDITIONS**

- A. The City of Fort Lauderdale brings to the Contractors attention that this project is in our Department of Sustainable Development Building, which is in operation. All work shall be done around their operations with minimal disruption and extensive coordination. Areas of the facility will be closed to the contractor at certain times. Contractor shall coordinate all access with the City in advance. Contractor shall be responsible for coordination and notification of areas to be worked on.
- B. Contractor is responsible for the demolition and/or relocation of existing equipment and ducts as necessary for the performance of the Work.
- C. Contractor to prepare provide As-Built drawings after renovation is completed.

**1.2 WORK RESTRICTIONS**

- A. On-Site Work Hours: Work shall be generally performed inside the construction site during normal business working hours of 7:30 a.m. to 5:00 p.m., Monday through Friday, unless otherwise indicated. Also, contractor must be aware of both residential and commercial surroundings (traffic and operations). Contractor shall coordinate with the City of Fort Lauderdale the timing and scheduling of on-site inspections for this project.
- B. Parking for contractor's personnel shall be arranged by Owner's representative and contractor's personnel shall make sure their vehicles do not in any way affect normal operations at any time. The owner will try to accommodate parking during the project, but parking is not guaranteed.
- C. The contractor shall be responsible for supplying temporary cooling and air conditioning during phases of the work that will take the system or part of the system for more than 2 hours or indoor temperatures higher than 75 degrees. This expense to be covered by allowance item listed.
- D. A. Schedule work with Owner to fit Owner's operations, to facilitate completion of this work, to coordinate with and expedite new construction work on project, and as follows:

Contractor shall schedule with Owner work that interferes with facility operation, including shut-off of mechanical and electrical services and encumbrance of Owner's ingress and egress routes and normal operation. Provide the following notice of planned interruption of services:

**PART 2 - PRODUCTS (Not Used)****PART 3 - EXECUTION (Not Used)****END OF SECTION 011200**

## Department of Sustainable Development Cooling System Replacement

## PROJECT 12267

**SECTION 012500  
SUBSTITUTION PROCEDURES****PART 1 - GENERAL****1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Sections:
  - 1. Division 01 Section "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.
  - 2. Divisions 02 through 33 Sections for specific requirements and limitations for substitutions.

**1.3 DEFINITIONS**

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
  - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
  - 2. Substitutions for Convenience: Changes proposed by Contractor or City that are not required in order to meet other Project requirements but may offer advantage to the City either in terms of time or cost.

**1.4 ACTION SUBMITTALS**

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Substitution Request Form: Use CSI Form 13.1A.
  - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
    - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
    - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.



**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

- c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable specification section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
  - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
  - e. Samples, where applicable or requested.
  - f. Certificates and qualification data, where applicable or requested.
  - g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
  - h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
  - i. Research reports evidencing compliance with Florida Building Code in effect for Project.
  - j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
  - k. Cost information, including a proposal of change, if any, in the Contract Sum.
  - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
  - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor through Construction Manager of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
  - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.
  - c. No substitutions will be allowed after bidding unless requested by the City.

**1.5 QUALITY ASSURANCE**

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage qualified testing agency to perform compatibility tests recommended by manufacturers.

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- A. Coordination: Modify or adjust affected work as necessary to integrate work of the approved substitutions.

**PART 2 - PRODUCTS****2.1 SUBSTITUTIONS**

- A. Substitutions for Cause: Submit requests for substitution immediately upon discovery of need for change, but not later than 10 days prior to time required for preparation and review of related submittals.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
- a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
  - b. Substitution request is fully documented and properly submitted.
  - c. Requested substitution will not adversely affect Contractor's construction schedule.
  - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
  - e. Requested substitution is compatible with other portions of the Work.
  - f. Requested substitution has been coordinated with other portions of the Work.
  - g. Requested substitution provides specified warranty.
  - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Architect will only consider requests for substitution if received within 7 days after the Notice to the Notice of Award. Requests received after that time may be considered or rejected at discretion of Architect.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
- a. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
  - b. Requested substitution does not require extensive revisions to the Contract Documents.
  - c. Requested substitution is consistent with the Contract Documents and will produce indicated results.

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- d. Substitution request is fully documented and properly submitted.
- e. Requested substitution will not adversely affect Contractor's construction schedule.
- f. Requested substitution has received necessary approvals of authorities having jurisdiction.
- g. Requested substitution is compatible with other portions of the Work.
- h. Requested substitution has been coordinated with other portions of the Work.
- i. Requested substitution provides specified warranty.
- j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

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

**END OF SECTION 012500**

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**SECTION 012900****PAYMENT PROCEDURES****PART 1 - GENERAL****1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Sections include the following:
  - 1. Division 01 Section "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
  - 2. Division 01 Section "Construction Progress Documentation" for administrative requirements governing preparation and submittal of Contractor's Construction Schedule and Submittals Schedule.

**1.3 DEFINITIONS**

- A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

**1.4 SCHEDULE OF VALUES**

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.
  - 1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including the following:
    - a. City's Form - Periodic Estimate for Partial Payment.
    - b. Submittals Schedule.
    - c. Contractor's Construction Schedule.
  - 2. Submit the Schedule of Values to City Representative at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
  - 3. Subschedules: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values correlated with each phase of payment.

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- B. Format and Content: Use the Project Manual table of contents as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section.
1. Identification: Include the following Project identification on the Schedule of Values:
    - a. Project name and location.
    - b. Project Number
    - c. Contractor's name and address.
    - d. Date of submittal.
  2. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:
    - a. Related Specification Section or Division.
    - b. Description of the Work.
    - c. Name of subcontractor.
    - d. Name of manufacturer or fabricator.
    - e. Name of supplier.
    - f. Change Orders (numbers) that affect value.
    - g. Dollar value.
      - 1) Percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
  3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate. Include separate line items under required principal subcontracts for operation and maintenance manuals, punch list activities, Project Record Documents, and demonstration, documentation and training in the amount of 5 percent of the Contract Sum.
  4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
  5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
    - a. Differentiate between items stored on-site and items stored off-site. If specified, include evidence of insurance or bonded warehousing.
  6. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
  7. Allowances: Provide a separate line item in the Schedule of Values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.

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8. Each item in the Schedule of Values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
  - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the Schedule of Values or distributed as General Conditions expense, at Contractor's option.
9. Schedule Updating: Update and resubmit the Schedule of Values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

**1.5 APPLICATIONS FOR PAYMENT**

- A. The General Contractor must meet with the City Representative on or about the 25th of each month. The City Representative will go over the pay items and agree on the quantities and the dollar amounts of the work completed during the month. A copy of the agreed amounts will be signed by the parties and a copy will be left with each representative.
- B. The General Contractor will make up a partial pay request using the City-supplied forms and submit the request to the City Representative before the first of the upcoming month.
- C. Each pay request must be accompanied by a partial release of lien by the General Contractor and by all Subcontractors, suppliers, and for all labor, as outlined below.
  1. Starting with the second (2nd) pay request and for each and every pay request thereafter, the General Contractor shall submit partial release of liens from all Subcontractors, suppliers, and laborers covering the preceding month's request (SEE FOLLOWING EXAMPLE).
  2. EXAMPLE: In the first (1st) pay request, payment is requested by General Contractor for the asbestos contractor and the electrician. The General Contractor must attach his partial release of lien.
  3. For the second (2nd) pay request, the General Contractor must attach his partial release of lien from the asbestos contractor and the electrician for the amounts billed in the 1st pay request; i.e., the General Contractor will be running one (1) month behind with the releases from the Subcontractors, suppliers, etc., until the final pay request.
- D. For the final pay request, the General Contractor will be required to submit FINAL release of liens for ALL Subcontractors, suppliers, etc., and for ALL labor BEFORE FINAL PAYMENT WILL BE MADE.
- E. No partial payments, after the first payment, will be made until all partial release of liens are submitted for the preceding month's billing, as described.
- F. Each Application for Payment shall be consistent with previous applications and payments as certified by and paid for by City.
- G. Payment Application Forms: Use City Form "PERIODIC ESTIMATE FOR PARTIAL PAYMENT" as form for Applications for Payment.
  1. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. City will return incomplete applications without action.

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2. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions were made.
  3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- H. Release of Lien: With each Application for Payment, submit release of lien from every entity who is lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial release of lien on each item for amount requested in previous application, after deduction for retainage, on each item.
  2. When an application shows completion of an item, submit final release of lien.
  3. City reserves the right to designate which entities involved in the Work must submit release of lien forms.
- I. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of Values.
  3. Contractor's Construction Schedule (preliminary if not final).
  4. Products list.
  5. Schedule of unit prices.
  6. Submittals Schedule (preliminary if not final).
  7. List of Contractor's staff assignments.
  8. List of Contractor's principal consultants.
  9. Copies of building permits.
  10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  11. Initial progress report.
  12. Report of preconstruction conference.
  13. Certificates of insurance and insurance policies.
  14. Performance and payment bonds.
  15. Data needed to acquire City's insurance.
  16. Initial settlement survey and damage report if required.
- J. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
  2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
  3. Updated final statement, accounting for final changes to the Contract Sum.
  4. Evidence that claims have been settled.
  5. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when City took possession of and assumed responsibility for corresponding elements of the Work.
  6. Final, liquidated damages settlement statement.

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

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

**END OF SECTION 012900**

**PAYMENT PROCEDURES**



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## PROJECT 12267

**SECTION 013100  
PROJECT MANAGEMENT AND COORDINATION****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. This Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
1. Coordination
  2. Special Project Procedures
  3. Administrative and supervisory personnel
  4. Project meetings
  5. Requests for Interpretation (RFIs)
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility will be assigned to a specific contractor.
- C. Related Sections include the following:
1. Division 01 Section "Summary of Multiple Contracts" for a description of the division of Work among separate contracts and responsibility for coordination activities not in this Section.
  2. Division 01 Section "Construction Progress Documentation" for preparing and submitting Contractor's Construction Schedule.
  3. Division 01 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
  4. Division 01 Section "Closeout Procedures" for coordinating closeout of the Contract.

**1.3 DEFINITIONS**

- A. RFI: Request from Contractor seeking interpretation or clarification of the Contract Documents.

**1.4 COORDINATION**

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, and operation.
1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.

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3. Make adequate provisions to accommodate items scheduled for later installation.
  4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.
- B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
1. Prepare similar memoranda for City and separate contractors if coordination of their Work is required.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of Contractor's Construction Schedule.
  2. Preparation of the Schedule of Values.
  3. Installation and removal of temporary facilities and controls.
  4. Delivery and processing of submittals.
  5. Progress meetings.
  6. Preinstallation conferences.
  7. Project closeout activities.
  8. Startup and adjustment of systems.
  9. Project closeout activities.

**1.5 SUBMITTALS**

- A. Key Personnel Names: Within 15 days of notice to proceed, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
1. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

**1.6 SPECIAL PROJECT PROCEDURES**

- A. Discrepancies, Errors: Should discrepancies or errors appear in the drawings or specifications concerning materials, workmanship, or quantity of work to be performed, the Contractor will be required to immediately notify the City before proceeding with the work. If the Contractor fails to notify the City and proceeds with the work, Contractor will be required to correct the errors at his/her own expense. In the event of a conflict between the drawings and specifications, the City will decide on the way to perform the work or supply the materials. See also General Conditions Section GC-29, "Contractor to Check Plans Specifications, and Data."
- B. Dimensions and Measurements: The figured dimensions on the drawings or notes including dimensions shall be used for construction instead of measurements of the drawings by scale. No scale measurements shall be used as a dimension for construction. Dimensions on all

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drawings as well as the detail drawings themselves are subject in every case to measurements of adjacent or previously completed work. All such measurements necessary shall be taken before undertaking any work dependent upon such data. Field verification of dimensions on plans is mandatory since actual locations, distances, and levels will be governed by actual field conditions.

- C. **Discrepancies or Inconsistencies:** Should any discrepancy or inconsistency appear between larger and smaller scale drawings in any of the divisions of the specifications or in any of the contract documents, such discrepancy shall be immediately submitted to the City for correction before proceeding with the work in question. In no case shall the Contractor make any alterations, erasures, changes or modifications in the drawings or specifications.
1. Should it appear that any of the work as specified or shown by the drawings is not sufficiently detailed or explained, the Contractor shall apply to the City for such further details or information as may be necessary for full understanding of the work in question.
  2. The data set forth in these specifications and indicated on the drawings are as accurate as can be obtained, but their extreme accuracy is not guaranteed. Final application thereto shall be determined on the job as conditions may demand and subject to the approval of the City.
- D. **Plans and Specifications Acknowledgment by Subcontractors and Suppliers:** All Subcontractors and suppliers must submit, through the General Contractor to the City Engineer, a statement on their individual letterhead stationary, signed and sealed with their corporate seal, or a notarized statement on their letterhead stationery in the absence of a corporate seal, that the individual Subcontractor or Supplier:
1. Has received or reviewed a FULL set of approved plans and specifications for the project,
  2. Is aware that items concerning their particular trade may be shown and/or detailed in other trades or sections of the plans and specifications, and
  3. Will comply with said plans, specifications and all applicable codes and permit requirements.
- E. In the event a Subcontractor or Supplier notes a mistake or details appear incomplete, or if there are questions or concerns with the plans and specifications, the Subcontractor or Supplier will immediately notify the General Contractor. No work will proceed until such conflicts or questions are resolved in writing.
- F. The Subcontractor will not be permitted to start work, nor will any Shop drawings/submittals be accepted for review from a supplier until this letter of acknowledgment is received and approved by the General Contractor and City Engineer. Also, the City will not process any pay request for the work of any Subcontractor or Supplier whose acknowledgment letter is not on file with the City.

**1.7 ADMINISTRATIVE AND SUPERVISORY PERSONNEL**

- A. The Contractor shall employ a competent superintendent who can communicate with spoken English, and who shall be in attendance at the site full-time when any work is in progress. The superintendent shall be satisfactory to the City's Engineer and shall not be changed except with the consent of the City's Engineer.
- B. **General:** In addition to Project superintendent, provide other administrative and supervisory

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personnel as required for proper performance of the Work.

1. Include special personnel required for coordination of operations with other contractors.

**1.8 PROJECT MEETINGS**

- A. General: Attend meetings and conferences at Project site, unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting.
2. Minutes: Record of significant discussions and agreements achieved.
  - a. Minutes from all meetings shall be prepared by the City, reflecting all items discussed as well as agreed upon or suggested solutions. These minutes shall be a true reflection of what actually happened at the meeting.
  - b. Items discussed and not resolved or being handled by any one of the parties present shall be reflected along with the name of the person responsible in all ongoing minutes until it is resolved.
  - c. Minutes shall be typewritten within 24 hours from the completion of the meeting. They shall immediately be emailed to all parties present.
  - d. All items requiring information and not resolved shall be reflected in each and every set of minutes thereafter until it is totally resolved

- B. Preconstruction Meeting: After the contract(s) has been awarded, executed, and a tentative work schedule has been composed, and prior to the start of the work, the Contractor(s), the Architect, the City's Representative, and other persons and/or governmental agencies that are involved shall meet. The minimum agenda is to include but is not limited to the following:

1. Distribute and discuss list of major Subcontractors
2. Tentative construction schedule
3. Phasing
4. Critical work sequencing and long-lead items
5. Relation and coordination of Prime Contractor
6. Designation of key personnel and their duties
7. Procedures for processing field decisions and Change Orders
8. Procedures for RFIs
9. Procedures for testing and inspecting
10. Adequacy of distribution of contract documents
11. Submittal of Shop drawings, project data, and samples
12. Procedures for maintaining Record documents
13. Use of premises
14. Protection of existing construction including landscape materials
15. Work restrictions
16. City's occupancy requirements
17. Responsibility for temporary facilities and controls
18. Major equipment deliveries and priorities
19. Construction waste management and recycling
20. Parking availability
21. Working hours
22. Safety and first-aid procedures
23. Security procedures
24. Housekeeping procedures including progress cleaning.
25. Schedule of values.

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26. Processing of payments or contract.
  27. DHS Security Requirements
- C. Progress Meetings: Progress meetings shall be held at bi-weekly intervals. Coordinate dates of meetings with preparation of payment requests.
1. Attendees: In addition to representatives of City and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
  2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    - a. Review and approve minutes of previous Progress Meeting.
    - b. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time. Contractor shall submit a two-week look ahead schedule for review at each progress meeting.
      - 1) Review schedule for next period.
    - c. Review present and future needs of each entity present, including the following:
      - 1) Interface requirements.
      - 2) Sequence of operations.
      - 3) Status of submittals.
      - 4) Deliveries.
      - 5) Off-site fabrication.
      - 6) Access.
      - 7) Site utilization.
      - 8) Temporary facilities and controls.
      - 9) Work hours.
      - 10) Hazards and risks.
      - 11) Progress cleaning.
      - 12) Quality and work standards.
      - 13) Status of correction of deficient items.
      - 14) Field observations.
      - 15) RFIs.
      - 16) Status of proposal requests.
      - 17) Pending changes.
      - 18) Status of Change Orders.
      - 19) Pending claims and disputes.
      - 20) Documentation of information for payment requests.
  3. Minutes: City shall record the meeting minutes. These minutes shall indicate all items

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discussed as well as agreed upon or suggested solutions. They shall be a true reflection of what occurred at the meeting.

4. Reporting: Within 24 hours, distribute minutes of the meeting by email to each party present and to parties who should have been present.
  - a. Schedule Updating: Revise Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

**1.9 REQUESTS FOR INTERPRETATION (RFIs)**

- A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, and if not possible to request interpretation at Project meeting, prepare and submit an RFI in the form specified.
  1. RFIs shall originate with Contractor. RFIs submitted by entities other than Contractor will be returned with no response.
  2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:
  1. City Project Number
  2. City Project Name.
  3. Date.
  4. Name of Contractor.
  5. RFI number, numbered sequentially.
  6. Specification Section number and title and related paragraphs, as appropriate.
  7. Drawing number and detail references, as appropriate.
  8. Field dimensions and conditions, as appropriate.
  9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
  10. Contractor's signature.
  11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.
    - a. Supplementary drawings prepared by Contractor shall include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments.
- C. Hard-Copy RFIs: Form at end of this Section.
  1. Identify each page of attachments with the RFI number and sequential page number.
- D. Software-Generated RFIs: Software-generated form with substantially the same content as indicated above. Word Template is available upon request from the City Engineer's Office.
  1. Attachments shall be electronic files in Adobe Acrobat PDF format.
- E. Architect's Action: Architect will review each RFI, determine action required, and return it. Allow seven working days for Architect's response for each RFI. RFIs received after 1:00

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p.m. will be considered as received the following working day.

1. The following RFIs will be returned without action:
  - a. Requests for approval of submittals.
  - b. Requests for approval of substitutions.
  - c. Requests for coordination information already indicated in the Contract Documents.
  - d. Requests for adjustments in the Contract Time or the Contract Sum.
  - e. Requests for interpretation of Architect's actions on submittals.
  - f. Incomplete RFIs or RFIs with numerous errors.
2. Architect's action may include a request for additional information, in which case Architect's time for response will start again.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 01 Section "Contract Modification Procedures."
  - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within 10 days of receipt of the RFI response.
- F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within seven days if Contractor disagrees with response.
- G. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log bi-weekly. Include the following:
  1. Project name.
  2. Name and address of Contractor.
  3. RFI number including RFIs that were dropped and not submitted.
  4. RFI description.
  5. Date the RFI was submitted.
  6. Date Architect's response was received.
  7. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
  8. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

**PART 2 - PRODUCTS (Not Used)****PART 3 - EXECUTION (Not Used)****END OF SECTION 013100**

## Department of Sustainable Development Cooling System Replacement

## PROJECT 12267

**SECTION 013200  
CONSTRUCTION PROGRESS DOCUMENTATION****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. This Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Submittals Schedule.
2. Daily construction reports.
3. Material location reports.
4. Field condition reports.
5. Special reports.

- B. Related Sections include the following:

1. Division 01 Section "Payment Procedures" for submitting the Schedule of Values.
2. Division 01 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes.
3. Division 01 Section "Submittal Procedures" for submitting schedules and reports.
4. Division 01 Section "Photographic Documentation" for submitting construction photographs.
5. Division 01 Section "Quality Requirements" for submitting a schedule of tests and inspections.

**1.3 DEFINITIONS**

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.

1. Critical activities are activities on the critical path. They must start and finish on the planned early start and finish times.
2. Predecessor Activity: An activity that precedes another activity in the network.
3. Successor Activity: An activity that follows another activity in the network.

- B. Cost Loading: The allocation of the Schedule of Values for the completion of an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum, unless otherwise approved by Architect.

- C. CPM: Critical Path Method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.



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- D. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- E. Event: The starting or ending point of an activity.
- F. Float: The measure of leeway in starting and completing an activity.
  - 1. Float time is not for the exclusive use or benefit of either City or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
  - 2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
  - 3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.
- G. Fragnet: A partial or fragmentary network that breaks down activities into smaller activities for greater detail.
- H. Major Area: A story of construction, a separate building, or a similar significant construction element.
- I. Milestone: A key or critical point in time for reference or measurement.
- J. Network Diagram: A graphic diagram of a network schedule, showing activities and activity relationships.
- K. Resource Loading: The allocation of manpower and equipment necessary for the completion of an activity as scheduled.

**1.4 SUBMITTALS**

- A. Submittals Schedule: Submit three copies of schedule. Arrange the following information in a tabular format:
  - 1. Scheduled date for first submittal.
  - 2. Specification Section number and title.
  - 3. Submittal category (action or informational).
  - 4. Name of subcontractor.
  - 5. Description of the Work covered.
  - 6. Scheduled date for Architect's final release or approval.
- B. Contractor's Construction Schedule: Submit three opaque copies of initial schedule, large enough to show entire schedule for entire construction period.
  - 1. Submit an electronic copy of schedule, using software indicated, on CD-R, and labeled to comply with requirements for submittals. Include type of schedule (Initial or Updated) and date on label.
- C. CPM Reports: Concurrent with CPM schedule, submit three copies of each of the following computer-generated reports. Format for each activity in reports shall contain activity number, activity description, cost and resource loading, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.

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1. Activity Report: List of all activities sorted by activity number and then early start date, or actual start date if known.
  2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
  3. Total Float Report: List of all activities sorted in ascending order of total float.
  4. Earnings Report: Compilation of Contractor's total earnings from the Notice to Proceed until most recent Application for Payment.
- D. Daily Construction Reports: Submit two copies at monthly intervals.
- E. Material Location Reports: Submit two copies at monthly intervals.
- F. Field Condition Reports: Submit two copies at time of discovery of differing conditions.
- G. Special Reports: Submit two copies at time of unusual event.

**1.5 QUALITY ASSURANCE**

- A. Scheduling Personnel Qualifications: An experienced specialist in CPM scheduling and reporting, with capability of producing CPM reports and diagrams within 24 hours of Architect's request.

**1.6 COORDINATION**

- A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors.
- B. Coordinate Contractor's Construction Schedule with the Schedule of Values, list of subcontracts, Submittals Schedule, progress reports, payment requests, and other required schedules and reports.
1. Secure time commitments for performing critical elements of the Work from parties involved.
  2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

**PART 2 - PRODUCTS****2.1 SUBMITTALS SCHEDULE**

- A. Preparation: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery when establishing dates.
1. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Contractor's Construction Schedule.
  2. Initial Submittal: Submit concurrently with preliminary bar-chart schedule network diagram. Include submittals required during the first 60 days of construction. List those required to maintain orderly progress of the Work and those required early

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because of long lead time for manufacture or fabrication.

- a. At Contractor's option, show submittals on the Preliminary Construction Schedule, instead of tabulating them separately.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's Construction Schedule.

**2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL**

- A. Procedures: Comply with procedures contained in AGC's "Construction Planning & Scheduling."
- B. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Final Completion.
  1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- C. Activities: Treat each story or separate area as a separate numbered activity for each principal element of the Work. Comply with the following:
  1. The schedule shall clearly indicate the critical path and all activities associated with it. The dependencies shall be clearly delineated.
  2. All activities with a time duration exceeding five (5) days shall be shown as separate items.
  3. Include review and resubmittal times indicated in Division 01 Section "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with Submittals Schedule.
  4. Where materials require more than one (1) week fabrication or order time, this order/fabrication time shall be shown.
  5. Include not less than 3 days for startup and testing.
- D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
  1. Phasing: Arrange list of activities on schedule by phase.
  2. Work under More Than One Contract: Include a separate activity for each contract.
  3. Work by City: Include a separate activity for each portion of the Work performed by City.
  4. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 01 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
  5. City-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Division 01 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
  6. Work Restrictions: Show the effect of the following items on the schedule:
    - a. Coordination with existing construction.
    - b. Limitations of continued occupancies.
    - c. Uninterruptible services.

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- d. Partial occupancy before Substantial Completion.
  - e. Use of premises restrictions.
  - f. Provisions for future construction.
  - g. Seasonal variations.
  - h. Environmental control.
7. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:
  - a. Subcontract awards.
  - b. Submittals.
  - c. Purchases.
  - d. Mockups.
  - e. Fabrication.
  - f. Sample testing.
  - g. Deliveries.
  - h. Installation.
  - i. Tests and inspections.
  - j. Adjusting.
  - k. Curing.
  - l. Startup and placement into final use and operation.
8. Area Separations: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
  - a. Structural completion.
  - b. Permanent space enclosure.
  - c. Completion of mechanical installation.
  - d. Completion of electrical installation.
  - e. Substantial Completion.
- E. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, Final Completion, and Certificate of Occupancy.
- F. Cost Correlation: At the head of schedule, provide a cost correlation line, indicating planned and actual costs. On the line, show dollar volume of the Work performed as of dates used for preparation of payment requests.
  1. Refer to Division 01 Section "Payment Procedures" for cost reporting and payment procedures.
  2. Contractor shall assign cost to construction activities on the CPM schedule. Costs shall not be assigned to submittal activities unless specified otherwise but may, with Architect's approval, be assigned to fabrication and delivery activities. Costs shall be under required principal subcontracts for testing and commissioning activities, operation and maintenance manuals, punch list activities, Project Record Documents, and demonstration and training (if applicable), in the amount of 5 percent of the Contract Sum.
  3. Each activity cost shall reflect an accurate value subject to approval by Architect.

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4. Total cost assigned to activities shall equal the total Contract Sum.
- G. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragnets to demonstrate the effect of the proposed change on the overall project schedule.
- H. Computer Software: Prepare schedules using a program that has been developed specifically to manage construction schedules.
  1. Microsoft Project 2007 for Windows operating system.

**2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)**

- A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal Gantt-chart-type, Contractor's Construction Schedule within 30 days of date established for the Notice to Proceed. Base schedule on the Preliminary Construction Schedule and whatever updating and feedback was received since the start of Project.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
  1. For construction activities that require 3 months or longer to complete, indicate an estimated completion percentage in 10 percent increments within time bar.

**2.4 CONTRACTOR'S CONSTRUCTION SCHEDULE (CPM SCHEDULE)**

- A. General: Prepare network diagrams using AON (activity-on-node) format.
- B. Preliminary Network Diagram: Submit diagram within 7 days of date established for the Notice to Proceed. Outline significant construction activities for the first 60 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.
- C. CPM Schedule: Prepare Contractor's Construction Schedule using a computerized, cost- and resource-loaded, time-scaled CPM network analysis diagram for the Work.
  1. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than 30 days after date established for the Notice to Proceed.
    - a. Failure to include any work item required for performance of this Contract shall not excuse Contractor from completing all work within applicable completion dates, regardless of Architect's approval of the schedule.
  2. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
  3. Use "one workday" as the unit of time. Include list of nonworking days and holidays incorporated into the schedule.
- D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the preliminary network diagram, prepare a skeleton network to identify probable critical paths.
  1. Activities: Indicate the estimated time duration, sequence requirements, and

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relationship of each activity in relation to other activities. Include estimated time frames for the following activities:

- a. Preparation and processing of submittals.
  - b. Mobilization and demobilization.
  - c. Purchase of materials.
  - d. Delivery.
  - e. Fabrication.
  - f. Utility interruptions.
  - g. Installation.
  - h. Work by City that may affect or be affected by Contractor's activities.
  - i. Testing and commissioning.
2. Critical Path Activities: Identify critical path activities, including those for interim completion dates. Scheduled start and completion dates shall be consistent with Contract milestone dates.
  3. Processing: Process data to produce output data on a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
  4. Format: Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges.
    - a. Subnetworks on separate sheets are permissible for activities clearly off the critical path.
- E. Initial Issue of Schedule: Prepare initial network diagram from a list of straight "early start-total float" sort. Identify critical activities. Prepare tabulated reports showing the following:
1. Contractor or subcontractor and the Work or activity.
  2. Description of activity.
  3. Principal events of activity.
  4. Immediate preceding and succeeding activities.
  5. Early and late start dates.
  6. Early and late finish dates.
  7. Activity duration in workdays.
  8. Total float or slack time.
  9. Average size of workforce.
  10. Dollar value of activity (coordinated with the Schedule of Values).
- F. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
1. Identification of activities that have changed.
  2. Changes in early and late start dates.
  3. Changes in early and late finish dates.
  4. Changes in activity durations in workdays.
  5. Changes in the critical path.
  6. Changes in total float or slack time.
  7. Changes in the Contract Time.
- G. Value Summaries: Prepare two cumulative value lists, sorted by finish dates.

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1. In first list, tabulate activity number, early finish date, dollar value, and cumulative dollar value.
2. In second list, tabulate activity number, late finish date, dollar value, and cumulative dollar value.
3. In subsequent issues of both lists, substitute actual finish dates for activities completed as of list date.
4. Prepare list for ease of comparison with payment requests; coordinate timing with progress meetings.
  - a. In both value summary lists, tabulate "actual percent complete" and "cumulative value completed" with total at bottom.
  - b. Submit value summary printouts one week before each regularly scheduled progress meeting.

**2.5 REPORTS**

- A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
1. List of subcontractors at Project site.
  2. Approximate count of personnel at Project site.
  3. Equipment at Project site.
  4. Material deliveries.
  5. High and low temperatures and general weather conditions.
  6. Accidents.
  7. Meetings and significant decisions.
  8. Unusual events (refer to special reports).
  9. Stoppages, delays, shortages, and losses.
  10. Emergency procedures.
  11. Orders and requests of authorities having jurisdiction.
  12. Change Orders received and implemented.
  13. Construction Change Directives received and implemented.
  14. Services connected and disconnected.
  15. Equipment or system tests and startups.
  16. Partial Completions and occupancies.
  17. Substantial Completions authorized.
- B. Material Location Reports: At monthly intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.
- C. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare and submit a detailed report. Submit with a request for interpretation. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

**2.6 SPECIAL REPORTS**

- A. General: Submit special reports directly to City within one day of an occurrence. Distribute copies of report to parties affected by the occurrence.

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- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise City in advance when these events are known or predictable.

**PART 3 - EXECUTION****3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE**

- A. Scheduling Consultant: Engage a consultant to provide planning, evaluation, and reporting using CPM scheduling.
1. In-House Option: City may waive the requirement to retain a consultant if Contractor employs skilled personnel with experience in CPM scheduling and reporting techniques. Submit qualifications.
  2. Meetings: Scheduling consultant shall attend all meetings related to Project progress, alleged delays, and time impact.
- B. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
  2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
  3. As the Work progresses, indicate Actual Completion percentage for each activity.
- C. Distribution: Distribute copies of approved schedule to Architect, City Representative, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
1. Post copies in Project meeting rooms and temporary field offices.
  2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

**END OF SECTION 013200**



**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 013233  
PHOTOGRAPHIC DOCUMENTATION****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. This Section includes administrative and procedural requirements for the following:
1. Preconstruction photographs.
  2. Periodic construction photographs.
  3. Time lapse photographs.
  4. Final Completion construction photographs.
- B. Related Sections include the following:
1. Division 01 Section "Submittal Procedures" for submitting photographic documentation.
  2. Division 01 Section "Closeout Procedures" for submitting digital media and construction videotapes as Project Record Documents at Project closeout.

**1.3 SUBMITTALS**

- A. Construction Photographs: Submit digital media files of each photographic view within seven days of taking photographs.
1. Format: Compact Disc(s) with jpg format, uncropped unedited photograph files numbered by date taken. File names shall be in the following format: City project number – date taken – picture number (example: 10350-040804-011 would indicate project number 10350 taken on April 8, 2004 photograph number 11). Submit in CD jewel case.
  2. Identification: On jewel case and CD, provide an applied label with the following information:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Dates photographs were taken.

**1.4 USAGE RIGHTS**

- A. Obtain and transfer copyright usage rights from photographer to Owner for unlimited reproduction of photographic documentation.

**PART 2 - PRODUCTS****2.1 PHOTOGRAPHIC MEDIA**

- A. Digital Images: Provide images in highest quality JPEG format produced by a digital camera

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with minimum sensor size of 4.0 megapixels, and at an image resolution of not less than 1600 by 1200 pixels.

**PART 3 - EXECUTION****3.1 CONSTRUCTION PHOTOGRAPHS**

- A. Aerial Photographer: Engage a qualified commercial aerial photographer to take aerial construction photographs.
- B. General: Take photographs using the maximum range of depth of field, and that are in focus, to clearly show the Work. Photographs with blurry or out-of-focus areas will not be accepted.
  - 1. Maintain key plan with each set of construction photographs that identifies each photographic location.
- C. Daily Progress Photographs: Take daily photographs to document progress. Take photographs of all work that will be concealed by subsequent construction activity (such as rough electrical, rough plumbing and rough ductwork). Such photographs shall fully document actual installed conditions.
- D. Digital Images: Submit digital images exactly as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image-editing software.
  - 1. Date and Time: Include date and time in filename for each image.
  - 2. Field Office Images: Maintain one set of images on CD-ROM in the field office at Project site, available at all times for reference. Identify images same as for those submitted to Architect.
- E. Preconstruction Photographs: Before starting construction, take color photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Architect.
  - 1. Flag excavation areas and construction limits before taking construction photographs.
  - 2. Take eight photographs to show existing conditions adjacent to property before starting the Work.
  - 3. Take eight photographs of existing buildings either on or adjoining property to accurately record physical conditions at start of construction.
  - 4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- F. Periodic Construction Photographs: Take minimum 15, digital photographs weekly, with timing each month adjusted to coincide with the cutoff date associated with each Application for Payment. Select vantage points, including aerial photographs to show status of construction and progress since last photographs were taken.
- G. Time-Lapse Sequence Construction Photographs: Take daily, digital photographs to show status of construction and progress. Contractor to submit digital photographs on CD with each application for payment.
  - 1. Frequency: Take photographs daily, with timing each month adjusted to coincide with

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- the cutoff date associated with each Application for Payment.
2. Vantage Points: Following suggestions by Architect and Contractor, photographer to select vantage points. During each of the following construction phases, take not less than two of the required shots from same vantage point each time to create a time-lapse sequence as follows:
    - a. Commencement of the Work, through completion of subgrade construction.
    - b. Above-grade structural framing.
    - c. Exterior building enclosure.
    - d. Interior Work, through date of Substantial Completion.
- H. Final Completion Construction Photographs: Take eight color photographs after date of Substantial Completion for submission as Project Record Documents. Architect will direct photographer for desired vantage points.
1. Do not include date stamp.

**END OF SECTION 013233**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 013300  
SUBMITTAL PROCEDURES****PART 1 - GENERAL****1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Sections include the following:
  - 1. Division 01 Section "Payment Procedures" for submitting Applications for Payment and the Schedule of Values.
  - 2. Division 01 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes and for submitting Coordination Drawings.
  - 3. Division 01 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule.
  - 4. Division 01 Section "Photographic Documentation" for submitting construction photographs and construction videotapes.
  - 5. Division 01 Section "Quality Requirements" for submitting test and inspection reports and for mockup requirements.
  - 6. Division 01 Section "Closeout Procedures" for submitting warranties.
  - 7. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
  - 8. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
  - 9. Division 01 Section "Demonstration and Training" for submitting videotapes of demonstration of equipment and training of City's personnel.
  - 10. Divisions 02 through 48 Sections for specific requirements for submittals in those Sections.

**1.3 DEFINITIONS**

- A. Action Submittals: Written and graphic information that requires Architect's responsive action.
- B. Informational Submittals: Written information that does not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

**1.4 SUBMITTAL PROCEDURES**

- A. General: Architect may provide electronic copies of CAD Drawings of the Contract Drawings for Contractor's use in preparing submittals.
- B. Coordination: Coordinate preparation and processing of submittals with performance of

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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. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Submittals Schedule: Comply with requirements in Division 01 Section "Construction Progress Documentation" for list of submittals and time requirements for scheduled performance of related construction activities.
- D. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  1. Initial Review: Allow 10 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
  2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  3. Resubmittal Review: Allow 10 days for review of each resubmittal.
- E. Identification: Place a permanent label or title block on each submittal for identification.
  1. Indicate name of firm or entity that prepared each submittal on label or title block.
  2. Provide a space approximately **6 by 8 inches** on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
  3. Include the following information on label for processing and recording action taken:
    - a. Project name.
    - b. Date.
    - c. Name and address of Contractor.
    - d. Name and address of subcontractor.
    - e. Name and address of supplier.
    - f. Name of manufacturer.
    - g. Submittal number or other unique identifier, including revision identifier.
      - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 06100.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 06100.01.A).
    - h. Number and title of appropriate Specification Section.
    - i. Drawing number and detail references, as appropriate.
    - j. Location(s) where product is to be installed, as appropriate.

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- k. General Contractor's stamp of approval must be on all submittals, indicating that the Contractor has reviewed and approved prior to submitting to the City.
- F. Deviations: Highlight, encircle, or otherwise specifically identify deviations from the Contract Documents on submittals.
- G. Additional Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
- H. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will return submittals, without review, received from sources other than Contractor.
  - 1. Transmittal Form: Provide locations on form for the following information:
    - a. Project name.
    - b. Date.
    - c. Destination (To:).
    - d. Source (From:).
    - e. Names of subcontractor, manufacturer, and supplier.
    - f. Category and type of submittal.
    - g. Submittal purpose and description.
    - h. Specification Section number and title.
    - i. Drawing number and detail references, as appropriate.
    - j. Transmittal number, numbered consecutively.
    - k. Remarks.
    - l. Signature of transmitter.
- I. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
  - 1. Note date and content of previous submittal.
  - 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
  - 3. Resubmit submittals until they are marked "Approved as submitted" or "Approved as noted".
- J. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- K. Use for Construction: Use only final submittals with mark indicating "Approved as submitted" or "Approved as noted" by Architect.

**1.5 CONTRACTOR'S USE OF ARCHITECT'S CAD FILES**

- A. General: At Contractor's written request, copies of Architect's CAD files will be provided to Contractor for Contractor's use in connection with Project, subject to the following conditions:
  - 1. CAD files will only be provided to the contractor upon written request by the contractor and upon receipt by the Architect of the signed release form provided by the Architect.

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- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
  - 1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
  - 2. Mark each copy of each submittal to show which products and options are applicable.
  - 3. Include the following information, as applicable:
    - a. Manufacturer's written recommendations.
    - b. Manufacturer's product specifications.
    - c. Manufacturer's installation instructions.
    - d. Standard color charts.
    - e. Manufacturer's catalog cuts.
    - f. Wiring diagrams showing factory-installed wiring.
    - g. Printed performance curves.
    - h. Operational range diagrams.
    - i. Mill reports.
    - j. Standard product operation and maintenance manuals.
    - k. Compliance with specified referenced standards.
    - l. Testing by recognized testing agency.
    - m. Application of testing agency labels and seals.
    - n. Notation of coordination requirements.
  - 4. Submit Product Data before or concurrent with Samples.
  - 5. Number of Copies: Submit five copies of Product Data, unless otherwise indicated. Architect will return two copies. Mark up and retain one returned copy as a Project Record Document.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data, unless submittal of Architect's CAD Drawings are otherwise permitted.
  - 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Dimensions.
    - b. Identification of products.
    - c. Fabrication and installation drawings.
    - d. Roughing-in and setting diagrams.
    - e. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
    - f. Shopwork manufacturing instructions.
    - g. Templates and patterns.
    - h. Schedules.
    - i. Design calculations.
    - j. Compliance with specified standards.

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- k. Notation of coordination requirements.
    - l. Notation of dimensions established by field measurement.
    - m. Relationship to adjoining construction clearly indicated.
    - n. Seal and signature of professional engineer if specified.
    - o. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.
  - 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm) but no larger than 24 by 36 inches (750 by 1000 mm).
  - 3. Number of Copies: Submit five opaque copies of each submittal, unless copies are required for operation and maintenance manuals. Submit seven copies where copies are required for operation and maintenance manuals. Architect will retain three copies; remainder will be returned. Submit one additional copy for any submittal that must be reviewed by consultant,
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
- 1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
  - 2. Identification: Attach label on unexposed side of Samples that includes the following:
    - a. Generic description of Sample.
    - b. Product name and name of manufacturer.
    - c. Sample source.
    - d. Number and title of appropriate Specification Section.
  - 3. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
    - b. Samples not incorporated into the Work, or otherwise designated as City's property, are the property of Contractor.
  - 4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
    - a. Number of Samples: Submit two full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
  - 5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches

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showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

- a. Number of Samples: Submit three sets of Samples. Architect will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a Project Record Sample.
  - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
  - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- E. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
  1. Type of product. Include unique identifier for each product.
  2. Number and name of room or space.
  3. Location within room or space.
  4. Number of Copies: Submit five copies of product schedule or list, unless otherwise indicated. Architect will return two copies.
  - a. Mark up and retain one returned copy as a Project Record Document.
- F. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation" for Construction Manager's action.
- G. Submittals Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation."
- H. Application for Payment: Comply with requirements specified in Division 01 Section "Payment Procedures."
- I. Schedule of Values: Comply with requirements specified in Division 01 Section "Payment Procedures."
- J. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
  1. Name, address, and telephone number of entity performing subcontract or supplying products.
  2. Number and title of related Specification Section(s) covered by subcontract.
  3. Drawing number and detail references, as appropriate, covered by subcontract.
  4. Number of Copies: Submit four copies of subcontractor list, unless otherwise indicated. Architect will return two copies.
  - a. Mark up and retain one returned copy as a Project Record Document.

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- A. General: Prepare and submit Informational Submittals required by other Specification Sections.
1. Number of Copies: Submit two copies of each submittal, unless otherwise indicated. Architect 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.
  3. Test and Inspection Reports: Comply with requirements specified in Division 01 Section "Quality Requirements."
- B. Coordination Drawings: Comply with requirements specified in Division 01 Section "Project Management and Coordination."
- C. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation."
- D. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and City's, and other information specified.
- E. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.
- F. Installer Certificates: Prepare written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- G. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- H. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- I. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- J. Material Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- K. Product Test Reports: Prepare written reports indicating current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- L. Research/Evaluation Reports: Prepare written evidence, from a model code organization

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acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:

1. Name of evaluation organization.
  2. Date of evaluation.
  3. Time period when report is in effect.
  4. Product and manufacturers' names.
  5. Description of product.
  6. Test procedures and results.
  7. Limitations of use.
- M. Schedule of Tests and Inspections: Comply with requirements specified in Division 01 Section "Quality Requirements."
- N. Preconstruction Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- O. Compatibility Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- P. Field Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- Q. Maintenance Data: Prepare written and graphic instructions and procedures for operation and normal maintenance of products and equipment. Comply with requirements specified in Division 01 Section "Operation and Maintenance Data."
- R. Design Data: Prepare written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.
- S. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer. Include the following, as applicable:
1. Preparation of substrates.
  2. Required substrate tolerances.
  3. Sequence of installation or erection.
  4. Required installation tolerances.
  5. Required adjustments.
  6. Recommendations for cleaning and protection.
- T. Manufacturer's Field Reports: Prepare written information documenting factory-authorized

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service representative's tests and inspections. Include the following, as applicable:

1. Name, address, and telephone number of factory-authorized service representative making report.
  2. Statement on condition of substrates and their acceptability for installation of product.
  3. Statement that products at Project site comply with requirements.
  4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  6. Statement whether conditions, products, and installation will affect warranty.
  7. Other required items indicated in individual Specification Sections.
- U. Insurance Certificates and Bonds: Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.
- V. Construction Photographs: Comply with requirements specified in Division 01 Section "Photographic Documentation."
1. Material Safety Data Sheets (MSDSs): Submit two copies of each submittal, unless otherwise indicated. Architect will not return copies.

**2.3 DELEGATED DESIGN**

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated-Design Submittal: In addition to Shop Drawings, Product Data, and other required submittals, submit three copies of a statement, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

**PART 3 - EXECUTION****3.1 CONTRACTOR'S REVIEW**

- A. Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Approval Stamp: 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

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reviewed, checked, and approved for compliance with the Contract Documents.

**3.2 ARCHITECT'S ACTION**

- A. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Architect will review each submittal, make marks to indicate corrections or modifications required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken, as follows:
  - 1. Approved as submitted
  - 2. Approved as noted
  - 3. Revise and resubmit
  - 4. Rejected.
- C. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- D. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

**END OF SECTION 013300**

## **SECTION 014000 QUALITY REQUIREMENTS**

### **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. This Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
  - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
  - 3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, City, Construction Manager, or authorities having jurisdiction are not limited by provisions of this Section.
- C. Related Sections include the following:
  - 1. Division 01 Section "Construction Progress Documentation" for developing a schedule of required tests and inspections.
  - 2. Divisions 02 through 48 Sections for specific test and inspection requirements.

#### **1.3 DEFINITIONS**

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect or Construction Manager.
- C. Mockups: Full-size, physical assemblies that are constructed on-site. Mockups are used to verify selections made under sample submittals, to demonstrate aesthetic effects and, where indicated, qualities of materials and execution, and to review construction, coordination,

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testing, or operation; they are not Samples. Approved mockups establish the standard by which the Work will be judged.

- D. Laboratory Mockups: Full-size, physical assemblies that are constructed at testing facility to verify performance characteristics.
- E. Preconstruction Testing: Tests and inspections that are performed specifically for the Project before products and materials are incorporated into the Work to verify performance or compliance with specified criteria.
- F. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with industry standards.
- G. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., plant, mill, factory, or shop.
- H. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- I. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- J. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
  - 1. Using a term such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.
- K. Experienced: When used with an entity, "experienced" means having successfully completed a minimum of five previous projects similar in size and scope to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

#### 1.4 CONFLICTING REQUIREMENTS

- A. General: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer uncertainties and requirements that are different, but apparently equal, to Architect for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

## 1.5 SUBMITTALS

- A. Qualification Data: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- B. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
1. Specification Section number and title.
  2. Description of test and inspection.
  3. Identification of applicable standards.
  4. Identification of test and inspection methods.
  5. Number of tests and inspections required.
  6. Time schedule or time span for tests and inspections.
  7. Entity responsible for performing tests and inspections.
  8. Requirements for obtaining samples.
  9. Unique characteristics of each quality-control service.
- C. Reports: Prepare and submit certified written reports that include the following:
1. Date of issue.
  2. Project title and number.
  3. Name, address, and telephone number of testing agency.
  4. Dates and locations of samples and tests or inspections.
  5. Names of individuals making tests and inspections.
  6. Description of the Work and test and inspection method.
  7. Identification of product and Specification Section.
  8. Complete test or inspection data.
  9. Test and inspection results and an interpretation of test results.
  10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
  11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
  12. Name and signature of laboratory inspector.
  13. Recommendations on retesting and reinspecting.
- D. Permits, Licenses, and Certificates: For City's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

## 1.6 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this Article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.



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- C. **Manufacturer Qualifications:** A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. **Fabricator Qualifications:** A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- E. **Professional Engineer Qualifications:** A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this Project in material, design, and extent.
- F. **Specialists:** Certain sections of the Specifications require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
  - 1. Requirement for specialists shall not supersede building codes and regulations governing the Work.
- G. **Testing Agency Qualifications:** An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 548; and with additional qualifications specified in individual Sections; and where required by authorities having jurisdiction, that is acceptable to authorities.
  - 1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
  - 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. **Factory-Authorized Service Representative Qualifications:** An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. **Preconstruction Testing:** Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
  - 1. Contractor responsibilities include the following:
    - a. Provide test specimens representative of proposed products and construction.
    - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
    - c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
    - d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
    - e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.

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- f. When testing is complete, remove test specimens, assemblies, mockups, and laboratory mockups; do not reuse products on Project.
- 2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, through Construction Manager, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.
- J. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
  - 1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect or Construction Manager.
  - 2. Notify Architect and Construction Manager seven days in advance of dates and times when mockups will be constructed.
  - 3. Demonstrate the proposed range of aesthetic effects and workmanship.
  - 4. Obtain Architect's and Construction Manager's approval of mockups before starting work, fabrication, or construction.
    - a. Allow seven days for initial review and each re-review of each mockup.
  - 5. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
  - 6. Demolish and remove mockups when directed, unless otherwise indicated.
- K. Laboratory Mockups: Comply with requirements of preconstruction testing and those specified in individual Sections in Divisions 02 through 49. Contractor shall submit shop drawings for review by all agencies and City.

**1.7 QUALITY CONTROL**

- A. City Responsibilities: Where quality-control services are indicated as City's responsibility, City will engage a qualified testing agency to perform these services.
  - 1. City will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
  - 2. Payment for these services will be made by the City directly to the testing agency.
  - 3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor.
- B. Tests and inspections not explicitly assigned to City are Contractor's responsibility. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
  - 1. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.

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- a. Contractor shall not employ same entity engaged by City, unless agreed to in writing.
  2. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
  3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
  4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
  5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Division 01 Section "Submittal Procedures."
- D. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- E. Testing Agency Responsibilities: Cooperate with City and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify City and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
  2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
  3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
  4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
  5. Do not releases, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
  6. Do not perform any duties of Contractor.
- F. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
  2. Incidental labor and facilities necessary to facilitate tests and inspections.
  3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
  4. Facilities for storage and field curing of test samples.
  5. Delivery of samples to testing agencies.
  6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
  7. Security and protection for samples and for testing and inspecting equipment at Project site.

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- G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
  - 1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- H. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Submit schedule within 30 days of date established for commencement of the Work.
  - 1. Distribution: Distribute schedule to City, Architect, Construction Manager, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

**PART 2 - PRODUCTS (Not Used)****PART 3 - EXECUTION****3.1 TEST AND INSPECTION LOG**

- A. Prepare a record of tests and inspections. Include the following:
  - 1. Date test or inspection was conducted.
  - 2. Description of the Work tested or inspected.
  - 3. Date test or inspection results were transmitted to Architect.
  - 4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and modifications as they occur. Provide access to test and inspection log for Architect's and Construction Manager's reference during normal working hours.

**3.2 REPAIR AND PROTECTION**

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
  - 1. Provide materials and comply with installation requirements specified in other Specification Sections. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. This includes all site work adjacent to property.
  - 2. Comply with the Contract Document requirements for Division 01 Section "Cutting and Patching."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

**END OF SECTION 014000**

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**SECTION 014200  
REFERENCES****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 DEFINITIONS**

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.
- C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."
- D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."
- E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.
- F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. "Install": Operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- H. "Provide": Furnish and install, complete and ready for the intended use.
- I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

**1.3 INDUSTRY STANDARDS**

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

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- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.
- C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
  - 1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

**1.4 ABBREVIATIONS AND ACRONYMS**

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Thomson Gale's "Encyclopedia of Associations" or in Columbia Books' "National Trade & Professional Associations of the U.S."
- B. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

AA	Aluminum Association, Inc. (The) www.aluminum.org	(703) 358-2960
AABC	Associated Air Balance Council www.aabchq.com	(202) 737-0202
AAMA	American Architectural Manufacturers Association www.aamanet.org	(847) 303-5664
AASHTO	American Association of State Highway and Transportation Officials www.transportation.org	(202) 624-5800
AATCC	American Association of Textile Chemists and Colorists (The) www.aatcc.org	(919) 549-8141
ABAA	Air Barrier Association of America www.airbarrier.org	(866) 956-5888
ACI	ACI International (American Concrete Institute) www.aci-int.org	(248) 848-3700
ACPA	American Concrete Pipe Association www.concrete-pipe.org	(972) 506-7216
AEIC	Association of Edison Illuminating Companies, Inc. (The) www.aeic.org	(205) 257-2530

**REFERENCES**

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AF&PA	American Forest & Paper Association www.afandpa.org	(800) 878-8878 (202) 463-2700
AGA	American Gas Association www.aga.org	(202) 824-7000
AGC	Associated General Contractors of America (The) www.agc.org	(703) 548-3118
AHAM	Association of Home Appliance Manufacturers www.aham.org	(202) 872-5955
AI	Asphalt Institute www.asphaltinstitute.org	(859) 288-4960
AIA	American Institute of Architects (The) www.aia.org	(800) 242-3837 (202) 626-7300
AISC	American Institute of Steel Construction www.aisc.org	(800) 644-2400 (312) 670-2400
AISI	American Iron and Steel Institute www.steel.org	(202) 452-7100
AITC	American Institute of Timber Construction www.aitc-glulam.org	(303) 792-9559
ALCA	Associated Landscape Contractors of America (Now PLANET - Professional Landcare Network)	
ALSC	American Lumber Standard Committee, Incorporated www.alsc.org	(301) 972-1700
AMCA	Air Movement and Control Association International, Inc. www.amca.org	(847) 394-0150
ANSI	American National Standards Institute www.ansi.org	(202) 293-8020
APA	Architectural Precast Association www.archprecast.org	(239) 454-6989
APA	APA - The Engineered Wood Association www.apawood.org	(253) 565-6600
APA EWS	APA - The Engineered Wood Association; Engineered Wood Systems (See APA - The Engineered Wood Association)	
API	American Petroleum Institute www.api.org	(202) 682-8000
ARI	Air-Conditioning & Refrigeration Institute	(703) 524-8800

**REFERENCES**

014200-3

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

[www.ari.org](http://www.ari.org)

ARMA	Asphalt Roofing Manufacturers Association <a href="http://www.asphaltroofing.org">www.asphaltroofing.org</a>	(202) 207-0917
ASCE	American Society of Civil Engineers <a href="http://www.asce.org">www.asce.org</a>	(800) 548-2723 (703) 295-6300
ASCE/SEI	American Society of Civil Engineers/Structural Engineering Institute (See ASCE)	
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers <a href="http://www.ashrae.org">www.ashrae.org</a>	(800) 527-4723 (404) 636-8400
ASME	ASME International (The American Society of Mechanical Engineers International) <a href="http://www.asme.org">www.asme.org</a>	(800) 843-2763 (973) 882-1170
ASSE	American Society of Sanitary Engineering <a href="http://www.asse-plumbing.org">www.asse-plumbing.org</a>	(440) 835-3040
ASTM	ASTM International (American Society for Testing and Materials International) <a href="http://www.astm.org">www.astm.org</a>	(610) 832-9585
AWCI	AWCI International (Association of the Wall and Ceiling Industry International) <a href="http://www.awci.org">www.awci.org</a>	(703) 534-8300
AWCMA	American Window Covering Manufacturers Association (Now WCSC)	
AWI	Architectural Woodwork Institute <a href="http://www.awinet.org">www.awinet.org</a>	(571) 323-3636
AWPA	American Wood-Preservers' Association <a href="http://www.awpa.com">www.awpa.com</a>	(205) 733-4077
AWS	American Welding Society <a href="http://www.aws.org">www.aws.org</a>	(800) 443-9353 (305) 443-9353
AWWA	American Water Works Association <a href="http://www.awwa.org">www.awwa.org</a>	(800) 926-7337 (303) 794-7711
BHMA	Builders Hardware Manufacturers Association <a href="http://www.buildershardware.com">www.buildershardware.com</a>	(212) 297-2122
CCC	Carpet Cushion Council <a href="http://www.carpetcushion.org">www.carpetcushion.org</a>	(610) 527-3880

**REFERENCES**

014200-4



**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

CDA	Copper Development Association www.copper.org	(800) 232-3282 (212) 251-7200
CFFA	Chemical Fabrics & Film Association, Inc. www.chemicalfabricsandfilm.com	(216) 241-7333
CGA	Compressed Gas Association www.cganet.com	(703) 788-2700
CIMA	Cellulose Insulation Manufacturers Association www.cellulose.org	(888) 881-2462 (937) 222-2462
CISCA	Ceilings & Interior Systems Construction Association www.cisca.org	(630) 584-1919
CISPI	Cast Iron Soil Pipe Institute www.cispi.org	(423) 892-0137
CLFMI	Chain Link Fence Manufacturers Institute www.chainlinkinfo.org	(301) 596-2583
CRRC	Cool Roof Rating Council www.coolroofs.org	(866) 465-2523 (510) 485-7175
CPA	Composite Panel Association www.pbmdf.com	(301) 670-0604
CPPA	Corrugated Polyethylene Pipe Association www.cppa-info.org	(800) 510-2772 (202) 462-9607
CRI	Carpet & Rug Institute (The) www.carpet-rug.com	(800) 882-8846 (706) 278-3176
CRSI	Concrete Reinforcing Steel Institute www.crsi.org	(847) 517-1200
CSI	Construction Specifications Institute (The) www.csinet.org	(800) 689-2900 (703) 684-0300
CTI	Cooling Technology Institute (Formerly: Cooling Tower Institute) www.cti.org	(281) 583-4087
DHI	Door and Hardware Institute www.dhi.org	(703) 222-2010
EIA	Electronic Industries Alliance www.eia.org	(703) 907-7500
EIMA	EIFS Industry Members Association www.eima.com	(800) 294-3462 (770) 968-7945
EJCDC	Engineers Joint Contract Documents Committee	(703) 295-5000

**REFERENCES**

014200-5

CAM #17-1204

Exhibit 3

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**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

www.ejdc.org

EJMA	Expansion Joint Manufacturers Association, Inc. www.ejma.org	(914) 332-0040
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FM Approvals	FM Approvals www.fmglobal.com	(781) 762-4300
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FM Global	FM Global (Formerly: FMG - FM Global) www.fmglobal.com	(401) 275-3000
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FMRC	Factory Mutual Research (Now FM Global)
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FRSA	Florida Roofing, Sheet Metal & Air Conditioning Contractors Association, Inc. www.floridarroof.com	(407) 671-3772
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FSA	Fluid Sealing Association www.fluidsealing.com	(610) 971-4850
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FSC	Forest Stewardship Council www.fsc.org	49 228 367 66 0
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GA	Gypsum Association www.gypsum.org	(202) 289-5440
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GANA	Glass Association of North America www.glasswebsite.com	(785) 271-0208
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GS	Green Seal www.greenseal.org	(202) 872-6400
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GSI	Geosynthetic Institute www.geosynthetic-institute.org	(610) 522-8440
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HI	Hydraulic Institute www.pumps.org	(888) 786-7744 (973) 267-9700
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HI	Hydronics Institute www.gamanet.org	(908) 464-8200
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HMMA	Hollow Metal Manufacturers Association (Part of NAAMM)
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HPVA	Hardwood Plywood & Veneer Association www.hpva.org	(703) 435-2900
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IAS	International Approval Services (Now CSA International)
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ICEA	Insulated Cable Engineers Association, Inc.	(770) 830-0369
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**REFERENCES**

014200-6

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

	www.icea.net	
ICRI	International Concrete Repair Institute, Inc. www.icri.org	(847) 827-0830
IEEE	Institute of Electrical and Electronics Engineers, Inc. (The) www.ieee.org	(212) 419-7900
IESNA	Illuminating Engineering Society of North America www.iesna.org	(212) 248-5000
IENT	Institute of Environmental Sciences and Technology www.ient.org	(847) 255-1561
IGCC	Insulating Glass Certification Council www.igcc.org	(315) 646-2234
IGMA	Insulating Glass Manufacturers Alliance www.igmaonline.org	(613) 233-1510
ISO	International Organization for Standardization www.iso.ch	41 22 749 01 11
	Available from ANSI www.ansi.org	(202) 293-8020
ISSFA	International Solid Surface Fabricators Association www.issfa.net	(877) 464-7732 (702) 567-8150
ITS	Intertek Testing Service NA www.intertek.com	(972) 238-5591
KCMA	Kitchen Cabinet Manufacturers Association www.kcma.org	(703) 264-1690
LEED	Leadership in Energy Conscious and Environmental Design	
LMA	Laminating Materials Association (Now part of CPA)	
LPI	Lightning Protection Institute www.lightning.org	(800) 488-6864
MBMA	Metal Building Manufacturers Association www.mbma.com	(216) 241-7333
MFMA	Metal Framing Manufacturers Association, Inc. www.metalframingmfg.org	(312) 644-6610
MH	Material Handling (Now MHIA)	
MHIA	Material Handling Industry of America www.mhia.org	(800) 345-1815 (704) 676-1190

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

MIA	Marble Institute of America www.marble-institute.com	(440) 250-9222
MPI	Master Painters Institute www.paintinfo.com	(888) 674-8937
MSS	Manufacturers Standardization Society of The Valve and Fittings Industry Inc. www.mss-hq.com	(703) 281-6613
NAAMM	National Association of Architectural Metal Manufacturers www.naamm.org	(312) 332-0405
NACE	NACE International (National Association of Corrosion Engineers International) www.nace.org	(800) 797-6623 (281) 228-6200
NADCA	National Air Duct Cleaners Association www.nadca.com	(202) 737-2926
NAIMA	North American Insulation Manufacturers Association www.naima.org	(703) 684-0084
NBGQA	National Building Granite Quarries Association, Inc. www.nbgqa.com	(800) 557-2848
NCMA	National Concrete Masonry Association www.ncma.org	(703) 713-1900
NCPI	National Clay Pipe Institute www.ncpi.org	(262) 248-9094
NCTA	National Cable & Telecommunications Association www.ncta.com	(202) 775-3550
NEBB	National Environmental Balancing Bureau www.nebb.org	(301) 977-3698
NECA	National Electrical Contractors Association www.necanet.org	(301) 657-3110
NeLMA	Northeastern Lumber Manufacturers' Association www.nelma.org	(207) 829-6901
NEMA	National Electrical Manufacturers Association www.nema.org	(703) 841-3200
NETA	InterNational Electrical Testing Association www.netaworld.org	(888) 300-6382 (303) 697-8441
NFPA	NFPA (National Fire Protection Association)	(800) 344-3555 (617) 770-3000

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

	<a href="http://www.nfpa.org">www.nfpa.org</a>	
NFRC	National Fenestration Rating Council <a href="http://www.nfrc.org">www.nfrc.org</a>	(301) 589-1776
NGA	National Glass Association <a href="http://www.glass.org">www.glass.org</a>	(866) 342-5642 (703) 442-4890
NHLA	National Hardwood Lumber Association <a href="http://www.natlhardwood.org">www.natlhardwood.org</a>	(800) 933-0318 (901) 377-1818
NLGA	National Lumber Grades Authority <a href="http://www.nlga.org">www.nlga.org</a>	(604) 524-2393
NOFMA	NOFMA: The Wood Flooring Manufacturers Association (Formerly: National Oak Flooring Manufacturers Association) <a href="http://www.nofma.com">www.nofma.com</a>	(901) 526-5016
NRCA	National Roofing Contractors Association <a href="http://www.nrca.net">www.nrca.net</a>	(800) 323-9545 (847) 299-9070
NRMCA	National Ready Mixed Concrete Association <a href="http://www.nrmca.org">www.nrmca.org</a>	(888) 846-7622 (301) 587-1400
NSF	NSF International (National Sanitation Foundation International) <a href="http://www.nsf.org">www.nsf.org</a>	(800) 673-6275 (734) 769-8010
NSSGA	National Stone, Sand & Gravel Association <a href="http://www.nssga.org">www.nssga.org</a>	(800) 342-1415 (703) 525-8788
NTRMA	National Tile Roofing Manufacturers Association (Now TRI)	
NWWDA	National Wood Window and Door Association (Now WDMA)	
PCI	Precast/Prestressed Concrete Institute <a href="http://www.pci.org">www.pci.org</a>	(312) 786-0300
PDCA	Painting & Decorating Contractors of America <a href="http://www.pdca.com">www.pdca.com</a>	(800) 332-7322 (314) 514-7322
PDI	Plumbing & Drainage Institute <a href="http://www.pdionline.org">www.pdionline.org</a>	(800) 589-8956 (978) 557-0720
PGI	PVC Geomembrane Institute <a href="http://pgi-tp.ce.uiuc.edu">http://pgi-tp.ce.uiuc.edu</a>	(217) 333-3929
PLANET	Professional Landcare Network (Formerly: ACLA - Associated Landscape Contractors of America)	(800) 395-2522 (703) 736-9666

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

	<a href="http://www.landcarenetwork.org">www.landcarenetwork.org</a>	
PTI	Post-Tensioning Institute <a href="http://www.post-tensioning.org">www.post-tensioning.org</a>	(602) 870-7540
RCSC	Research Council on Structural Connections <a href="http://www.boltcouncil.org">www.boltcouncil.org</a>	
RFCI	Resilient Floor Covering Institute <a href="http://www.rfci.com">www.rfci.com</a>	(301) 340-8580
SAE	SAE International <a href="http://www.sae.org">www.sae.org</a>	(877) 606-7323 (724) 776-4841
SDI	Steel Deck Institute <a href="http://www.sdi.org">www.sdi.org</a>	(847) 458-4647
SDI	Steel Door Institute <a href="http://www.steeldoor.org">www.steeldoor.org</a>	(440) 899-0010
SEFA	Scientific Equipment and Furniture Association <a href="http://www.sefalabs.com">www.sefalabs.com</a>	(516) 294-5424
SEI/ASCE	Structural Engineering Institute/American Society of Civil Engineers (See ASCE)	
SGCC	Safety Glazing Certification Council <a href="http://www.sgcc.org">www.sgcc.org</a>	(315) 646-2234
SIA	Security Industry Association <a href="http://www.siaonline.org">www.siaonline.org</a>	(703) 683-2075
SIGMA	Sealed Insulating Glass Manufacturers Association (Now IGMA)	
SJI	Steel Joist Institute <a href="http://www.steeljoist.org">www.steeljoist.org</a>	(843) 626-1995
SMA	Screen Manufacturers Association <a href="http://www.smacentral.org">www.smacentral.org</a>	(561) 533-0991
SMACNA	Sheet Metal and Air Conditioning Contractors' National Association <a href="http://www.smacna.org">www.smacna.org</a>	(703) 803-2980
SPFA	Spray Polyurethane Foam Alliance (Formerly: SPI/SPFD - The Society of the Plastics Industry, Inc.; Spray Polyurethane Foam Division) <a href="http://www.sprayfoam.org">www.sprayfoam.org</a>	(800) 523-6154
SPIB	Southern Pine Inspection Bureau (The) <a href="http://www.spib.org">www.spib.org</a>	(850) 434-2611

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

SPRI	Single Ply Roofing Industry www.spri.org	(781) 647-7026
SSINA	Specialty Steel Industry of North America www.ssina.com	(800) 982-0355 (202) 342-8630
SSPC	SSPC: The Society for Protective Coatings www.sspc.org	(877) 281-7772 (412) 281-2331
STI	Steel Tank Institute www.steeltank.com	(847) 438-8265
SWRI	Sealant, Waterproofing, & Restoration Institute www.swrionline.org	(816) 472-7974
TCA	Tile Council of America, Inc. www.tileusa.com	(864) 646-8453
TIA/EIA	Telecommunications Industry Association/Electronic Industries Alliance www.tiaonline.org	(703) 907-7700
TMS	The Masonry Society www.masonrysociety.org	(303) 939-9700
TPI	Truss Plate Institute, Inc. www.tpinst.org	(703) 683-1010
TPI	Turfgrass Producers International www.turfgrasssod.org	(800) 405-8873 (847) 649-5555
TRI	Tile Roofing Institute www.tilerroofing.org	(312) 670-4177
UL	Underwriters Laboratories Inc. www.ul.com	(877) 854-3577 (847) 272-8800
UNI	Uni-Bell PVC Pipe Association www.uni-bell.org	(972) 243-3902
USGBC	U.S. Green Building Council www.usgbc.org	(202) 828-7422
WASTEC	Waste Equipment Technology Association www.wastec.org	(800) 424-2869 (202) 244-4700
WCLIB	West Coast Lumber Inspection Bureau www.wclib.org	(800) 283-1486 (503) 639-0651
WDMA	Window & Door Manufacturers Association (Formerly: NWWDA - National Wood Window and Door Association)	(800) 223-2301 (847) 299-5200

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

[www.wdma.com](http://www.wdma.com)

WI            Woodwork Institute (Formerly: WIC - Woodwork Institute of California)            (916) 372-9943  
[www.wicnet.org](http://www.wicnet.org)

WIC           Woodwork Institute of California  
 (Now WI)

WMMPA       Wood Moulding & Millwork Producers Association            (800) 550-7889  
[www.wmmpa.com](http://www.wmmpa.com)            (530) 661-9591

WSRCA       Western States Roofing Contractors Association            (800) 725-0333  
[www.wsrca.com](http://www.wsrca.com)            (650) 570-5441

WWPA       Western Wood Products Association            (503) 224-3930  
[www.wwpa.org](http://www.wwpa.org)

C.    Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

IAPMO       International Association of Plumbing and Mechanical Officials            (909) 472-4100  
[www.iapmo.org](http://www.iapmo.org)

ICC           International Code Council            (888) 422-7233  
[www.iccsafe.org](http://www.iccsafe.org)            (703) 931-4533

ICC-ES       ICC Evaluation Service, Inc.            (800) 423-6587  
[www.icc-es.org](http://www.icc-es.org)            (562) 699-0543

FBC           Florida Building Code            (850) 487-1824

D.    Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

CE           Army Corps of Engineers  
[www.usace.army.mil](http://www.usace.army.mil)

CPSC       Consumer Product Safety Commission            (800) 638-2772  
[www.cpsc.gov](http://www.cpsc.gov)            (301) 504-7923

DOD       Department of Defense            (215) 697-6257  
<http://dodssp.daps.dla.mil>

DOE       Department of Energy            (202) 586-9220  
[www.energy.gov](http://www.energy.gov)

**REFERENCES**

014200-12



**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

EPA	Environmental Protection Agency <a href="http://www.epa.gov">www.epa.gov</a>	(202) 272-0167
FAA	Federal Aviation Administration <a href="http://www.faa.gov">www.faa.gov</a>	(866) 835-5322
FCC	Federal Communications Commission <a href="http://www.fcc.gov">www.fcc.gov</a>	(888) 225-5322
FDA	Food and Drug Administration <a href="http://www.fda.gov">www.fda.gov</a>	(888) 463-6332
GSA	General Services Administration <a href="http://www.gsa.gov">www.gsa.gov</a>	(800) 488-3111
HUD	Department of Housing and Urban Development <a href="http://www.hud.gov">www.hud.gov</a>	(202) 708-1112
NCHRP	National Cooperative Highway Research Program (See TRB)	
NIST	National Institute of Standards and Technology <a href="http://www.nist.gov">www.nist.gov</a>	(301) 975-6478
OSHA	Occupational Safety & Health Administration <a href="http://www.osha.gov">www.osha.gov</a>	(800) 321-6742 (202) 693-1999
TRB	Transportation Research Board <a href="http://gulliver.trb.org">http://gulliver.trb.org</a>	(202) 334-2934
USDA	Department of Agriculture <a href="http://www.usda.gov">www.usda.gov</a>	(202) 720-2791

- E. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

ADAAG	Americans with Disabilities Act (ADA) Architectural Barriers Act (ABA) Accessibility Guidelines for Buildings and Facilities Available from Access Board <a href="http://www.access-board.gov">www.access-board.gov</a>	(800) 872-2253 (202) 272-0080
CFR	Code of Federal Regulations Available from Government Printing Office <a href="http://www.gpoaccess.gov/cfr/index.html">www.gpoaccess.gov/cfr/index.html</a>	(866) 512-1800 (202) 512-1800
DOD	Department of Defense Military Specifications and Standards Available from Department of Defense Single Stock Point <a href="http://dodssp.daps.dla.mil">http://dodssp.daps.dla.mil</a>	(215) 697-2664

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267**

DSCC	Defense Supply Center Columbus (See FS)	
FED-STD	Federal Standard (See FS)	
FS	Federal Specification Available from Department of Defense Single Stock Point <a href="http://dodssp.daps.dla.mil">http://dodssp.daps.dla.mil</a>  Available from Defense Standardization Program <a href="http://www.dps.dla.mil">www.dps.dla.mil</a>  Available from General Services Administration <a href="http://www.gsa.gov">www.gsa.gov</a>  Available from National Institute of Building Sciences <a href="http://www.wbdg.org/ccb">www.wbdg.org/ccb</a>	(215) 697-2664          (202) 619-8925  (202) 289-7800
FTMS	Federal Test Method Standard (See FS)	
MIL	(See MILSPEC)	
MIL-STD	(See MILSPEC)	
MILSPEC	Military Specification and Standards Available from Department of Defense Single Stock Point <a href="http://dodssp.daps.dla.mil">http://dodssp.daps.dla.mil</a>	(215) 697-2664
UFAS	Uniform Federal Accessibility Standards Available from Access Board <a href="http://www.access-board.gov">www.access-board.gov</a>	(800) 872-2253 (202) 272-0080

- F. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

DCA	Florida Department of Community Affairs Florida Emergency Management <a href="http://www.dca.state.fl.us">www.dca.state.fl.us</a>	(850) 488-8466
FDEP	Florida Department of Environmental Protection <a href="http://www.dep.state.fl.us">www.dep.state.fl.us</a>	(850) 245-2118

**REFERENCES**

**Department of Sustainable Development Cooling System Replacement**

**PROJECT 12267**

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

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

**END OF SECTION 014200**

**REFERENCES**

PROJECT 12267

# Construction Sign Request Form

Title (Bold):

Title (Not Bold):

What's Happening?

Benefits:

Number of Neighbors Benefitted:

Cost:

Month and Year of Expected Completion:

Contractor:

Phone: 954-828-8000

We're Working On:

Project Manager Signature

Date

Senior Project Manager Signature

Date

## Department of Sustainable Development Cooling System Replacement

## PROJECT 12267

## SECTION 015900 – PROJECT SIGN

## PART 1 GENERAL

Contractor, at contractor's expense, shall furnish and install a **4' x 8'** sign (with white painted posts) prior to start of construction. A sample sign template is below but is not specific to the project. The exact style and design of the sign will be provided by the CITY to the Contractor during the preconstruction meeting in PDF format.



**City of Fort Lauderdale**

## Keeping the Ocean in the Ocean

### Bringing Drier Streets to Hendricks Isle

**What's Happening?**  
The City of Fort Lauderdale is combating poor roadway drainage resulting from seasonal high tides and major rain events.  
[www.fortlauderdale.gov](http://www.fortlauderdale.gov)

**Benefits 5,000 Neighbors**

- Improved vehicular access during high tide and rain events
- Better drainage of roadway
- Enhanced neighborhood

**Phone**  
(954) 828-8000

**Cost**  
\$20,000

**Completion**  
August 2013

**Contractor**  
ABC Company

**We're Working On:**

- Installing interconnected underground catch basins
- Cleaning existing drainage pipes, including the outfall pipes
- Removing and replacing the concrete valley gutters that transport water to the catch basins
- Installing drainage valves to help alleviate flooding from high tides

**Fort Lauderdale City Commission**

<b>John P. "Jack" Sailer</b> Mayor	<b>Bruce G. Roberts</b> Vice Mayor, District I	<b>Dean J. Trantalis</b> Commissioner, District II	<b>Bobby S. DuBose</b> Commissioner, District III	<b>Romney Rogers</b> Commissioner, District IV	<b>Lee R. Feldman, ICMA-CM</b> City Manager
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See Page 2, "Construction Sign Request Form", for information on the sign for this Project.

**END OF SECTION**

## Department of Sustainable Development Cooling System Replacement

## PROJECT 12267

**SECTION 016000  
PRODUCT REQUIREMENTS****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. This Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.
- B. Related Sections include the following:
1. Division 01 Section "References" for applicable industry standards for products specified.
  2. Division 01 Section "Closeout Procedures" for submitting warranties for Contract closeout.
  3. Divisions 02 through 48 Sections for specific requirements for warranties on products and installations specified to be warranted.

**1.3 DEFINITIONS**

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
  2. New Products: Items that have not previously been incorporated into another project or facility, except that products consisting of recycled-content materials are allowed, unless explicitly stated otherwise. Products salvaged or recycled from other projects are not considered new products.
  3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor. Contractor to use the specific product specified unless permission has been given to the contractor for substitution of comparable product, by the Architect.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****1.4 SUBMITTALS**

- A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
  2. Form: Tabulate information for each product under the following column headings:
    - a. Specification Section number and title.
    - b. Generic name used in the Contract Documents.
    - c. Proprietary name, model number, and similar designations.
    - d. Manufacturer's name and address.
    - e. Supplier's name and address.
    - f. Installer's name and address.
    - g. Projected delivery date or time span of delivery period.
    - h. Identification of items that require early submittal approval for scheduled delivery date.
  3. Completed List: Within 60 days after date of Notice to Proceed, submit 3 copies of completed product list. Include a written explanation for omissions of data and for variations from Contract requirements.
  4. Architect's Action: Architect will respond in writing to Contractor within 15 days of receipt of completed product list. Architect's response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Architect's response, or lack of response, does not constitute a waiver of requirement to comply with the Contract Documents.
- B. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
1. To be considered part of the original bid, all such requests must be submitted to the Architect (10) ten calendar days prior to the bid-opening day. Unless the City has specifically approved a proposed substitution in writing, it will not be considered, under any circumstances, a part of the bid proposal.
  2. Documentation: All approvals of substitution shall be accomplished before the completion of the bidding process. Show compliance with requirements for substitutions and the following, as applicable:
    - a. Statement indicating why specified material or product cannot be provided.
    - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by City and separate contractors that will be necessary to accommodate proposed substitution.
    - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
    - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
    - e. Samples, where applicable or requested.
    - f. List of similar installations for completed projects with project names and

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- addresses and names and addresses of architects and cities.
  - g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
  - h. Research/evaluation reports evidencing compliance with Florida Building Code from an organization acceptable to Building Official.
  - i. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
  - j. Cost information, including a proposal of change, if any, in the Contract Sum.
  - k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
  - l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within 7 days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
- a. Form of Acceptance: Change Order or Change Directive.
  - b. Use product specified if Architect cannot make a decision on use of a proposed substitution within time allocated.
- C. Comparable Product Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
1. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
- a. Form of Approval: As specified in Division 01 Section "Submittal Procedures."
  - b. Use product specified if Architect cannot make a decision on use of a comparable product request within time allocated.
- D. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 01 Section "Submittal Procedures." Show compliance with requirements.

**1.5 QUALITY ASSURANCE**

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.

**1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING**

- A. Deliver, store, and handle products using means and methods that will prevent damage,

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deterioration, and loss, including theft. Comply with manufacturer's written instructions.

**B. Delivery and Handling:**

1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.

**C. Storage:**

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Store cementitious products and materials on elevated platforms.
5. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
7. Protect stored products from damage and liquids from freezing.

**1.7 PRODUCT WARRANTIES****A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.**

1. **Manufacturer's Warranty:** Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to City.
2. **Special Warranty:** Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for City.

**B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.**

1. **Manufacturer's Standard Form:** Modified to include Project-specific information and properly executed.
2. **Specified Form:** When specified forms are included with the Specifications, prepare a written document using appropriate form properly executed.
3. Refer to Divisions 02 through 48 Sections for specific content requirements and particular requirements for submitting special warranties.

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- C. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

**PART 2 - PRODUCTS****2.1 PRODUCT SELECTION PROCEDURES**

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, that are new at time of installation.
1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
  3. City reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
  4. Where products are accompanied by the term "as selected," Architect will make selection.
  5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
  6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
- B. Product Selection Procedures:
1. Product: Where Specifications name a single product and manufacturer, provide the named product that complies with requirements.
  2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements.
  3. Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
  4. Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
  5. Available Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
  6. Available Manufacturers: Where Specifications include a list of manufacturers, provide a product by one of the manufacturers listed, or an unnamed manufacturer, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
  7. Product Options: Where Specifications indicate that sizes, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide the specified product or system. Comply with provisions in Part 2 "Product Substitutions" Article for consideration of an unnamed product or system.
  8. Basis-of-Design Product: Where Specifications name a product and include a list of manufacturers, provide the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product by the other named manufacturers.

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9. Visual Matching Specification: Where Specifications require matching an established Sample, select a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
  - a. If no product available within specified category matches and complies with other specified requirements, comply with provisions in Part 2 "Product Substitutions" Article for proposal of product.
10. Visual Selection Specification: Where Specifications include the phrase "as selected from manufacturer's colors, patterns, textures" or a similar phrase, select a product that complies with other specified requirements.
  - a. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that does not include premium items.
  - b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

**2.2 PRODUCT SUBSTITUTIONS**

- A. Timing: Architect will consider requests for substitution if received within 60 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect. Specific product as called out in the drawings or specifications shall be used and other products as mentioned may be considered for approval by Architect.
- B. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
  1. Requested substitution offers City a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities City must assume. City's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by City, and similar considerations.
  2. Requested substitution does not require extensive revisions to the Contract Documents.
  3. Requested substitution is consistent with the Contract Documents and will produce indicated results.
  4. Substitution request is fully documented and properly submitted.
  5. Requested substitution will not adversely affect Contractor's Construction Schedule.
  6. Requested substitution has received necessary approvals of authorities having jurisdiction.
  7. Requested substitution is compatible with other portions of the Work.
  8. Requested substitution has been coordinated with other portions of the Work.
  9. Requested substitution provides specified warranty.
  10. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****2.3 COMPARABLE PRODUCTS**

- A. Conditions: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require extensive revisions to the Contract Documents that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
  2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
  3. Evidence that proposed product provides specified warranty.
  4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and cities, if requested.
  5. Samples, if requested.

**PART 3 - EXECUTION (Not Used)****END OF SECTION 016000**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 017700  
CLOSEOUT PROCEDURES****PART 1 - GENERAL****1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:

1. Inspection procedures.
2. Warranties.
3. Final cleaning.

- B. Related Sections include the following:

1. Division 01 Section "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
2. Division 01 Section "Photographic Documentation" for submitting Final Completion construction photographs and negatives.
3. Division 01 Section "Execution Requirements" for progress cleaning of Project site.
4. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
5. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
6. Divisions 02 through 48 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

**1.3 SUBSTANTIAL COMPLETION**

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.

1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
2. Submit list of all subcontractors including names, addresses (with zip code) and telephone numbers and dollar amount of work performed.
3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
4. Obtain and submit releases permitting City unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
5. Prepare and submit Project Record Documents, operation and maintenance manuals, Final Completion construction photographs, damage or settlement surveys, property surveys, and similar final record information.
6. Deliver tools, spare parts, extra materials, and similar items to location designated by City. Label with manufacturer's name and model number where applicable.

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7. Make final changeover of permanent locks and deliver keys to City. Advise City's personnel of changeover in security provisions.
  8. Complete startup testing of systems.
  9. Submit test/adjust/balance records.
  10. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  11. Complete final cleaning requirements, including touchup painting.
  12. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
  2. Results of completed inspection will form the basis of requirements for Final Completion.

**1.4 FINAL COMPLETION**

- A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:
1. Submit a final Application for Payment according to Division 01 Section "Payment Procedures."
  2. Submit final releases of lien from all subcontractors and suppliers
  3. Submit pest-control final inspection report and warranty.
  4. Instruct City's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
  5. No later than 30 days after completion of the job, the contractor shall provide IA/SMD with all blueprints of the space and all associated areas (i.e. roof, garage) on AutoCAD and a hard copy of the floor plan.
  6. The security system shall be included in the blueprints after the initial floor design. The security system shall be on a separate layer. It shall not be included on the same layer of the electrical system. The security system shall be treated as sensitive information and shall not be given to any contractor who does not have a need to know. A hardcopy of as-built of the Security System along with the AutoCAD copy shall be provided to SMD no later than 30 days after the completion of the job. (This shall include any changes made during the construction phase). Security plan shall include furniture layout.
  7. The CBP/Security Management Division requires one business week after the space has been totally built out (including carpet, painting, electrical, plumbing, HVAC, communication cable, and video cable, except for the installation of the ceiling tile) to complete our security and communication inspections once these inspections are completed. After that, a final walk through shall take place by the SMD and GSA to prepare a punch list to present to the contractor/lessor. No security project shall be considered substantially complete without a final walk through.
- B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled

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requirements. Final payment will only be made after ALL unconditional release of liens from all subcontractors and suppliers are received by the City.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

**1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)**

- A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
  1. Organize list of spaces in sequential order, starting with exterior areas first.
  2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
  3. Include the following information at the top of each page:
    - a. Project number.
    - b. Project name
    - c. Date.
    - d. Name of Contractor.
    - e. Page number.

**1.6 WARRANTIES**

- A. Submittal Time: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Partial Occupancy: Submit properly executed warranties within [15] days of completion of designated portions of the Work that are completed and occupied or used by City during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
  1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (215-by-280-mm) paper.
  2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
  3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.
- E. Submit Certificate of Occupancy to the Architect.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****PART 2 - PRODUCTS****2.1 MATERIALS**

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

**PART 3 - EXECUTION****3.1 FINAL CLEANING**

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
    - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
    - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
    - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
    - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
    - e. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    - f. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    - g. Sweep concrete floors broom clean in unoccupied spaces.
    - h. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
    - i. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
    - j. Remove labels that are not permanent.
    - k. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
      - 1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.

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- l. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
  - m. Replace parts subject to unusual operating conditions.
  - n. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
  - o. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
  - p. Clean ducts, blowers, and coils if units were operated without filters during construction.
  - q. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.
  - r. Leave Project clean and ready for occupancy.
- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and rid Project of rodents, insects, and other pests. Prepare a report.
- D. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on City's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

**END OF SECTION 017700**

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 017823  
OPERATION AND MAINTENANCE DATA****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. This Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
1. Operation and maintenance documentation directory.
  2. Emergency manuals.
  3. Operation manuals for systems, subsystems, and equipment.
  4. Maintenance manuals for the care and maintenance of systems and equipment.
- B. Related Sections include the following:
1. Division 01 Section "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
  2. Division 01 Section "Closeout Procedures" for submitting operation and maintenance manuals.
  3. Division 01 Section "Project Record Documents" for preparing Record Drawings for operation and maintenance manuals.
  4. Divisions 02 through 16 Sections for specific operation and maintenance manual requirements for the Work in those Sections.

**1.3 DEFINITIONS**

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

**1.4 SUBMITTALS**

- A. Initial Submittal: Submit 2 draft copies of each manual at least 15 days before requesting inspection for Substantial Completion. Include a complete operation and maintenance directory. Architect will return one copy of draft and mark whether general scope and content of manual are acceptable.
- B. Final Submittal: Submit one copy of each manual in final form at least 15 days before final inspection. Architect will return copy with comments within 15 days after final inspection.
1. Correct or modify each manual to comply with Architect's comments. Submit 3 copies of each corrected manual within 15 days of receipt of Architect's comments.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****1.5 COORDINATION**

- A. Where operation and maintenance documentation includes information on installations by more than one factory-authorized service representative, assemble and coordinate information furnished by representatives and prepare manuals.

**PART 2 - PRODUCTS****2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY**

- A. Organization: Include a section in the directory for each of the following:
1. List of documents.
  2. List of systems.
  3. List of equipment.
  4. Table of contents.
- B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
- C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
- D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

**2.2 MANUALS, GENERAL**

- A. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
1. Title page.
  2. Table of contents.
  3. Manual contents.
- B. Title Page: Enclose title page in transparent plastic sleeve. Include the following information:
1. Subject matter included in manual.
  2. Name and address of Project.
  3. Date of submittal.
  4. Name, address, and telephone number of Contractor.
  5. Cross-reference to related systems in other operation and maintenance manuals.
- C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number

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in Project Manual.

1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
1. Binders: Heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
    - a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
    - b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents. Indicate volume number for multiple-volume sets.
  2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
  3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software diskettes for computerized electronic equipment.
  4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
  5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
    - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
    - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

**2.3 EMERGENCY MANUALS**

- A. Content: Organize manual into a separate section for each of the following:
1. Type of emergency.
  2. Emergency instructions.
  3. Emergency procedures.
- B. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:

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1. Fire.
  2. Flood.
  3. Gas leak.
  4. Water leak.
  5. Power failure.
  6. Water outage.
  7. System, subsystem, or equipment failure.
  8. Chemical release or spill.
- C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of City's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.
- D. Emergency Procedures: Include the following, as applicable:
1. Instructions on stopping.
  2. Shutdown instructions for each type of emergency.
  3. Operating instructions for conditions outside normal operating limits.
  4. Required sequences for electric or electronic systems.
  5. Special operating instructions and procedures.

**2.4 OPERATION MANUALS**

- A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
1. System, subsystem, and equipment descriptions.
  2. Performance and design criteria if Contractor is delegated design responsibility.
  3. Operating standards.
  4. Operating procedures.
  5. Operating logs.
  6. Wiring diagrams.
  7. Control diagrams.
  8. Piped system diagrams.
  9. Precautions against improper use.
  10. License requirements including inspection and renewal dates.
- B. Descriptions: Include the following:
1. Product name and model number.
  2. Manufacturer's name.
  3. Equipment identification with serial number of each component.
  4. Equipment function.
  5. Operating characteristics.
  6. Limiting conditions.
  7. Performance curves.
  8. Engineering data and tests.
  9. Complete nomenclature and number of replacement parts.
- C. Operating Procedures: Include the following, as applicable:
1. Startup procedures.
  2. Equipment or system break-in procedures.

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3. Routine and normal operating instructions.
  4. Regulation and control procedures.
  5. Instructions on stopping.
  6. Normal shutdown instructions.
  7. Seasonal and weekend operating instructions.
  8. Required sequences for electric or electronic systems.
  9. Special operating instructions and procedures.
- D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

**2.5 PRODUCT MAINTENANCE MANUAL**

- A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Product Information: Include the following, as applicable:
1. Product name and model number.
  2. Manufacturer's name.
  3. Color, pattern, and texture.
  4. Material and chemical composition.
  5. Reordering information for specially manufactured products.
- D. Maintenance Procedures: Include manufacturer's written recommendations and the following:
1. Inspection procedures.
  2. Types of cleaning agents to be used and methods of cleaning.
  3. List of cleaning agents and methods of cleaning detrimental to product.
  4. Schedule for routine cleaning and maintenance.
  5. Repair instructions.
- E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
1. Include procedures to follow and required notifications for warranty claims.

**2.6 SYSTEMS AND EQUIPMENT MAINTENANCE MANUAL**

- A. Content: For each system, subsystem, and piece of equipment not part of a system, include

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source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.

- B. **Source Information:** List each system, subsystem, and piece of equipment included in manual identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. **Manufacturers' Maintenance Documentation:** Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:
  - 1. Standard printed maintenance instructions and bulletins.
  - 2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
  - 3. Identification and nomenclature of parts and components.
  - 4. List of items recommended to be stocked as spare parts.
- D. **Maintenance Procedures:** Include the following information and items that detail essential maintenance procedures:
  - 1. Test and inspection instructions.
  - 2. Troubleshooting guide.
  - 3. Precautions against improper maintenance.
  - 4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - 5. Aligning, adjusting, and checking instructions.
  - 6. Demonstration and training videotape, if available.
- E. **Maintenance and Service Schedules:** Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
  - 1. **Scheduled Maintenance and Service:** Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
  - 2. **Maintenance and Service Record:** Include manufacturers' forms for recording maintenance.
- F. **Spare Parts List and Source Information:** Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- G. **Maintenance Service Contracts:** Include copies of maintenance agreements with name and telephone number of service agent.
- H. **Warranties and Bonds:** Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
  - 1. Include procedures to follow and required notifications for warranty claims.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****PART 3 - EXECUTION****3.1 MANUAL PREPARATION**

- A. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by City's operating personnel for types of emergencies indicated.
- B. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- C. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.
  - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
  - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by City's operating personnel.
- D. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
  - 1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
- E. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in Record Drawings to ensure correct illustration of completed installation.
  - 1. Do not use original Project Record Documents as part of operation and maintenance manuals.
  - 2. Comply with requirements of newly prepared Record Drawings in Division 01 Section "Project Record Documents."
- F. Comply with Division 01 Section "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

**END OF SECTION 017823**



**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****SECTION 017839  
PROJECT RECORD DOCUMENTS****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. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
  - 1. Record Drawings.
  - 2. Record Specifications.
  - 3. Record Product Data.
- B. Related Sections include the following:
  - 1. Division 01 Section "Closeout Procedures" for general closeout procedures.
  - 2. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 3. Divisions 02 through 48 Sections for specific requirements for Project Record Documents of the Work in those Sections.

**1.3 SUBMITTALS**

- A. Record Drawings: Comply with the following:
  - 1. No later than 30 days after completion of the job, the Contractor shall provide City/IA/SMD with record prints of the Contract Drawings as well as Auto CAD files. A hard-copy of the security system as-built, as well as the Auto CAD files, shall also be provided to the City/IA/SMD no later than 30-days after completion of the job.
- B. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one copy of each Product Data submittal.
  - 1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in manual instead of submittal as Record Product Data.

**PART 2 - PRODUCTS****2.1 RECORD DRAWINGS**

- A. Record Prints: Maintain one set of black-line white prints of the Contract Drawings and Shop Drawings.

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1. Preparation: Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Accurately record information in an understandable drawing technique.
    - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
      - 1) Document with photographs.
  2. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Depths of foundations below first floor.
    - d. Locations and depths of underground utilities.
    - e. Revisions to routing of piping and conduits.
    - f. Revisions to electrical circuitry.
    - g. Actual equipment locations.
    - h. Duct size and routing.
    - i. Locations of concealed internal utilities.
    - j. Changes made by Change Order or Work Change Directive.
    - k. Changes made following Architect's written orders.
    - l. Details not on the original Contract Drawings.
    - m. Field records for variable and concealed conditions.
    - n. Record information on the Work that is shown only schematically.
  3. Mark the Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. If Shop Drawings are marked, show cross-reference on the Contract Drawings.
  4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  5. Mark important additional information that was either shown schematically or omitted from original Drawings.
  6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
  7. Immediately before inspection for Certificate of Substantial Completion, review marked-up Record Prints with Architect. Make corrections where required.
- B. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize Record Prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  2. Identification: As follows:
    - a. Project number.
    - b. Project name.
    - c. Date.
    - d. Designation "PROJECT RECORD DRAWINGS."
    - e. Name of Contractor.

**Department of Sustainable Development Cooling System Replacement****PROJECT 12267****2.2 RECORD SPECIFICATIONS**

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
  4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
  5. Note related Change Orders, Record Product Data, and Record Drawings where applicable.

**2.3 RECORD PRODUCT DATA**

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
  3. Note related Change Orders, Record Specifications, and Record Drawings where applicable.

**2.4 MISCELLANEOUS RECORD SUBMITTALS**

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

**PART 3 - EXECUTION****3.1 RECORDING AND MAINTENANCE**

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architect's reference during normal working hours.
- C. Record Documents of water, sewer and drainage must be provided for the General Contractor by a Professional Land Surveyor and must be satisfactory for approval by the Broward County Health Department and the Broward County Department of Planning and Environmental Protection.

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- D. Final pay request will not be processed until Record Documents have been completed and submitted to the City.

**END OF SECTION 017839**

## Department of Sustainable Development Cooling System Replacement

## PROJECT 12267

**SECTION 017900  
DEMONSTRATION AND TRAINING****PART 1 - GENERAL****1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes administrative and procedural requirements for instructing City's personnel, including the following:
  - 1. Demonstration of operation of systems, subsystems, and equipment.
  - 2. Training in operation and maintenance of systems, subsystems, and equipment.
  - 3. Demonstration and training video recordings.
- B. Related Requirements:
  - 1. Divisions 02 through 33 Sections for specific requirements for demonstration and training for products in those Sections.
- C. Allowances: Furnish demonstration and training instruction time under the Demonstration and Training Allowance as specified in Division 01 Section "Allowances."
- D. Unit Price for Instruction Time: Length of instruction time will be measured by actual time spent performing demonstration and training in required location. No payment will be made for time spent assembling educational materials, setting up, or cleaning up. See requirements in Division 01 Section "Unit Prices."

**1.3 INFORMATIONAL SUBMITTALS**

- A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
  - 1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.
- B. Qualification Data: For facilitator, instructor, and videographer.
- C. Attendance Record: For each training module, submit list of participants and length of instruction time.

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- D. Evaluations: For each participant and for each training module, submit results and documentation of performance-based test.

**1.4 CLOSEOUT SUBMITTALS**

- A. Demonstration and Training Video Recordings: Submit two copies within 5 days of end of each training module.
1. Identification: On each copy, provide an applied label with the following information:
    - a. Name of Project.
    - b. Name and address of videographer.
    - c. Name of Architect.
    - d. Name of Construction Manager.
    - e. Name of Contractor.
    - f. Date of video recording.
  2. Transcript: Prepared and bound in format matching operation and maintenance manuals. Mark appropriate identification on front and spine of each binder. Include a cover sheet with same label information as the corresponding video recording. Include name of Project and date of video recording on each page.
  3. Transcript: Prepared in PDF electronic format. Include a cover sheet with same label information as the corresponding video recording and a table of contents with links to corresponding training components. Include name of Project and date of video recording on each page.
  4. At completion of training, submit complete training manual(s) for City's use prepared and bound in format matching operation and maintenance manuals and in PDF electronic file format on compact disc.

**1.5 QUALITY ASSURANCE**

- A. Facilitator Qualifications: A firm or individual experienced in training or educating maintenance personnel in a training program similar in content and extent to that indicated for this Project, and whose work has resulted in training or education with a record of successful learning performance.
- B. Instructor Qualifications: A factory-authorized service representative, complying with requirements in Division 01 Section "Quality Requirements," experienced in operation and maintenance procedures and training.
- C. Videographer Qualifications: A professional videographer who is experienced photographing demonstration and training events similar to those required.
- D. Preinstruction Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to demonstration and training including, but not limited to, the following:

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1. Inspect and discuss locations and other facilities required for instruction.
2. Review and finalize instruction schedule and verify availability of educational materials, instructors' personnel, audiovisual equipment, and facilities needed to avoid delays.
3. Review required content of instruction.
4. For instruction that must occur outside, review weather and forecasted weather conditions and procedures to follow if conditions are unfavorable.

**1.6 COORDINATION**

- A. Coordinate instruction schedule with City's operations. Adjust schedule as required to minimize disrupting City's operations and to ensure availability of City's personnel.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.
- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.

**PART 2 - PRODUCTS****2.1 INSTRUCTION PROGRAM**

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
  1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
    - a. System, subsystem, and equipment descriptions.
    - b. Performance and design criteria if Contractor is delegated design responsibility.
    - c. Operating standards.
    - d. Regulatory requirements.
    - e. Equipment function.
    - f. Operating characteristics.
    - g. Limiting conditions.
    - h. Performance curves.
  2. Documentation: Review the following items in detail:

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- a. Emergency manuals.
  - b. Operations manuals.
  - c. Maintenance manuals.
  - d. Project record documents.
  - e. Identification systems.
  - f. Warranties and bonds.
  - g. Maintenance service agreements and similar continuing commitments.
3. Emergencies: Include the following, as applicable:
  - a. Instructions on meaning of warnings, trouble indications, and error messages.
  - b. Instructions on stopping.
  - c. Shutdown instructions for each type of emergency.
  - d. Operating instructions for conditions outside of normal operating limits.
  - e. Sequences for electric or electronic systems.
  - f. Special operating instructions and procedures.
4. Operations: Include the following, as applicable:
  - a. Startup procedures.
  - b. Equipment or system break-in procedures.
  - c. Routine and normal operating instructions.
  - d. Regulation and control procedures.
  - e. Control sequences.
  - f. Safety procedures.
  - g. Instructions on stopping.
  - h. Normal shutdown instructions.
  - i. Operating procedures for emergencies.
  - j. Operating procedures for system, subsystem, or equipment failure.
  - k. Seasonal and weekend operating instructions.
  - l. Required sequences for electric or electronic systems.
  - m. Special operating instructions and procedures.
5. Adjustments: Include the following:
  - a. Alignments.
  - b. Checking adjustments.
  - c. Noise and vibration adjustments.
  - d. Economy and efficiency adjustments.
6. Troubleshooting: Include the following:
  - a. Diagnostic instructions.
  - b. Test and inspection procedures.
7. Maintenance: Include the following:
  - a. Inspection procedures.
  - b. Types of cleaning agents to be used and methods of cleaning.
  - c. List of cleaning agents and methods of cleaning detrimental to product.



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- d. Procedures for routine cleaning
  - e. Procedures for preventive maintenance.
  - f. Procedures for routine maintenance.
  - g. Instruction on use of special tools.
- 8. Repairs: Include the following:
  - a. Diagnosis instructions.
  - b. Repair instructions.
  - c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - d. Instructions for identifying parts and components.
  - e. Review of spare parts needed for operation and maintenance.

**PART 3 - EXECUTION****3.1 PREPARATION**

- A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Division 01 Section "Operations and Maintenance Data."
- B. Set up instructional equipment at instruction location.

**3.2 INSTRUCTION**

- A. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and City for number of participants, instruction times, and location.
- B. Engage qualified instructors to instruct City's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
  - 1. Architect will furnish an instructor to describe basis of system design, operational requirements, criteria, and regulatory requirements.
  - 2. City will furnish an instructor to describe City's operational philosophy.
  - 3. City will furnish Contractor with names and positions of participants.
- C. Scheduling: Provide instruction at mutually agreed on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.
  - 1. Schedule training with City, through Architect and, through Construction Manager, with at least seven days' advance notice.
- D. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.

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- E. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of an oral and a written performance-based test.
- F. Cleanup: Collect used and leftover educational materials and give to City. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

**3.3 DEMONSTRATION AND TRAINING VIDEO RECORDINGS**

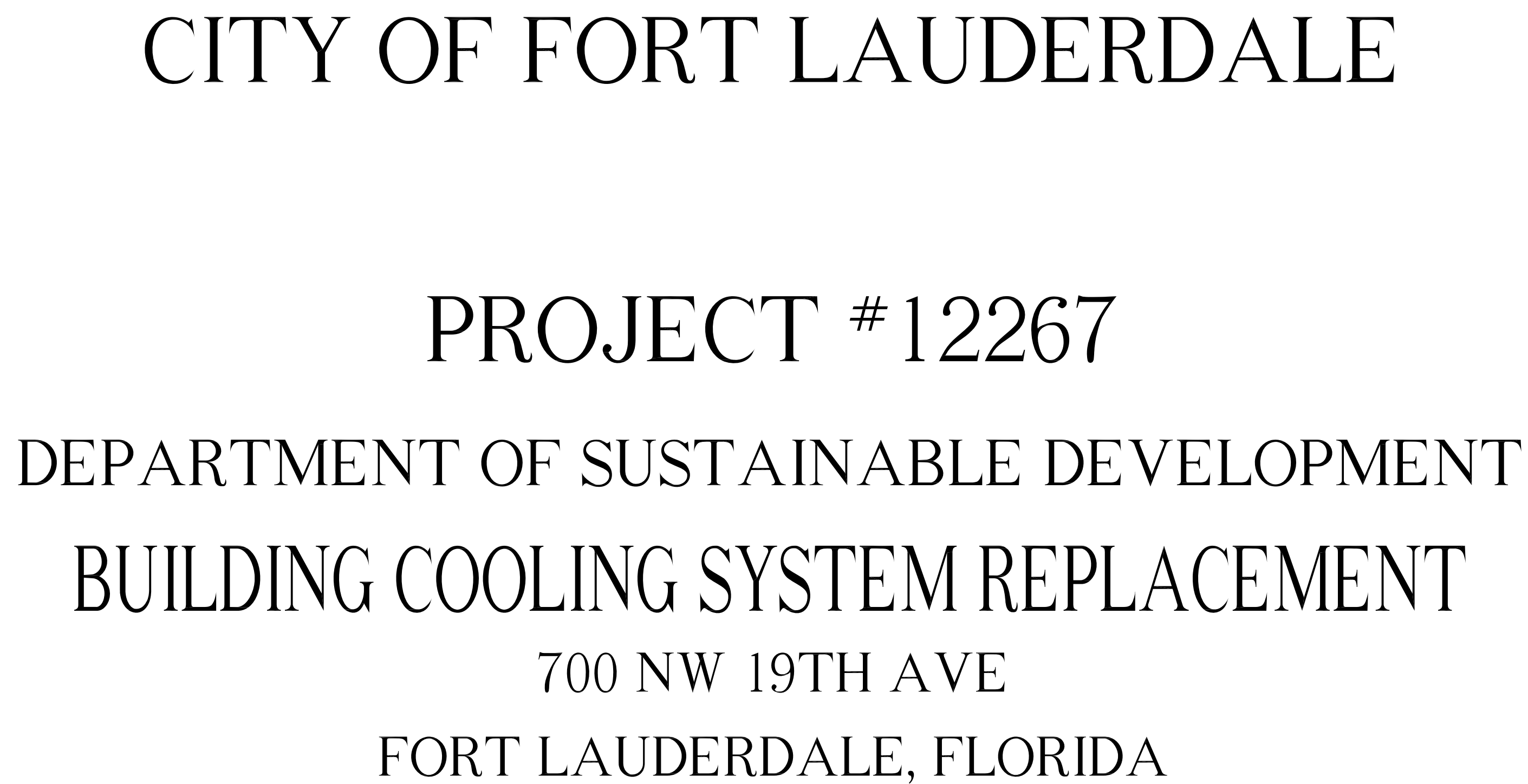
- A. General: Engage a qualified commercial videographer to record demonstration and training video recordings. Record each training module separately. Include classroom instructions and demonstrations, board diagrams, and other visual aids, but not student practice.
  - 1. At beginning of each training module, record each chart containing learning objective and lesson outline.
- B. Video: Provide minimum 640 x 480 video resolution converted to format file type acceptable to City, on electronic media.
  - 1. Electronic Media: Read-only format compact disc acceptable to **City**, with commercial-grade graphic label.
  - 2. File Hierarchy: Organize folder structure and file locations according to project manual table of contents. Provide complete screen-based menu.
  - 3. File Names: Utilize file names based upon name of equipment generally described in video segment, as identified in Project specifications.
  - 4. Contractor and Installer Contact File: Using appropriate software, create a file for inclusion on the Equipment Demonstration and Training DVD that describes the following for each Contractor involved on the Project, arranged according to Project table of contents:
    - a. Name of Contractor/Installer.
    - b. Business address.
    - c. Business phone number.
    - d. Point of contact.
    - e. E-mail address.
- C. Recording: Mount camera on tripod before starting recording, unless otherwise necessary to adequately cover area of demonstration and training. Display continuous running time.
  - 1. Film training session(s) in segments not to exceed 15 minutes.
    - a. Produce segments to present a single significant piece of equipment per segment.
    - b. Organize segments with multiple pieces of equipment to follow order of Project Manual table of contents.
    - c. Where a training session on a particular piece of equipment exceeds 15 minutes, stop filming and pause training session. Begin training session again upon commencement of new filming segment.

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- D. Light Levels: Verify light levels are adequate to properly light equipment. Verify equipment markings are clearly visible prior to recording.
  - 1. Furnish additional portable lighting as required.
- E. Narration: Describe scenes on video recording by audio narration by microphone while video recording is recorded. Include description of items being viewed.
- F. Transcript: Provide a transcript of the narration. Display images and running time captured from videotape opposite the corresponding narration segment.
- G. Preproduced Video Recordings: Provide video recordings used as a component of training modules in same format as recordings of live training.

**END OF SECTION 017900**

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THE OBJECTIVES OF THIS PROJECT AS IDENTIFIED ON THE DRAWINGS, INCLUDES:

- BID ALTERNATE 1 - IT ROOM A/C REPLACEMENT  
BID ALTERNATE 2 - CLEANING OF EXISTING DUCTWORK  
BID ALTERNATE 3 - ROOF REPAIR AND COATING SYSTEM

ALL WORK AND MATERIALS SHALL BE IN COMPLIANCE WITH ALL GOVERNING CODES AND STANDARDS. THIS SHALL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING.

- A. NFPA 70 NATIONAL ELECTRICAL CODE (2011 EDITION)
- B. FLORIDA BUILDING CODE (2014 FIFTH EDITION)
- C. LOCAL REQUIREMENTS OF THE AUTHORITY HAVING JURISDICTION

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NOT TO SCALE

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FORT LAUDERDALE CITY COMMISSION

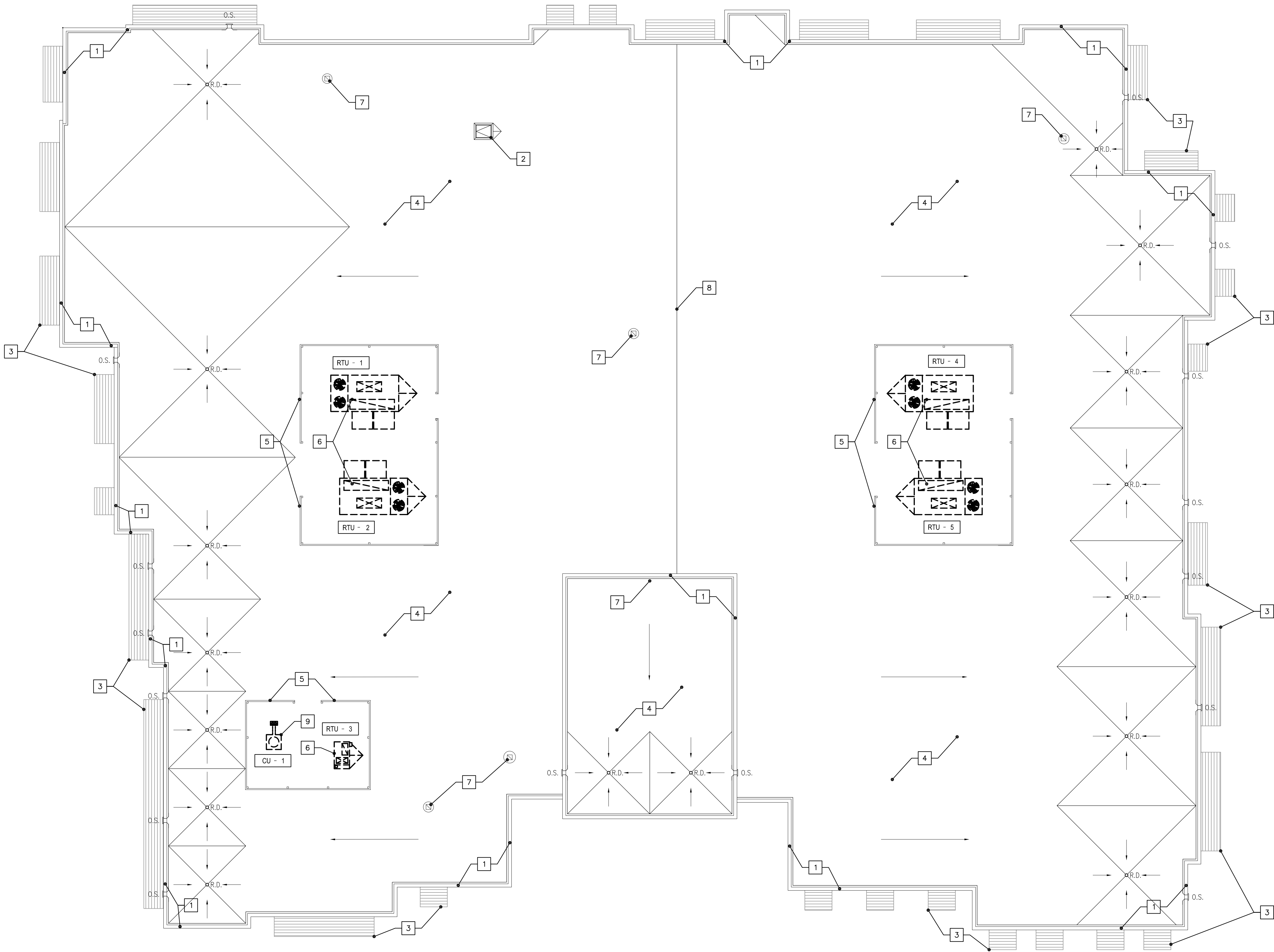
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DRAWING FILE No.: 4-140-55

## PERMIT SET



FILE: G:\002-CIVIC-GOVERNMENT STUDIO\17042 CITY OF FTL DSD ROOFTOP REPLACEMENT\3-PRODUCTION\3.1-DRAWINGS\01-CAD\02-DEMOLITION ROOF PLANDING  
PRINTED: 07/07/2017



DEMOLITION GENERAL NOTES

- A. GENERAL AND ALL SUB-CONTRACTORS, SHALL VISIT THE SITE AND PRECISELY EXAMINE THE EXISTING STRUCTURE, SURFACES, CONDITIONS AND EXTENT OF WORK INVOLVED. AFTER EXAMINATION A DEMOLITION SCHEDULE SHALL BE PREPARED AND SUBMITTED IN WRITING TO THE OWNER AND THE ENGINEER FOR THEIR APPROVAL PRIOR TO THE COMMENCEMENT OF ANY WORK.
- B. CONTRACTOR(S) ARE RESPONSIBLE FOR VERIFYING THE EXTENT OF DEMOLITION WORK PRIOR TO BIDDING, AND FOR COORDINATING THE EXTENT OF DEMOLITION WITH THE INSTALLATION OF NEW SYSTEMS AND FINISHES INDICATED IN THE CONTRACT DOCUMENTS.
- C. ALL CONTRACTOR(S) SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND MUNICIPAL ORDINANCES.
- D. EXECUTE ALL DEMOLITION WORK IN AN ORDERLY AND CAREFUL MANNER WITH DUE CONSIDERATION FOR ANY EXISTING STRUCTURE. EXTREME CAUTION SHALL BE EXERCISED TO ENSURE THAT NO DAMAGE OCCURS ABSOLUTELY TO ANY OF THE EXISTING EQUIPMENT, OR EXISTING STRUCTURE TO REMAIN. WORK SHALL BE CONFINED EXCLUSIVELY WITHIN THE BUILDING BOUNDARY IDENTIFIED. DEMOLITION CONTRACTOR SHALL REPLACE OR REPAIR ANY DAMAGE TO ADJOINING SURFACES, FINISHES OR STRUCTURE CAUSED BY CONSTRUCTION OPERATIONS.(ACTIVITY)
- E. ANY EXISTING ACTIVE UTILITY SERVICE LINES, INDICATED OR NOT, SHALL BE PROTECTED FROM DEMOLITION OR DAMAGE. DISCONNECT ANY ELECTRIC, TELEPHONE, GAS, WATER, OR OTHER UTILITY LINES SERVICING THE STRUCTURE ACCORDING TO THE EXISTING RULES & REGULATIONS OF THE AUTHORITIES HAVING JURISDICTION. PRIOR TO DISCONNECTING ANY UTILITY SERVICE LINE, NOTIFY OWNER AND COORDINATE THE TIME WITH THE OWNER'S SCHEDULE.
- F. ALL MATERIAL REMOVED UNDER THIS CONTRACT, WHICH IS NOT TO BE SALVAGED OR REUSED, SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE PROMPTLY REMOVED FROM THE SITE. TO CONVEY MATERIALS, USE MOVABLE, COVERED, DEBRIS BOXES. DO NOT STORE/PERMIT DEBRIS TO ACCUMULATE ON SITE.
- G. ANY MATERIALS SPECIFIED TO BE REUSED BY THE OWNER SHALL BE CAREFULLY REMOVED, PROTECTED & STORED AT THE OWNER'S DIRECTION.
- H. AFTER THE DEMOLITION OF MATERIALS, THE RESULTING EXPOSED SURFACES SHALL BE SMOOTH AND FLUSH WITH THE EXISTING CONDITIONS. PATCH, REPAIR, AND REPLACE SURFACES AND REQUIRED.
- I. UPON COMPLETION OF DEMOLITION WORK, ADJACENT AREAS AND THE PROPERTY SHALL BE LEFT CLEAN AND SATISFACTORY TO THE LOCAL AUTHORITIES, THE OWNER, AND THE ARCHITECT. IN ADDITION TO DAILY CLEANING OF THE SITE.
- J. BUILDING EXIT ACCESS, AND ALL LIFE SAFETY DEVICES SHALL BE MAINTAINED BY THE CONTRACTOR FOR THE AREA DESIGNATED AS OWNER-OCCUPIED DURING THE CONSTRUCTION PERIOD.
- K. REFER TO MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL DEMOLITION NOTES.
- L. METHODS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR WHO SHALL COORDINATE WITH THE OWNER IF ANY ELECTRICAL SERVICE FOUND TO BE IN CONFLICT. GENERAL CONTRACTOR SHALL COORDINATE ELECTRICAL SERVICE SHUT DOWN WITH THE OWNER PRIOR TO DEMOLITION.
- M. DISCONNECT & REMOVE ALL EXISTING EXHAUST AND SUPPLY FANS AND RELATED APPURTENANCES, DISPOSE OF THEIR EXISTING CURBS. COORDINATE WORK WITH OWNER THE REMOVAL OF MECHANICAL EQUIPMENT TO AVOID DISRUPTIONS OF GENERAL BUILDING OPERATIONS. ALL ROOF MOUNT EQUIPMENT SHALL RECEIVE NEW CODE COMPLIANT RAISED CURBS, REFER TO NEW ROOF DWGS. FOR DETAILS.
- N. ALL EXISTING ROOF DRAINS AND OVERFLOW SCUPPERS TO REMAIN.
- O. ALL EXISTING ROOF VENTS TO REMAIN, REMOVE AND DISPOSE EXISTING FLASHING OR BOOT AND PREPARE SURROUNDING SURFACES TO RECEIVE NEW BOOT AND VENT EXTENSION PIPE.
- P. ALL ROOF GEOMETRY SUCH AS SLOPES AND CRICKETS SHALL BE EXACTLY THE SAME AS THE EXISTING ROOF GEOMETRY, REFER TO NEW ROOF DRAWINGS FOR DETAILS.

DEMOLITION LEGEND

- DENOTES ITEMS TO BE DEMOLISHED AND REMOVED.
- R.D. EXISTING ROOF DRAIN TO REMAIN
- O.S. EXISTING OVERFLOW SCUPPER TO REMAIN
- DIRECTION OF EXISTING ROOF SLOPE OR CRICKETS TO REMAIN

DEMOLITION KEYNOTES

- 1 EXISTING ROOF PARAPET TO REMAIN
- 2 EXISTING ROOF ACCESS HATCH TO REMAIN
- 3 EXISTING ALUMINUM SHADING DEVICE BELOW TO REMAIN
- 4 EXISTING FOUR PLY MINERAL SURFACED FIBERGLASS BUILT-UP ROOFING OVER LIGHTWEIGHT CONCRETE OVER RIGID INSULATION OVER SLURRY CONCRETE COAT ABOVE METAL DECK TO REMAIN.
- 5 EXISTING METAL SCREEN ENCLOSURE TO REMAIN
- 6 MECHANICAL EQUIPMENT TO BE REMOVED, REFER TO MECHANICAL DRAWINGS FOR DETAILS
- 7 MECHANICAL EQUIPMENT TO REMAIN
- 8 EXISTING ROOF HIGH POINT TO REMAIN
- 9 MECHANICAL EQUIPMENT FOR IT ROOM TO BE REMOVED AND PRICED PER ALTERNATE 1.

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PERMIT SET

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
DEMOLITION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

ARCHITECT:  
ROBERT M. CASATROVINCI  
REG. NO. AR-97112  
DATE: 07/06/17

DRAWN BY: 07/06/17  
H.C.  
DESIGNED BY: SCALE: AS SHOWN  
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CITY OF FORT LAUDERDALE  
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REVISITONS		NO.	DATE	BY	CH'D	DESCRIPTION

SHEET NO.	OF
D-01	3
TOTAL:	23
CAD FILE:	D2-DEMOLITION ROOF PLAN
DRAWING FILE NO.	4-140-55

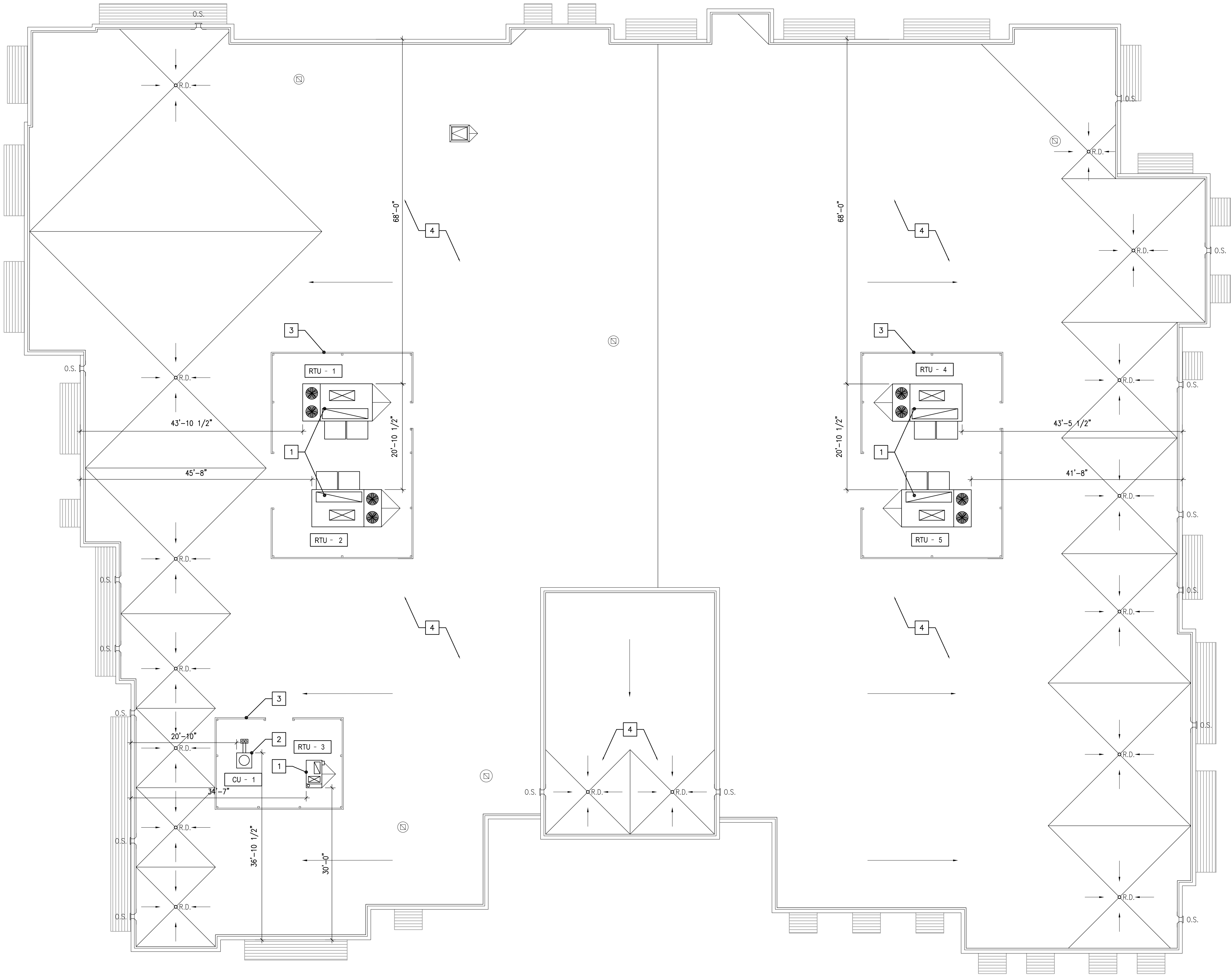
DEMOLITION ROOF PLAN

01

3/32" = 1'-0"

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NEW WORK GENERAL NOTES

- A. ALL NEW ROOF MOUNTED HVAC EQUIPMENT (INCLUDING RTU UNITS, EXHAUST FANS AND SUPPLY FANS) SHALL HAVE NEW CURBS IN COMPLIANCE WITH CURRENT CODE REQUIREMENTS. REFER TO SHEET S-01 FOR FASTENING DETAILS.
- B. ALL NEW METAL FLASHING, FASTENERS AND NEW ROOF ACCESSORIES SHALL BE 316 MARINE GRADE STAINLESS STEEL ONLY.
- C. WOOD PRODUCTS NOT ACCEPTABLE ON ANY NEW WORK. UTILIZE HDPE ANYWHERE WOOD PRODUCTS ARE NEEDED.

ROOF PLAN KEYNOTES

- 1 NEW MECHANICAL EQUIPMENT TO BE INSTALLED. REFER TO MECHANICAL DRAWINGS FOR DETAILS.
- 2 IT ROOM MECHANICAL EQUIPMENT TO BE PRICED AS BID ALTERNATE 1. REFER TO MECHANICAL DRAWINGS FOR DETAILS.
- 3 EXISTING SCREENS TO REMAIN. REPAINT TO MATCH EXISTING.
- 4 CLEAN ROOF DRAINS AND COAT THE ROOF WITH RUBBERIZED ELASTOMERIC COATING FORM-FLEX 6000 OR SIMILAR OVER EXISTING ROOF. ROOF COATING TO BE PRICED AS ALTERNATE 2; AND TO INCLUDE PREPARATION OF SURFACE, CLEANING, SANDING AND PRIMING TO BE INSTALLED PER MANUFACTURER INSTRUCTIONS. REPAIR ANY ROOF BUSTERS AS NEEDED PRIOR TO APPLICATION.

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ROOF PLAN 01  
3/32" = 1'-0"

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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
A-01	3
TOTAL:	23
CAD FILE:	A4-ROOF PLAN
DRAWING FILE NO.	4-140-55

REVISIONS		NO.	DATE	BY	CHK'D	DESCRIPTION

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FILE: C:\002-QWC-GWC-Government Studio\17042 CITY OF FTL DSD ROOFTOP REPLACEMENT\3-1-PRODUCTIONS\01-CAD\44-ROOF PLAN DETAILS.DWG  
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NOTE:  
1- IF NEW HVAC EQUIPMENT IS TO BE SET ON A PREFABRICATED CURB PLEASE USE TORCH APPLIED SOLUTION = DYNAWELD BASE AND CAP (APPLICABLE DETAILS 01/A-02 AND 02/A-02).  
2- IF NEW HVAC EQUIPMENT IS TO BE SET ON A PREFABRICATED METAL RACK PLEASE USE COLD APPLIED SOLUTION = PERMAFLASH BITUMINOUS FLASHING SYSTEM (APPLICABLE DETAILS 05/A-02 THROUGH 08/A-02).

**PREFABRICATED CURB DETAIL**

**01**

1"=1'-0"

**NOTES:**

1. SBS HEAT WELDED FLASHINGS CAN ONLY BE USED WITH SBS OR BUR SYSTEMS. APP HEAT WELDED FLASHINGS CAN ONLY BE USED WITH APP OR BUR SYSTEMS. (PLEASE REFER TO THE APPROPRIATE TABLE IN THE BITUMINOUS FLASHING SPECIFICATION INDICATING ACCEPTABLE FLASHING PRODUCTS FOR EACH OF THE SBS OR APP HEAT WELDED SYSTEMS.)
2. CURB INSULATION MUST BE MECHANICALLY ATTACHED OR ADHERED SOLIDLY TO METAL CURB.
3. CURB MUST BE SET SO AS TO PROVIDE 8" MIN FLASHING HEIGHT.
4. METAL COUNTERFLASHING IS REQUIRED FOR ALL INSTALLATIONS.
5. HEIGHT OF CURB TO BE ADJUSTED WITH NAILERS. IT IS PREFERRED TO RAISE ROOF HATCH ONTO NAILERS TO EXTEND FLASHING HEIGHT.
6. VERTICAL JOINTS ARE TO BE OVERLAPPED 4" MINIMUM FOR ALL APPLICATIONS. 3 COURSING WITH MBR UTILITY CEMENT AND FABRIC OR 3M MBR FLASHING CEMENT IS REQUIRED ON ALL VERTICAL FLASHING LAPS AND INSIDE/OUTSIDE CORNERS EXTENDING PAST LEADING EDGE OF CANT STRIP.
7. ANY CARPENTRY, METAL WORK, OR MASONRY CONSTRUCTION SHOULD BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH LOCAL CODE REQUIREMENTS AND/OR PROJECT SPECIFICATIONS. THESE COMPONENTS SHOULD BE REVIEWED AND APPROVED BY A LICENSED DESIGN PROFESSIONAL.
8. PLEASE SEE BITUMINOUS FLASHING SPECIFICATIONS FOR A FULL DESCRIPTION OF INSTALLATION INSTRUCTIONS AND REQUIREMENTS WHICH ARE CONSIDERED A PART OF THIS DETAIL.
9. CAUTION: IMPROPER USE OF THESE MATERIALS AND APPLICATION EQUIPMENT CAN RESULT IN SEVERE BURNS, AND/OR DAMAGE TO PROPERTY. THE MECHANIC MUST INSTALL THESE MATERIALS USING THE TECHNIQUES RECOMMENDED BY JM AND THOSE FOUND IN THE CERTIFIED ROOFING TORCH APPLICATOR (CERTA) PROGRAM AVAILABLE THROUGH THE NATIONAL ROOFING CONTRACTORS ASSOCIATION.

**BASE FLASHING AT OUTSIDE CURB DETAIL**

**02**

1"=1'-0"

**NOTES:**

1. SBS HEAT WELDED FLASHINGS CAN ONLY BE USED WITH SBS OR BUR SYSTEMS. APP HEAT WELDED FLASHINGS CAN ONLY BE USED WITH APP OR BUR SYSTEMS. (PLEASE REFER TO THE APPROPRIATE TABLE IN THE BITUMINOUS FLASHING SPECIFICATION INDICATING ACCEPTABLE FLASHING PRODUCTS FOR EACH OF THE SBS OR APP HEAT WELDED SYSTEMS.)
2. 3-COURSING WITH MBR UTILITY CEMENT & FABRIC OR MBR FLASHING CEMENT & FABRIC MAY BE USED IN LIEU OF TARGET PATCHES ALONG EDGE OF BASE FLASHING. REFER TO DETAIL DPE 28.
3. CAUTION: IMPROPER USE OF THESE MATERIALS AND APPLICATION EQUIPMENT CAN RESULT IN SEVERE BURNS, AND/OR DAMAGE TO PROPERTY. THE MECHANIC MUST INSTALL THESE MATERIALS USING THE TECHNIQUES RECOMMENDED BY JM AND THOSE FOUND IN THE CERTIFIED ROOFING TORCH APPLICATOR (CERTA) PROGRAM AVAILABLE THROUGH THE NATIONAL ROOFING CONTRACTORS ASSOCIATION.
4. PLEASE SEE BITUMINOUS FLASHING SPECIFICATIONS FOR A FULL DESCRIPTION OF INSTALLATION INSTRUCTIONS AND REQUIREMENTS WHICH ARE CONSIDERED A PART OF THIS DETAIL.

**PERMAFLASH PIPE PENETRATION**

**03**

1"=1'-0"

**NOTES:**

- A. USE THIS DETAIL IN CONJUNCTION WITH THE PERMAFLASH PIPE PENETRATION SCRIM LAYOUT, DRAWING PMF-6S.
- B. ENSURE TOTAL TARGET AREA OF FLASHING IS NO LESS THAN 16" x 16".
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.
- D. REFER TO PERMAFLASH APPLICATION INSTRUCTIONS FOR GENERAL GUIDELINES REGARDING THE PERMAFLASH SYSTEM.

**PERMAFLASH PIPE PENETRATION**

**04**

1"=1'-0"

**NOTES:**

- A. USE SCRIM DETAIL IN CONJUNCTION WITH THE PERMAFLASH PIPE PENETRATION DETAIL DRAWING, PMF-6S.
- B. ENSURE TOTAL TARGET AREA OF FLASHING IS NO LESS THAN 16" x 16".
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.

**PERMAFLASH SQUARE METAL TUBE DETAIL**

**05**

1"=1'-0"

**NOTES:**

- A. USE THIS DETAIL IN CONJUNCTION WITH THE PERMAFLASH SQUARE METAL TUBE SCRIM LAYOUT, DRAWING PMF-11S.
- B. ENSURE TOTAL TARGET AREA OF FLASHING IS NO LESS THAN 16" x 16".
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.
- D. REFER TO PERMAFLASH APPLICATION INSTRUCTIONS FOR GENERAL GUIDELINES REGARDING THE PERMAFLASH SYSTEM.

**PERMAFLASH SQUARE METAL TUBE SCRIM DETAIL**

**06**

1"=1'-0"

**NOTES:**

- A. USE SCRIM LAYOUT IN CONJUNCTION WITH THE PERMAFLASH SQUARE METAL TUBE DETAIL DRAWING, PMF-11.
- B. ALL FOLD LINES REPRESENTED AS. ALL CUT LINES REPRESENTED AS.
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.

**PERMAFLASH ANGLE IRON SCRIM DETAIL**

**07**

1"=1'-0"

**NOTES:**

- A. USE SCRIM LAYOUT IN CONJUNCTION WITH THE PERMAFLASH ANGLE IRON DETAIL DRAWING, PMF-2.
- B. ALL FOLD LINES REPRESENTED AS. ALL CUT LINES REPRESENTED AS.
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.

**PERMAFLASH ANGLE IRON DETAIL**

**08**

1"=1'-0"

**NOTES:**

- A. USE THIS DETAIL IN CONJUNCTION WITH THE PERMAFLASH ANGLE IRON SCRIM LAYOUT, DRAWING PMF-2S.
- B. ENSURE TOTAL TARGET AREA OF FLASHING IS NO LESS THAN 16" x 16".
- C. AN EXTRA COAT OF MBR FLASHING CEMENT MUST BE PLACED BETWEEN SCRIM LAYERS WHERE THEY OVERLAP TO ENSURE A PROPER BOND.
- D. REFER TO PERMAFLASH APPLICATION INSTRUCTIONS FOR GENERAL GUIDELINES REGARDING THE PERMAFLASH SYSTEM.

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NO.	DATE	BY	CHK'D	DESCRIPTION

**PROJECT # 12267**  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ROOF DETAILS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. **A-02** OF **3**  
TOTAL: 23  
CAD FILE: A4-ROOF PLAN DETAILS  
DRAWING FILE NO. 4-140-55



## SECTION TAG

VENTILATION IS BASED ON OCCUPANCY PER ASHRAE 62.1-2013  
ENVELOPE AND EQUIPMENT EFFICIENCIES ARE BASED ON ASHRAE 90.1 2013 AND THE FLORIDA BUILDING CODE 2014  
THIS PROJECT IS DESIGNED UNDER THE 2014 FLORIDA BUILDING CODE AND THE 2014 FLORIDA FIRE PREVENTION CODE

Sheet Number	Sheet Title
M01	MECHANICAL GENERAL NOTES & LEGEND
M02	MECHANICAL GENERAL NOTES & LEGEND
M03	MECHANICAL SPECIFICATIONS
M04	MECHANICAL SPECIFICATIONS
M05	MECHANICAL SPECIFICATIONS
M06	MECHANICAL DEMOLITION FLOOR PLAN
M07	MECHANICAL DEMOLITION ROOF PLAN
M08	MECHANICAL RENOVATION FLOOR PLAN
M09	MECHANICAL RENOVATION ROOF PLAN
M10	MECHANICAL ENLARGED PLAN
M11	MECHANICAL CONTROLS
M12	MECHANICAL DETAILS
M13	MECHANICAL SCHEDULES



MECHANICAL GENERAL NOTES

1. THE CONTRACTOR SHALL DEMONSTRATE EACH HVAC SYSTEMS PERFORMANCE IN THE PRESENCE OF THE ARCHITECT AND THE OWNER'S PROJECT MANAGER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COST OF ANY ADDITIONAL SYSTEM TEST REQUIRED IF IN THE OPINION OF THE ARCHITECT AND THE OWNERS PROJECT MANAGER THE SYSTEMS DO NOT PERFORM AS SPECIFIED.
2. IF, THE INTENT OF ARCHITECT/ ENGINEER WITH REGARD TO ANY DETAIL IS NOT CLEAR, OR IS CAPABLE OF MORE THAN ONE INTERPRETATION, SUCH MATTERS WILL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/ENGINEER IN WRITING BEFORE THE SUBMISSION OF BIDS, AND THE ARCHITECT/ ENGINEER SHALL MAKE CORRECTION OR EXPLANATION IN WRITING. OTHERWISE, NO EXTRA CHARGE WILL BE ALLOWED FOR THE WORK OR MATERIAL WHICH THE ARCHITECT/ENGINEER WILL REQUIRE, PROVIDED THAT IT COMES WITHIN A REASONABLE INTERPRETATION OF THE DRAWINGS AND SPECIFICATIONS.
3. THE PLANS AND SPECIFICATIONS ARE INTENDED AS A GENERAL DESCRIPTION OF THE WORK TO BE PERFORMED. ALL ITEMS NOT SPECIFICALLY MENTIONED OR SHOWN, BUT NECESSARY FOR THE COMPLETION OF THE INSTALLATION, SHALL BE FURNISHED AND INSTALLED BY THIS CONTRACTOR. THIS CONTRACTOR SHALL THOROUGHLY ACQUAINT HIMSELF WITH THE MECHANICAL, ARCHITECTURAL, STRUCTURAL AND ELECTRICAL PLANS BEFORE SUBMITTING HIS FINAL BID. NO ADDITIONAL COMPENSATION WILL BE ALLOWED DUE TO THE CONTRACTOR'S FAILURE TO FAMILIARIZE HIMSELF WITH THE PLANS.
4. UNFORESEEN CONDITIONS MAY EXIST AND WORK MAY NOT BE FIELD LOCATED EXACTLY AS SHOWN ON THE DRAWINGS. COOPERATION WITH OTHER TRADES IN ROUTING AND/OR BURIAL DEPTHS AS DETERMINED DURING CONSTRUCTION AND AS DIRECTED BY THE ARCHITECT/ENGINEER MAYBE NECESSARY. IT IS INTENDED THAT SUCH DEVIATIONS SHALL BE CONSIDERED AS PART OF THIS CONTRACT. SUCH DEVIATIONS MAY NOT BE CONSIDERED AS PART OF THIS CONTRACT WHEN PROPERLY DOCUMENTED IN WRITING. THE PLANS ARE NOT COMPLETELY TO SCALE. CONTRACTOR IS TO FIELD VERIFY DIMENSIONS OF ALL SITE UTILITIES ECT PRIOR TO BID AND INCLUDE ANY DEVIATIONS IN THE CONTRACT.
5. ALL PIPING AND DUCT IS TO BE CONCEALED ABOVE CEILING OR IN NEW WALLS UNLESS SPECIFICALLY NOTED AS EXPOSED OR SURFACE MOUNTED. CONTRACTOR TO COORDINATE WITH THE GENERAL CONTRACTOR TO PAINT ALL EXPOSED PIPING TO MATCH CORRESPONDING EXPOSED AREAS.
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2014 FLORIDA BUILDING CODE AND ALL LOCAL CODES.
7. THE SIZE AND LOCATION OF EQUIPMENT INSTALLED UNDER DIVISION 23 MECHANICAL SHALL BE COORDINATED WITH OTHER TRADES. CONNECTION TO EQUIPMENT SHALL BE VERIFIED WITH MANUFACTURER'S CERTIFIED DRAWINGS. TRANSITIONS TO ALL EQUIPMENT SHALL BE VERIFIED AND PROVIDED FOR EQUIPMENT FURNISHED.
8. PROVIDE A VOLUME DAMPER AT EVERY BRANCH DUCT AND AS SHOWN ON THE DOCUMENTS FOR ALL DUCTWORK SYSTEMS. ALL DAMPERS MAY NOT BE SHOWN ON THE DOCUMENTS FOR CLARITY.
9. VERIFY EXISTING CONDITIONS IN FIELD AND COORDINATE WITH ALL TRADES INCLUDING, BUT NOT LIMITED TO, ARCHITECTURAL, STRUCTURAL, LIGHTING, POWER, SYSTEMS, PLUMBING, FIRE PROTECTION AND OTHER EXISTING AND NEW WORK.
10. INTERRUPTION OF EXISTING SERVICES SHALL BE MINIMAL AND SHALL BE FULLY COORDINATED WITH THE OWNER AND ALL TRADES IN ADVANCE TO SCHEDULE ALL INTERRUPTIONS DURING NON-CRITICAL TIMES.
11. AHU'S, FAN COIL UNITS, PUMPS, EXHAUST FANS, AND VAV BOXES SHALL REMAIN PROPERTY OF THE OWNER. ALL SHEET METAL AND PIPING WILL BE DISPOSED BY THE GC.
12. DISCONNECT SWITCHES REQUIRED FOR THE MECHANICAL EQUIPMENT SHALL BE PROVIDED BY DIVISION 26 ELECTRICAL EXCEPT WHEN INDICATED ON SCHEDULE.
13. ALL VOLUME DAMPERS INSTALLED ABOVE GYPSUM BOARD CEILING SHALL HAVE A REMOTELY OPERATED DAMPER. FIELD VERIFY LOCATION OF DEVICE
14. ALL EQUIPMENT, DUCTWORK, ETC., SHALL BE SUPPORTED AS DETAILED AND/OR SPECIFIED. PROVIDE ADDITIONAL SUPPORTS AS REQUIRED TO PROVIDE A VIBRATION-FREE, RIGID INSTALLATION. SUPPORT ALL OBJECTS FROM STRUCTURE WITHOUT PENETRATING THE CEILING.
15. SLEEVE AND SEAL ALL PIPING PENETRATIONS THROUGH BUILDING PARTITIONS.
16. REFER TO TYPICAL DETAILS FOR PIPING AND INSTALLATION OF EQUIPMENT.
17. CONDENSATE DRAINS FROM ALL MECHANICAL EQUIPMENT SHALL BE COORDINATED FOR PROPER DRAINAGE TO SUIT EQUIPMENT FURNISHED. FOLLOW MANUFACTURER'S RECOMMENDATIONS.
18. ALL CONDENSATE DRAIN LINES SHALL BE INSULATED AND INSTALLED WITH A "P" TRAP AT THE UNIT WITH A MINIMUM DEPTH OF 2" OR PER MANUFACTURER'S INSTRUCTIONS, WHICHEVER IS GREATER.
19. UNLESS OTHERWISE NOTED, ALL EQUIPMENT AND VALVE DRAINS SHALL BE INDEPENDENTLY PIPED FULL SIZE TO THE NEAREST PLUMBING DRAIN OR DRY WELL.
20. ALL DUCTWORK SHALL BE CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH NFPA 90A AND 90B.
21. DUCT SIZES SHOWN ARE MINIMUM INSIDE DIMENSIONS.
22. BEFORE FABRICATION, VERIFY AND COORDINATE ALL DIMENSIONS IN FIELD. DUCT SIZES AND ALL OPENINGS THROUGH BUILDING CONSTRUCTION SHALL SUIT EQUIPMENT FURNISHED.
23. ALL WORK SHALL BE COORDINATED WITH ALL TRADES INVOLVED. OFFSETS IN DUCTS AND PIPING (INCLUDING DIVIDING DUCTS) AND TRANSITIONS AROUND OBSTRUCTIONS SHALL BE PROVIDED AT NO ADDITIONAL COST.
24. ALL DUCTWORK AND PIPING IS SHOWN SCHEMATICALLY. PROVIDE ALL TRANSITIONS, ELBOWS, FITTINGS, ETC., TO ALLOW SMOOTH FLOWS. ALL SPLIT DUCT FITTINGS SHALL TRANSITION TO FULL SIZE OF THE SUM OF BOTH BRANCHES UPSTREAM OF SPLIT.
25. ACCESS PANELS IN DUCTWORK AND CEILINGS SHALL BE PROVIDED WHERE REQUIRED FOR OPERATION, BALANCING AND MAINTENANCE OF ALL MECHANICAL EQUIPMENT.
26. ALL DUCT BENDS FROM VERTICAL TO THE HORIZONTAL AND ANGLED TURNS OF DUCTWORK SHALL HAVE LONG RADIUS ELBOWS INSTALLED.
27. MAINTAIN CLEARANCE OF A MINIMUM OF 6" BETWEEN DUCTWORK, PIPING, EQUIPMENT, ETC., AND ALL FIRE RATED AND FIRE/SMOKE RATED PARTITIONS TO ALLOW FOR INSPECTIONS OF RATED WALLS.
28. PROVIDE FLEXIBLE DUCT CONNECTIONS ON ALL DUCTS CONNECTING TO EACH FAN, AIR HANDLING UNIT AND RTU.
29. DIFFUSER NECKS SHALL MATCH SIZES OF FLEX DUCTS TO BE CONNECTED.
30. FLEXIBLE DUCTWORK SHALL BE FULLY EXTENDED NOT TO EXCEED 8'-0" IN LENGTH.
31. COORDINATE DIFFUSER, GRILLE AND REGISTER LOCATIONS WITH ARCHITECTURAL REFLECTED CEILING PLANS AND EQUIPMENT OF ALL TRADES.
32. COORDINATE WITH ARCHITECT BEFORE PURCHASING GRILLES, REGISTERS, DIFFUSERS, LOUVERS AND OTHER AIR DISTRIBUTION DEVICES TO VERIFY FINISH.
33. DAMPERS AND INSIDES OF DUCTS VISIBLE THROUGH GRILLES, REGISTERS AND DIFFUSERS SHALL BE PAINTED FLAT BLACK.
34. ALL OPERABLE THERMOSTAT PARTS SHALL BE MOUNTED 48" ABOVE FINISHED FLOOR.
35. ALL CONTROL WIRING AND HARDWARE TO COMPLETE THE HVAC CONTROL SYSTEM SHALL BE FURNISHED AND INSTALLED UNDER DIVISION 23 MECHANICAL OF THESE CONTRACT DOCUMENTS UNLESS INDICATED OTHERWISE ON DRAWINGS.
36. WATER PRESSURE DROPS THROUGH COIL CONTROL VALVES SHALL NOT EXCEED 5 PSI.
37. ALL HVAC EQUIPMENT LOCATIONS AND WEIGHTS SHALL BE COORDINATED AND APPROVED BY THE ARCHITECT, STRUCTURAL ENGINEER, CONTRACTOR AND OWNER PRIOR TO PURCHASE AND INSTALLATION.
38. PROVIDE ALL MANUFACTURER INSTALLATION AND MAINTENANCE MANUALS FOR EQUIPMENT INSTALLED FOR ENGINEER REVIEW BEFORE RELEASE TO THE OWNER.
39. ALL SUPPLY AND RETURN DUCTWORK SHALL BE GALVANIZED STEEL. DUCTWORK SHALL BE SUPPORTED WITH MINIMUM 1" SHEET METAL STRAPS AT 5'-0" ON CENTERS.
40. INSTALLATION OF SMOKE DETECTORS IN SUPPLY DUCT AND RETURN DUCT PRIOR TO MIXING WITH FRESH AIR SHALL BE BY THE MECHANICAL CONTRACTOR AND PROVIDED BY ELECTRICAL CONTRACTOR.
41. PROVIDE FIRE DAMPERS AT EACH FIRE RATED WALL PENETRATION OF ALL AIR SUPPLY, RETURN, EXHAUST AND VENTILATION DUCTS. IF NOT SHOWN ON THE DOCUMENTS THIS MUST BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO BID.
42. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING MATERIALS, EQUIPMENT, APPLIANCES AND DEVICES THAT ARE TO BE REUSED SHALL BE RECONDITIONED, TESTED AND PLACED IN GOOD AND PROPER WORKING CONDITION AND APPROVED. ANY DISCREPANCIES MUST BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO BID.
43. FOUNDATION WALL VENTILATOR OPENINGS SHALL BE COVERED FOR THEIR HEIGHT AND WIDTH WITH PERFORATED SHEET METAL PLATES NO LESS THAN 0.070 INCH (1.8 MM) THICK, EXPANDED SHEET METAL PLATES NOT LESS THAN 0.047 INCH (1.2 MM) THICK, CAST IRON GRILLS OR GRATING, EXTRUDED ALUMINUM LOAD-BEARING VENTS OR WITH HARDWARE CLOTH OF 0.035 INCH (0.89 MM) WIRE OR HEAVIER. THE OPENINGS THEREIN SHALL NOT EXCEED 1/4 INCH (6.4 MM).

CFL MECHANICAL GENERAL NOTES

1. AIR FILTERING SHALL BE ACCOMPLISHED USING 2" PLEATED 30% EFFICIENT (MIN.) FILTERS OR EQUAL IN AIR HANDLING EQUIPMENT. NO ELECTROSTATIC OR WASHABLE FILTERS ARE ALLOWED. INSTALL PRIOR TO UNIT START UP. REPLACE A MINIMUM OF TWICE PER MONTH DURING THE CONSTRUCTION PERIOD, REPLACE PRIOR TO TEST AND BALANCE, AND REPLACE MONTHLY UNTIL FINAL COMPLETION. ALL FILTERS SHALL BE MERV 13.
2. AIR CONDITIONING UNITS, CONDUIT, AND PIPING SHALL NOT BE INSTALLED ON ROOFS OR WALKWAYS.
3. PROVIDE AIR AND WATER FLOW DIAGRAMS INSTALLED IN WATERPROOF, LAMINATED FRAMES ON THE WALL IN EACH MECHANICAL ROOM. AIR FLOW DIAGRAMS SHALL SHOW LOCATIONS OF DAMPERS, SENSORS, AND EXHAUST FANS ASSOCIATED WITH THE AIR HANDLING UNIT. WATER FLOW DIAGRAMS SHALL SHOW SHUT OFF VALVES AND CONTROL VALVE LOCATIONS. ALL DIAGRAMS SHOULD BE IN PLAIN VIEW AND EASY TO ACCESS AND READ.
4. INCLUDE A HINGED DUCT INSPECTION PANEL IN THE DISCHARGE DUCT WITHIN 15 FT. OF EACH AIR HANDLING UNIT DISCHARGE. SIZE OF THE PANEL SHALL BE THE LARGEST POSSIBLE FOR SIZE OF THE DUCT. PREFERABLE LOCATION OF THE INSPECTION PANEL IS IN THE MECHANICAL ROOM.
5. PROVIDE MANUFACTURER'S RECOMMENDED SERVICE AND MAINTENANCE CLEARANCES FOR ALL AIR HANDLING UNITS, ALL FAN COIL UNITS SHALL BE INSTALLED IN MECHANICAL ROOMS OF SUFFICIENT SIZE. AIR HANDLING UNITS AND FAN COIL UNITS INSTALLED ABOVE CEILINGS ARE NOT ACCEPTABLE. AS A MINIMUM, SUFFICIENT SIZE SHALL BE CONSIDERED AS 3 FT OF CLEARANCE TO ANY SIDE REQUIRING ACCESS AND ALLOW COMPLETE REMOVAL OF THE AHU FAN ASSEMBLY, MOTOR, AND COIL (TYPICALLY, THE WIDTH OF THE AHU CASING ON THE SHAFT PULL SIDE).
6. ALL AIR HANDLING UNITS SHALL BE FREE OF ANY OBSTRUCTION FOR REMOVAL OF PANELS AND ROUTINE MAINTENANCE. DO NOT ATTACH ANY CONDUIT, JUNCTION BOXES, SENSORS, OR ANYTHING ELSE ON THE ACCESS PANELS OF THE AIR HANDLING UNITS.
7. ALL EQUIPMENT SHALL BE FREE OF ANY DAMAGE AT THE TIME OF ACCEPTANCE. ALL DENTS, SCRATCHES, AND ANY OTHER DAMAGE MUST BE REPAIRED PRIOR TO THE INSTALLATION OF THE EQUIPMENT.
8. CONTROL VALVES AND CONDENSATE DRAIN LINES SHALL BE INSULATED. INSULATION SHALL BE PAINTED WITH UV PROTECTION PAINT.
9. ALL DUCTWORK ACCESSORIES THAT PENETRATE THE SHEET METAL DUCT SHALL BE PROPERLY FASTENED, SEALED, AND INSULATED.
10. ALL DUCTWORK SHALL BE GALVANIZED SHEET METAL WITH EXTERNALLY WRAPPED INSULATION AND INSTALLED PER SMACNA GUIDELINES. DUCTS/MATERIALS SHALL BE PROPERLY STORED, PROTECTED FROM MOISTURE, DUST AND DEBRIS, AND INTERIORS CLEANED PRIOR TO INSTALLATION.
11. ALL INTAKE SCREENS SHALL BE REMOVABLE FOR CLEANING AND REPLACEMENT WHEN NECESSARY.
12. ALL SUPPLY, RETURN, EXHAUST, AND OUTSIDE AIR BRANCH OR RUN-OUT DUCTS SHALL BE PROVIDED WITH MANUAL DAMPERS FOR AIR VOLUME CONTROL AND ADJUSTMENT.
13. AIR HANDLING AND DUCTWORK SYSTEMS SHALL BE PROTECTED FROM CONSTRUCTION DUST AND WEATHER DURING THE CONSTRUCTION PERIOD. AFTER CONSTRUCTION, SYSTEMS SHALL BE OBSERVED BY THE ENGINEER AND CLEANED BY CONTRACTOR IF NECESSARY.
14. ALL DUCTWORK ELBOWS AND TEES SHALL BE RADIUS STYLE.
15. CONTROL DEVICE MOTORS (DAMPERS, ETC.) SHALL BE 24VAC TYPE WITH ALL ELECTRICAL POWER REQUIREMENTS CLEARLY NOTED ON THE CONSTRUCTION DRAWINGS.
16. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR COORDINATING HIS/HER WORK WITH THE TEST AND BALANCE FIRM. PRIOR TO TEST AND BALANCE, THE CONTRACTOR SHALL START-UP, PRE-BALANCE, AND REPLACE ALL AIR FILTERS FOR EVERY AHU BEING TESTED. ALL DISCREPANCIES, DRIVE CHANGES, ETC. REPORTED BY ENGINEER OR TEST AND BALANCE FIRM SHALL BE CORRECTED BY CONTRACTOR WITHIN FIVE CALENDAR DAYS AT NO ADDITIONAL COST. TEST AND BALANCE SHALL BE COMPLETED PRIOR TO SUBSTANTIAL COMPLETION. THE TEST AND BALANCE SHALL BE INCLUDED IN CONTRACTOR'S SCOPE OF WORK.
17. OPERATION AND MAINTENANCE MANUALS SHALL INCLUDE AS A SEPARATE SUBMITTAL ITEM A LIST OF ALL EQUIPMENT INSTALLED, AND PREVENTATIVE MAINTENANCE REQUIREMENTS ALONG WITH TIME SCHEDULE(S) FOR EACH ITEM. THE SEQUENCE OF OPERATION SHALL ALSO INCLUDE A DEFINITIVE SEQUENCE OF OPERATION OF THE MECHANICAL SYSTEM AND COMPONENTS AS THEY FUNCTION INTEGRALLY AND INDEPENDENTLY WITH THE SYSTEM. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING TRANSFERRING CONTROL OF THE SYSTEM TO THE OWNER ENERGY CONTROL DEPARTMENT PRIOR TO FINAL CLOSEOUT OF THE PROJECT. THIS IS REQUIRED PRIOR TO ISSUANCE OF ANY FORM OF OCCUPANCY CERTIFICATE
18. THERE SHALL NOT BE ANY PIPING, VALVES, STRAINERS OF ANY KIND, AND THEIR ACCESSORIES IN FRONT OF ACCESS PANELS FOR THE AIR HANDLING UNITS. THERE SHALL BE AMPLE ROOM FOR THE FULL SWING OF THE AIR HANDLING UNITS HINGED DOORS.
19. THERE SHALL BE ENOUGH ROOM AROUND THE AIR HANDLERS FOR EASE OF SERVICE AND ACCESSIBILITY. FOLLOW MANUFACTURER'S RECOMMENDATIONS ON EQUIPMENT ACCESS AND MAINTENANCE.
20. ALL PIPING SHALL BE PROPERLY SUPPORTED TO HANDLE THE WEIGHT OF THE PIPING, INSULATION, AND ATTACHED ACCESSORIES. SUPPORTS SHALL BE INSTALLED IN A MANNER THAT WOULD NOT REDUCE THE SERVICEABILITY OF THE AIR HANDLING EQUIPMENT.
21. THE HVAC SYSTEMS SHOULD BE TESTED AND BALANCED UNDER THE DIRECTION OF A PROFESSIONAL ENGINEER AND BY AN AMBC OR NEBB CERTIFIED TEST AND BALANCE CONTRACTOR EMPLOYED BY THE CONSTRUCTION MANAGER. TEST AND BALANCE SHALL BE COMPLETED PRIOR TO SUBSTANTIAL COMPLETION. THE TEST AND BALANCE SHALL BE INCLUDED IN CONTRACTOR'S SCOPE OF WORK.
22. DOUBLE WALL RETURN AIR PLENUMS ARE REQUIRED AND ARE THE RESPONSIBILITY OF THE EQUIPMENT PROVIDER. FIELD FABRICATED PLENUMS ARE NOT ALLOWED.
23. PROVIDE REMOVABLE, WASHABLE WIRE MESH FILTERS ON ALL OUTSIDE AIR DUCTWORK PRIOR TO AIR FLOW MONITORING STATION. COORDINATE WITH AIRFLOW MONITORING STATION MANUFACTURER FOR GUIDELINES ON MINIMUM PLACEMENT FOR AIR FILTER AND FILTER MEDIA BANK APPLICATIONS.
24. AIRFLOW MONITORING SENSORS MUST BE INSTALLED TO ALLOW FOR EASE OF REMOVAL FOR MAINTENANCE. AIRFLOW MONITORING STATION DISPLAY SHALL BE INSTALLED AT A MAXIMUM HEIGHT OF 60" TO CLEARLY VIEW DISPLAY MONITOR. PROVIDE EQUIPMENT TAG FOR ALL AFMS EQUIPMENT. PROVIDE ACCESS PANEL FOR EASE ACCESS FOR MAINTENANCE TO SENSORS.
25. THE OWNER RESERVES THE RIGHT TO PROVIDE VERIFICATION OF THE TEST AND BALANCE REPORTS AND SUCH VERIFICATION SHALL BE BY A SECOND INDEPENDENT BALANCER. REPORTS FOUND TO BE INACCURATE WILL BE DISALLOWED AND THE BALANCER WILL BE REQUIRED TO REPEAT OPERATIONS UNDER THE SUPERVISION OF THE SECOND INDEPENDENT BALANCER UNTIL ACCURATE REPORTS ARE COMPLETED AND AGREED UPON. THE COST OF INITIAL CHECKING WILL BE BY THE CONTRACTOR, UNLESS THE INITIAL REPORT IS FOUND TO BE INACCURATE AND/OR INCOMPLETE. IN SUCH CASE, THE COSTS OF THE VERIFICATION TEST AND BALANCE AND ALL SUBSEQUENT COSTS OF SUPERVISION IN ORDER TO SECURE ACCEPTABLE REPORTS WILL BE BY THE BALANCER.

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PROJECT # 12267

DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING

COOLING SYSTEM REPLACEMENT

MECHANICAL GENERAL NOTES & LEGEND

700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF

M02 13

TOTAL: 13

CAD FILE: 12267-M02-HVAC


DRAWING FILE NO. 4-140-55

REVISONS		DESCRIPTION	BY	CHK'D	DATE	NO.

CITY of FORT LAUDERDALE

PUBLIC WORKS DEPARTMENT

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# MECHANICAL SPECIFICATIONS DIVISION 23

SECTION 23.74.13 -- PACKAGED, OUTDOOR, CENTRAL-STATION AIR-HANDLING UNITS

PART 1 -- GENERAL

1.1 RELATED DOCUMENTS

- A. DRAWINGS AND GENERAL PROVISIONS OF THE CONTRACT, INCLUDING GENERAL AND SUPPLEMENTARY CONDITIONS AND DIVISION 01 SPECIFICATION SECTIONS, APPLY TO THIS SECTION.

1.2 SUMMARY

- A. THIS SECTION INCLUDES PACKAGED, OUTDOOR, CENTRAL-STATION AIR-HANDLING UNITS (ROOFTOP UNITS) WITH THE FOLLOWING COMPONENTS AND ACCESSORIES:
- 1. DIRECT-EXPANSION COOLING.

1.3 DEFINITIONS

- A. DDC: DIRECT-DIGITAL CONTROLS.
- B. ECM: ELECTRICALLY COMMUTATED MOTOR.
- C. OUTDOOR-AIR REFRIGERANT COIL: REFRIGERANT COIL IN THE OUTDOOR-AIR STREAM TO REJECT HEAT DURING COOLING OPERATIONS AND TO ABSORB HEAT DURING HEATING OPERATIONS. "OUTDOOR AIR" IS DEFINED AS THE AIR OUTSIDE THE BUILDING OR TAKEN FROM OUTDOORS AND NOT PREVIOUSLY CIRCULATED THROUGH THE SYSTEM.
- D. OUTDOOR-AIR REFRIGERANT-COIL FAN: THE OUTDOOR-AIR REFRIGERANT-COIL FAN IN RTUS. "OUTDOOR AIR" IS DEFINED AS THE AIR OUTSIDE THE BUILDING OR TAKEN FROM OUTDOORS AND NOT PREVIOUSLY CIRCULATED THROUGH THE SYSTEM.
- E. RTU: ROOFTOP UNIT -- AS USED IN THIS SECTION, THIS ABBREVIATION MEANS PACKAGED, OUTDOOR, CENTRAL-STATION AIR-HANDLING UNITS. THIS ABBREVIATION IS USED REGARDLESS OF WHETHER THE UNIT IS MOUNTED ON THE ROOF OR ON A CONCRETE BASE ON GROUND.
- F. SUPPLY-AIR FAN: THE FAN PROVIDING SUPPLY AIR TO CONDITIONED SPACE. "SUPPLY AIR" IS DEFINED AS THE AIR ENTERING A SPACE FROM AIR-CONDITIONING, HEATING, OR VENTILATING APPARATUS.
- G. SUPPLY-AIR REFRIGERANT COIL: REFRIGERANT COIL IN THE SUPPLY-AIR STREAM TO ABSORB HEAT (PROVIDE COOLING) DURING COOLING OPERATIONS AND TO REJECT HEAT (PROVIDE HEATING) DURING HEATING OPERATIONS. "SUPPLY AIR" IS DEFINED AS THE AIR ENTERING A SPACE FROM AIR-CONDITIONING, HEATING, OR VENTILATING APPARATUS.

1.4 PERFORMANCE REQUIREMENTS

- A. DELEGATED DESIGN: DESIGN RTU SUPPORTS TO COMPLY WITH WIND PERFORMANCE REQUIREMENTS, INCLUDING COMPREHENSIVE ENGINEERING ANALYSIS BY A QUALIFIED PROFESSIONAL ENGINEER, USING PERFORMANCE REQUIREMENTS AND DESIGN CRITERIA INDICATED.

B. WIND-RESTRAINT PERFORMANCE:

- 1. BASIC WIND SPEED SHALL MEET MIAMI DADE NOA REQUIREMENTS.

1.5 SUBMITTALS

- A. PRODUCT DATA: INCLUDE MANUFACTURER'S TECHNICAL DATA FOR EACH RTU, INCLUDING RATED CAPACITIES, DIMENSIONS, REQUIRED CLEARANCES, CHARACTERISTICS, FURNISHED SPECIALTIES, AND ACCESSORIES.
- B. SHOP DRAWINGS: DETAIL EQUIPMENT ASSEMBLIES AND INDICATE DIMENSIONS, WEIGHTS, LOADS, REQUIRED CLEARANCES, METHOD OF FIELD ASSEMBLY, COMPONENTS, AND LOCATION AND SIZE OF EACH FIELD CONNECTION.
- 1. WIRING DIAGRAMS: POWER, SIGNAL, AND CONTROL WIRING.
- D. DELEGATED-DESIGN SUBMITTAL: FOR RTU SUPPORTS INDICATED TO COMPLY WITH PERFORMANCE REQUIREMENTS AND DESIGN CRITERIA, INCLUDING ANALYSIS DATA SIGNED AND SEALED BY THE QUALIFIED PROFESSIONAL ENGINEER RESPONSIBLE FOR THEIR PREPARATION.
- 1. DETAIL MOUNTING, SECURING, AND FLASHING OF ROOF CURB TO ROOF STRUCTURE. INDICATE COORDINATING REQUIREMENTS WITH ROOF MEMBRANE SYSTEM.
- E. MANUFACTURER WIND LOADING QUALIFICATION CERTIFICATION: SUBMIT CERTIFICATION THAT SPECIFIED EQUIPMENT WILL WITHSTAND WIND FORCES IDENTIFIED IN "PERFORMANCE REQUIREMENTS" ARTICLE AND IN DIVISION 23 SECTION "VIBRATION AND SEISMIC CONTROLS FOR HVAC PIPING AND EQUIPMENT."
- 1. BASIS FOR CERTIFICATION: INDICATE WHETHER WITHSTAND CERTIFICATION IS BASED ON ACTUAL TEST OF ASSEMBLED COMPONENTS OR ON CALCULATIONS.
  - 2. DIMENSIONED OUTLINE DRAWINGS OF EQUIPMENT UNIT: IDENTIFY CENTER OF WIND FORCE AND LOCATE AND DESCRIBE MOUNTING AND ANCHORAGE PROVISIONS.
  - 3. DETAILED DESCRIPTION OF EQUIPMENT ANCHORAGE DEVICES ON WHICH THE CERTIFICATION IS BASED AND THEIR INSTALLATION REQUIREMENTS.
- F. COORDINATION DRAWINGS: PLANS AND OTHER DETAILS, DRAWN TO SCALE, ON WHICH THE FOLLOWING ITEMS ARE SHOWN AND COORDINATED WITH EACH OTHER, USING INPUT FROM INSTALLERS OF THE ITEMS INVOLVED:
- 1. STRUCTURAL MEMBERS TO WHICH RTUS WILL BE ATTACHED.
  - 2. ROOF OPENINGS
  - 3. ROOF CURBS AND FLASHING.
- G. FIELD QUALITY-CONTROL TEST REPORTS.
- H. OPERATION AND MAINTENANCE DATA: FOR RTUS TO INCLUDE IN EMERGENCY, OPERATION, AND MAINTENANCE MANUALS.

I. WARRANTY: SPECIAL WARRANTY SPECIFIED IN THIS SECTION.

1.6 QUALITY ASSURANCE

A. ARI COMPLIANCE:

- 1. COMPLY WITH ARI 210/240 AND ARI 340/360 FOR TESTING AND RATING ENERGY EFFICIENCIES FOR RTUS.
- 2. COMPLY WITH ARI 270 FOR TESTING AND RATING SOUND PERFORMANCE FOR RTUS.

B. ASHRAE COMPLIANCE:

- 1. COMPLY WITH ASHRAE 15 FOR REFRIGERATION SYSTEM SAFETY.
  - 2. COMPLY WITH ASHRAE 33 FOR METHODS OF TESTING COOLING AND HEATING COILS.
  - 3. COMPLY WITH APPLICABLE REQUIREMENTS IN ASHRAE 62.1-2004, SECTION 5 -- "SYSTEMS AND EQUIPMENT" AND SECTION 7 -- "CONSTRUCTION AND STARTUP."
- C. ASHRAE/IESNA 90.1-2004 COMPLIANCE: APPLICABLE REQUIREMENTS IN ASHRAE/IESNA 90.1-2004, SECTION 6 -- "HEATING, VENTILATING, AND AIR-CONDITIONING."

D. NFPA COMPLIANCE: COMPLY WITH NFPA 90A AND NFPA 90B.

E. UL COMPLIANCE: COMPLY WITH UL 1995.

F. ELECTRICAL COMPONENTS, DEVICES, AND ACCESSORIES: LISTED AND LABELED AS DEFINED IN NFPA 70, ARTICLE 100, BY A TESTING AGENCY ACCEPTABLE TO AUTHORITIES HAVING JURISDICTION, AND MARKED FOR INTENDED USE.

1.7 WARRANTY

- A. SPECIAL WARRANTY: MANUFACTURER'S STANDARD FORM IN WHICH MANUFACTURER AGREES TO REPLACE COMPONENTS OF RTUS THAT FAIL IN MATERIALS OR WORKMANSHIP WITHIN SPECIFIED WARRANTY PERIOD.
- 1. WARRANTY PERIOD FOR COMPRESSORS: MANUFACTURER'S STANDARD, BUT NOT LESS THAN FIVE YEARS FROM DATE OF SUBSTANTIAL COMPLETION.
  - 2. WARRANTY PERIOD FOR CONTROL BOARDS: MANUFACTURER'S STANDARD, BUT NOT LESS THAN THREE YEARS FROM DATE OF SUBSTANTIAL COMPLETION.

1.8 EXTRA MATERIALS

- A. FURNISH EXTRA MATERIALS DESCRIBED BELOW THAT MATCH PRODUCTS INSTALLED AND THAT ARE PACKAGED WITH PROTECTIVE COVERING FOR STORAGE AND IDENTIFIED WITH LABELS DESCRIBING CONTENTS.

- 1. FAN BELTS: ONE SET FOR EACH BELT-DRIVEN FAN.
- 2. FILTERS: ONE SET OF FILTERS FOR EACH UNIT.

PART 2 -- PRODUCTS

2.1 MANUFACTURERS

- A. BASIS-OF-DESIGN PRODUCT: SUBJECT TO COMPLIANCE WITH REQUIREMENTS, PROVIDE THE PRODUCT INDICATED ON DRAWINGS OR A COMPARABLE PRODUCT BY ONE OF THE FOLLOWING:
- 1. CARRIER CORPORATION.
  - 2. TRANE; AMERICAN STANDARD COMPANIES, INC.
  - 3. YORK INTERNATIONAL CORPORATION.

2.2 CASING

- A. EXTERIOR CASING MATERIAL: GALVANIZED STEEL WITH FACTORY-PAINTED FINISH, WITH PITCHED ROOF PANELS AND KNOCKOUTS WITH GROMMET SEALS FOR ELECTRICAL AND PIPING CONNECTIONS AND LIFTING LUGS.
- 1. EXTERIOR CASING THICKNESS: 0.052 INCH (1.3 MM) THICK.
- B. CASING INSULATION AND ADHESIVE: COMPLY WITH NFPA 90A OR NFPA 90B.
- 1. MATERIALS: ASTM C 1071, TYPE I.
  - 2. THICKNESS: 1/2 INCH (13 MM).
  - 3. LINER MATERIALS SHALL HAVE AIR-STREAM SURFACE COATED WITH AN EROSION- AND TEMPERATURE-RESISTANT COATING OR FACED WITH A PLAIN OR COATED FIBROUS MAT OR FABRIC.
  - 4. LINER ADHESIVE: COMPLY WITH ASTM C 916, TYPE I.
- C. CONDENSATE DRAIN PANS: FORMED SECTIONS OF GALVANIZED --STEEL SHEET, A MINIMUM OF 2 INCHES (50 MM) DEEP, AND COMPLYING WITH ASHRAE 62.1-2004.
- 1. DOUBLE-WALL CONSTRUCTION: FILL SPACE BETWEEN WALLS WITH FOAM INSULATION AND SEAL MOISTURE TIGHT.
  - 2. DRAIN CONNECTIONS: THREADED NIPPLE BOTH SIDES OF DRAIN PAN.
  - 3. PAN-TOP SURFACE COATING: CORROSION-RESISTANT COMPOUND.
- D. AIRSTREAM SURFACES: SURFACES IN CONTACT WITH THE AIRSTREAM SHALL COMPLY WITH REQUIREMENTS IN ASHRAE 62.1-2004.

2.3 FANS

- A. BELT-DRIVEN SUPPLY-AIR FANS: DOUBLE WIDTH, FORWARD CURVED, CENTRIFUGAL; WITH PERMANENTLY LUBRICATED, SINGLE-SPEED MOTOR INSTALLED ON AN ADJUSTABLE FAN BASE RESILIENTLY MOUNTED IN THE CASING. ALUMINUM OR PAINTED-STEEL WHEELS, AND GALVANIZED- OR PAINTED-STEEL FAN SCROLLS.
- B. CONDENSER-COIL FAN: PROPELLER, MOUNTED ON SHAFT OF PERMANENTLY LUBRICATED MOTOR.
- C. FAN MOTOR: COMPLY WITH REQUIREMENTS IN DIVISION 23 SECTION "COMMON MOTOR REQUIREMENTS FOR HVAC EQUIPMENT."

2.4 COILS

- A. SUPPLY-AIR REFRIGERANT COIL:
- 1. ALUMINUM --PLATE FIN AND SEAMLESS INTERNALLY GROOVED COPPER TUBE IN STEEL CASING WITH EQUALIZING-TYPE VERTICAL DISTRIBUTOR.
  - 2. POLYMER STRIP SHALL PREVENT ALL COPPER COIL FROM CONTACTING STEEL COIL FRAME OR CONDENSATE PAN.
  - 3. COIL SPLIT: INTERLACED.

2.5 REFRIGERANT CIRCUIT COMPONENTS

- A. COMPRESSOR: HERMETIC, SCROLL, MOUNTED ON VIBRATION ISOLATORS; WITH INTERNAL OVERCURRENT AND HIGH-TEMPERATURE PROTECTION, INTERNAL PRESSURE RELIEF.
- B. REFRIGERATION SPECIALTIES:
- 1. REFRIGERANT: R-410A.
  - 2. EXPANSION VALVE WITH REPLACEABLE THERMOSTATIC ELEMENT.
  - 3. REFRIGERANT FILTER/DRYER.
  - 4. MANUAL-RESET HIGH-PRESSURE SAFETY SWITCH.
  - 5. AUTOMATIC-RESET LOW-PRESSURE SAFETY SWITCH.
  - 6. MINIMUM OFF-TIME RELAY.
  - 7. AUTOMATIC-RESET COMPRESSOR MOTOR THERMAL OVERLOAD.
6. BRASS SERVICE VALVES INSTALLED IN COMPRESSOR SUCTION AND LIQUID LINES.
9. LOW-AMBIENT KIT HIGH-PRESSURE SENSOR.

2.6 AIR FILTRATION

- A. MINIMUM ARRESTANCE ACCORDING TO ASHRAE 52.1, AND A MINIMUM EFFICIENCY REPORTING VALUE (MERV) ACCORDING TO ASHRAE 52.2.
- 1. PLEATED: MINIMUM 90 PERCENT ARRESTANCE, AND MERV 13.

2.7 DAMPERS

- A. OUTDOOR-AIR DAMPER: LINKED DAMPER BLADES, FOR 0 TO 25 PERCENT OUTDOOR AIR, WITH MOTORIZED DAMPER FILTER.

2.8 ELECTRICAL POWER CONNECTION

- A. PROVIDE FOR SINGLE CONNECTION OF POWER TO UNIT WITH CONTROL-CIRCUIT TRANSFORMER WITH BUILT-IN OVERCURRENT PROTECTION.

2.9 CONTROLS

- A. CONTROL EQUIPMENT AND SEQUENCE OF OPERATION ARE SPECIFIED IN DIVISION 23 SECTION "INSTRUMENTATION AND CONTROL FOR HVAC."

B. INTERFACE REQUIREMENTS FOR HVAC INSTRUMENTATION AND CONTROL SYSTEM:

- 1. INTERFACE RELAY FOR SCHEDULED OPERATION.
- 2. INTERFACE RELAY TO PROVIDE INDICATION OF FAULT AT THE CENTRAL WORKSTATION AND DIAGNOSTIC CODE STORAGE.
- 3. PROVIDE BAS COMPATIBLE INTERFACE FOR CENTRAL HVAC CONTROL WORKSTATION FOR THE FOLLOWING:
  - a. ADJUSTING SET POINTS.
  - b. MONITORING SUPPLY FAN START, STOP, AND OPERATION.
  - c. INQUIRING DATA TO INCLUDE OUTDOOR-AIR DAMPER POSITION, SUPPLY- AND ROOM-AIR TEMPERATURE.
  - d. MONITORING OCCUPIED AND UNOCCUPIED OPERATIONS.

2.10 ACCESSORIES

- A. HAIL GUARDS OF GALVANIZED STEEL, PAINTED TO MATCH CASING.
- B. MANUAL OUTDOOR AIR DAMPER FOR BALANCING.

2.11 ROOF CURBS

- A. ROOF CURBS WITH VIBRATION ISOLATORS AND WIND OR SEISMIC RESTRAINTS ARE SPECIFIED IN DIVISION 23 SECTION "VIBRATION AND SEISMIC CONTROLS FOR HVAC PIPING AND EQUIPMENT."

2.12 SINGLE ZONE VAV

- A. SINGLE ZONE VAV SHALL BE FULLY INTEGRATED INTO THE CONTROL SYSTEM. ALL CONTROL MODULES, LOGIC AND SENSORS ARE FACTORY INSTALLED AND TESTED. REFER TO CONTROL DRAWINGS FOR CONTROL SEQUENCE.
- B. BAYSENS119 PROGRAMMABLE ZONE TEMPERATURE SENSOR CONFIGURED AS CV UNIT SHALL BE PROVIDED.
- C. GENERAL STANDBY MODE

- 1. DURING NORMAL OCCUPIED PERIODS, WHEN THERE IS NO SPACE COOLING OR HEATING DEMANDS, THE USER WILL BE ABLE TO CHOOSE CONTINUOUS OR CYCLING SUPPLY FAN OPERATION. DURING THIS PERIOD, IF THE SUPPLY FAN IS OPERATING DUE TO A CONTINUOUS FAN MODE SELECTION OR DUE TO A VENTILATION REQUEST, THE SUPPLY FAN WILL OPERATE AT 50% OF THE USER SELECTED, APPLICATION SPECIFIC, MAXIMUM AIRFLOW. THE UNIT CONTROLS WILL BE COMPATIBLE WITH BACNET AND LONTalk BAS COMMUNICATION INTERFACES.

D. COOLING OPERATION

- 1. DURING COOLING OPERATION, THE CONTROL WILL MONITOR THE SPACE TEMPERATURE AND SPACE COOLING SETPOINT WITH A PI CONTROL ALGORITHM DETERMINE IF ACTIVE COOLING CAPACITY IS REQUIRED. AS THE SPACE TEMPERATURE DEVIATES FROM THE SPACE HEATING SETPOINT, THE UNIT CONTROLLER WILL INCREASE THE SUPPLY AIRFLOW UP TO USER SELECTED, APPLICATION SPECIFIC, MAXIMUM AIRFLOW AND BEGIN TO STAGE HEATING OUTPUTS ELECTRIC TO MEET SPACE DEMANDS. THE OWNER WILL ALSO HAVE THE ABILITY TO ENABLE SUPPLY AIR TEMPERING CONTROL WHICH WILL ALLOW THE UNIT TO BRING ON ONE STAGE OF HEATING WHEN THE DISCHARGE AIR TEMPERATURE FALLS BELOW THE SPACE HEATING SETPOINT --10F AND THE UNIT IS OPERATING IN A MINIMUM VENTILATION STATE WITH THE SUPPLY FAN RUNNING (NOT ACTIVE HEATING OR COOLING). THE SUPPLY FAN OUTPUT WILL INCREASE TO USER SELECTED APPLICATION SPECIFIC, MAX AIR, DURING SUPPLY AIR TEMP OPERATION.

E. HEATING OPERATION

- 1. DURING HEATING OPERATION, THE CONTROL WILL MONITOR THE SPACE TEMPERATURE AND SPACE HEATING SETPOINT AND WITH A PI CONTROL ALGORITHM DETERMINE IF ACTIVE HEATING CAPACITY IS REQUIRED. AS THE SPACE TEMPERATURE DEVIATES FROM THE SPACE HEATING SETPOINT, THE UNIT CONTROLLER WILL INCREASE THE SUPPLY AIRFLOW UP TO USER SELECTED, APPLICATION SPECIFIC, MAXIMUM AIRFLOW AND BEGIN TO STAGE HEATING OUTPUTS ELECTRIC TO MEET SPACE DEMANDS. THE OWNER WILL ALSO HAVE THE ABILITY TO ENABLE SUPPLY AIR TEMPERING CONTROL WHICH WILL ALLOW THE UNIT TO BRING ON ONE STAGE OF HEATING WHEN THE DISCHARGE AIR TEMPERATURE FALLS BELOW THE SPACE HEATING SETPOINT --10F AND THE UNIT IS OPERATING IN A MINIMUM VENTILATION STATE WITH THE SUPPLY FAN RUNNING (NOT ACTIVE HEATING OR COOLING). THE SUPPLY FAN OUTPUT WILL INCREASE TO USER SELECTED APPLICATION SPECIFIC, MAX AIR, DURING SUPPLY AIR TEMP OPERATION.

PART 3 -- EXECUTION

3.1 EXAMINATION

- A. EXAMINE SUBSTRATES, AREAS, AND CONDITIONS, WITH INSTALLER PRESENT, FOR COMPLIANCE WITH REQUIREMENTS FOR INSTALLATION TOLERANCES AND OTHER CONDITIONS AFFECTING PERFORMANCE OF RTUS.
- B. EXAMINE ROUGHING-IN FOR RTUS TO VERIFY ACTUAL LOCATIONS OF PIPING AND DUCT CONNECTIONS BEFORE EQUIPMENT INSTALLATION.
- C. EXAMINE ROOFS FOR SUITABLE CONDITIONS WHERE RTUS WILL BE INSTALLED.
- D. PROCEED WITH INSTALLATION ONLY AFTER UNSATISFACTORY CONDITIONS HAVE BEEN CORRECTED.

3.2 INSTALLATION

- A. ROOF CURB: INSTALL ON ROOF STRUCTURE OR CONCRETE BASE, LEVEL AND SECURE, ACCORDING TO NRCA'S "LOW-SLOPE MEMBRANE ROOFING CONSTRUCTION DETAILS MANUAL," ILLUSTRATION "RAISED CURB DETAIL FOR ROOFTOP AIR HANDLING UNITS AND DUCTS." INSTALL RTUS ON CURBS AND COORDINATE ROOF PENETRATIONS AND FLASHING WITH ROOF CONSTRUCTION SPECIFIED IN DIVISION 07 SECTION "ROOF ACCESSORIES." SECURE RTUS TO UPPER CURB RAIL, AND SECURE CURB BASE TO ROOF FRAMING OR CONCRETE BASE WITH ANCHOR BOLTS.
- B. UNIT SUPPORT: INSTALL UNIT LEVEL ON STRUCTURAL CURBS. COORDINATE WALL PENETRATIONS AND FLASHING WITH WALL CONSTRUCTION. SECURE RTUS TO STRUCTURAL SUPPORT WITH ANCHOR BOLTS.
- C. INSTALL WIND AND SEISMIC RESTRAINTS ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS. WIND AND SEISMICALLY RESTRAINED VIBRATION ISOLATION ROOF-CURB RAILS ARE SPECIFIED IN DIVISION 23 SECTION "VIBRATION AND SEISMIC CONTROLS FOR HVAC PIPING AND EQUIPMENT."

3.3 CONNECTIONS

- A. INSTALL CONDENSATE DRAIN, MINIMUM CONNECTION SIZE, WITH TRAP AND INDIRECT CONNECTION TO NEAREST ROOF DRAIN OR AREA DRAIN.
- B. INSTALL PIPING ADJACENT TO RTUS TO ALLOW SERVICE AND MAINTENANCE.
- C. DUCT INSTALLATION REQUIREMENTS ARE SPECIFIED IN OTHER DIVISION 23 SECTIONS. DRAWINGS INDICATE THE GENERAL ARRANGEMENT OF DUCTS. THE FOLLOWING ARE SPECIFIC CONNECTION REQUIREMENTS:
- 1. INSTALL DUCTS TO TERMINATION AT TOP OF ROOF CURB.
  - 2. REMOVE ROOF DECKING ONLY AS REQUIRED FOR PASSAGE OF DUCTS. DO NOT CUT OUT DECKING UNDER ENTIRE ROOF CURB.
  - 3. CONNECT SUPPLY DUCTS TO RTUS WITH FLEXIBLE DUCT CONNECTORS SPECIFIED IN DIVISION 23 SECTION "AIR DUCT ACCESSORIES."
  - 4. INSTALL RETURN-AIR DUCT CONTINUOUSLY THROUGH ROOF STRUCTURE.

3.4 FIELD QUALITY CONTROL

- A. MANUFACTURER'S FIELD SERVICE: ENGAGE A FACTORY-AUTHORIZED SERVICE REPRESENTATIVE TO INSPECT, TEST, AND ADJUST COMPONENTS, ASSEMBLIES, AND EQUIPMENT INSTALLATIONS, INCLUDING CONNECTIONS. REPORT RESULTS IN WRITING.
- B. PERFORM TESTS AND INSPECTIONS AND PREPARE TEST REPORTS.
1. MANUFACTURER'S FIELD SERVICE: ENGAGE A FACTORY-AUTHORIZED SERVICE REPRESENTATIVE TO INSPECT COMPONENTS, ASSEMBLIES, AND EQUIPMENT INSTALLATIONS, INCLUDING CONNECTIONS, AND TO ASSIST IN TESTING. REPORT RESULTS IN WRITING.

C. TESTS AND INSPECTIONS:

- 1. AFTER INSTALLING RTUS AND AFTER ELECTRICAL CIRCUITRY HAS BEEN ENERGIZED, TEST UNITS FOR COMPLIANCE WITH REQUIREMENTS.
  - 2. INSPECT FOR AND REMOVE SHIPPING BOLTS, BLOCKS, AND TIE-DOWN STRAPS.
  - 3. OPERATIONAL TEST: AFTER ELECTRICAL CIRCUITRY HAS BEEN ENERGIZED, START UNITS TO CONFIRM PROPER MOTOR ROTATION AND UNIT OPERATION.
  - 4. TEST AND ADJUST CONTROLS AND SAFETIES. REPLACE DAMAGED AND MALFUNCTIONING CONTROLS AND EQUIPMENT.
- D. REMOVE AND REPLACE MALFUNCTIONING UNITS AND RETEST AS SPECIFIED ABOVE.

3.5 STARTUP SERVICE

- A. ENGAGE A FACTORY-AUTHORIZED SERVICE REPRESENTATIVE TO PERFORM STARTUP SERVICE.
- B. COMPLETE INSTALLATION AND STARTUP CHECKS ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS AND DO THE FOLLOWING:
- 1. INSPECT FOR VISIBLE DAMAGE TO UNIT CASING.
  - 2. INSPECT FOR VISIBLE DAMAGE TO COMPRESSOR, COILS, AND FANS.
  - 3. INSPECT INTERNAL INSULATION.
  - 4. VERIFY THAT LABELS ARE CLEARLY VISIBLE.
  - 5. VERIFY THAT CLEARANCES HAVE BEEN PROVIDED FOR SERVICING.
  - 6. VERIFY THAT CONTROLS ARE CONNECTED AND OPERABLE.
  - 7. VERIFY THAT FILTERS ARE INSTALLED.
  - 8. CLEAN CONDENSER COIL AND INSPECT FOR CONSTRUCTION DEBRIS.
  - 9. REMOVE PACKING FROM VIBRATION ISOLATORS.
  - 10. VERIFY LUBRICATION ON FAN AND MOTOR BEARINGS.
  - 11. INSPECT FAN-WHEEL ROTATION FOR MOVEMENT IN CORRECT DIRECTION WITHOUT VIBRATION AND BINDING.
  - 12. ADJUST FAN BELTS TO PROPER ALIGNMENT AND TENSION.
  - 13. START UNIT ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS.
    - a. START REFRIGERATION SYSTEM.
    - b. DO NOT OPERATE BELOW RECOMMENDED LOW-AMBIENT TEMPERATURE.
    - c. COMPLETE STARTUP SHEETS AND ATTACH COPY WITH CONTRACTOR'S STARTUP REPORT.
  - 16. INSPECT AND RECORD PERFORMANCE OF INTERLOCKS AND PROTECTIVE DEVICES; VERIFY SEQUENCES.
  - 17. OPERATE UNIT FOR AN INITIAL PERIOD AS RECOMMENDED OR REQUIRED BY MANUFACTURER.
  - 18. CALIBRATE THERMOSTATS.
  - 19. ADJUST AND INSPECT HIGH-TEMPERATURE LIMITS.
  - 20. INSPECT OUTDOOR-AIR DAMPERS FOR PROPER STROKE AND INTERLOCK WITH RETURN-AIR DAMPERS.
  - 21. START REFRIGERATION SYSTEM AND MEASURE AND RECORD THE FOLLOWING WHEN AMBIENT IS A MINIMUM OF 15 DEG F (8 DEG C) ABOVE RETURN-AIR TEMPERATURE:
    - a. COIL LEAVING-AIR, DRY- AND WET-BULB TEMPERATURES.
    - b. COIL ENTERING-AIR, DRY- AND WET-BULB TEMPERATURES.
    - c. OUTDOOR-AIR, DRY-BULB TEMPERATURE.
    - d. OUTDOOR-AIR-COIL, DISCHARGE-AIR, DRY-BULB TEMPERATURE.
  - 22. INSPECT CONTROLS FOR CORRECT SEQUENCING OF HEATING, MIXING DAMPERS, REFRIGERATION, AND NORMAL AND EMERGENCY SHUTDOWN.
  - 23. MEASURE AND RECORD THE FOLLOWING MINIMUM AND MAXIMUM AIRFLOWS. PLOT FAN VOLUMES ON FAN CURVE.
    - a. SUPPLY-AIR VOLUME.
    - b. RETURN-AIR VOLUME.
    - c. RELIET-AIR VOLUME.
    - d. OUTDOOR-AIR INTAKE VOLUME.
  - 24. SIMULATE MAXIMUM COOLING DEMAND AND INSPECT THE FOLLOWING:
    - a. COMPRESSOR REFRIGERANT SUCTION AND HOT-GAS PRESSURES.
    - b. SHORT CIRCUITING OF AIR THROUGH CONDENSER COIL OR FROM CONDENSER FANS TO OUTDOOR-AIR INTAKE.
  - 25. AFTER STARTUP AND PERFORMANCE TESTING AND PRIOR TO SUBSTANTIAL COMPLETION, REPLACE EXISTING FILTERS WITH NEW FILTERS.

3.6 CLEANING AND ADJUSTING

- A. OCCUPANCY ADJUSTMENTS: WHEN REQUESTED WITHIN 12 MONTHS OF DATE OF SUBSTANTIAL COMPLETION, PROVIDE ON-SITE ASSISTANCE IN ADJUSTING SYSTEM TO SUIT ACTUAL OCCUPIED CONDITIONS. PROVIDE UP TO TWO VISITS TO SITE DURING OTHER-THAN-NORMAL OCCUPANCY HOURS FOR THIS PURPOSE.

- B. AFTER COMPLETING SYSTEM INSTALLATION AND TESTING, ADJUSTING, AND BALANCING RTU AND AIR-DISTRIBUTION SYSTEMS, CLEAN FILTER HOUSINGS AND INSTALL NEW FILTERS.

3.7 DEMONSTRATION

- A. ENGAGE A FACTORY-AUTHORIZED SERVICE REPRESENTATIVE TO TRAIN OWNER'S MAINTENANCE PERSONNEL TO ADJUST, OPERATE, AND MAINTAIN RTUS. REFER TO DIVISION 01 SECTION "DEMONSTRATION AND TRAINING."

END OF SECTION 237413

ENGINEER: BOBAK SHAHNAJI  
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PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
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NO.	DATE	BY	CHK'D	REVISIONS	DESCRIPTION

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL SPECIFICATIONS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
**M04** 13  
TOTAL: 13  
CAD FILE: 12267-M04-HVAC  
DRAWING FILE NO. 4-140-55

SGM ENGINEERING  
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# MECHANICAL SPECIFICATIONS DIVISION 23

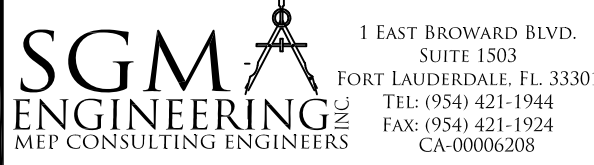
SECTION 230001 - CLEANING OF HVAC SYSTEMS  
PART 1 - GENERAL  
1.1 RELATED DOCUMENTS  
A. DRAWINGS AND GENERAL PROVISIONS OF THE CONTRACT, INCLUDING GENERAL AND SUPPLEMENTARY CONDITIONS AND DIVISION 1 SPECIFICATION SECTIONS, APPLY TO THIS SECTION.  
1.2 SCOPE OF THE WORK  
A. PROVIDE ALL LABOR, MATERIALS, FACILITIES, EQUIPMENT AND SERVICES TO THOROUGHLY CLEAN HVAC SYSTEMS NOTED ON THE PLANS.  
B. THE CLEANING WORK FOR EACH BUILDING IS TO INCLUDE BUT NOT LIMITED TO THE FOLLOWING COMPONENTS:  
1. MAIN AIR HANDLING UNIT(S) OR ROOF TOP UNIT(S):  
A. UNIT ENCLOSURE.  
B. HEATING AND COOLING COILS.  
C. FAN ASSEMBLY.  
D. CONDENSATE PAN.  
E. REPLACEMENT OF EXISTING FILTERS AND/OR FILTER SECTION.  
F. OUTSIDE AIR AND RETURN AIR PLENUM(S).  
G. OUTSIDE AIR INTAKE(S).  
H. ALL SUPPLY AND RETURN DUCTWORK, LINED AND UNLINED, INCLUDING DUCTWORK PLENUMS, BRANCHES, RISERS, ETC.  
I. ALL ASSOCIATED AIR TERMINAL DEVICES, I.E. SUPPLY DIFFUSERS, RETURN REGISTERS, ETC.  
J. VARIABLE AIR VOLUME (VAV) BOXES.  
K. REHEAT COILS (ELECTRIC OR HOT WATER).  
L. SOUND ATTENUATORS.  
M. EXHAUST DUCT SYSTEM AND ALL ASSOCIATED REGISTERS.  
N. EXHAUST FAN AND RETURN FAN.  
O. FIRE AND FIRE/SMOKE DAMPERS.  
P. DUST COLLECTOR SYSTEMS INCLUDING:  
1. DUST COLLECTOR.  
2. FILTER BAG REPLACEMENT.  
C. DUCTWORK SYSTEM.  
1. CONTRACTOR WILL PROVIDE ALL LABOR, MATERIAL AND SERVICES TO OBTAIN ACCESS TO HVAC UNITS AND ASSOCIATED COMPONENTS INCLUDING:  
1. REMOVAL OF CEILING TILES.  
2. INSTALLATION OF NEW ACCESS PANELS AND REMOVAL/REPLACEMENT OF EXISTING PANELS.  
3. SEE SECTION 3.9 FOR SPECIFICATION ON REINSTALLATION OF REMOVED MATERIALS.  
D. THE BIDDERS ARE ENCOURAGED TO ATTEND THE PRE-BID, SITE VISIT CONFERENCE PRIOR TO SUBMISSION OF A BID PROPOSAL, TO COMPARE SITE CONDITIONS WITH DRAWINGS AND/OR SPECIFICATIONS AND TO SATISFY THEMSELVES OF CONDITIONS EXISTING AT THE SITE AND ALL OTHER MATTERS THAT MAY BE INCIDENTAL TO THE WORK PERFORMED UNDER THIS CONTRACT, NO ALLOWANCE WILL BE MADE TO THE SUCCESSFUL CONTRACTOR BY REASON OF ANY ERROR ON HIS/HER PART DUE TO NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH. NO EXTRA CHARGE WILL BE ALLOWED FOR WORK CAUSED BY UNFAMILIARITY WITH THE WORK AREA.  
E. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY FIELD CONDITIONS BEFORE START OF WORK.  
F. THE CONTRACTOR WILL REPAIR AND REPLACE TO MATCH EXISTING MATERIALS WHERE ACCESS TO WALLS OR CEILINGS WAS MADE, OR DAMAGE OCCURS, INCLUDING BUT ARE NOT LIMITED TO:  
1. DUCTWORK AND COMPONENTS.  
2. INSULATION.  
3. PNEUMATIC AND ELECTRIC CONTROL COMPONENTS.  
4. OTHERS AS APPLICABLE.  
G. SCOPE OF THE WORK ALSO INCLUDES THE FOLLOWING:  
1. THE CONTRACTOR, ON THE BASIS OF FIELD INSPECTIONS AND REVIEW, MUST DETERMINE THE METHOD OF CLEANING THE HVAC SYSTEMS AND ITS COMPONENT TO PREVENT ANY DAMAGE TO THE SYSTEM AND ITS OPERATION. UPON COMPLETION OF THE INITIAL INSPECTION, THE CONTRACTOR WILL NOTIFY THE PROJECT ENGINEER OF THE PROPOSED METHODS AND THEIR EFFECTS TO THE SYSTEM.  
2. RESET ALL BALANCING DAMPERS TO ORIGINAL SETTINGS IF MOVED DURING WORK. BE SURE TO MARK ORIGINAL POSITION SO THAT DURING THE FINAL INSPECTION, ORIGINAL SETTINGS CAN BE FIELD VERIFIED.  
3. REPORT TO PROJECT ENGINEER ANY SYSTEM DEFECTS DISCOVERED DURING THE CLEANING OPERATION, WHICH WILL REQUIRE REPAIR TO AN HVAC SYSTEM (E.G. EQUIPMENT, DUCTWORK, DAMPERS, REGISTERS, ETC.).  
1.3 QUALITY ASSURANCE  
A. DUCTWORK SHALL BE CLEANED IN COMPLIANCE WITH LATEST EDITION OF THE FOLLOWING STANDARDS:  
1. MECHANICAL CLEANING OF NON-POROUS AIR CONVEYANCE SYSTEM COMPONENTS, NADCA LATEST EDITION.  
2. DEBRIS LEVELS SHALL CONFORM TO:  
SURFACE DEBRIS WEIGHT < 100MG/1000G3  
TOTAL SURFACE BACTERIA < 30,000 CFU/G  
TOTAL SURFACE MOLD < 15,000 CFU/G  
NOTE: CFU/G REFERS TO COLONY FORMING UNITS PER GRAM OF DEBRIS.  
B. PLANS AND SPECIFICATIONS WHICH EXCEED THE REQUIREMENTS IN ANY OF THE REFERENCED STANDARDS.  
C. ALL SHEET METAL SHALL BE FABRICATED AND INSTALLED BY AN EXPERIENCED CONTRACTOR SPECIALIZING IN THIS TYPE OF WORK AND APPROVED BY THE ENGINEER.  
1.4 SUBMITTALS TO THE ARCHITECT/ENGINEER  
A. SHOP DRAWINGS LOCATING ALL PROPOSED DUCT PENETRATIONS AND CEILING ACCESS HOLES IN PLASTER CEILINGS.  
B. PROVIDE MSDS SHEETS ON ALL SOLVENTS, CLEANERS AND DISINFECTANTS TO BE USED ON THE PROJECT.  
C. PROVIDE SUBMITTALS ON ANY EQUIPMENT OR MATERIALS REPLACING THE EXISTING DURING THE REMEDIATION PROCESS, I.E., DIFFUSERS, FLEX DUCT, FIRE DAMPERS.  
PART 2 - PRODUCTS  
2.1 DUCT ACCESS DOORS  
A. FABRICATE IN ACCORDANCE WITH SMACNA DUCT CONSTRUCTION STANDARDS.  
B. REVIEW LOCATIONS WITH THE PROJECT ENGINEER PRIOR TO INSTALLATION.  
C. FABRICATE RIGID AND CLOSE-FITTING DOORS OR GALVANIZED STEEL WITH SEALING GASKETS AND QUICK FASTENING LOCKING DEVICES. FOR INSULATED DUCTWORK, INSTALL MINIMUM ONE INCH (25 MM) THICK INSULATION SHEET METAL COVER. ALL MATERIALS TO BE APPROVED PRIOR TO USE.  
D. ACCESS DOORS SMALLER THAN 12 INCHES MAY BE SECURED WITH SASH LOCKS.  
E. PROVIDE TWO HINGES AND TWO SASH LOOKS FOR SIZES UP TO 18 INCHES (450 MM) SQUARE, THREE HINGES AND TWO COMPRESSION LATCHES WITH OUTSIDE AND INSIDE HANDLES FOR SIZES UP TO 24 X 49 INCHES (600 X 1200 MM). PROVIDE AN ADDITIONAL HINGE FOR LARGE SIZED.  
F. ACCESS DOORS WITH SHEET METAL SCREW FASTENERS ARE NOT ACCEPTABLE.  
G. ALL DOORS MUST BE LEAK TIGHT AT THE COMPLETION OF THE JOB.  
H. DOORS SHALL BE SIMILAR TO VENTLOCK INSULATED ACCESS DOOR, OR RUSKIN MODEL #CAD.  
2.2 DUCT DISINFECTANT  
A. EQUAL TO MADACIDE, AS SUPPLIED BY MATESON CHEMICAL, ENVIROCON AS MANUFACTURED BY BIO-CIDE INTERNATIONAL, INC., OR APPROVED EQUAL.  
2.3 SANITIZER \* THIS PRODUCT IS NO LONGER APPROVED BY THE EPA.  
A. AN E.P.A. REGISTERED SANITIZER "OXINE" AS MANUFACTURED BY BIO-CIDE INTERNATIONAL OR APPROVED EQUAL. PRODUCT SHALL BE A MIXTURE OF OXYCHLORIDE COMPOUNDS.  
2.4 ENCAPSULANT  
A. CARLISLE RE-500 IS A HIGH-PERFORMANCE, SPRAY-APPLIED INSULATION ENCAPSULANT AND COATING. THIS SPRAY COATING PROVIDES RESISTANCE TO MOLD GROWTH AND IS DESIGNED FOR USE INSIDE HVAC DUCTWORK TO ENCAPSULATE SURFACES OF LINED DUCTS TO PREVENT BEROGGLASS \*BERS FROM BECOMING AIRBORNE. AT 13 G/L THIS LOW-VOC COATING IS IDEAL FOR CRITICAL PROJECTS SUCH AS HOSPITALS AND SCHOOLS. THE SEMI-GLOSS FINISH PROVIDES A SURFACE THAT WILL PREVENT DEBRIS ACCUMULATION THAT COULD LEAD TO MOLD GROWTH.  
2.5 PLENUM PLANT \*PORTA SEPT IS NO LONGER APPROVED BY EPA. IT HAS CANCER CAUSING AGENTS IN IT.  
PART 3 - EXECUTION  
3.1 PRE-CLEANING PREPARATIONS  
A. PRIOR TO START OF WORK, THE HVAC SYSTEM IS TO BE CAREFULLY INSPECTED AND CHECKED FOR ALL CONDITIONS AFFECTING THE CLEANING. DEFECTS ARE TO BE REPORTED IN WRITING TO THE PROJECT ENGINEER, AND WORK WILL NOT PRECEDE UNTIL DEFECTS HAVE BEEN DOCUMENTED. COMMENCEMENT OF WORK WILL CONSTITUTE ACCEPTANCE OF THE CONDITIONS OF THE AREA TO WHICH THE CLEANING WORK IS TO BE PERFORMED, AND ALL DEFECTS IN WORK RESULTING FROM SUCH ACCEPTED SERVICE WILL BE CORRECTED BY THIS TRADE WITHOUT ADDITIONAL EXPENSE TO THE OWNER. NO CLEANING IS TO BE PERFORMED TO DUCTS WHERE THE PROCESS HAS THE CAPABILITY OF DAMAGING THE DUCT LINING. THIS DECISION WILL BE MADE BY THE PROJECT ENGINEER AFTER REVIEW OF THE CONTRACTOR'S FINDINGS, AND THE PROJECT ENGINEER HAS SEEN THE FIELD CONDITIONS.  
B. DISASSEMBLE ALL REMOVABLE ITEMS AS REQUIRED FOR ACCESS TO WORK AREA. STORE THE REMOVABLES IN A PROJECT ENGINEER APPROVED STORAGE AREA UNTIL THE COMPLETION OF THE CLEANING WORK.  
C. FIRE PROTECTION DEVICES (SUCH AS SMOKE DETECTORS, PANEL, ETC.) SHALL BE PROTECTED PRIOR TO CLEANING PROCEDURES. THEY ARE TO BE CLEANED AND TESTED AT THE CONCLUSION OF THE WORK.  
D. THE CONTRACTOR SHALL COORDINATE THE SHUTDOWN AND REACTIVATING OF THE FIRE ALARM SYSTEM TO AVOID ACCIDENTAL ALARMS DURING CLEANING PROCESS AND RELATED WORK.  
E. THE CONTRACTOR SHALL COORDINATE THE SHUTDOWN OF THE AIR HANDLING EQUIPMENT WITH THE OWNER BEFORE STARTING WORK, AND SHALL CONFORM TO THE OSHA REQUIREMENTS REGARDING FAN MOTOR DISCONNECT LOCK-OUTS.  
F. THE MECHANICAL CONTRACTOR SHALL HIRE A 3RD PARTY HYGIENIST TO RUN THIS TEST. IT CANNOT BE PERFORMED BY THE AIR DUCT CLEANING CONTRACTOR.  
3.2 CLEANING PROCEDURES  
A. SEQUENCE OF WORK ON EACH AIR HANDLING SYSTEM:  
1. REVIEW AREA WITH THE PROJECT ENGINEER.  
2. DETERMINE LOCATIONS OF HVAC UNITS, DUCTWORK, VENTILATION NEEDS, SENSITIVE EQUIPMENT PROTECTION REQUIREMENTS, ACCESS AND CLEANING PROCEDURES.  
3. NOTIFY MAINTENANCE STAFF TO SHUT DOWN THE AIR HANDLING SYSTEM(S).  
4. CLEANING AND REMOVAL METHOD  
B. THE FOLLOWING GENERAL DUCTWORK CLEANING PROCEDURES ARE TO BE USED AS A GUIDELINE THROUGHOUT THE PROJECT. DETERMINATION OF WHICH METHOD SHOULD BE USED IN EACH AREA IS TO BE MADE BY THE CONTRACTOR AND THE PROJECT ENGINEER. CONTRACTORS ARE TO PROVIDE DETAILED PROCEDURES IN THEIR BID PROPOSAL. DEVIATIONS FROM SPECIFIED METHODS OF REMOVAL MUST BE APPROVED BY THE PROJECT ENGINEER PRIOR TO THEIR IMPLEMENTATION.  
C. METHODS:  
1. DEBRIS COLLECTION EQUIPMENT:  
a. EQUIPMENT USED SHALL BE PORTABLE AND SIZED TO ENTER THE AREAS EASILY. ELECTRICAL REQUIREMENTS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, AND ANY COST INCURRED DUE TO MODIFICATIONS TO THE ELECTRICAL SYSTEMS SHALL BE AT THE CONTRACTOR'S EXPENSE.  
b. THE COLLECTION SYSTEMS SHALL BE SELF-CONTAINED UNITS, WITH THE APPROPRIATE COMPONENTS TO ADEQUATELY COLLECT DIRT AND DEBRIS LOOSENED FROM THE DUCTWORK. AIR DUCT CLEANING IS TO BE PERFORMED BY A HIGH POWERED VACUUM SYSTEM WITH THREE STAGES OF FILTRATION. THE FINAL STAGE SHALL BE HEPA FILTER. HEPA EFFICIENCY SHALL BE 99.97 @ 0.3 MICRON.  
c. THE COLLECTION SYSTEM SHALL BE CAPABLE OF PRODUCING A MINIMUM OF .42" WATER GAUGE NEGATIVE STATIC PRESSURE IN THE AREA OF DUCTWORK TO BE CLEANED.  
2. AGITATION EQUIPMENT:  
A. AIR POWER CLEANING OF ALL INTERIOR DUCTWORK, FAN HOUSINGS AND HVAC UNITS PERFORMED BY A HIGH PRESSURE COMPRESSED AIR SYSTEM WHICH WILL BE DIRECTED THROUGH SMALL ACCESS DOORS IN THE DUCTWORK. ALL ACCESS DOORS ARE TO BE PROVIDED PER SECTION 2.1.  
B. COMPRESSED AIR POWERED GOLLUM TECHNOLOGY GENERATING 90 CFM AT 110 PSI, AS MEANS OF DISLODGING THE DEBRIS SHALL BE USED. AIR POWERED LANCES, EXTENDED WHIP SECTIONS, OR OSCILLATING BRUSH SYSTEMS MAY ALSO BE USED.  
C. ELECTRIC ROBOTIC AIR POWERED BRUSHING SYSTEMS, OR ELECTRIC ROTARY BRUSH SYSTEMS MAY BE USED.  
D. CLEANING TOOLS SUCH AS SKIPPET BALLS, OR AIR SWEEPERS MAY NOT BE USED DUE TO THEIR INABILITY TO CONTACT CLEAN ALL SIDES OF THE DUCT.  
E. WHERE DUCTWORK IS LARGE ENOUGH AND ABLE TO SUPPORT THE WEIGHT OF A WORKER, HAND TOOLS AND VACUUMS MAY BE USED. IF WORKERS ENTER THE INSIDE OF THE DUCT, THEY MUST FOLLOW THE OSHA CONFINED SPACE REQUIREMENTS (OSHA 29 CFR 1910.146).  
D. OPEN DUCTWORK: DURING THE CLEANING PROCESS, PROVIDE TEMPORARY CLOSURES OF METAL OR TAPED POLYETHYLENE ON OPEN DUCTWORK TO PREVENT THE DUST DURING THE CLEANING PROCESS FROM DISPERSING THROUGHOUT THE WORK AREA.  
E. ALL LINED DUCTWORK IS TO BE ENCAPSULATED AS APPLICABLE.

1. CONTROLLING ODORS: ALL RESPONSIBLE MEASURES SHALL BE TAKEN TO CONTROL ANY AND ALL OFFENSIVE ODORS AND/OR MIST VAPORS GENERATED DURING THE CLEANING PROCESS.  
2. CONTAMINANT: DEBRIS REMOVED DURING THE CLEANING PROCESS SHALL BE COLLECTED AND TAGGED AS TO ITS ORIGIN WITHIN THE AIR CONVEYANCE SYSTEM (ACS). PRECAUTIONS MUST BE TAKEN TO ENSURE THAT DEBRIS IS NOT DISPERSED OUTSIDE THE ACS DURING THE CLEANING PROCESS.  
3.4 CLEANING OF HVAC COMPONENTS  
A. ALL A/C COILS, DRAIN PANS, HEATING COILS, HUMIDIFIERS, FANS, REGISTERS AND GRILLES TO BE POWER WASHED USING A HIGH PRESSURE, LOW FLUID VOLUME EQUIPMENT. CLEANING TO BE PERFORMED IN THE STEPS:  
1. USING BIODEGRADABLE INDUSTRIAL TYPE CONCENTRATED DETERGENT.  
2. USING A CONCENTRATED DISINFECTANT, FUNGICIDE, ODOR COUNTERACTANT, EPA APPROVED MATERIAL SUCH AS OXINE.  
B. AIR HANDLING UNIT SURFACES:  
1. THE INTERIOR OF THE AIR HANDLING UNITS SHALL BE BRUSHED AND MECHANICALLY VACUUMED SUCH THAT ALL METAL SURFACES ARE VISIBLY CLEAN AND CAPABLE OF NON-POROUS SURFACES CLEANING VERIFICATION AS DESCRIBED IN THE NADCA STANDARDS. INTERNALLY LINED DUCTWORK SHALL BE VISIBLY CLEAN, BUT WILL NOT BE SUBJECT TO TESTING AS PER NADCA STANDARDS. NO CLEANING METHOD SHOULD BE USED WHICH COULD POTENTIALLY DAMAGE COMPONENTS OF THE DUCTWORK OR NEGATIVELY ALTER THE INTEGRITY OF THE SYSTEM.  
2. AIR HANDLING UNIT CLEANING SHALL INCLUDE PLENUMS, FILTER SECTION, MIXING BOXES, RETURN AIR FANS, DAMPERS AND ALL COMPONENTS NOT SPECIFICALLY COVERED BY SECTION 3.4.2.  
3. AIR HANDLING UNIT FIBERGLASS LINING SHALL BE ENCAPSULATED TO DETER FURTHER DETERIORATION AND BREAKDOWN. METHOD AND TYPE OF ENCAPSULATING MATERIAL MUST BE APPROVED BY THE PROJECT ENGINEER PRIOR TO IMPLEMENTATION.  
C. COIL AND FAN SECTION OF AIR HANDLING UNITS: COILS SHALL BE PRESSURE WASHED AND VACUUMED SUCH THAT THEY ARE VISIBLY CLEAN AND CAPABLE OF PASSING COIL CLEANING VERIFICATION. COIL DRAIN PANS SHALL BE SUBJECT TO NON-POROUS SURFACES CLEANING CERTIFICATIONS AS PER NADCA STANDARDS. THE DRAIN FOR THE CONDENSATE PAN SHALL BE OPERATIONAL. CLEANING METHODS SHALL NOT CAUSE ANY APPRECIABLE DAMAGE TO, DISPLACEMENT OF, OR EROSION OF THE COIL SURFACE, AND SHALL CONFORM TO COIL MANUFACTURER RECOMMENDATIONS WHEN AVAILABLE.  
D. CEILING PLENUMS AND MECHANICAL ROOMS: ALL LOOSE DEBRIS SHALL BE REMOVED, AND THE ENTIRE CEILING PLENUM OR MECHANICAL ROOM INCLUDING, BUT NOT LIMITED TO, DUCT EXTERIOR, WALLS, DECK, TOP OF CEILING TILES, STRUCTURAL STEEL, PIPING, CONDUIT, LIGHT FIXTURES SHALL BE MECHANICALLY VACUUMED. THE PLENUM OR MECHANICAL ROOM SHALL BE VISIBLY CLEAN, BUT WILL NOT BE SUBJECT TO VERIFICATION AS PER NADCA STANDARDS.  
E. INDUCTION UNITS: THE INDUCTION UNIT COVERS SHALL BE REMOVED, AND THE ENTIRE UNIT INTERIOR COMPLETELY BRUSHED AND VACUUMED. ALL UNIT NOZZLES SHALL BE CLEAN AND INSPECTED. THE OWNER SHALL BE NOTIFIED OF ANY BROKEN OR MISSING NOZZLES. UNITS SUBJECT TO VISUAL VERIFICATION ONLY.  
F. VAV BOXES: DISCONNECT INLET DUCTS, OPEN ACCESS DOOR AND COMPLETELY BRUSH AND MECHANICALLY VACUUM ALL INTERIOR SURFACES.  
G. DUCT RE-HEAT COILS: DUCT MOUNTED COILS SHALL BE HAND WASHED (AIR OR WATER) ON BOTH COIL FACES. THOROUGHLY CLEAN COIL FACES INSURING THE REMOVAL OF DEBRIS, WHILE AVOIDING DAMAGE TO THE FINS. REMOVE CORROSION FROM AROUND THE COIL FRAMES AND PAINT ALL CORRODED METAL SURFACES. PERFORM PRESSURE DIFFERENTIAL READINGS ACROSS THE COIL TO VERIFY CLEANLINESS. FINAL PRESSURE DIFFERENTIALS ACROSS THE COIL SHALL BE WITHIN 10% OF MANUFACTURER'S ORIGINAL RATINGS.  
H. VOLUME, FIRE AND ZONE DAMPERS: DUCT MOUNTED VOLUME, FIRE AND ZONE DAMPER SETS ARE TO BE MARKED TO THEIR CURRENT SETTING, THEN INSPECTED AND CLEANED. IF NECESSARY, EXTERNAL MOVING PARTS ARE TO BE TREATED WITH AN APPROVED DRY LUBRICANT MATERIAL. AFTER CLEANING, THE DAMPERS SHALL BE REPAIRED AS NECESSARY TO INSURE PROPER OPERATION AND RETURNED TO ORIGINAL SETTINGS. CONTRACTOR SHALL INDICATE LOCATIONS OF DAMAGED AND/OR REPAIRED DAMPERS.  
I. GRILLES, REGISTERS AND DIFFUSERS: WHENEVER THE GRILLES, REGISTERS AND DIFFUSERS (GRD) ARE REMOVABLE, THEY SHALL BE REMOVED, WASHED, DRIED, SANITIZED AND REPLACED. WHEN THE GRD ARE RESTRICTED BY A FACADE OR WELDED IN PLACE, HAND VACUUMING AND CLEANING ARE ACCEPTABLE. THE CONTRACTOR SHALL AVOID DISTURBING THE EXISTING VOLUME DAMPER SETTINGS. THE CONTRACTOR IS NOT RESPONSIBLE FOR CLEANING THE DEBRIS BUILT-UP ON THE CEILING.  
3.5 FINAL INSPECTION  
A. A FINAL CHECK IS TO BE CARRIED OUT TO ENSURE THAT NO DUST OR DEBRIS REMAIN ON SURFACES AS THE RESULT OF DISMANTLING OPERATIONS.  
B. THE PROJECT ENGINEER WILL THOROUGHLY INSPECT THE PLACE JOINTLY WITH THE CONTRACTOR, TO DETERMINE WHETHER ANY DAMAGE HAS BEEN DONE ON THE FINISHES, EQUIPMENT OR ANY OTHER PART OF THE WORK PLACE. A FINAL INSPECTION REPORT WILL BE PREPARED JOINTLY BETWEEN THE PROJECT ENGINEER AND THE CONTRACTOR DETAILING THE LIST OF ITEMS TO BE FIXED BY THE CONTRACTOR.  
3.6 VERIFICATION  
A. GENERAL VERIFICATION OF CLEANLINESS WILL BE DETERMINED AFTER MECHANICAL CLEANING AND BEFORE THE APPLICATION OF ANY TREATMENT OR INTRODUCTION OF ANY TREATMENT-RELATED SUBSTANCE. VERIFICATION OF NON-POROUS SURFACE CLEANING AND VERIFICATION OF COIL CLEANING SHALL BE CONDUCTED AFTER MECHANICAL CLEANING AND BEFORE THE SYSTEM IS RESTORED TO NORMAL OPERATION.  
B. VERIFICATION OF COIL CLEANING: MECHANICAL CLEANING MUST RESTORE THE COIL-PRESSURE DROP TO WITHIN 10% OF THE PRESSURE DROP MEASURED WHEN THE COIL WAS FIRST INSTALLED. IF THE ORIGINAL PRESSURE DROP IS NOT KNOWN, THE COIL WILL BE CONSIDERED CLEAN BASED ON A THOROUGH VISUAL INSPECTION.  
3.7 SEQUENCE OF WORK  
A. SINCE THE SYSTEMS MUST BE OPERATIONAL DURING THE NORMAL WORK HOURS, THE CONTRACTOR SHALL SUBMIT TO THE OWNER A PROCEDURE AND SCHEDULE FOR CLEANING THE DUCTWORK AND INSTALLING FILTERS WHICH WILL MINIMIZE CONTAMINATION OF ALREADY CLEANED AREAS. THIS SCHEDULE MUST BE APPROVED BY THE OWNER PRIOR TO STARTING WORK.  
3.8 RESTORATION, REPAIRS AND INSTALLATION  
A. REPAIR AND RESTORE SPACE IN ACCORDANCE WITH THE FINAL INSPECTION LIST SPECIFIED HEREIN. IF NO ADDITIONAL MODIFICATION OF THE WORK SPACE IS TO TAKE PLACE, RE-INSTALL ALL REMOVABLE EQUIPMENT AND FIXTURES BACK IN THE SPACE.  
B. ANY DAMAGES TO THE FINISHES, FLOOR, WALLS OR ANY OTHER ITEM OR FIXTURE THAT HAS BEEN THE RESULT OF ACTIONS BY THE CONTRACTOR PERSONNEL IS TO BE REPAIRED TO THEIR ORIGINAL CONDITION WITHOUT ANY ADDITIONAL COSTS.  
C. REINSTALL EXISTING AND INSTALL NEW ACCESSORIES IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.  
D. DEMONSTRATE RESETTING OF FIRE AND BALANCING DAMPERS TO AUTHORITIES HAVING JURISDICTION AND OWNER'S REPRESENTATIVE.  
E. PROVIDE DUCT ACCESS DOORS FOR INSPECTION AND CLEANING BEFORE AND AFTER FILTERS, COILS, FANS, AUTOMATIC DAMPERS AT FIRE DAMPERS, AND ELSEWHERE IF REQUIRED. PROVIDE SUITABLE SIZE ACCESS DOORS FOR HAND ACCESS OR SHOULDER ACCESS WHERE NECESSARY.  
F. RECONNECT MIXING BOX TO DUCTS, REPLACE FLEXIBLE DUCTS, CLAMPS AND GASKETING IF DAMAGED DURING REMOVAL.  
G. RECONNECT DIFFUSERS TO DUCTS, REPLACE STRAPS OR CLAMPS AND FLEXIBLE DUCT IF DAMAGED DURING REMOVAL.  
H. REPAIR OR REPLACE DUCT INSULATION DAMAGED DURING THE WORK. MATERIALS TO MATCH EXISTING.  
I. THE CONTRACTOR SHALL REPLACE EXISTING PREFILTERS AND FILTERS WITH NEW FILTERS FOR EACH SYSTEM AS REQUIRED.

3.10 POST PROJECT REPORT

A POST PROJECT REPORT MUST BE PRESENTED TO INCLUDE DIGITAL DOCUMENTATION, FINDINGS, RECOMMENDATIONS, AND SUCCESS OF SERVICES PROVIDED.

END OF SECTION 23 00 01



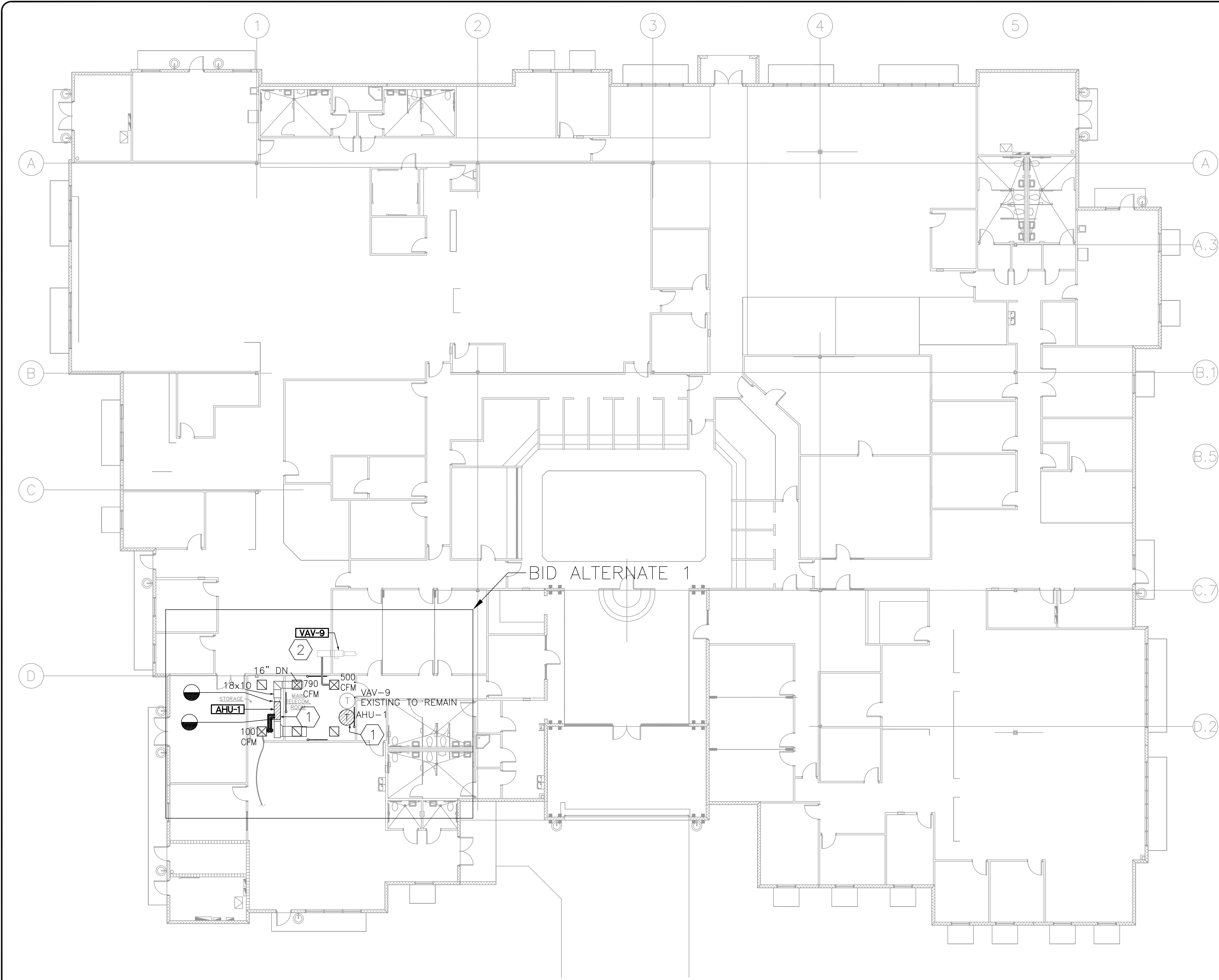
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PROJECT # 12267

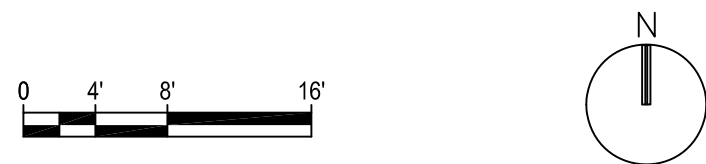
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COOLING SYSTEM REPLACEMENT  
MECHANICAL SPECIFICATIONS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
M05	13
TOTAL:	13
CAD FILE:	12267-M05-HVAC
DRAWING FILE NO.	4-140-55





1 MECHANICAL DEMOLITION FLOOR PLAN  
Scale: 3/32"=1'-0"



**GENERAL NOTES:**

- a. REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- b. REFER TO PROJECT SPECIFICATIONS.
- c. CONTRACTOR SHALL FIELD VERIFY EXISTING EQUIPMENT PRIOR TO DEMO. EXISTING DRAWINGS ARE FOR INFORMATION ONLY AND MAY NOT DEPICT EXISTING CONDITIONS.
- d. COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR BUILDING IS NOT ALLOWED.
- e. AHU'S, FAN COILS UNITS, PUMPS, EXHAUST FANS, AND VAV BOXES SHALL REMAIN PROPERTY OF THE OWNER. ALL SHEET METAL AND PIPING WILL BE DISPOSED BY THE GENERAL CONTRACTOR.
- f. DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.

**PLAN KEY NOTES:** (#)

- 1. DEMOLISH EXISTING AHU-1, CORRESPONDING THERMOSTAT AND ALL ASSOCIATED COMPONENTS.
- 2. VAV-9 EXISTING TO REMAIN. NOT IN THE SCOPE OF WORK

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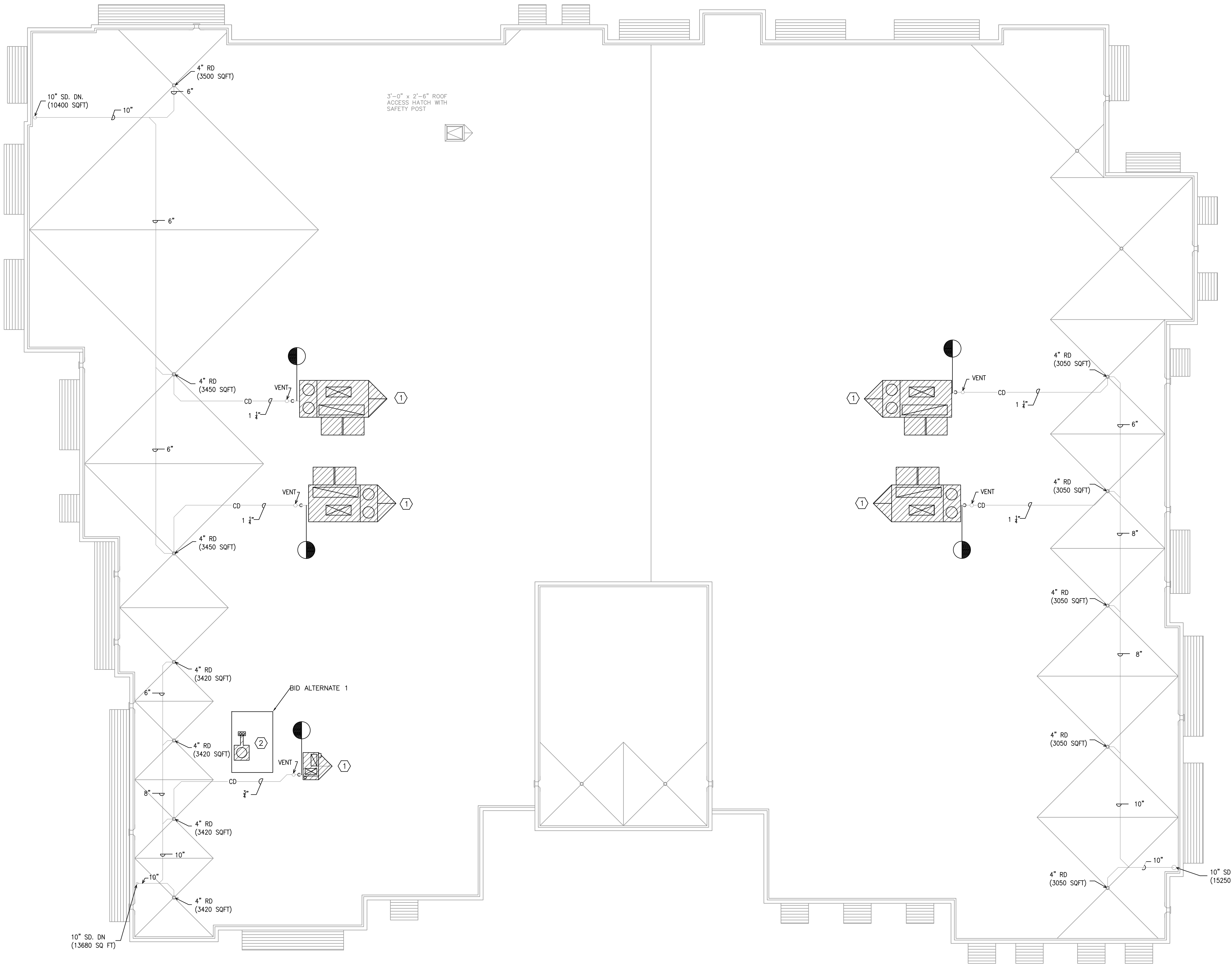
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REVISIONS		DESCRIPTION	
NO.	DATE	BY	CHK'D

ENGINEER:  
BODAK SHAHNAJI  
REG. NO. 1776419  
DATE: 07/06/17

TEL: 954-421-1944  
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1 MECHANICAL DEMOLITION ROOF PLAN  
Scale: 3/32"=1'-0"



**GENERAL NOTES:**

- REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- REFER TO PROJECT SPECIFICATIONS.
- CONTRACTOR SHALL FIELD VERIFY EXISTING EQUIPMENT PRIOR TO DEMO. EXISTING DRAWINGS ARE FOR INFORMATION ONLY AND MAY NOT DEPICT EXISTING CONDITIONS.
- COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR BUILDING IS NOT ALLOWED.
- AHU'S, FAN COILS UNITS, PUMPS, EXHAUST FANS, AND VAV BOXES SHALL REMAIN PROPERTY OF THE OWNER. ALL SHEET METAL AND PIPING WILL BE DISPOSED BY THE GENERAL CONTRACTOR.
- DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.

**PLAN KEY NOTES: (#)**

- DEMOLISH ALL EXISTING RTU'S AND ALL ASSOCIATED COMPONENTS. REMOVE ROOF CURBS AND PREPARE FOR NEW.
- DEMOLISH EXISTING CU AND ALL ASSOCIATED COMPONENTS.



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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL DEMOLITION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

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M07	13
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REG: 06/07/16	SCALE:	AS SHOWN			
DATE: 07/06/16					

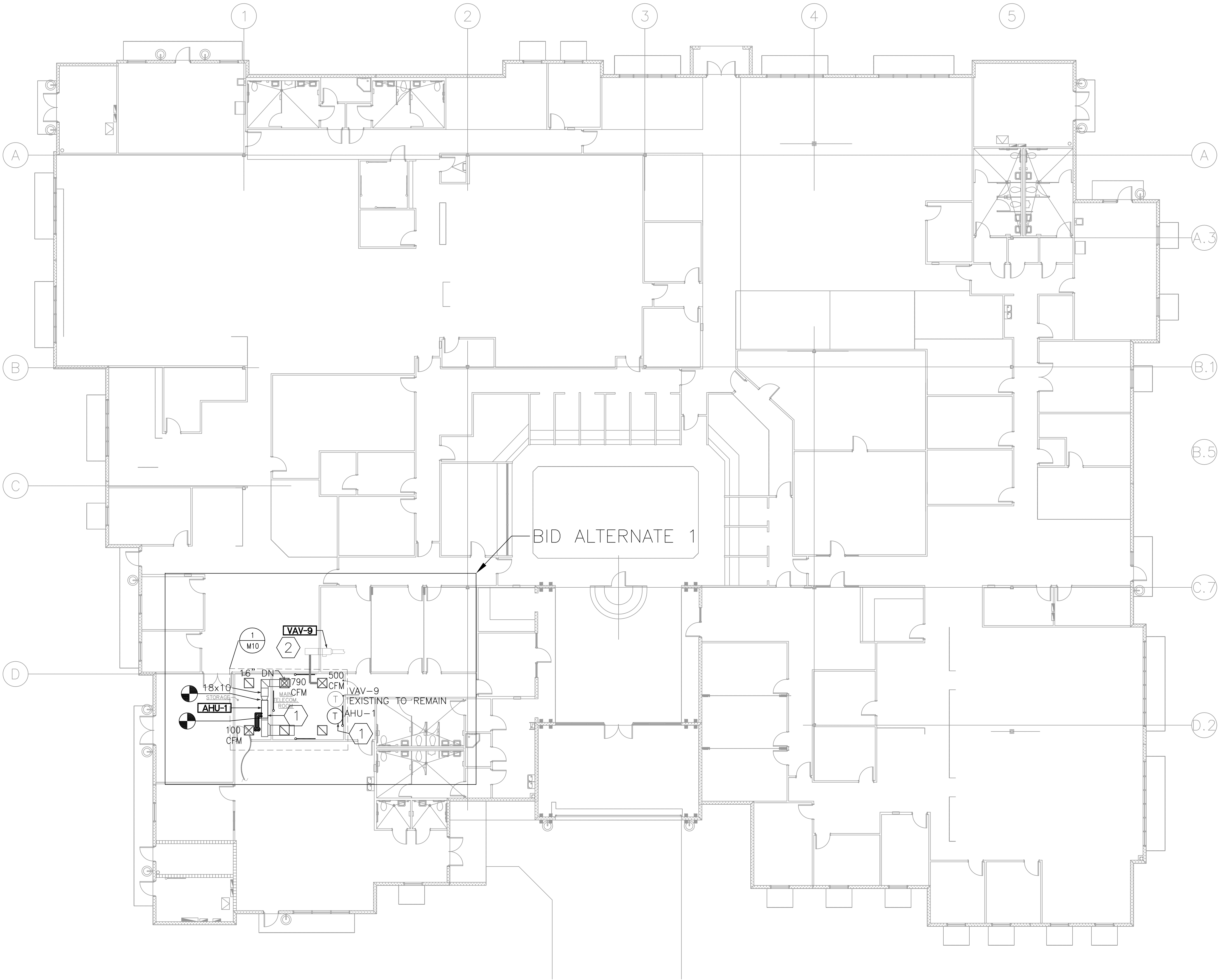
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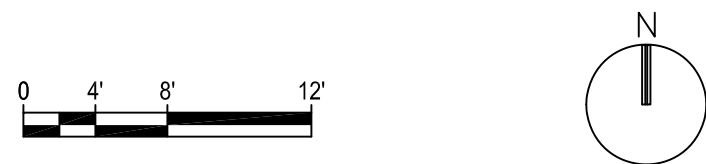
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1 MECHANICAL RENOVATION FLOOR PLAN  
Scale: 3/32"=1'-0"



GENERAL NOTES:

- a. REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- b. COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR CAMPUS IS NOT ALLOWED.
- c. DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.
- d. COORDINATE DUCTWORK ROUTING WITH ALL TRADES.
- e. LOCATE EQUIPMENT SO THAT MANUFACTURER SERVICE CLEARANCES ARE MAINTAINED.
- f. COORDINATE WITH ELECTRICAL CONTRACTOR LOCATION OF DISCONNECTS. DO NOT BLOCK SERVICE CLEARANCE TO EQUIPMENT.
- g. DUCTWORK SHALL REMAIN SEALED DURING CONSTRUCTION. DURING START-UP INSTALL FILTERS AT ALL RETURN AND EXHAUST GRILLES. IF DUCTWORK IS LEFT UNCOVERED DURING CONSTRUCTION THE GENERAL CONTRACTOR WILL BE REQUIRED TO CLEAN ALL DUCTWORK PRIOR TO UNIT START UP.
- h. REFER TO PROJECT SPECIFICATIONS FOR EQUIPMENT AND INSTALLATION REQUIREMENTS. IF THERE IS ANY DISCREPANCY BETWEEN SPECIFICATIONS AND DRAWINGS, THE MOST STRINGENT REQUIREMENT SHALL APPLY.
- i. DUCTWORK SHALL BE CLEANED PER SPECIFICATION 2300001.

PLAN KEY NOTES:

- 1. REPLACE EXISTING AHU-1 LIKE FOR LIKE IN KIND, AND PROVIDE NEW CONNECTIONS AS NECESSARY.
- 2. VAV-9 EXISTING TO REMAIN. NOT IN THE SCOPE OF WORK.

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MECHANICAL RENOVATION FLOOR PLAN  
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M08	13
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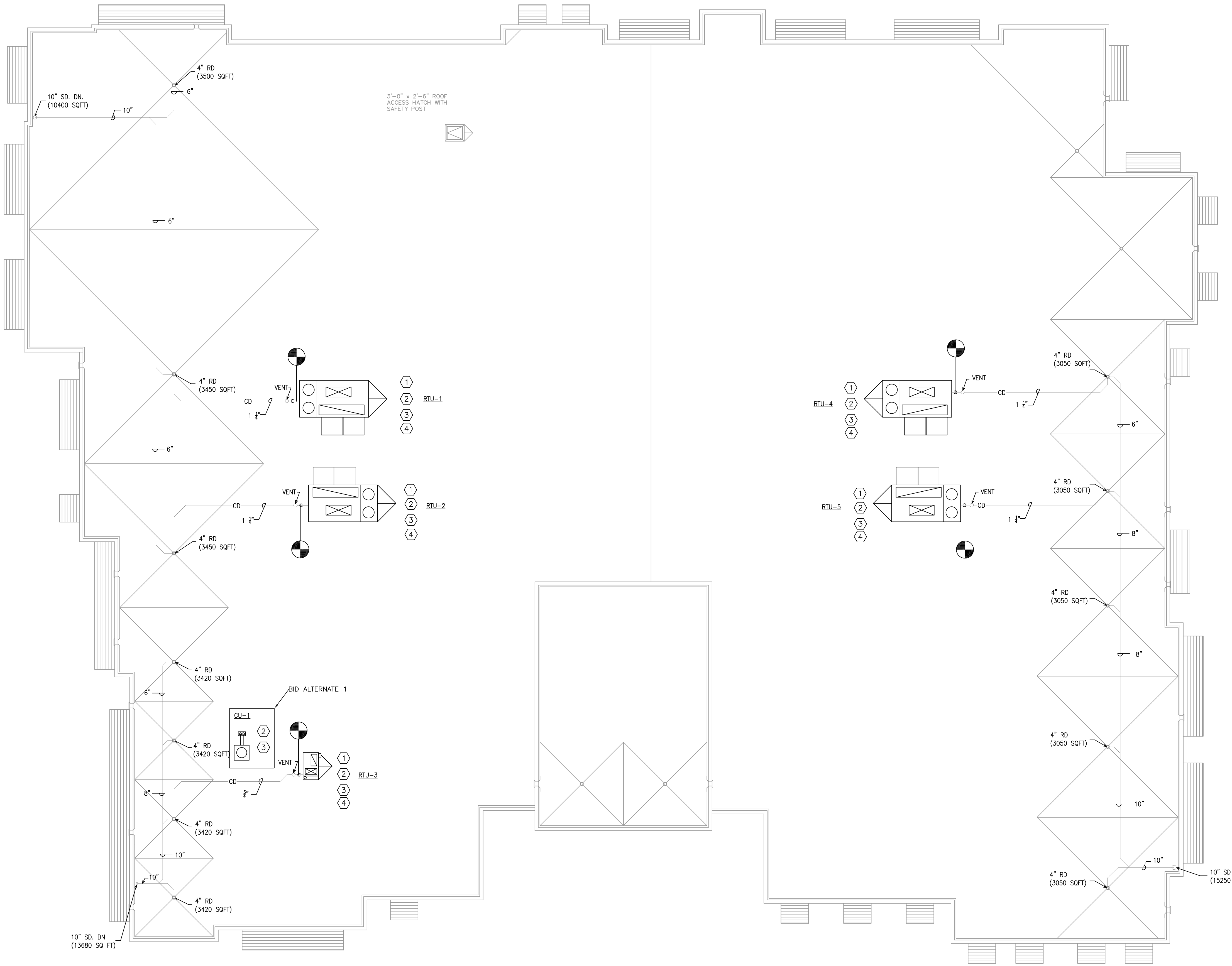
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NO.	DATE				

ENGINEER:  
BODAK SHAHNAJI  
REG. NO: 1776419  
DATE: 02/26/16

TEL: 954-421-1944  
FAX: 954-421-1924



**GENERAL NOTES:**

- REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR CAMPUS IS NOT ALLOWED.
- DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.
- COORDINATE DUCTWORK ROUTING WITH ALL TRADES.
- LOCATE EQUIPMENT SO THAT MANUFACTURER SERVICE CLEARANCES ARE MAINTAINED.
- COORDINATE WITH ELECTRICAL CONTRACTOR LOCATION OF DISCONNECTS. DO NOT BLOCK SERVICE CLEARANCE TO EQUIPMENT.
- DUCTWORK SHALL REMAIN SEALED DURING CONSTRUCTION. DURING START-UP INSTALL FILTERS AT ALL RETURN AND EXHAUST GRILLES. IF DUCTWORK IS LEFT UNCOVERED DURING CONSTRUCTION THE GENERAL CONTRACTOR WILL BE REQUIRED TO CLEAN ALL DUCTWORK PRIOR TO UNIT START UP.
- REFER TO PROJECT SPECIFICATIONS FOR EQUIPMENT AND INSTALLATION REQUIREMENTS. IF THERE IS ANY DISCREPANCY BETWEEN SPECIFICATIONS AND DRAWINGS, THE MOST STRINGENT REQUIREMENT SHALL APPLY.
- PROVIDE DOUBLE WALL INSULATED DUCTWORK FOR THE FIRST 20 FEET OF SUPPLY AND RETURN FOR EACH AIR HANDLING UNIT.
- PROVIDE ALUMINUM JACKET ON ALL EXPOSED REFRIGERANT PIPING INSULATION.

**PLAN KEY NOTES:**

- REPLACE EXISTING RTU'S, PROVIDE NEW ROOF CURBS, REFER TO STRUCTURAL DRAWINGS.
- ALL ROOFTOP EQUIPMENT THAT REQUIRES MAINTENANCE AND SERVICE SHALL MAINTAIN A MINIMUM OF 10 FEET FROM ROOF EDGE.
- ALL ROOFTOP EQUIPMENT MUST ADHERE TO CURRENT HURRICANE CODES REGARDING ROOF TIE-IN AND WIND RESISTANCE. PROVIDE FLORIDA PRODUCT APPROVAL.
- PROVIDE NEW CONDENSATE PIPING AND CONNECT TO EXISTING CONDENSATE LINE.

**1 MECHANICAL RENOVATION ROOF PLAN**  
Scale: 3/32"=1'-0"



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**PROJECT # 12267**  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL RENOVATION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

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SHEET NO.	OF
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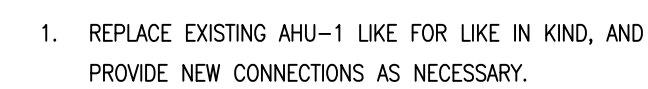
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REG. NO: 1576419  
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DRAWING FILE NO. 4-140-55	

FILE:  
67-M10-HVAC  
EXHIBIT NO.  
4-140-55  
CAM #17-1204  
Exhibit 3  
Page 181 of 236

ENGINEER: BOBAK SHAHNAJI  
REG. NO: 15776419  
DATE: 02/26/19  
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FAX: 954-421-1924

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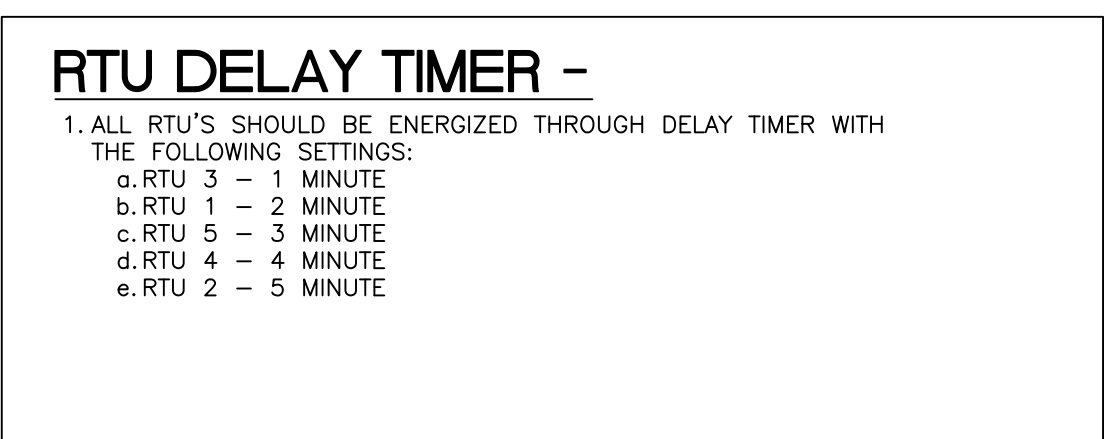
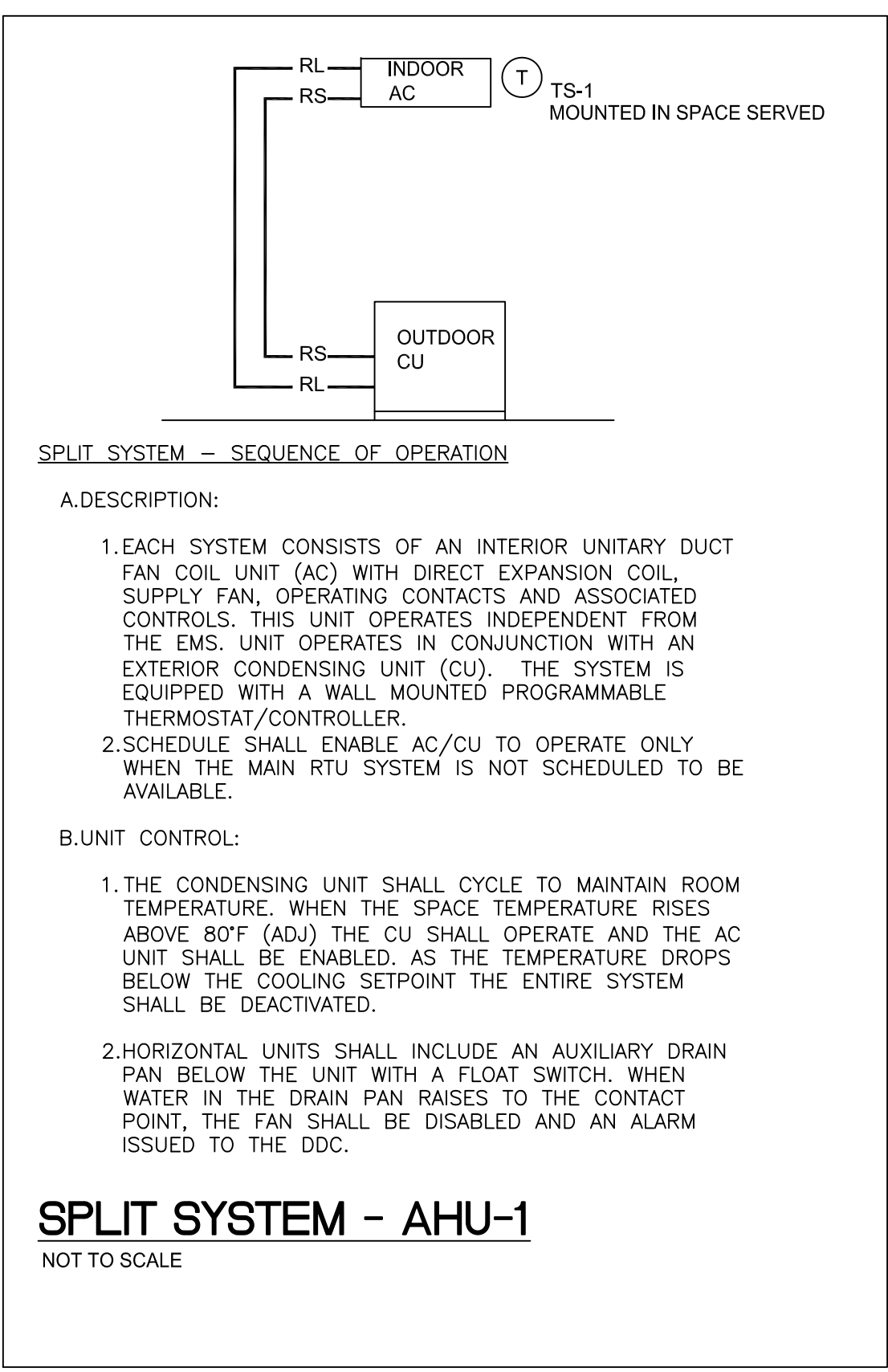
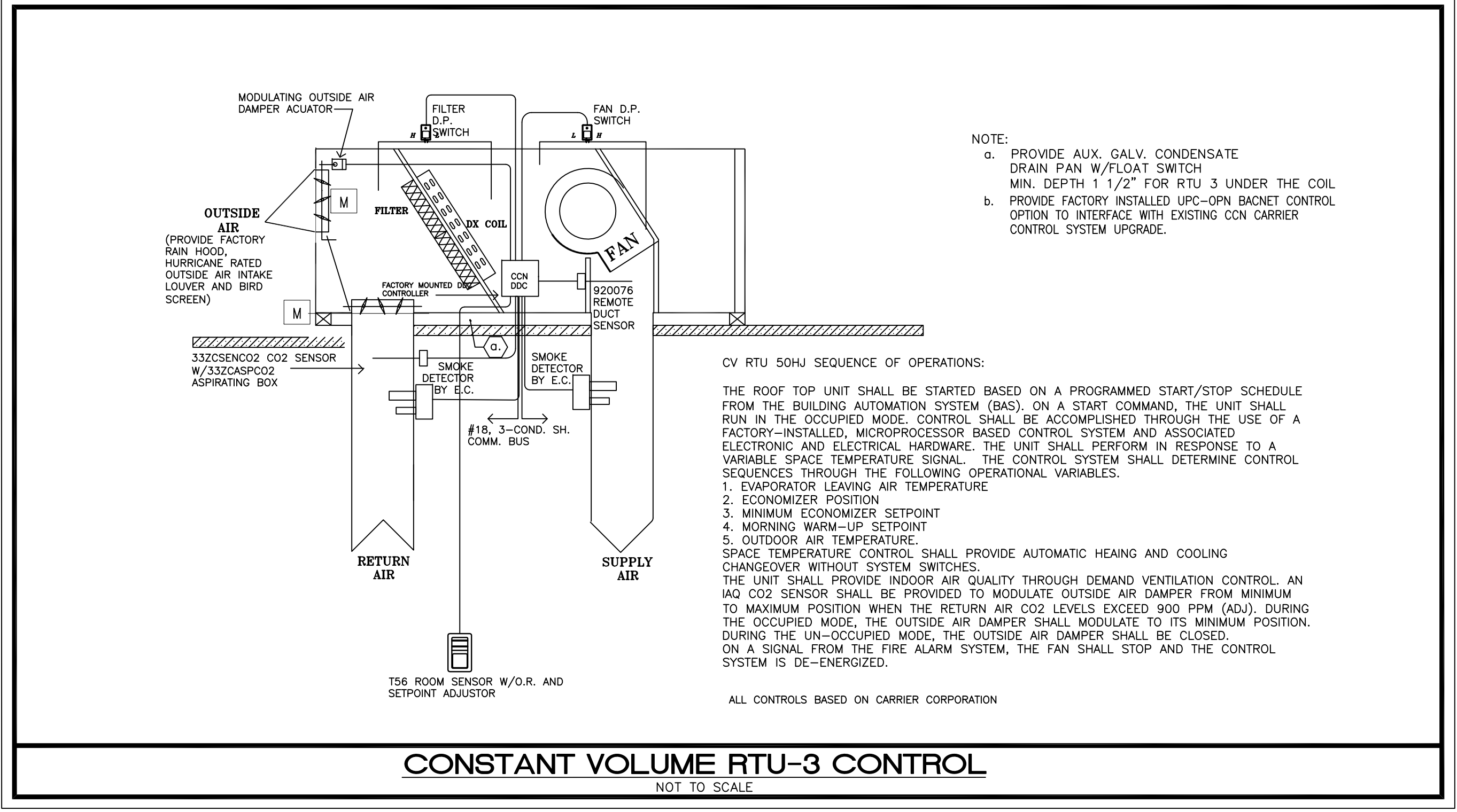
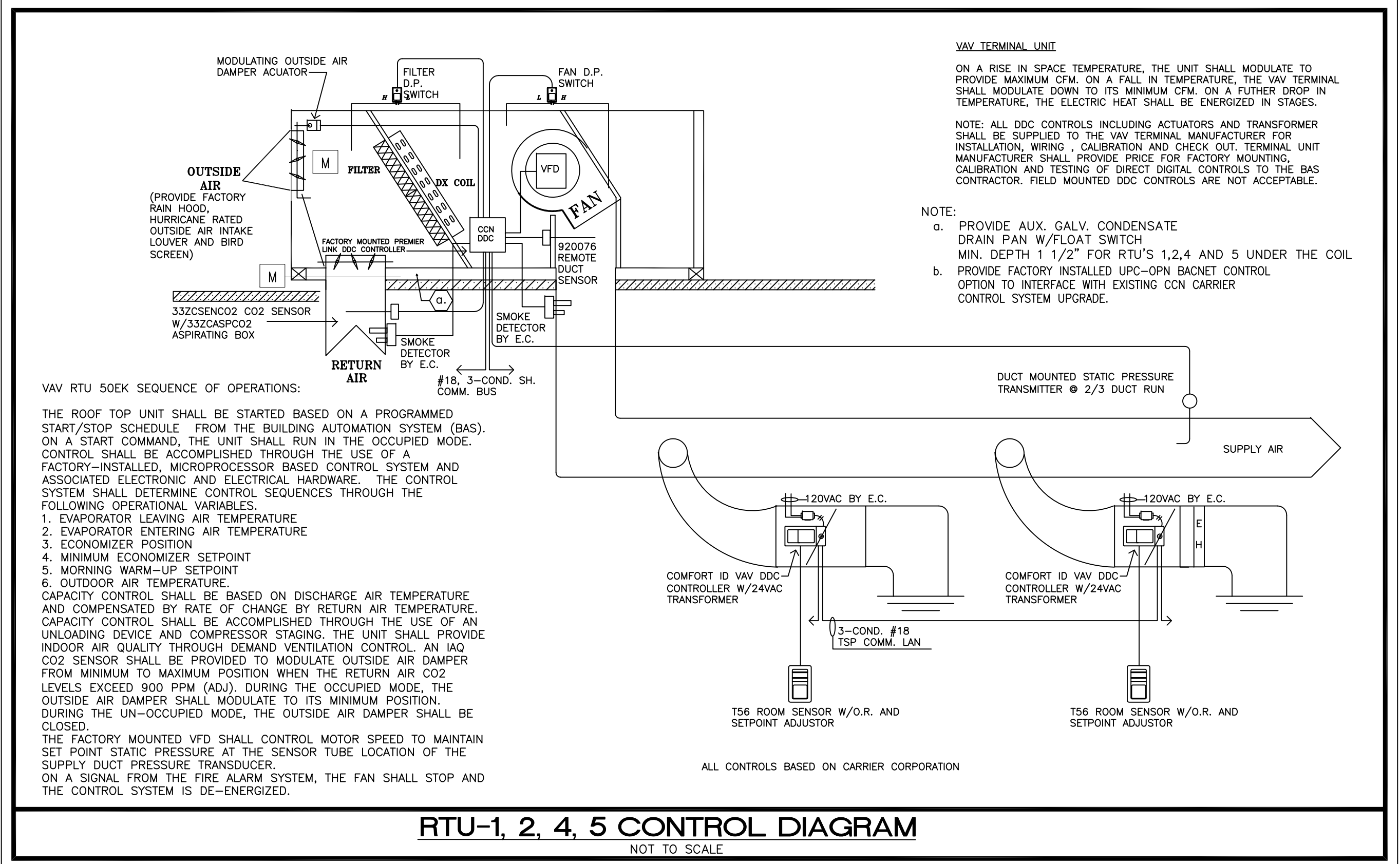
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DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL CONTROLS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. M11 OF 13  
TOTAL: 13  
CAD FILE: 12267-M11-HVAC  
DRAWING FILE NO. 4-140-55



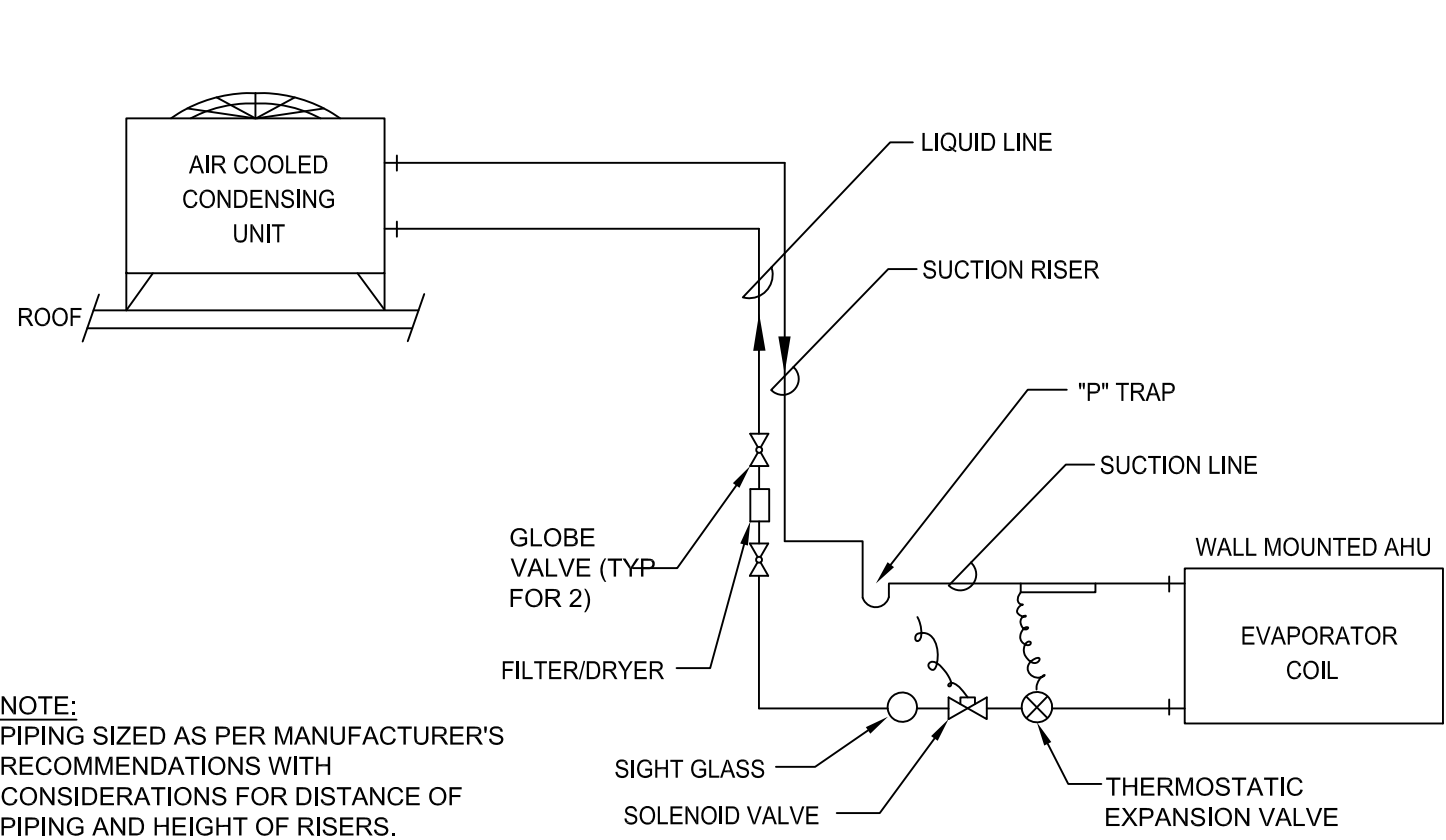
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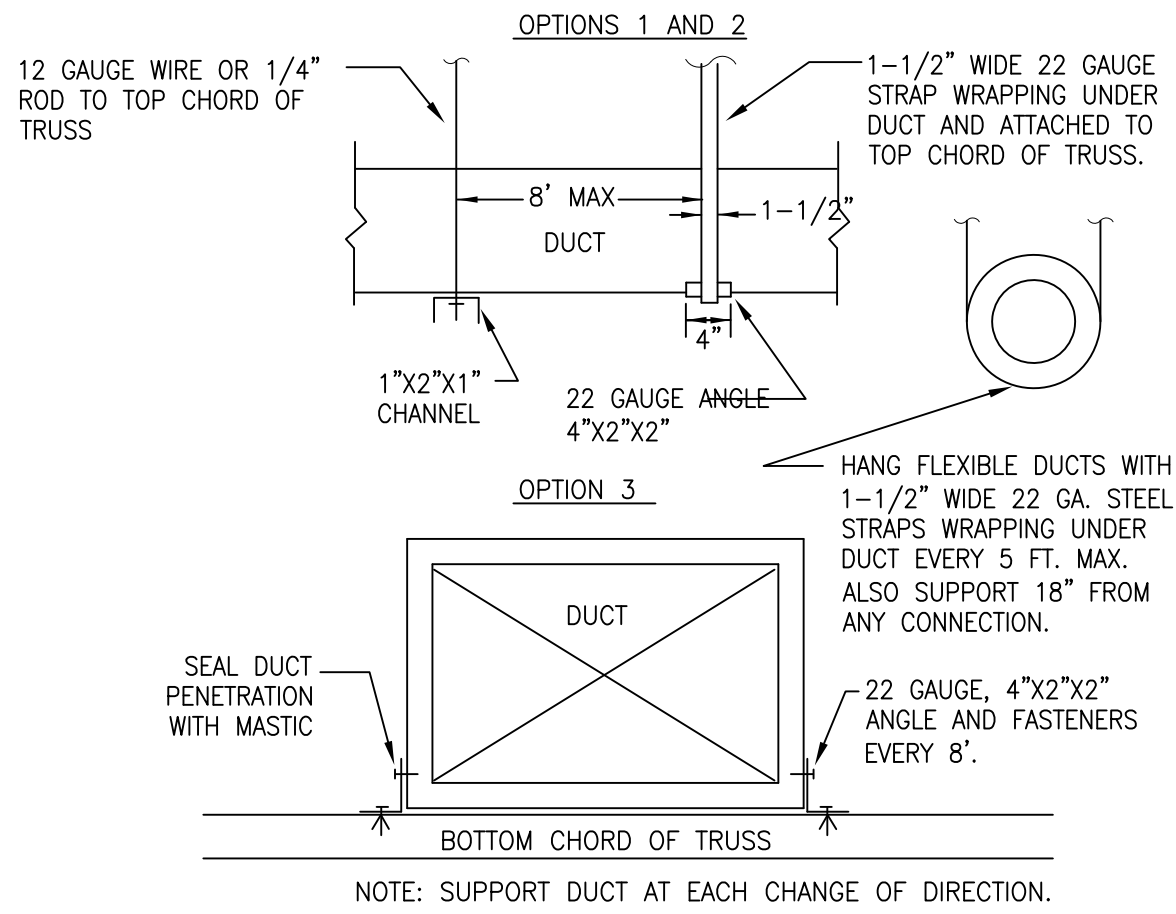


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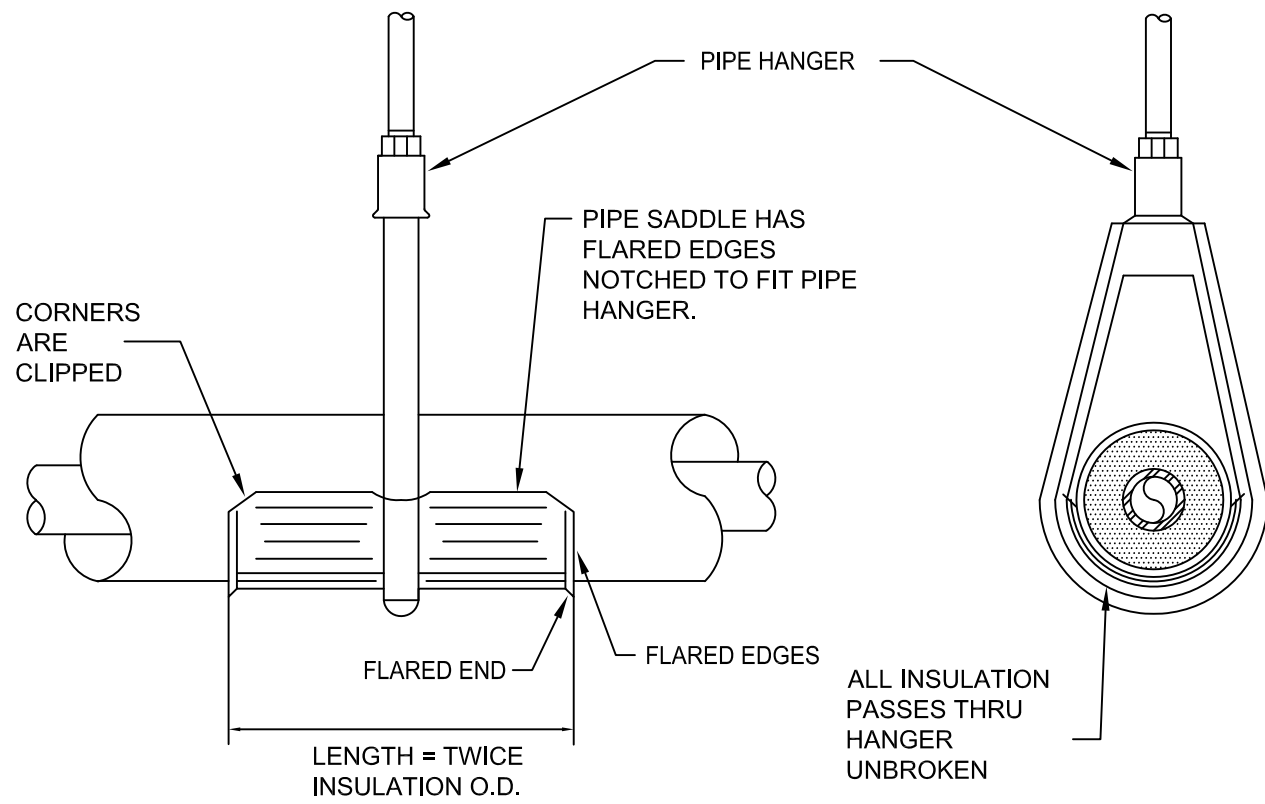




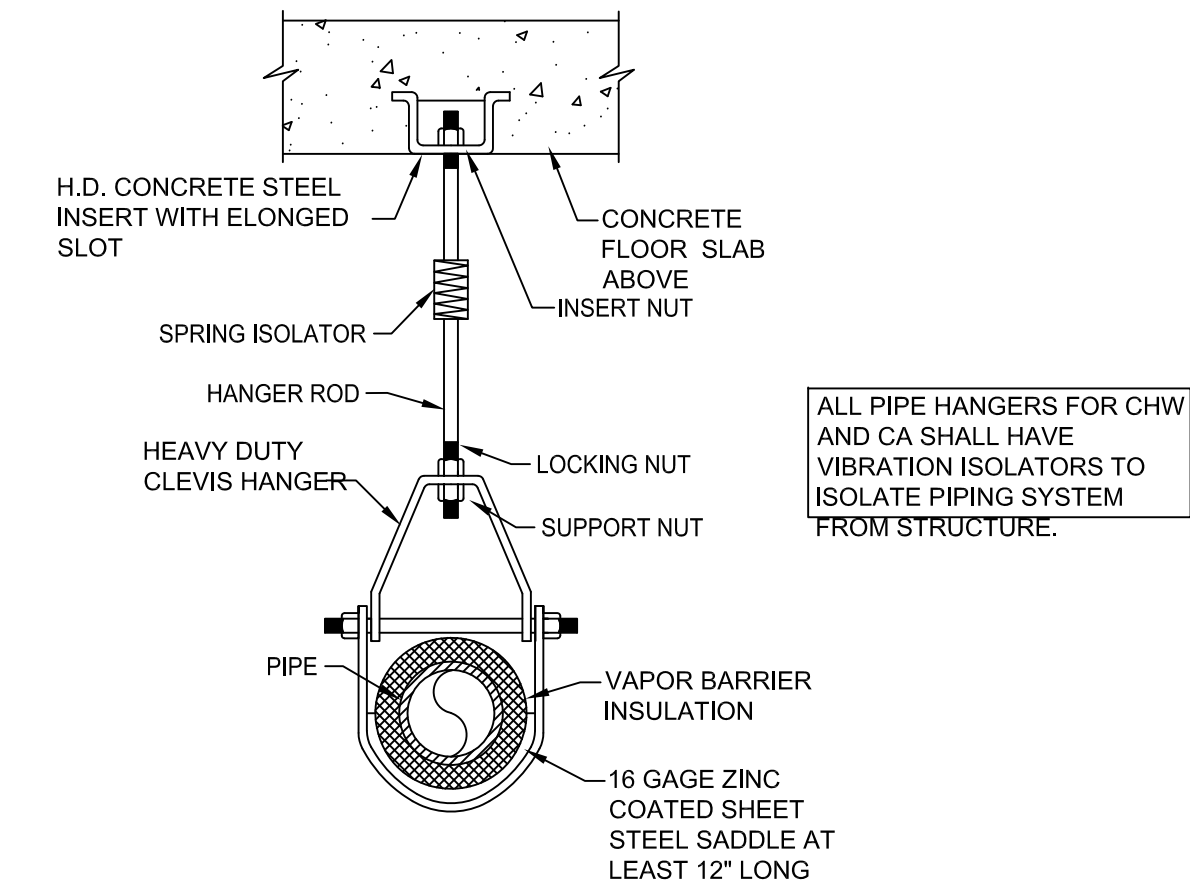
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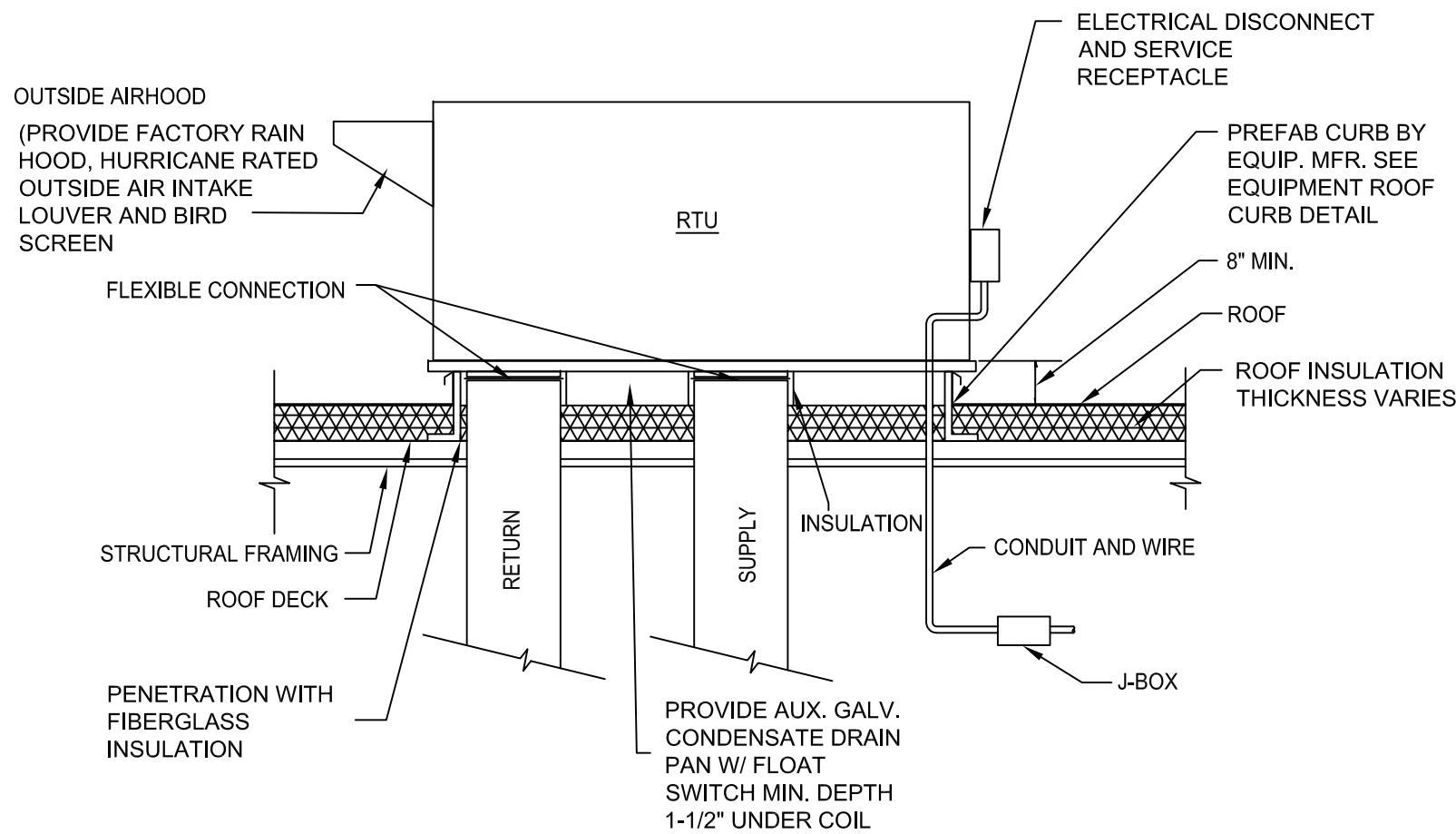
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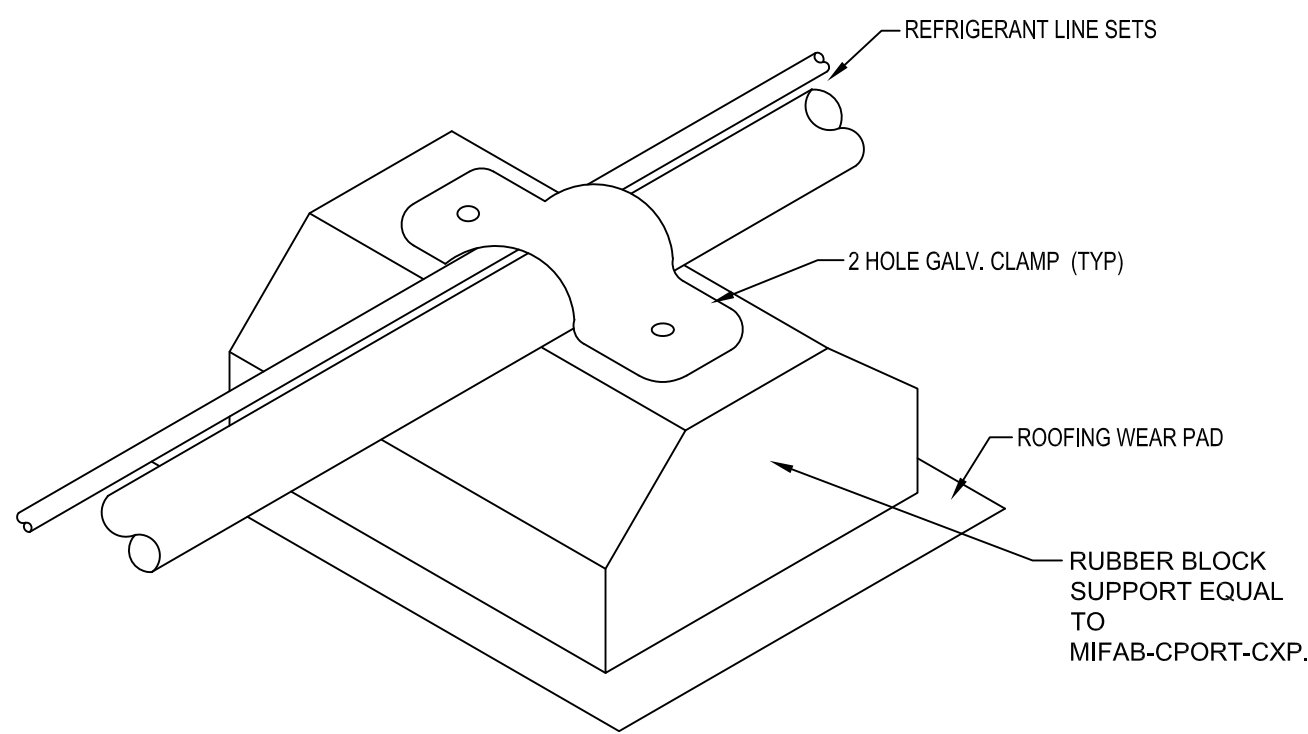
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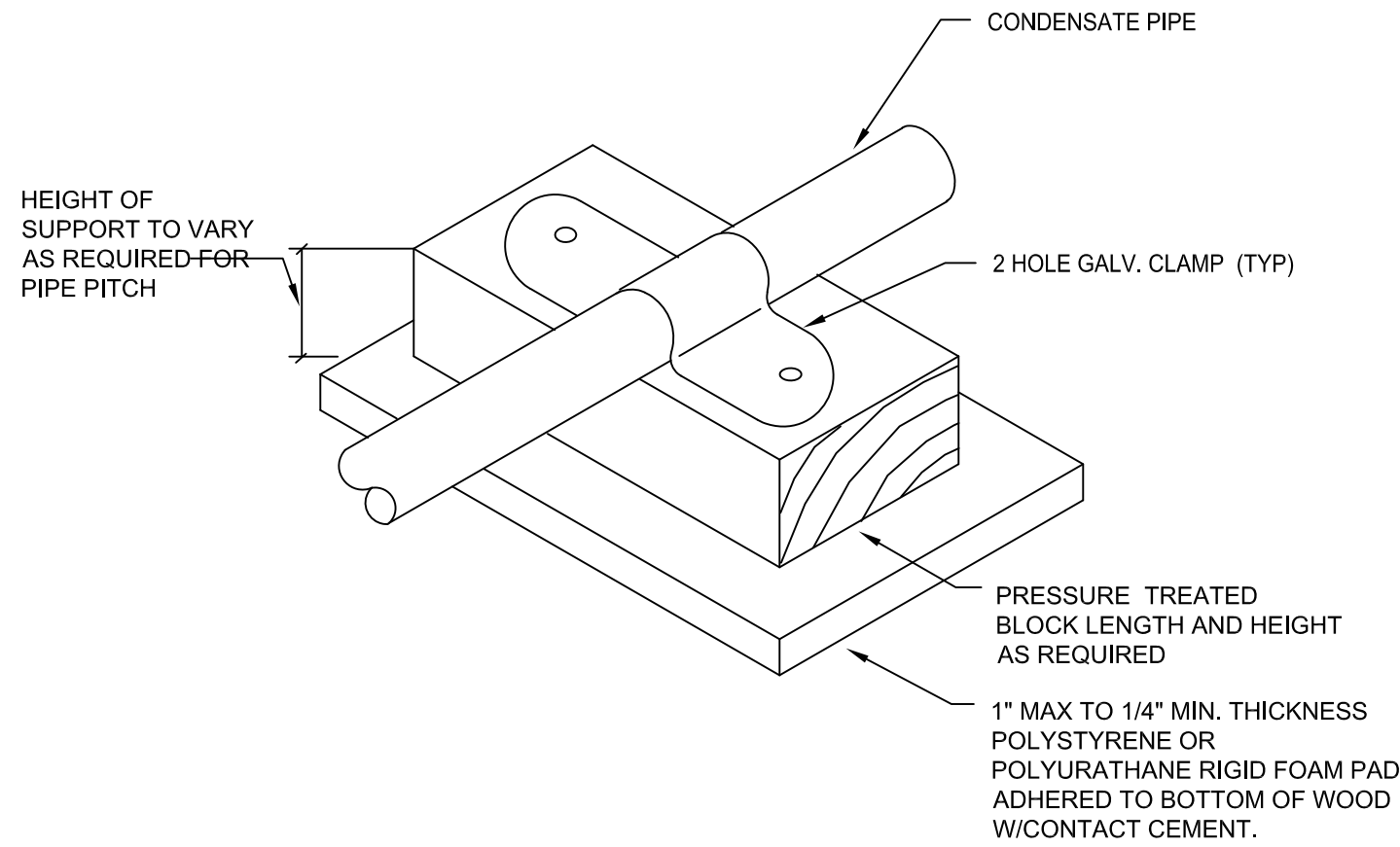
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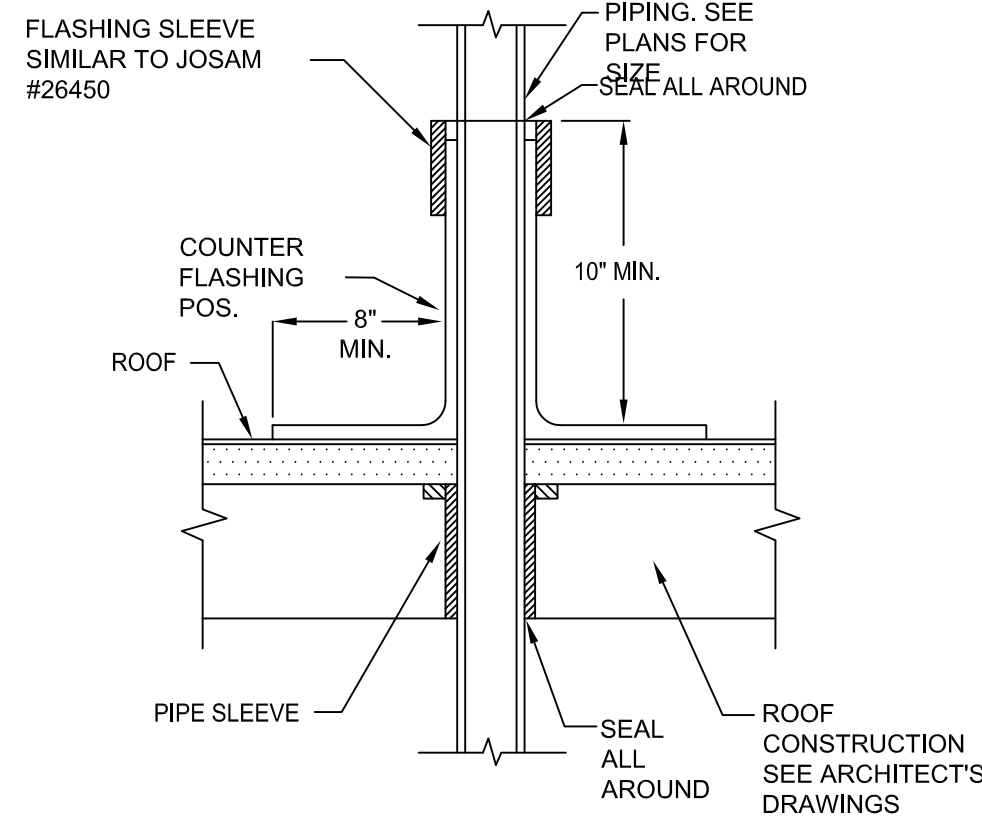
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NOT TO SCALE



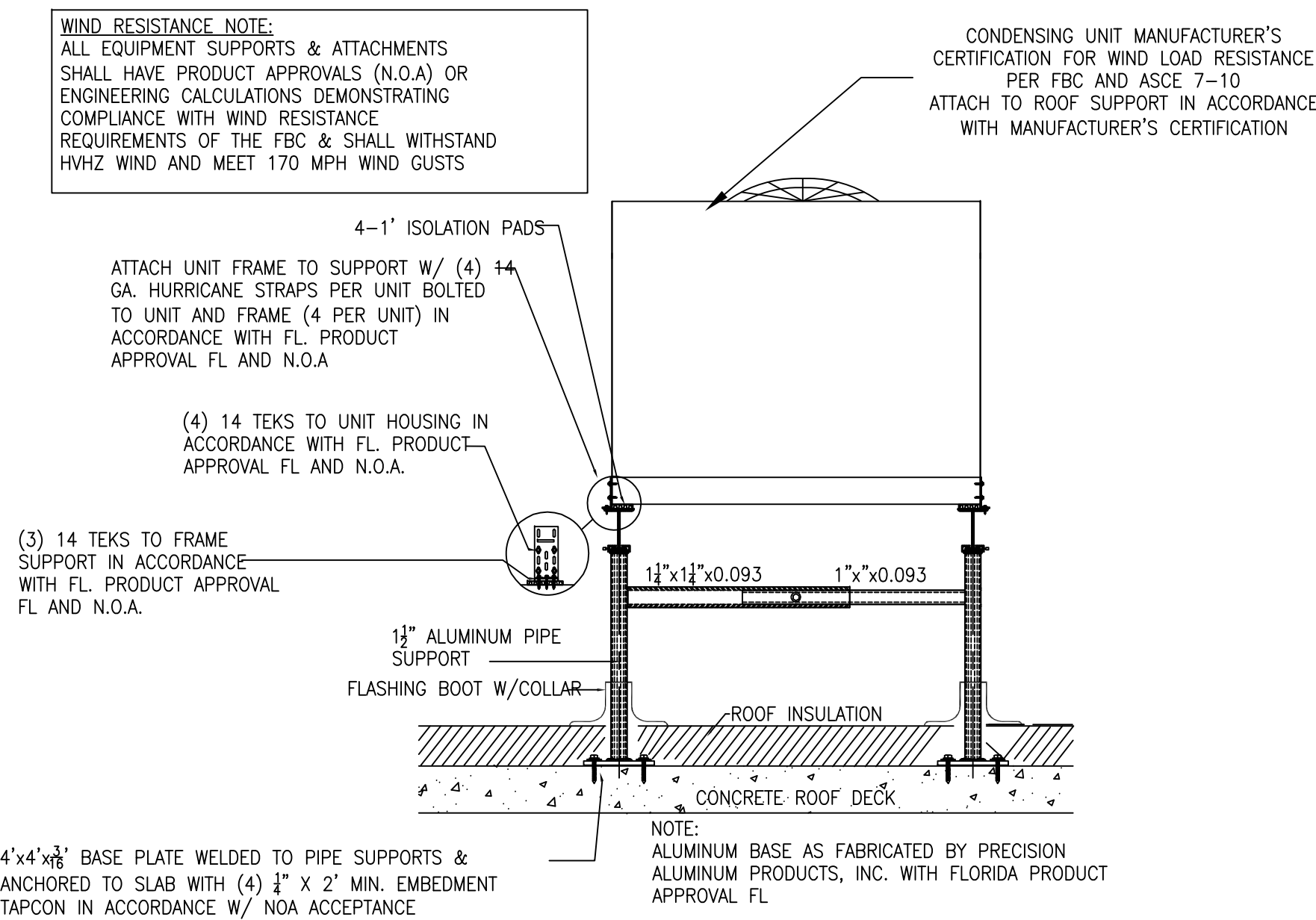
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**ROOF REFRIGERANT PIPING SUPPORT DETAIL**  
NOT TO SCALE



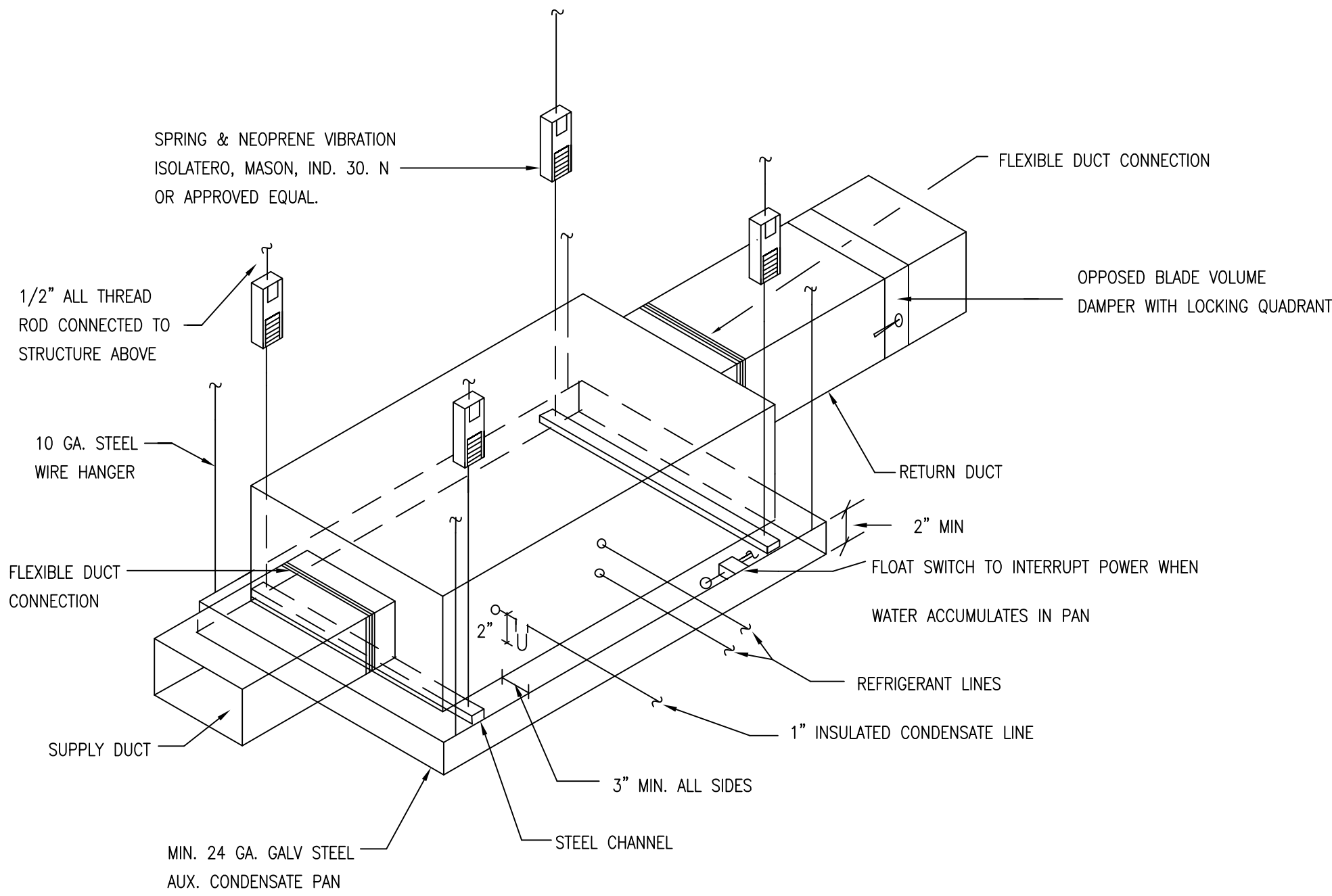
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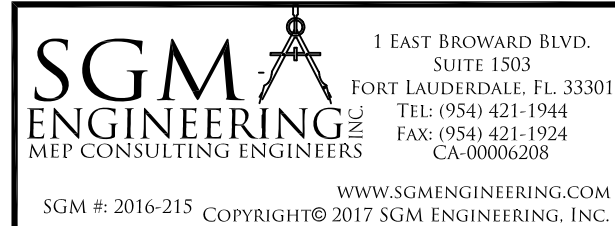
08 M11  
**DETAIL OF PIPE THROUGH ROOF**  
NOT TO SCALE



09 M11  
**NOA ACCEPTED CONDENSING UNIT MOUNTING DETAIL**  
NOT TO SCALE



10 M11  
**SUSPENDED AHU DETAIL**  
NOT TO SCALE  
P:ALL MECHANICAL/MAIR-4.DWG



PERMIT SET

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL DETAILS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
M12	13
TOTAL:	13
CAD FILE:	12267-M12-HVAC
DRAWING FILE NO.	4-140-55

ENGINEER:	DATE:
BODAK SHAHNAJI	07/06/17
REG. NO. 1706419	DESIGNED BY: SCALE:
DATE: 07/26/16	NUL AS SHOWN
	CHECKED BY:
	BBS
	FIELD BOOK:

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

NO.	DATE	BY	CH'D	DESCRIPTION



PACKAGED ROOFTOP AIR HANDLING UNIT SCHEDULE																														
MARK	SPA CE SERVED	BLOWER SECTION											DX COIL								MIXING BOX SECTION					MANUFACTURER	MODEL	WEIGHT (LBS)	DIMENSIONS L x W x H (IN)	REMARKS
		FAN TYPE	DRIVE	VFD	SUPPLY AIR (CFM)	OUTSIDE AIR (CFM)	ESP (IN.WG.)	MOTOR			ELECTRICAL		CAPACITY (MBH)		AIR PROPERTIES				REFRIGERANT	ROWS	FILTER			DAMPER						
								HP	BHP	RPM	VOLTAGE	PHASE	TOTAL	SENSIBLE	EAT (°F)		LAT (°F)				QTY	SIZE	MERV	RETURN AIR	OUTSIDE AIR					
															DB	WB	DB	WB												
RTU-1	ROOF TOP	FC	BELT	YES	7,500	1,200	2	10	4.13	843	460	3	297.5	204.3	80	67	54.8	54.1	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12
RTU-2	ROOF TOP	FC	BELT	YES	8,600	1,500	2	10	5.03	870	460	3	304.4	217.9	80	67	56.5	55.7	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12
RTU-3	ROOF TOP	-	BELT	NO	2,000	360	0.75	-	1.56	1294	460	3	73.0	53.1	80	67	52	51.5	R410A	-	4	16X16X2	-	YES	YES	CARRIER	50TC-A07A2C6-2B0A0	699	73 x 44 x 42	1-12
RTU-4	ROOF TOP	FC	BELT	YES	7,700	1,300	2	10	4.29	848	460	3	298.9	206.8	80	67	55.1	54.4	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12
RTU-5	ROOF TOP	FC	BELT	YES	7,600	1,100	2	10	4.21	846	460	3	298.2	205.6	80	67	55	54.3	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12
NOTES: 1. AIR HANDLING UNIT SHALL BE DOUBLE WALL CONSTRUCTION. 2. PROVIDE PREMIUM EFFICIENCY MOTORS. 3. PROVIDE TWO WAY SLOPE DOUBLE WALL STAINLESS STEEL DRAIN PANS. 4. PROVIDE FACTORY MIXING BOX. 5. MAXIMUM COIL FACE VELOCITY TO BE 500 FPM. 6. MAXIMUM 12 FINS PER INCH. 7. PROVIDE 18" ROOF CURB. PROVIDE FBC2014 WIND LOAD COMPLIANCE. 8. SELECT MOTORS SO THAT BHP DOES NOT EXCEED 85% OF RATED POWER. 9. THE COMPLETE INTERIOR AND EXTERIOR OF THE RTU SHALL BE COATED WITH LUVATA SALT SPRAY COATING RATED FOR 10,080 HOURS. 10. PROVIDE FACTORY RAIN HOOD, HURRICANE RATED LOUVER, AND BIRD SCREEN. 11. PROVIDE VFD WITH BYPASS BY MANUFACTURER. 12. PROVIDE AEGIS SHAFT GROUNDING RINGS FOR MOTORS.																														

COMMON AREAS SPLIT SYSTEM SCHEDULE - AIR CONDITIONER																																
MARK	AREA SERVED	MANUFACTURER	COOLING		EFFICIENCY	AIR HANDLER														CONDENSING UNIT										REMARKS		
			TOTAL (MBH)	SENSIBLE (MBH)	SEER	MODEL#	SUPPLY (CFM)	OUTSIDE AIR (CFM)	ESP (IN.WG.)	HP	COIL EAT (°F)		COIL LAT (°F)		HEATER (KW)	ELECTRICAL				DIMENSIONS L x W x H (IN)	WEIGHT (LBS)	MODEL #	REFRIGERANT	COMPRESSOR		ELECTRICAL					DIMENSIONS L x W x H (IN)	WEIGHT (LBS)
											DB	WB	DB	WB		VOLT	PHASE	MCA	MOP					QTY.	TYPE	VOLT	PHASE	MCA	MOP			
AHU-1/ CU-1	STORAGE/ SERVER ROOM	CARRIER	24	17	15.0	FB4CNP024L00	700	0	0.4	1/3	76	64	54.02	53.72	5.0	208	1	-	-	22 x 14 x 43	112	24ACC424A003	R-410A	1	SCROLL	208	1	14.1	-	26 x 26 x 25	119	1-4
NOTES: 1. REFRIGERANT LINES AND INSULATION SHALL BE SIZED AND INSTALLED IN STRICT ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS. PROVIDE SUBMITTALS ON INSULATION WITH EQUIPMENT SUBMITTALS. 2. PROVIDE HEATING/COOLING PROGRAMMABLE THERMOSTAT AND 24 VOLT CONTROL WIRING. THERMOSTAT SHALL HAVE THE SAME NUMBER OF STAGES OF HEATING AND COOLING AS THE UNIT AND DUAL SETPOINT. THERMOSTAT SHALL BE SUPPLIED BY SAME MANUFACTURER AS UNIT. 3. PROVIDE 5 MINUTE TIME DELAY TO PREVENT COMPRESSOR SHORT CYCLING. INSTALL EQUIPMENT PER MANUFACTURERS RECOMMENDATIONS. 4. SINGLE POINT CONNECTION. 5. HORIZONTAL UNITS SHALL INCLUDE AN AUXILIARY DRAIN PAN BELOW THE UNIT WITH A FLOAT SWITCH. WHEN WATER IN THE DRAIN PAN RAISES TO THE CONTACT POINT, THE FAN SHALL BE DISABLED AND AN ALARM ISSUED TO THE DDC.																																

BID ALTERNATE 1

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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL SCHEDULES  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
M13	13
TOTAL:	13
CAD FILE:	12267-M13-HVAC
DRAWING FILE NO.	4-140-55

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PUBLIC WORKS DEPARTMENT

ENGINEERING & ARCHITECTURE




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REG. NO. 1276419  
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Exhibit 3  
Page 184 of 236

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DESIGNED BY: WGB	SCALE: AS SHOWN
CHECKED BY: MEH	
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**PUBLIC WORKS DEPARTMENT**  
**ENGINEERING & ARCHITECTURE**  
 100 North Andrews Avenue, Fort Lauderdale, Florida 33301

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**PROJECT # 12267**  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL GENERAL NOTES AND LEGEND  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
<b>E01</b>	<b>7</b>
TOTAL: 7	
CAD FILE: 12267-E01-ELEC	
DRAWING FILE NO. 4-140-55	

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

































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## ELECTRICAL LEGEND

10-30-01

	TELEPHONE OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.
	DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.
	TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNTED ABOVE COUNTER, SEE ARCHITECTURAL DRAWING FOR SPECIFIC REQUIREMENTS.
	TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.
	TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT RUN TO THE NEAREST STUD WALL AND STUBBED OUT FROM WALL 6" ABOVE CEILING. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.
	TELEVISION OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.
	20 AMP DUPLEX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.
	20 AMP QUADPLEX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.
	20 AMP DUPLEX RECEPTACLE WITH GROUND FAULT CIRCUIT INTERRUPTER, MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET. UNLESS NOTED OTHERWISE.
	20 AMP DUPLEX RECEPTACLE MOUNTED ABOVE COUNTER SEE ARCHITECTURAL DRAWINGS FOR SPECIFIC REQUIREMENTS.
	20 AMP DUPLEX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.
	20 AMP QUADPLEX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.
	20 AMP DUPLEX RECEPTACLE, RECESS FLOOR MOUNTED. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.
	20 AMP DUPLEX RECEPTACLE, CEILING MOUNTED.
	SPECIAL-PURPOSE RECEPTACLE
	JUNCTION BOX
	SINGLE GANG JUNCTION BOX FOR POWER CONNECTION TO MODULAR FURNITURE SYSTEM INSTALL IN EXACT MANNER AS DIRECTED BY FURNITURE SUPPLIER.
	DOUBLE GANG JUNCTION BOX FOR TELEPHONE/DATA CONNECTION TO MODULAR FURNITURE SYSTEM. INSTALL IN EXACT MANNER AND LOCATION AS DIRECTED BY FURNITURE SUPPLIER. EXTEND (2) 3/4" EMPTY CONDUITS FROM JUNCTION BOX TO ABOVE CEILING AND TERMINATE WITH INSULATING BUSHING 6" FROM WALL.
	EXHAUST FAN. SEE MECHANICAL DRAWINGS FOR SPECIFICATIONS.
	SINGLE POLE, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.
	3-WAY, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.
	SINGLE POLE, 20 AMP, SWITCH WITH DIMMER. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.
	MOTOR RATED SWITCH
	TWO POLE, 30 AMP SWITCH. MOUNT ADJACENT EQUIPMENT TO BE CONTROLLED.
	FACTORY MOUNTED DISCONNECT/STARTER (SEE MECHANICAL SCHEDULE)
	FUSIBLE DISCONNECT SWITCH A = POLES, B= FRAME SIZE, C= FUSE RATING
	NON FUSED DISCONNECT SWITCH (SS INDICATES NEMA 4X (STAINLESS STEEL))
	VARIABLE FREQUENCY DRIVE
	GROUNDING ELECTRODE & CONDUCTOR SYSTEM
	TRANSFORMER
	ELECTRICAL PANELBOARD
	TELEPHONE WOOD BACKBOARD
	WEATHERPROOF
	TIME CLOCK
	ABOVE FINISH FLOOR
	ADD COMMENT TO COORDINATE LOCATION IN FLOOR
	ADD COMMENT TO COORDINATE LOCATION IN FLOOR
	FIRE ALARM SMOKE DUCT DETECTOR, S = SUPPLY; R = RETURN



**10-18-01**

A. THE CONTRACTOR SHALL SUPPLY AND INSTALL ALL NEW ELECTRICAL WORK INDICATED. CONSTRUCTION SHALL BE IN ACCORDANCE WITH DRAWINGS AND APPLICABLE SPECIFICATIONS. IF A PROBLEM IS ENCOUNTERED IN COMPLYING WITH THIS REQUIREMENT, CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER AS SOON AS POSSIBLE AFTER ASSESSMENT OF THE PROBLEM AND SHALL NOT PROCEED WITH THAT PORTION OF THE WORK UNTIL ARCHITECT/ENGINEER HAS DIRECTED CORRECTIVE ACTION TO BE TAKEN.

B. THE CONTRACTOR SHALL VISIT THE JOB SITE PRIOR TO BID AND FAMILIARIZE HIMSELF WITH ALL CONDITIONS CONCERNING ELECTRICAL AND COMMUNICATIONS INSTALLATION AND MAKE PROVISIONS AS TO THE COST THEREOF.

C. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRIC CODE AND ALL CODES AND ORDINANCES OF THE AUTHORITY HAVING JURISDICTION. THE SPECIFICATION, CODES AND STANDARDS LISTED BELOW ARE UTILIZED IN THIS PROJECT.

1. NATIONAL ELECTRICAL CODE (NFPA-70)
2. CODE FOR SAFETY TO LIFE (NFPA-101)
3. STANDARD FOR THE INSTALLATION, MAINTENANCE AND USE OF LOCAL PROTECTIVE SIGNALING SYSTEMS (NFPA-72)
4. UNDERWRITERS' LABORATORIES (UL)
5. AMERICAN NATIONAL STANDARDS ASSOCIATION (NEMA)
6. AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)
7. FEDERAL SPECIFICATION (FED. SPEC.)
8. INSULATED POWER CABLE ENGINEERS ASSOCIATION (PCEA)
9. CITY OF FORT LAUDERDALE BUILDING CODE
10. INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS (IEEE)
11. 2014 FLORIDA BUILDING CODE, 5TH EDITION

D. ADDITIONALLY, DESIGNS, WORK PRACTICES AND CONDITIONS MUST CONFORM WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 (OSHA)

D. DO NOT SCALE THE ELECTRICAL DRAWINGS. REFER TO ARCHITECTURAL PLANS AND ELEVATIONS FOR EXACT LOCATION OF ALL EQUIPMENT. CONFIRM WITH OWNER'S REPRESENTATIVE.

E. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF CONSTRUCTION. THE CONTRACTOR IS TO FURNISH AND INSTALL ALL ITEMS FOR A COMPLETE ELECTRICAL SYSTEM AND PROVIDE ALL REQUIREMENTS NECESSARY FOR EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.

F. CONTRACTOR SHALL GUARANTEE ALL MATERIALS AND WORKMANSHIP FREE FROM DEFECTS FROM A PERIOD OF NOT LESS THAN ONE YEAR FROM DATE OF ACCEPTANCE.

G. CORRECTION OF ANY DEFECTS SHALL BE COMPLETED WITHOUT ADDITIONAL CHARGE AND SHALL INCLUDE RE-REMOVAL OR REPAIR OF ANY OTHER PHASE OF THE INSTALLATION WHICH MAY HAVE BEEN DAMAGED THERE BY.

H. ALL REQUIRED INSURANCE SHALL BE PROVIDED FOR PROTECTION AGAINST PUBLIC LIABILITY AND PROPERTY DAMAGE FOR THE DURATION OF THE WORK.

I. CONTRACTOR SHALL PAY FOR ALL PERMITS, FEES, INSPECTIONS AND TESTING. CONTRACTOR TO OBTAIN PERMITS AND APPROVED SUBMITTALS PRIOR TO BEGINNING WORK OR ORDERING EQUIPMENT.

J. THE TERM "PROVIDE" USED IN THE CONSTRUCTION DOCUMENTS AND SPECIFICATIONS SHALL MEAN THAT THE CONTRACTOR IS TO FURNISH, INSTALL AND CONNECT COMPLETE.

- A. MINIMUM WIRE SIZE SHALL BE #12 A.W.G. (EXCEPT AS NOTED OTHERWISE FOR CONTROL WIRING). ALL CONDUCTORS SHALL BE COPPER WITH "THIN-THIN" INSULATION UNLESS OTHERWISE NOTED.
- B. ELECTRICAL METAL TUBING (EMT) SHALL BE OF BEST QUALITY STEEL, SMOOTH INSIDE AND OUT AND SHALL BE HOT-DIPPED GALVANIZED.
- C. OUTLET BOXES SHALL BE PRESSED STEEL IN DRY LOCATIONS, CAST ALLOY WITH THREADED HUBS IN WET OR DAMP LOCATIONS AND SPECIAL ENCLOSURES FOR OTHER CLASSIFIED AREAS.
- D. RIGID NONMETALLIC CONDUIT SHALL BE SCHEDULE 40 PVC.
- E. ALL MATERIALS SHALL BE NEW AND BEAR UNDERWRITERS' LABELS WHERE APPLICABLE.
- F. PANELBOARDS:
  1. CURRENT CARRYING BUSES SHALL BE COPPER. GROUND BUS BARS SHALL BE COPPER.
  2. ALL CIRCUIT BREAKERS SHALL BE BOLT ON. PLUG-IN BREAKERS ARE NOT ACCEPTABLE.
  3. CIRCUIT BREAKERS AND SWITCHES IN FLUORESCENT OR HID LIGHTING CIRCUITS SHALL BE LISTED AND MARKED "SWO".
  4. ALL CIRCUIT BREAKERS FEEDING MECHANICAL EQUIPMENT SHALL BE HACR TYPE CIRCUIT BREAKERS.
  5. A.I.C. RATINGS SHALL BE AS INDICATED ON PANELBOARD SCHEDULES.
  6. ALL PANELBOARDS SHALL BE FURNISHED WITH PLASTIC LAMINATE NAMEPLATES WITH 1/4" ENGRAVED LETTERING FOR PANEL IDENTIFICATION.
  7. ALL PANELBOARDS SHALL BE PROVIDED WITH TYPE-WRITTEN DIRECTORY OF BRANCH CIRCUIT DESIGNATIONS.
- G. DISCONNECT SWITCHES SHALL BE H.P. RATED, HEAVY DUTY, QUICK-MAKE, QUICK-BREAK. ENCLOSURES SHALL BE NEMA-1 FOR INDOOR LOCATIONS, NEMA 3R FOR OUTDOOR LOCATIONS OR AS OTHERWISE NOTED.
- H. MOTOR STARTERS SHALL BE MANUAL OR MAGNETIC AS INDICATED ON THE ELECTRICAL DRAWINGS, WITH OVERLOAD RELAY.
- I. WIRING DEVICES (GENERAL PURPOSE RECEPTACLES AND WALL SWITCHES) SHALL BE WHITE COLOR UNLESS OTHERWISE NOTED. FACEPLATES SHALL BE SMOOTH, WHITE NYLON.

COLOR CODING OF CONDUCTORS SHALL BE AS FOLLOWS:

- 1. 208/120 VOLTS, 3 PHASE, 4-WIRE SYSTEM: UNGROUNDED CONDUCTORS: 1 BLACK, 1 RED AND 1 BLUE, GROUNDED (NEUTRAL) CONDUCTOR: WHITE; GROUNDING CONDUCTORS SHALL BE GREEN.
- 2. 240/277 VOLT, 3 PHASE, 4-WIRE SYSTEM: UNGROUNDED CONDUCTORS: 1 BROWN, 1 YELLOW, AND 1 PURPLE; GROUNDED (NEUTRAL) CONDUCTORS: GREY; GROUNDING CONDUCTORS SHALL BE GREEN.
- 3. BRANCH CIRCUIT WIRING (#6 AND SMALLER) SHALL BE COLOR CODED BY CONTINUOUS INSULATION COLOR AND FEEDERS AND SERVICES (#4 AND LARGER) SHALL BE CODED AT ALL JUNCTION OR PULL POINTS (EXCEPT LBS OR LBO'S) USING COLOR MARKERS OR PLASTIC TAPE MANUFACTURED FOR THE PURPOSE.

B. WIRING METHODS

- 1. ALL CONDUITS SHALL BE INSTALLED IN ELECTRICAL METALLIC TUBING (EMT) UNLESS OTHERWISE NOTED, SPECIFIED OR AS SPECIFICALLY PROHIBITED BY THE AUTHORITY HAVING JURISDICTION.
- 2. ALL CONDUIT COUPLINGS FOR EMT CONDUIT SHALL BE ALL STEEL CONDUIT COUPLING, RAIN TIGHT COMPRESSION TYPE OR ALL STEEL CONCRETE TIGHT SET SCREW TYPE.
- 3. SCHEDULE 40 PVC CONDUIT, WITH FITTINGS AND COUPLINGS APPROPRIATE FOR THE USE, SHALL BE INSTALLED UNDERGROUND OR BELOW SLABS ON GRADE.
- 4. ALL MC CABLE WITH ALUMINUM ARMOR AND INTERNAL GROUND IS ACCEPTABLE FOR USE AS GENERAL BRANCH CIRCUIT WIRING FOR CIRCUITS 20 AMPERES OR LESS AND CONCEALED IN WALLS OR ABOVE SUSPENDED CEILING AND AS APPROVED BY THE AUTHORITY HAVING JURISDICTION.

C. ELECTRICAL SYSTEM SHALL BE COMPLETE AND EFFECTIVELY GROUNDED AS REQUIRED BY THE LATEST EDITION OF THE N.E.C. AND LOCAL CODES.

D. ALL WORK SHALL BE PERFORMED BY A LICENSED ELECTRICAL CONTRACTOR IN A FIRST CLASS WORKMANLIKE MANNER, THE COMPLETED SYSTEM SHALL BE FULLY OPERATIVE AND ACCEPTED BY ENGINEER/ARCHITECT.

E. ALL WORK SHALL BE COORDINATED WITH OTHER TRADES TO AVOID INTERFERENCE WITH THE PROGRESS OF CONSTRUCTION.

F. THE ELECTRICAL INSTALLATION SHALL MEET ALL STANDARD REQUIREMENTS OF POWER AND TELEPHONE COMPANIES, AND SHALL BE FULLY COORDINATED WITH THEM PRIOR TO COMMENCEMENT OF WORK.

G. PROVIDE AND INSTALL CONDUIT, CONDUCTORS, PULL WRES, BOXES, COVER PLATES, AND WIRING DEVICES, FOR ALL OUTLETS AS INDICATED.

H. MATERIALS, FROM THE UL LIST, INCLUDING ALL COMPONENTS THEREOF, SHALL BE NEW AND SUCH AS APPEAR ON THE UL LIST OF APPROVED ITEMS AND SHALL MEET OR EXCEED THE REQUIREMENTS OF NEC, NEMA, AND IEC.

I. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING REQUIRED OF HIS WORK.

J. CONTRACTOR SHALL COORDINATE WITH MECHANICAL DRAWINGS AND PROVIDE ALL NECESSARY CONTROL DEVICES.

K. ALL ELECTRICAL POWER WIRING FOR THE HVAC SYSTEM INCLUDING WIRING THRU LINE VOLTAGE CONTROL DEVICES SHALL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR.

L. CONDUCTORS FOR BRANCH CIRCUITS SHALL BE SIZED TO PREVENT VOLTAGE DROP EXCEEDING 3 PERCENT AT THE FARTHEST OUTLET OF POWER, WHERE VOLTAGE DROP IS DETERMINED TO EXCEED THIS VALUE THE CONTRACTOR SHALL INCREASE THE SIZE OF CONDUCTORS AS REQUIRED.

M. CONTRACTOR SHALL CONFIRM WITH FPL AND ALL REQUIREMENTS SUCH AS: LUG SIZE RESTRICTIONS, CONDUIT ENTRY, TRANSFORMER SIZE, AND SCHEDULE ALL REQUIRED DOWN TIME FOR OWNERS CONFIRMATION, ANY CONFLICTS SHALL BE BROUGHT TO ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH ANY WORK.

N. CONTRACTOR SHALL CONFIRM WITH FPL AND ALL REQUIREMENTS SUCH AS: LUG SIZE RESTRICTIONS, CONDUIT ENTRY, TRANSFORMER SIZE, AND SCHEDULE ALL REQUIRED DOWN TIME FOR OWNERS CONFIRMATION, ANY CONFLICTS SHALL BE BROUGHT TO ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH ANY WORK.

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
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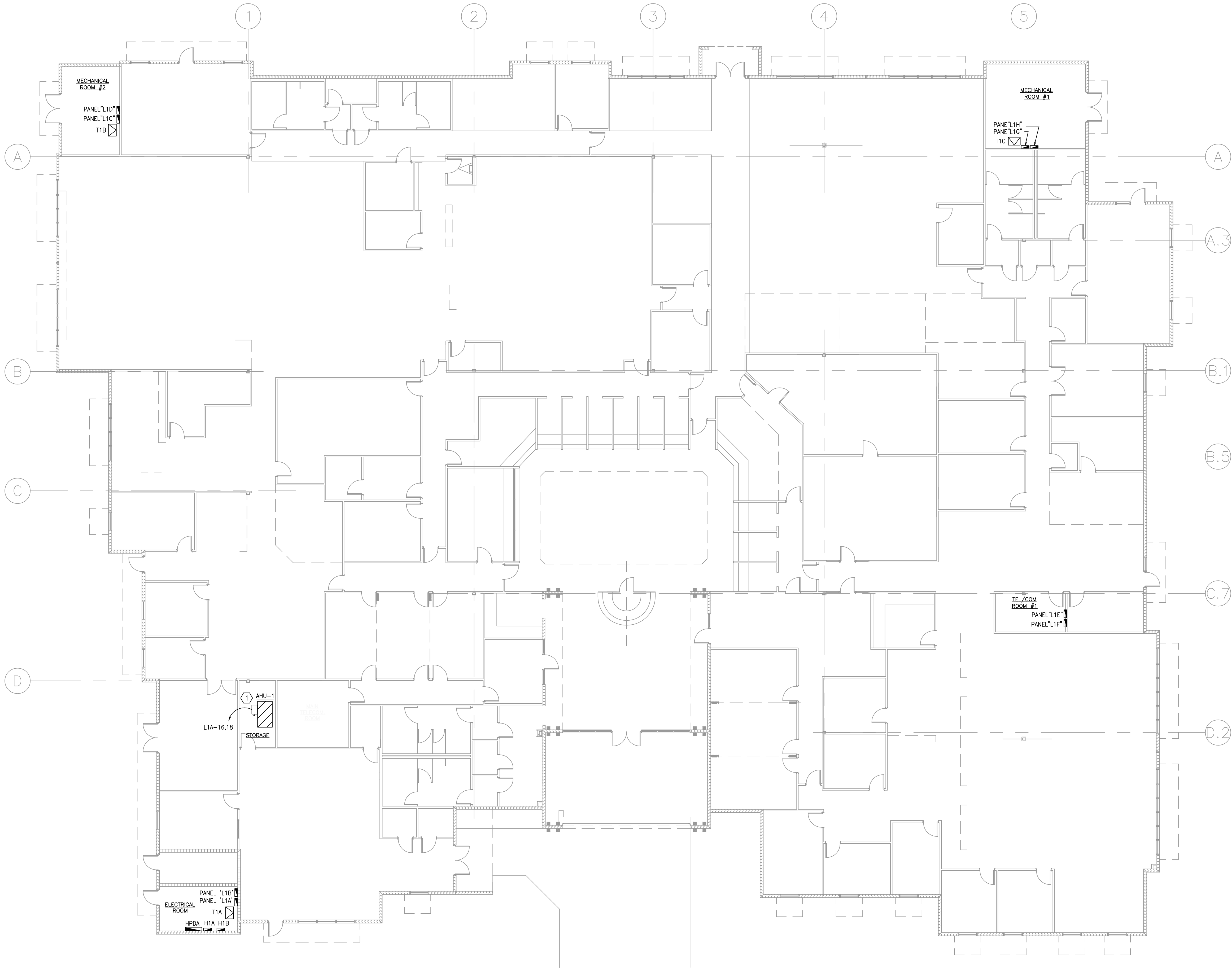
DRAWN BY: WGB	DATE: 07/06/17
	DESIGNED BY: WGB
CHECKED BY: MEH	
FIELD BOOK:	


**CITY OF FORT LAUDERDALE**  
**PUBLIC WORKS DEPARTMENT**  
**ENGINEERING & ARCHITECTURE**  
 100 North Andrews Avenue, Fort Lauderdale, Florida 33301

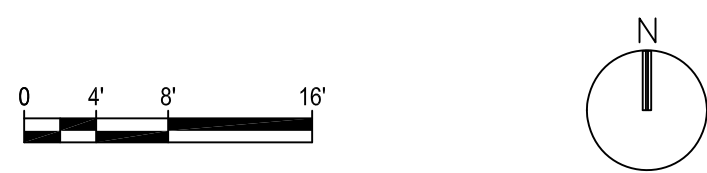
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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL SPECIFICATIONS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
<b>E02</b>	<b>7</b>
TOTAL: 7	
CAD FILE: 12267-E02-ELEC	
DRAWING FILE NO. 4-140-55	



1 ELECTRICAL DEMOLITION FIRST PLAN  
Scale: 3/32"=1'-0"



GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO BOOK SPECIFICATIONS.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. REUSE EXISTING LOADS, NO NEW LOADS ARE BEING ADDED.

PLAN KEY NOTES:

- 1. DISCONNECT POWER TO MECHANICAL EQUIPMENT. REMOVE ASSOCIATED DISCONNECT SWITCH AND ANY OTHER CONTROL DEVICE. REMOVE WIRES BACK TO NEAREST JUNCTION BOX. SAVE CONDUIT AND WIRES FOR NEW WORK.

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ENGINEERING

MEP CONSULTING ENGINEERS

1 EAST BROWARD BLVD.  
SUITE 1303  
FORT LAUDERDALE, FL 33301

TEL: (954) 421-1944

FAX: (954) 421-1924

CA-00006208

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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL DEMOLITION FIRST PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
E03	7
TOTAL:	7
CAD FILE:	12267-E03-ELEC
DRAWING FILE NO.	4-140-55

REVISIONS		DESCRIPTION	
NO.	DATE	BY	CHK'D

CITY OF FORT LAUDERDALE

PUBLIC WORKS DEPARTMENT

ENGINEERING & ARCHITECTURE

100 North Andrews Avenue, Fort Lauderdale, Florida 33301

DATE:	07/06/17
DRAWN BY:	WGB
DESIGNED BY:	SCALE: AS SHOWN
CHECKED BY:	WGB
MEH	
FIELD BOOK:	

ENGINEER:

MANUEL E. HERNANDEZ

REG. NO: 12689

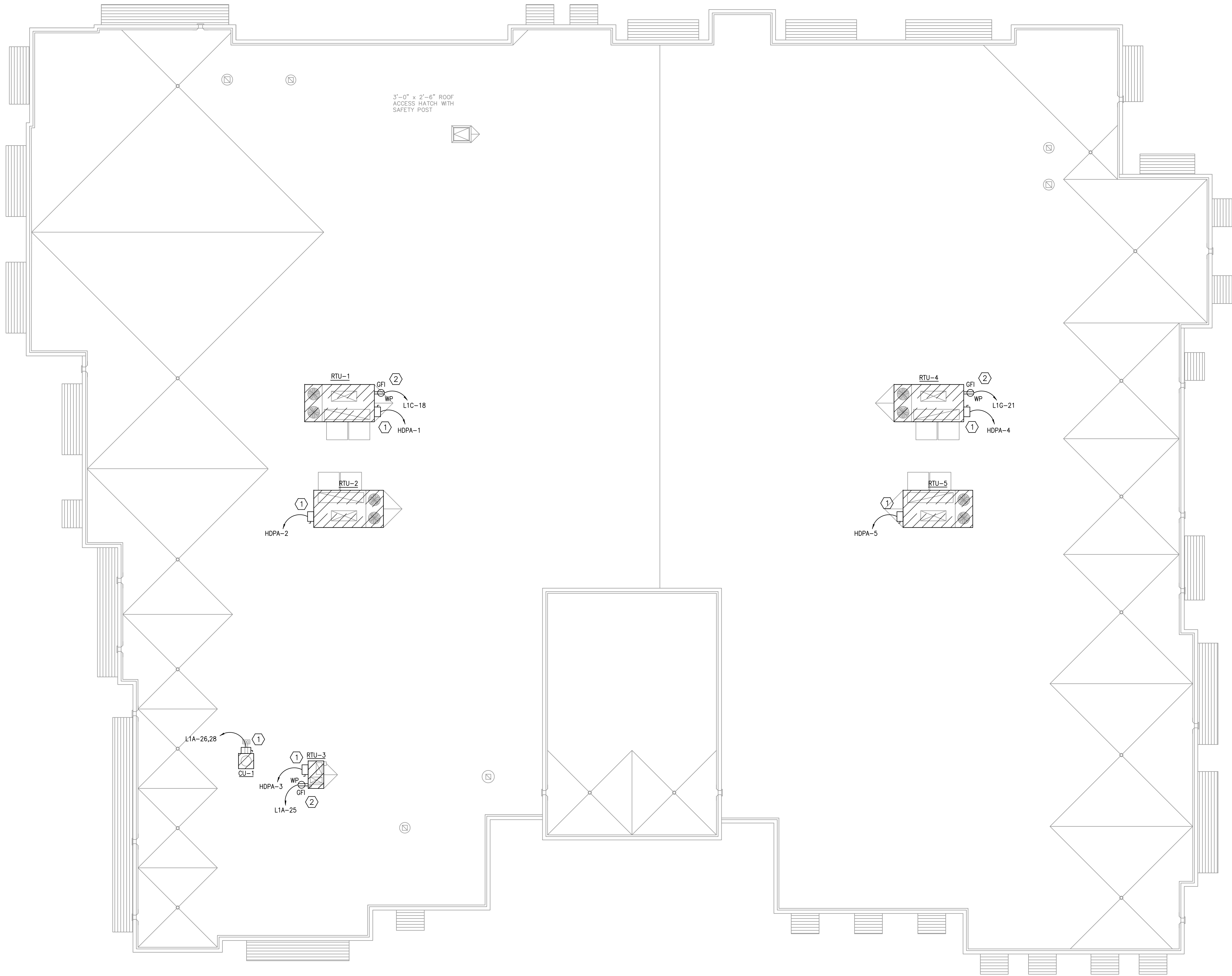
DATE: 06/28/2016

TEL: (954) 421-1944

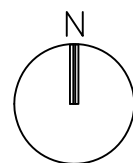
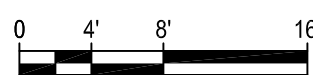
FAX: (954) 421-1924

CAM #17-1204  
Exhibit 3  
Page 187 of 236  
9/27/2017 12:41 PM





1 ELECTRICAL DEMOLITION ROOF PLAN  
Scale: 3/32"=1'-0"



GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO BOOK SPECIFICATIONS.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. PANEL LOCATIONS ARE SHOWN ON SHEET E03. NO NEW LOADS ARE BEING ADDED. EXISTING LOADS ARE BEING REUSED.

PLAN KEY NOTES:

- 1. DISCONNECT POWER TO MECHANICAL EQUIPMENT. REMOVE ASSOCIATED DISCONNECT SWITCH AND ANY OTHER CONTROL DEVICE. REMOVE WIRES BACK TO NEAREST JUNCTION BOX. SAVE CONDUIT AND WIRES FOR NEW WORK.
- 2. DISCONNECT POWER TO RECEPTACLE. REMOVE BRANCH CIRCUIT BACK TO THE NEAREST JUNCTION BOX AND SAVE FOR NEW WORK.



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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL DEMOLITION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
E04	7
TOTAL:	7
CAD FILE:	12267-E04-ELEC
DRAWING FILE NO.	4-140-55

DRAWN BY:	DATE:
WGB	07/06/17
DESIGNED BY:	SCALE:
WGB	AS SHOWN
CHECKED BY:	
MEH	
FIELD BOOK:	

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

ENGINEER: MANUEL E. HERNANDEZ  
REG. NO: 17469  
DATE: 07/28/2016  
TEL: (954) 421-1944  
FAX: (954) 421-1924





1. RECONNECT POWER TO MECHANICAL EQUIPMENT. REUSE EXISTING FEEDER (CONDUIT AND WIRE). REFER TO EQUIPMENT SCHEDULE ON SHEET E07 FOR DISCONNECT, CONDUIT AND WIRE SIZES.

SHEET NO. <b>E05</b>	OF <b>7</b>
TOTAL: <b>7</b>	
CAD FILE: 12267-E05-ELEC	
DRAWING FILE NO. 4-140-55	

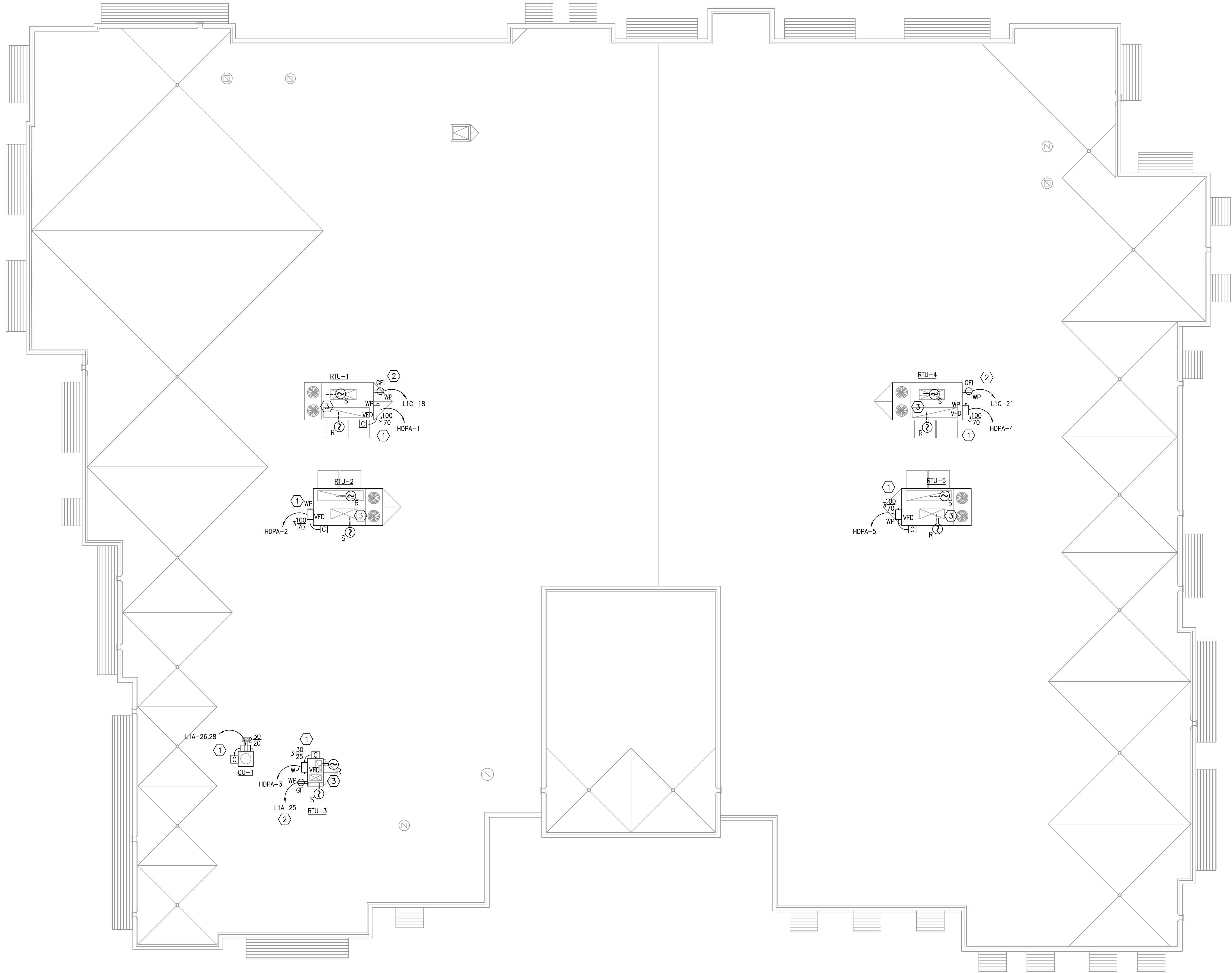
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SGM # 2016-215

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1 ELECTRICAL RENOVATION ROOF PLAN  
Scale: 3/32"=1'-0"



GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO SPECIFICATIONS SHEET E02.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. PANEL LOCATIONS ARE SHOWN ON SHEET E03. NO NEW LOADS ARE BEING ADDED. EXISTING LOADS ARE BEING REUSED.

PLAN KEY NOTES: (#)

- 1. RECONNECT POWER TO MECHANICAL EQUIPMENT. REUSE EXISTING FEEDER (CONDUIT AND WIRE). REFER TO EQUIPMENT SCHEDULE ON SHEET E07 FOR DISCONNECT, CONDUIT AND WIRE SIZES.
- 2. PROVIDE NEW RECEPTACLE WITH IN-USE WEATHERPROOF COVER. REUSE THE EXISTING BRANCH CIRCUIT DISCONNECTED DURING DEMOLITION.
- 3. PROVIDE NEW DUCT SMOKE DETECTOR. CONNECT TO THE EXISTING FIRE ALARM SYSTEM IN THE BUILDING. PROVIDE CONDUIT AND WIRE AS NECESSARY TO CONNECT THE UNITS.

ENGINEER: MANUEL E. HERNANDEZ  
REG. NO.: 16869  
DATE: 07/28/2016  
TEL: (954) 421-1944  
FAX: (954) 421-1924

DRAWN BY: DATE: 07/06/17  
DESIGNED BY: SCALE: AS SHOWN  
CHECKED BY: WGS MEH  
FIELD BOOK:

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS		DESCRIPTION	
NO.	DATE	BY	CHK'D

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEMS REPLACEMENT  
ELECTRICAL RENOVATION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
E06	7
TOTAL:	7
CAD FILE:	12267-E06-ELEC
DRAWING FILE NO.	4-140-55

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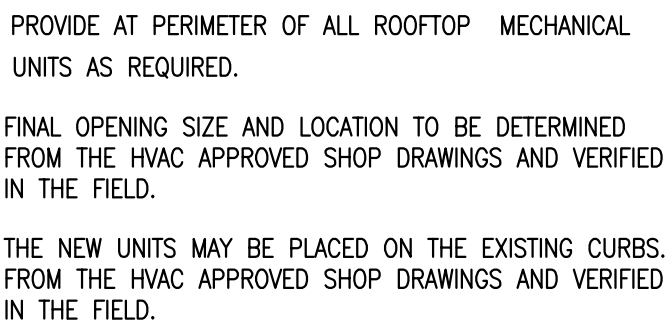
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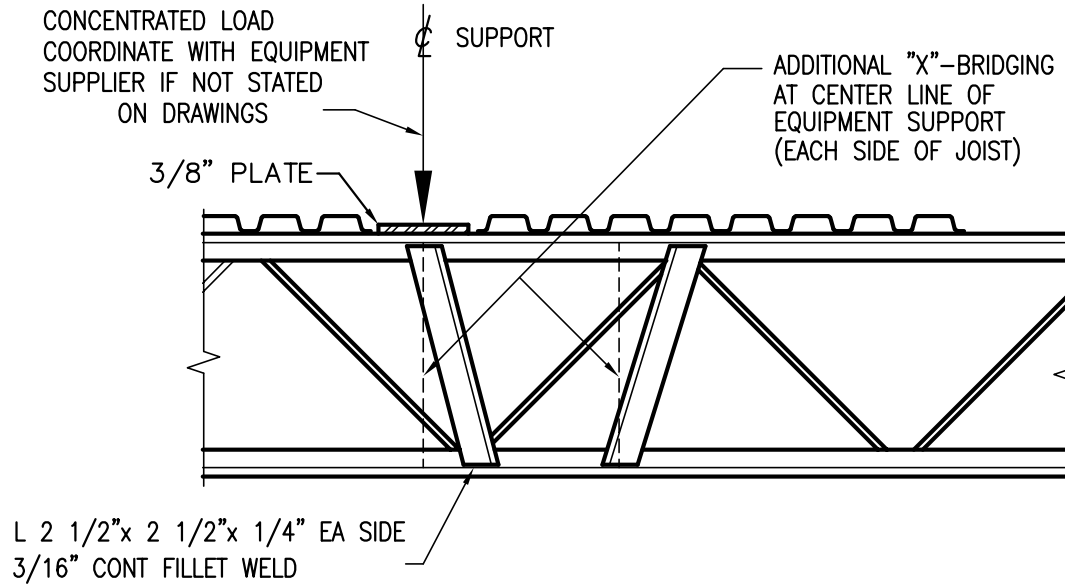




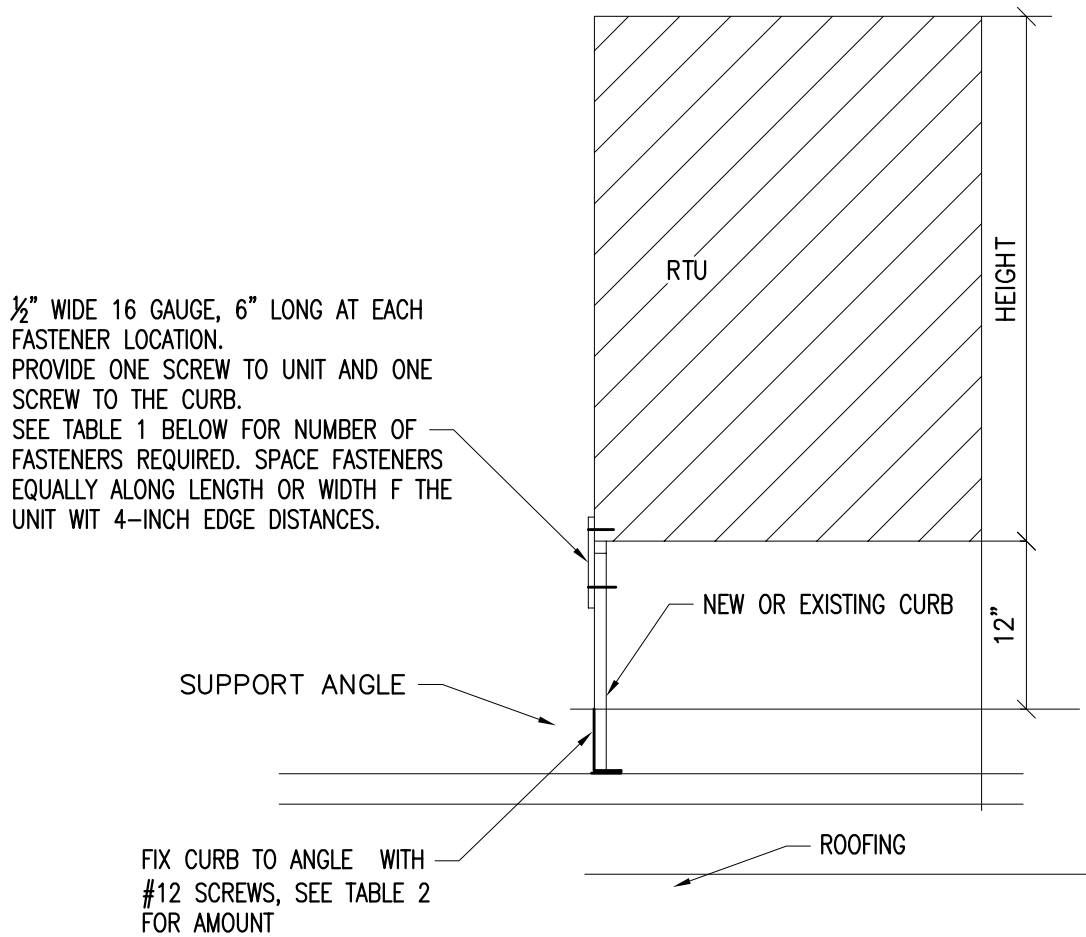
12-INCH HIGH CURB



WHERE NEW SUPPORT IS REQUIRED, OTHERWISE USE EXISTING CURB.



## NTS



N.T.S.

DESIGN CRITERIA  
DESIGN LOADING PER FBC 2014, WIND LOADS PER ASCE 7 10  
ULTIMATE WIND SPEED = 175 MPH  
RISK CATEGORY II  
WIND EXPOSURE C MEAN ROOF HEIGHT = 16 FT  
ULTIMATE WIND PRESSURE = 64 PSF.  
LATERAL WIND COEFFICIENT  $G_{cf} = 3.1$   
UPLIFT COEFFICIENT  $G_{cf} = 1.5$

STANDARD	ABBREVIATIONS
A.B.	Anchor Bolt
ADJ.	Adjacent
ARCH.	Architect
B. (Bot)	Bottom
BEF	Bottom Each Way
BCX	Bottom Chord Extension
BLL	Bottom Lower Layer
BUL	Bottom Upper Layer
BLDG	Building
BM	Beam
BP	Base Plate
C	Center to Center
CFW	Continuous Fillet Weld
C/DG.	Diagonal
DA	Diameter
D.	Douglas Fir
D. FIR	Douglas Fir
DM	Dimension
DJ	Double Joint
DWG	Drawing
DWL	Dowel
EA.	Each
EE	Each End
EF	Each Face
EJ	Expansion Joint
EW	Each Way
EWB	Each Way Bottom
EWT	Each Way Top
E. ELEV	Elevation
ELECT	Electrical
E-W	East-West
EQ	Equal
EXIST	Existing
EXT	External
FF	Far Face
FDN	Foundation
FFL	Finished structural
	Floor level
FIN	Finished
FL	Floor
FTG	Footing
FMC	Full Moment Connection
G	Gauge
GALV	Galvanized
GT	Grill Truss
HORI	Horizontal
HD	Holding Down (anchors)
HJ	Hip/Valley truss
INT	Interior
JB	Joint bearing elevation
JT	Joint
JST	Joist
JST GRD	Joist Girder
KIPS	Kilopounds, Kips
KLP	Kilopounds per foot
LBS	Pounds (e.g. L4x4x1/4)
LG	Long
LLV	Long Leg Vertical
LONG	Long Leg Horizontal
LONG	Longitudinal
MAX	Maximum
MECH	Mechanical
MEZZ	Mezzanine
MIN	Minimum
MISC	Miscellaneous
MOM	Moment
MOM	Moment Connection
NSL	North-South Level
N-S	North-South
NTS	Not to Scale
NO.	Number
NW	Normal weight
O/C	On Center (C/C)
O.D.	Outside Diameter
PL	Plate
PC	Precast
PROJ	Projection
PSI	Pounds per square inch
PSI	Pounds per square foot
PLF	Pounds per linear foot
RC	Reinforced concrete
REINF	Reinforcement (steel)
REQD	Required
REV	Revision
RHS	Rectangular Hollow
	Steel Section
SDF	Step Down Footing
SPEC	Specification
SHS	Square Hollow
	Steel Section
ST	Steel
STD	Standard
SQ	Square
STRUCT	Structural
SJ	Sawn (Concrete) Joint
SP	Southern Pine
T	Top
TB	Truss Bearing elevation
TLL	Top Lower Level
TML	Top Middle Level
TUL	Top Upper Level
TEMP	Temperature
TYP	Typical
TRANS	Transverse
TS	Tube steel section
TJ	Tie Joist
TOB	Top of Beam
TOD	Top of Deck
TOS	Top of wall
U/S	Underside
UNO	Unless noted otherwise
VERT	Vertical
WWF	Wide Flange (beam)
WWF	Welded Wire Fabric
WWF	Welded Wire Rebar/Reinforcing

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**MECHANICAL SCHEDULE OF VALUES**

The following is a Schedule of Values for Unit items that have been used in this project. These values include the costs of material, labor, equipment and overhead. If extra work is added, or part of the work deleted, the values will be used to justify all changes.

Contractor shall complete all items in the Schedule of Values. **These items are not part of the bid price.**

ITEM NO.	ITEM	DESCRIPTION	UNIT	UNIT PRICE
1	Ductwork	Furnish all materials, labor, and equipment to install galvanized sheet metal 24 gauge ductwork.	POUND	\$ <input type="text"/>
2	Duct insulation	Furnish all materials, labor, and equipment to insulate the new metal duct, and repair of existing insulation with 1 1/2" fiberglass insulation per specification.	SQARE FOOT	\$ <input type="text"/>
3	Upgrade the flexible branch ducts	Furnish all materials, labor, and equipment to remove all existing flex ducts, Supply new flex duct and replace or upgrade drops per drawings.	DROP	\$ <input type="text"/>
4	24"x24" grills	Furnish all materials, labor, and equipment to supply and install 24"x24" lay-in, four way diffusers with butterfly damper, adjustable through 3/8" diameter hole in center of grill, with Allen wrench. The hole shall be plugged with manufacturer provided plug.	UNIT	\$ <input type="text"/>
5	24"x24" Return grills	Furnish all materials, labor, and equipment to	UNIT	\$ <input type="text"/>

		supply and install 24"x24", lay-in or wall mounted Return Grills, hinged and filter back, with pleated filter.		
6	4" PVC pre insulated pipe	Furnish all materials, labor, and equipment to supply and install 4" PVC pre-insulated urethane pipe, per drawing, including all fittings.	LF	\$ <input type="text"/>
7	3" PVC pre insulated pipe	Furnish all materials, labor, and equipment to supply and install 3" PVC pre-insulated urethane pipe, per drawing, including all fittings.	LF	\$ <input type="text"/>
ITEM NO.	ITEM	DESCRIPTION	UNIT	UNIT PRICE
8	2 1/2" PVC pre insulated pipe	Furnish all materials, labor, and equipment to supply and install 2 1/2" PVC pre-insulated urethane pipe, per drawings, including all fittings.	LF	\$ <input type="text"/>
9	2" OR 1 1/2" P V C p r e insulated pipe	Furnish all materials, labor, and equipment to supply and install 2" or 1 1/2" PVC pre-insulated urethane pipe, per drawing, including all fittings.	LF	\$ <input type="text"/>
10	Thermostat	Furnish all materials, labor, and equipment to supply and install seven-day programmable wall mounted network capable thermostats.	UNIT	\$ <input type="text"/>

**Note: All of the above items must be completed. Failure to do so will result in the**

**bid being considered non-responsive.**



**LABOR RATES**

ITEM	TRADE	TITLE	UNIT	RATE (\$/HR)
1	MECHANICAL	PROJECT SUPERVISOR	HOURLY	\$ <input type="text"/>
2	MECHANICAL	HVAC TECHNICIAN/MECHANIC	HOURLY	\$ <input type="text"/>
3	MECHANICAL	SHEET METAL WORKER	HOURLY	\$ <input type="text"/>
4	MECHANICAL	INSTALLER	HOURLY	\$ <input type="text"/>
5	ELECTRICAL	ELECTRICIAN	HOURLY	\$ <input type="text"/>
6	ELECTRICAL	JOURNEYMAN	HOURLY	\$ <input type="text"/>
7	PLUMBING	PLUMBER	HOURLY	\$ <input type="text"/>
8	PLUMBING	APPRENTICE/HELPER	HOURLY	\$ <input type="text"/>
9	GENERAL	CARPENTER	HOURLY	\$ <input type="text"/>
10	GENERAL	PAINTER	HOURLY	\$ <input type="text"/>

3

4

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT

MINORITY BUSINESS ENTERPRISE (MBE) - WOMEN BUSINESS ENTERPRISE (WBE)

PRIME CONTRACTOR IDENTIFICATION FORM

In order to assist us in identifying the status of those companies doing business with the City of Fort Lauderdale, this form must be completed and returned with your bid package.

Name of Firm:

Address of Firm:

Telephone Number:

Name of Person Completing  
Form:

Title:

Signature:

Date:

City Project Number:

City Project Description:

Please check the item(s) which properly identify the status of your firm:

- ☐ Our firm is not a MBE or WBE.
- ☐ Our firm is a MBE, as at least 51 percent is owned and operated by one or more socially and economically disadvantaged individuals.
- ☐ American Indian   ☐ Asian   ☐ Black   ☐ Hispanic
- ☐ Our firm is a WBE, as at least 51 percent is owned and operated by one or more women.
- ☐ American Indian   ☐ Asian   ☐ Black   ☐ Hispanic



## MBE/WBE CONTRACTOR INFORMATION

The City, in a continuing effort, is encouraging the increased participation of minority and women-owned businesses in Public Works Department related contracts. Along those lines, we are requiring that each firm provide documentation detailing their own programs for utilizing minority and women-owned businesses.

Submit this information as a part of this bid package and refer to the checklist, to ensure that all areas of concern are covered. The low responsive bidder may be contacted to schedule a meeting to discuss these objectives. It is our intention to proceed as quickly as possible with this project, so your cooperation in this matter is appreciated.

### CONTRACTOR CHECKLIST

- ☐ List Previous City of Fort Lauderdale Contracts

	5
	6

- ☐ Number of Employees in your firm

--Percent () Women

--Percent () Minorities

--Job Classifications of Women and Minorities

	5
	6

- ☐ Use of minority and/or women subcontractors on past projects.

	5
	6

- ☐ Nature of the work subcontracted to minority and/or women-owned firms.

	5
	6

- ☐ How are subcontractors notified of available opportunities with your firm?

	5
	6

☐ Anticipated amount to be subcontracted on this project.

	5
	6

☐ Anticipated amount to be subcontracted to minority and/or women-owned businesses on this project.

	5
	6

**QUESTIONNAIRE SHEET**

PLEASE PRINT OR TYPE:

Firm Name:

President

Business Address:

Telephone:

Fax:

E-Mail Address:

What was the last project of this nature which you completed?

	5
	6

The following are named as three corporations and representatives of those corporations for which you have performed work similar to that required by this contract, and which the City may contact as your references (include addresses and telephone numbers):

	5
	6

How many years has your organization been in business? 

Have you ever failed to complete work awarded to you; if so, where and why?

The name of the qualifying agent for the firm and his position is:

Certificate of Competency Number of Qualifying Agent:

Effective Date:

Expiration Date:

Licensed in:

Contractor's License #(s)

(County/State)

Expiration Date:

**NOTE: To be considered for award of this contract, the bidder must submit a financial statement upon request.**

**Contractor must have proper licensing prior to submitting bid and must submit evidence of same with bid.**



**QUESTIONNAIRE SHEET**

1. Have you personally inspected the proposed work and have you a complete plan for its performance?

	5
	6

2. Will you sublet any part of this work? If so, list the portions or specialties of the work that you will.

a)	
b)	
c)	
d)	
e)	
f)	
g)	

3. What equipment do you own that is available for the work?

	5
	6

4. What equipment will you purchase for the proposed work?

	5
	6

5. What equipment will you rent for the proposed work?

	5
	6

3		4
---	--	---

## LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**:

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall within ten (10) calendar days submit the following documentation to the Local Business Preference Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

**THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:**

**<http://www.fortlauderdale.gov/purchasing/index.htm>**

**Definitions:** The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.

## LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local BUSINESS preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1)

Business Name

is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and their addresses shall be provided within 10 calendar days of a formal request by the City.

(2)

Business Name

is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Business Tax Receipt or a complete list of full-time employees and their addresses shall be provided within 10 calendar days of a formal request by the City.

(3)

Business Name

is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

(4)

Business Name

requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

(5)

Business Name

requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

(6)

Business Name

is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. and does not qualify for Local Preference consideration.

BIDDER'S COMPANY:

AUTHORIZED COMPANY PERSON:

NAME	SIGNATURE	DATE

**NON-COLLUSION STATEMENT:**

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

**Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.**

**NAME****RELATIONSHIPS**

-







**In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.**

## CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City is transitioning from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale, to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

In accordance with Article 7, item 7.6 of the contract, payments on this contract will be made utilizing the City's P-Card. Accordingly, bidders must presently have the ability to accept these credit cards or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

Please indicate with which credit card you prefer to be paid:

☐ Master Card

☐ Visa Card

Company Name:

Signature:

Print Name Title:

**CONSTRUCTION BID CERTIFICATION**

**Please Note:** All fields below must be completed. If the field does not apply to you, please note N/A in that field. If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)

Address:

City:  State:  Zip:

Telephone No.  FAX No.  Email:

Does your firm qualify for MBE or WBE status: MBE ☐ WBE ☐

If a corporation, state the name of the President, Secretary and Resident Agent. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Name</b>	<b>Title</b>	<b>Name</b>	<b>Title</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Name</b>	<b>Title</b>	<b>Name</b>	<b>Name</b>

**ADDENDUM ACKNOWLEDGEMENT** - Bidder acknowledges that the following addenda have been received and are included in the bid:

Addendum No.	Date Received	Addendum No.	Date Received	Addendum No.	Date Received	Addendum No.	Date Received
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**VARIANCES:** If you take exception or have variances to any term, condition, specification, or requirement in this bid you must specify such variance in the space provided below or reference in the space provided below all variances contained on other pages within your bid. Additional pages may be attached if necessary. No variances will be deemed to be part of the bid submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. If submitting your response electronically through BIDS SYNC you must also click the "Take Exception" button.

The below signatory affirms that he has or will obtain all required permits and licenses from the appropriate agencies, and that his firm is authorized to do business in the State of Florida. The below signatory agrees to furnish all labor, tools, material, equipment and supplies, and to sustain all the expense incurred in doing the work set forth in strict accordance with the bid plans and contract documents at the unit prices indicated if awarded a contract. The below signatory has not divulged to, discussed, or compared this bid with other bidders, and has not colluded with any other bidder or parties to this bid whatsoever. Furthermore, the undersigned guarantees the truth and accuracy of all statements and answers contained in this bid. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a bid, that in no event shall the City's liability for bidder's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City protest ordinance contained in this competitive solicitation.

**Submitted by:**

Name (printed)

Date:

Signature

Date:



City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

ITB NO. 673-12020  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT COOLING SYSTEM  
REPLACEMENT (P12267)

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**ADDENDUM NO. 1**

ISSUED: August 15, 2017

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This Addendum is being issued to provide the following information. It is hereby made a part of the Plans and Specifications and shall be included with all contract documents.

Acknowledge receipt of this Addendum by inserting its number and date on the CITB Construction Bid Certification Page.

- 1. REPLACE:** Invitation to Bid Page ITB-1, with the attached. Pre-Bid Meeting date has been updated to correspond with the date listed on Bidsync, 8/22/2017.

**PLEASE NOTE THAT THE CORRECT PRE-BID MEETING DATE, 8/22/2017, 10:00 A.M., IS LISTED IN BIDSYNC.**

All other terms, conditions, and specifications remain unchanged.

*Maureen Lewis, MBA*  
Procurement Specialist II

Company Name: \_\_\_\_\_  
(please print)

Bidder's Signature: \_\_\_\_\_

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



## **INVITATION TO BID**

Sealed bids will be received electronically until 2:00 P.M., local time, on **FRIDAY, SEPTEMBER 1, 2017**, and opened immediately thereafter in the 5th Floor Conference Room, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301, for **BID NO., 673-12020, PROJECT NO., 12267, DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING COOLING SYSTEM REPLACEMENT.**

This Project consists of Drawing File No., **4-140-55**, twenty-four (**24**) sheets, excluding cover.

This Project is located at 700 NW 19th Avenue, City of Fort Lauderdale. The work to be accomplished under this contract includes, but is not limited to, an upgrade of the existing heating, ventilation, and air conditioning (HVAC) system, including the replacement of rooftop air handling units and associated electrical upgrades.

**NOTE: Payment on this contract will be made by Visa or MasterCard.**

**Licensing Requirements:** – Possession of a State of Florida General Contractor's License and State of Florida Mechanical Contractor's License is required for this Project.

**Pre-Bid Meeting & Site visit:** - A pre-bid meeting and site visit will be held on **TUESDAY, AUGUST 22, 2017**, at 10:00 a.m., local time, at the Department of Sustainable Development Building, 700 NW 19th Avenue, Fort Lauderdale, FL 33304.

While attendance is not mandatory, it is strongly suggested that all Contractors attend the pre-proposal conference and site visit since tours at other times might not be available. It will be the sole responsibility of the bidder to inspect the City's facility and become familiar with the scope of the City's requirements and systems prior to submitting a proposal. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the proposer has familiarized himself with the nature and extent of the work, equipment, materials, and labor required.

Bidding blanks may be obtained **free of charge** at BIDSYNC.COM. Drawing Plans are on file in the Public Works Department, City of Fort Lauderdale, at 100 North Andrews Avenue, 4<sup>th</sup> floor, (Monday through Friday, 8:00 am to 4:30 pm) at a **NON-REFUNDABLE cost of \$25.00 (including sales tax per set)**. Only cash or cashier's check made payable to the City of Fort Lauderdale is accepted.

It will be the sole responsibility of the bidder to ensure that his bid is submitted prior to the bid opening date and time listed. **PAPER BID SUBMITTALS WILL NOT BE ACCEPTED. BIDS MUST BE SUBMITTED ELECTRONICALLY VIA BIDSYNC.COM**

**Bid Security:** A certified check, cashier's check, bank officer's check or bid bond for **FIVE percent (5%)** of the bid amount, made payable to the City of Fort Lauderdale, Florida, shall accompany each proposal.

### **Bid Bonds:**

Bidders can submit bid bonds for projects four different ways.

**PRE-BID MEETING/SITE VISIT  
ATTENDANCE SIGN-IN FORM**

**P12267**

DATE: **8/22/2017**

TIME: **10:00 a.m.**

BID NO.: **673-12020**

OPENING DATE: **9/1/2017**

ITB/RFQ TITLE: **Dept. of Sustainable Development Cooling System Replacement (P12267)**

PROCUREMENT CONTACT: **Maureen Lewis**

PROJECT MANAGER: **Danica Grujicic/Irina Tokar**

City of Fort Lauderdale

#	NAME	COMPANY	PHONE	EMAIL
1	Danica Grujicic	City of Ft. Lauderdale	9/828-5055	dgrujicic@fortlauderdale.gov
2	Irina Tokar	City of Ft. Lauderdale	9/828-6891	itokar@fortlauderdale.gov
3	Maureen Lewis	City of Ft. Lauderdale	9/828-5239	maureenl@fortlauderdale.gov
4	FRANK MONTI	KOLDAIRE, INC	9/747-3690	FMONTI@KOLDAIRE.NET BNORRIS@KOLDAIRE.NET
5	BOB HARRIS	AIRMATIC CONTROLS	954- 370-7282	BHARRIS@AIRMATIAC.COM
6	Kelly Dexter	Air Quality Control Environmental	954- 345- 5821	KellyDexter@airqualitycontrolenv.com

PRE-BID MEETING/SITE VISIT  
ATTENDANCE SIGN-IN FORM

P12267

#	NAME	COMPANY	PHONE	EMAIL
7	MIKE AFFRONTI	PYKE MECHANICAL	884 5600	MAFFRONTI@AOL.COM
8	Jeff Campen	Pyke mech	305 884 5600	Jcampen@pykemechanical.com
9	Blaine Byers	Air Mechanical & SVE Corp.	941-475-3715	bbyers@amsco-aec.com
10	Scott Mollan	ADVANCED AIR SYSTEMS INC	954-332-1418	Scottm@ADVANCEDAIRSYSTEMS.COM
11	Irina Tokar	CFL	828-6891	irinato@fortlauderdale.gov
12	Bobby Schuhman	SGM	407 920-0846	Bobh@SGMengineers.com
13				
14				
15				





City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

ITB NO. 673-12020  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT COOLING SYSTEM  
REPLACEMENT (P12267)

---

**ADDENDUM NO. 3**

ISSUED: August 29, 2017

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This Addendum is being issued to provide the following information. It is hereby made a part of the Plans and Specifications and shall be included with all contract documents.

Acknowledge receipt of this Addendum by inserting its number and date on the CITB Construction Bid Certification Page.

- 1. Bid Opening Date** has been changed to **FRIDAY, SEPTEMBER 8, 2017;**
- 2. The Question & Answer Duration** has been extended to **MONDAY, SEPTEMBER 4, 2017;**
- 3. Site Visit -** A second site visit has been scheduled as follows:

**FRIDAY, SEPTEMBER 1, 2017, 10:00 a.m.**  
Department of Sustainable Development Building  
700 NW 19<sup>th</sup> Avenue  
Fort Lauderdale, FL 33304

**All attendees MUST report to the Reception Desk and sign the Attendance Sheet.**

All other terms, conditions, and specifications remain unchanged.

*Maureen Lewis, MBA*  
Procurement Specialist II

Company Name: \_\_\_\_\_  
(please print)

Bidder's Signature: \_\_\_\_\_

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



City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

ITB NO. 673-12020  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT COOLING SYSTEM  
REPLACEMENT (P12267)

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**ADDENDUM NO. 4**

ISSUED: September 1, 2017

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This Addendum is being issued to provide the following information. It is hereby made a part of the Plans and Specifications and shall be included with all contract documents.

Acknowledge receipt of this Addendum by inserting its number and date on the CITB Construction Bid Certification Page.

- 1. DRAWINGS:** The Electrical and Mechanical Drawings have been updated as indicated on the attached **ADDENDUM 4**.

All other terms, conditions, and specifications remain unchanged.

*Maureen Lewis, MBA*  
Procurement Specialist II

Company Name: \_\_\_\_\_  
(please print)

Bidder's Signature: \_\_\_\_\_

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

**DRAWINGS – VOLUME 1**

Dwg No	Description	Remarks	Reason for Change
<b>ELECTRICAL</b>			
E01	ELECTRICAL GENERAL NOTES AND LEGEND	Add Fire Alarm Panel symbology.	Drawing clarification.
E02	ELECTRICAL SPECIFICATIONS	Add Fire Alarm Scope of Work.	Drawing clarification.
E03	ELECTRICAL DEMOLITION FIRST FLOOR PLAN	Add location of Fire Alarm Control Panel.	Drawing clarification.
E04	ELECTRICAL DEMOLITION FLOOR PLAN	Add note 3 to remove electrical connection to existing duct detector on mechanical units to be replaced. Remove RTU-3 demo scope of work from plan.	RTU-3 was never installed therefore no demolition is necessary.
E05	ELECTRICAL RENOVATION FIRST FLOOR PLAN	Add location of Fire Alarm Control Panel.	Drawing clarification.
E06	ELECTRICAL RENOVATION ROOF PLAN	Remove RTU-3 reno work from plan. Revise Keynote 3. Add Fire Alarm typical detail.	RTU-3 was never installed therefore no new work is being done in its place. Fire alarm detail added for drawing clarification.
E07	ELECTRICAL SCHEDULES	Revise schedule for RTU-2. Remove RTU-3 from schedule.	To match mechanical equipment and schedule. RTU-3 was never installed therefore no new work is being done in it's place.

## Page 2 of 2

Dwg No	Description	Remarks	Reason for Change
<b>MECHANICAL</b>			
M07	MECHANICAL DEMOLITION ROOF PLAN	Remove RTU-3 demo work from plan. Key note #1 was edited.	RTU-3 was never installed therefore no demolition is necessary. Key note edited for clarity.
M09	MECHANICAL RENOVATION ROOF PLAN	Remove RTU-3 reno work from plan. Key note #1 was edited.	RTU-3 was never installed therefore no new work is being done in its place. Key note edited for clarity.
M11	MECHANICAL CONTROLS	Control diagram for RTU-3 has been removed.	RTU-3 was never installed therefore no new work is being done in its place. This removes the necessity for RTU-3 controls.
M11	MECHANICAL CONTROLS	Removed RTU-3 from RTU delay timer controls.	RTU-3 was never installed therefore no new work is being done in its place. This removes the necessity for RTU-3 controls.
M12	MECHANICAL DETAILS	RTU installation detail #5 was modified to provide 18" curb.	The height of the RTU and roof curbs cannot exceed the height of the existing screen.
M13	MECHANICAL SCHEDULES	Removed RTU-3 schedule and added new selection for RTU-2.	RTU-3 was never installed therefore no new work is being done in its place. RTU-2 was found to be 35 tons as opposed to 25 tons resulting in a new RTU selection.




ENGINEER:  
MANUEL E. HERNANDEZ  
REG. NO.: FL 17689  
DATE: 06/26/2019

TEL: (954) 421-1944  
FAX: (954) 421-1924

DRAWN BY: WGB  
DESIGNED BY: WGB  
CHECKED BY: MEH  
FIELD BOOK:

DATE: 07/06/17  
SCALE: AS SHOWN

CITY of FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE



100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS					DESCRIPTION
NO.	DATE	BY	CHK'D		
1	06/25/17	WGB	MEH		

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL GENERAL NOTES AND LEGEND  
700 NW 19TH AVE, FT. LAUDERDALE, FL.


SHEET NO. OF  
E01 7

TOTAL: 7


CAD FILE:  
12267-E01-ELEC

DRAWING FILE NO.  
4-140-55


ELECTRICAL LEGEND10-30-01




TELEPHONE OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.




DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.




TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNTED ABOVE COUNTER, SEE ARCHITECTURAL DRAWING FOR SPECIFIC REQUIREMENTS.




TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.




TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT RUN TO THE NEAREST STUD WALL AND STUBBED OUT FROM WALL 6" ABOVE CEILING. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.




TELEVISION OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.




20 AMP DUPLEX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.




20 AMP QUADRUPLUX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.




20 AMP DUPLEX RECEPTACLE WITH GROUND FAULT CIRCUIT INTERRUPTER, MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET. UNLESS NOTED OTHERWISE.




20 AMP DUPLEX RECEPTACLE MOUNTED ABOVE COUNTER SEE ARCHITECTUAL DRAWINGS FOR SPECIFIC REQUIREMENTS.




20 AMP DUPLEX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.




20 AMP QUADRUPLUX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.




20 AMP DUPLEX RECEPTACLE, RECESS FLOOR MOUNTED. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.




20 AMP DUPLEX RECEPTACLE, CEILING MOUNTED.




SPECIAL-PURPOSE RECEPTACLE




JUNCTION BOX




SINGLE GANG JUNCTION BOX FOR POWER CONNECTION TO MODULAR FURNITURE SYSTEM. INSTALL IN EXACT MANNER AS DIRECTED BY FURNITURE SUPPLIER.




DOUBLE GANG JUNCTION BOX FOR TELEPHONE/DATA CONNECTION TO MODULAR FURNITURE SYSTEM. INSTALL IN EXACT MANNER AND LOCATION AS DIRECTED BY FURNITURE SUPPLIER. EXTEND (2) 3/4" EMPTY CONDUITS FROM JUNCTION BOX TO ABOVE CEILING AND TERMINATE WITH INSULATING BUSHING 6" FROM WALL.




EXHAUST FAN. SEE MECHANICAL DRAWINGS FOR SPECIFICATIONS.




SINGLE POLE, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.




3-WAY, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.




SINGLE POLE, 20 AMP, SWITCH WITH DIMMER. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.




MOTOR RATED SWITCH




TWO POLE, 30 AMP SWITCH. MOUNT ADJACENT EQUIPMENT TO BE CONTROLLED.




FACTORY MOUNTED DISCONNECT/STARTER (SEE MECHANICAL SCHEDULE)




FUSIBLE DISCONNECT SWITCH A = POLES, B= FRAME SIZE, C= FUSE RATING




NON FUSED DISCONNECT SWITCH (SS INDICATES NEMA 4X (STAINLESS STEEL))




VARIABLE FREQUENCY DRIVE




GROUNDING ELECTRODE & CONDUCTOR SYSTEM




TRANSFORMER




ELECTRICAL PANELBOARD




TELEPHONE WOOD BACKBOARD




WEATHERPROOF




TIME CLOCK




A.F.F. ABOVE FINISH FLOOR




ADD COMMENT TO COORDINATE LOCATION IN IN FLOOR



ADD COMMENT TO COORDINATE LOCATION IN IN FLOOR



S FIRE ALARM SMOKE DUCT DETECTOR, S = SUPPLY; R = RETURN



FACP FIRE ALARM CONTROL PANEL

SGMENGINEERING, INC.  
MEP CONSULTING ENGINEERS

1 EAST BROWARD BLVD.  
SUITE 150  
FORT LAUDERDALE, FL 33301  
TEL: (954) 421-1944  
FAX: (954) 421-1924  
CA 00006208

WWW.SGMENGINEERING.COM  
SGM #: 2016-215 COPYRIGHT© 2017 SGM ENGINEERING, INC.

PERMIT SET



1

FIRE ALARM SCOPE OF WORK

- SYSTEM DESCRIPTION
1. SYSTEM DESCRIPTION:
- A. FIRE ALARM SYSTEM SHALL NOT SHARE A RACEWAY, JUNCTION BOX, ENCLOSURE, MANHOLE OR DEVICE WITH ANY OTHER SYSTEMS.
2. PROJECT CONDITION:
- A. INTERRUPTION OF EXISTING FIRE-ALARM SERVICE: DO NOT INTERRUPT FIRE-ALARM SERVICE TO FACILITIES OCCUPIED BY OWNER OR OTHERS UNLESS PERMITTED UNDER THE FOLLOWING CONDITIONS AND THEN ONLY AFTER ARRANGING TO PROVIDE TEMPORARY GUARD SERVICE ACCORDING TO REQUIREMENTS INDICATED:
- B. NOTIFY CONSTRUCTION MANAGER AND OWNER NO FEWER THAN TWO DAYS IN ADVANCE OF PROPOSED INTERRUPTION OF FIRE ALARM SERVICE.
- C. DO NOT PROCEED WITH INTERRUPTION OF FIRE ALARM SERVICE WITHOUT CONSTRUCTION MANAGER' AND OWNER'S WRITTEN PERMISSION.
3. PRODUCTS:
- A. RACEWAYS
- a. ALL RACEWAYS (CONDUITS, WIREWAYS, PULLBOXES, OUTLET BOXES, ETC.) SHALL COMPLY WITH APPLICABLE REQUIREMENTS OF SECTIONS WITHIN DIVISION 26 OF THESE SPECIFICATIONS.
- c. ALL RACEWAYS (CONDUITS, WIREWAYS, PULL BOXES, OUTLET BOXES, ETC.) SHALL COMPLY WITH ALL REQUIREMENTS OF THE MANUFACTURER OF THE FIRE ALARM SYSTEM.
- d. ALL OUTLET BOXES, JUNCTION BOXES, PULL BOXES, ETC. SHALL COMPLY WITH APPLICABLE SECTION OF THESE SPECIFICATIONS.
- e. BOXES SHALL BE SIZED AS REQUIRED BY THE FIRE ALARM SYSTEM MANUFACTURER AND NEC FOR CABLES AND/OR DEVICE INSTALLED.
4. SYSTEM SMOKE DETECTORS:
- A. GENERAL REQUIREMENTS FOR SYSTEM SMOKE DETECTORS:
- COMPLY WITH UL 268 COVERS DETECTORS THAT ARE PART OF A FIRE-ALARM SYSTEM AND DETECTORS INTENDED SOLELY FOR CONTROL OF RELEASING DEVICES SUCH AS DOOR HOLDERS AND DAMPERS. SINGLE- OR MULTIPLE-STATION, NONSYSTEM SMOKE DETECTOR/ALARM UNITS FOR RESIDENTIAL UNITS ARE SPECIFIED IN "NONSYSTEM SMOKE DETECTORS" ARTICLE.
- B. DUCT SMOKE DETECTORS: PHOTOELECTRIC TYPE COMPLYING WITH UL 268A.
1. DETECTOR ADDRESS SHALL BE ACCESSIBLE FROM FIRE-ALARM CONTROL UNIT AND SHALL BE ABLE TO IDENTIFY THE DETECTOR'S LOCATION WITHIN THE SYSTEM AND ITS SENSITIVITY SETTING.
2. AN OPERATOR AT FIRE-ALARM CONTROL UNIT, HAVING THE DESIGNATED ACCESS LEVEL, SHALL BE ABLE TO MANUALLY ACCESS THE FOLLOWING FOR EACH DETECTOR:
- PRIMARY STATUS.
  - DEVICE TYPE.
  - PRESENT AVERAGE VALUE.
  - PRESENT SENSITIVITY SELECTED.
  - SENSOR RANGE (NORMAL, DIRTY, ETC.).
3. WEATHERPROOF DUCT HOUSING ENCLOSURE: NEMA 250, TYPE 4X; NRTL LISTED FOR USE WITH THE SUPPLIED DETECTOR.
4. DETECTOR SHALL PROVIDE DETECTION OF COMBUSTION GASES AND SMOKE IN AIR CONDITIONING DUCTS IN COMPLIANCE WITH NFPA 90A. DETECTOR SHALL BE UL-LISTED SPECIFICALLY FOR THE USE IN AIR HANDLING SYSTEMS.
5. EACH SENSOR SHALL HAVE MULTIPLE LEVELS OF DETECTION SENSITIVITY.
6. SAMPLING TUBES: DESIGN AND DIMENSIONS AS RECOMMENDED BY MANUFACTURER FOR SPECIFIC DUCT SIZE, AIR VELOCITY, AND INSTALLATION CONDITIONS WHERE APPLIED.
7. WHETHER SHOWN ON DRAWINGS OR NOT, A REMOTE ALARM INDICATOR/TEST STATION SHALL BE PROVIDED FOR EACH DUCT MOUNTED SMOKE DETECTOR TO ANNUNCIATE SMOKE DETECTOR OPERATION REMOTELY. MOUNT UNIT IN CEILING OR WALL NEAR RESPECTIVE REMOTE SMOKE DETECTORS (IN AN OCCUPIED SPACE).
8. PROVIDE DUCT MOUNTED SMOKE DETECTORS IN BOTH THE SUPPLY AND RETURN AIR DUCTS OF AIR HANDLERS AND "CROSS ZONE" SO THAT EITHER SINGLE DETECTOR WILL ONLY INITIATE A "TROUBLE/SUPERVISORY" ALARM AND SHUT DOWN THE AIR HANDLER. DUCT DETECTORS ARE NOT TO SOUND A GENERAL ALARM.
5. CABLE:
- A. CONDUCTOR: 98% CONDUCTIVITY, STRANDED COPPER WITH MAXIMUM OF 7 STRANDS. STRANDED CONDUCTORS SHALL HAVE A COMPRESSION LUG INSTALLED AT EVERY END. WRAPPING TWISTED STRANDS AT TERMINAL BLOCK SREW IS NOT ACCEPTABLE. AS AN ACCEPTABLE EQUIVALENT, STRANDED CONDUCTORS WITHOUT CRIMP-ON LUGS MAY BE TERMINATED INTO TERMINAL STRIPS OF BOX-LUG CONNECTORS. SOLID COPPER IS NOT ACCEPTABLE.
- B. INSULATION: A TYPE ACCEPTED BY NEC FOR THE APPLICATION. ALL CABLE SHALL BE UL LISTED FOR FIRE-PROTECTIVE SIGNALING APPLICATION. COMMUNICATION, CLASS 3 OR MULTI-PURPOSE CABLES SHALL NOT BE SUBSTITUTED FOR FP CABLE TYPES.
- C. SIZE: ALL CONDUCTORS SHALL BE SIZED AS PRESCRIBED BY THE SYSTEM MANUFACTURER, WITH FOLLOWING MINIMUMS:
- MULTIPLEX SIGNALING LINE CIRCUIT: AWG #14, SHIELDED TWISTED PAIR.
  - NOTIFICATION CIRCUITS, DEVICES: AWG #14.
  - INITIATING CIRCUITS, HARD-WIRED DEVICES: AWG #14.
  - INITIATING CIRCUITS, ADDRESSABLE DEVICES: AWG #14, SHIELDED TWISTED PAIR.
  - PROVIDE LARGER CONDUCTORS WHERE REQUIRED TO MAINTAIN VOLTAGE DROP OR SIGNAL STRENGTH WITHIN ACCEPTABLE LIMITS. PROVIDE CABLE AS REQUIRED BY THE MANUFACTURER, AS SPECIFIED ELSEWHERE IN THESE SPECIFICATIONS, AND TO PROVIDE A COMPLETE, FULLY OPERATIONAL, UL LISTED FIRE ALARM SYSTEM.
- D. FIRE ALARM SYSTEM CABLES INSTALLED IN INTERIOR, EXTERIOR AND/OR UNDERGROUND RACEWAYS SHALL COMPLY WITH THE APPLICABLE SECTIONS OF N.E.C. ARTICLES 760, 770 AND 800.
- E. WIRING SHALL BE SIZED TO ALLOW A MAXIMUM OF 8% VOLTAGE DROP FOR ALL NOTIFICATION CIRCUITS AND 3% FOR ALL A/C CIRCUITS.
- F. WIRING COLOR CODE SHALL BE AS FOLLOWS:
- HORNS/STROBES BLACK/RED
  - DOOR HOLDERS WHITE
  - A.H.S.D. PURPLE
  - GAS SHUT-OFF PULL STATIONS ORANGE
  - ADDRESSABLE TWISTED PAIR DATA WIRE
  - HARD-WIRED BROWN/BLUE
6. END-OF-LINE:
- A. MOUNT END-OF-LINE DEVICE BOX WITH LAST DEVICE OR SEPARATE BOX ADJACENT TO LAST DEVICE IN CIRCUIT.
7. SYSTEM TESTING:
- A. PERFORM A SENSITIVITY TEST OF ALL SMOKE DETECTORS AND DUCT DETECTORS. PERFORM A CALIBRATION/TEST OF HEAT SENSORS.
- B. FIRE ALARM DEMONSTRATE THE PROPER OPERATION OF EACH COMPONENT AS FOLLOWS:
1. PHOTOELECTRIC, AND DUCT SMOKE DETECTORS: ACTIVATE THE DETECTOR WITH A "FALSE SMOKE" PRODUCT WHICH HAS BEEN SPECIFICALLY FORMULATED FOR TESTING SMOKE DETECTION SYSTEMS.

ELECTRICAL SPECIFICATIONS

10-18-01

- PART 1 - GENERAL
- A. THE CONTRACTOR SHALL SUPPLY AND INSTALL ALL NEW ELECTRICAL WORK INDICATED. CONSTRUCTION SHALL BE IN ACCORDANCE WITH DRAWINGS AND APPLICABLE SPECIFICATIONS. IF A PROBLEM IS ENCOUNTERED IN COMPLYING WITH THIS REQUIREMENT, CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER AS SOON AS POSSIBLE AFTER DISCOVERY OF THE PROBLEM AND SHALL NOT PROCEED WITH THAT PORTION OF THE WORK UNTIL ARCHITECT/ENGINEER HAS DIRECTED CORRECTIVE ACTION TO BE TAKEN.
- B. THE CONTRACTOR SHALL VISIT THE JOB SITE PRIOR TO BID AND FAMILIARIZE HIMSELF WITH ALL CONDITIONS AFFECTING ELECTRICAL AND COMMUNICATIONS INSTALLATION AND MAKE PROVISIONS AS TO THE COST THEREOF.
- C. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRIC CODE AND ALL CODES AND ORDINANCES OF THE AUTHORITY HAVING JURISDICTION. THE SPECIFICATION, CODES AND STANDARDS LISTED BELOW ARE UTILIZED IN THIS PROJECT.
- NATIONAL ELECTRICAL CODE (NFPA-70)
  - CODE FOR SAFETY TO LIFE (NFPA-101)
  - STANDARD FOR THE INSTALLATION, MAINTENANCE AND USE OF LOCAL PROTECTIVE SIGNALING SYSTEMS (NFPA-72)
  - UNDERWRITERS' LABORATORIES (UL)
  - NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)
  - AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)
  - FEDERAL SPECIFICATION (FED. SPEC.)
  - INSULATED POWER CABLE ENGINEERS ASSOCIATION (IPCEA)
  - CITY OF FORT LAUDERDALE BUILDING CODE
  - INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS (IEEE)
  - 2014 FLORIDA BUILDING CODE, 5TH EDITION
  - ADDITIONALLY, DESIGNS, WORK PRACTICES AND CONDITIONS MUST CONFORM WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 (OSHA)
- D. DO NOT SCALE THE ELECTRICAL DRAWINGS. REFER TO ARCHITECTURAL PLANS AND ELEVATIONS FOR EXACT LOCATION OF ALL EQUIPMENT. CONFIRM WITH OWNER'S REPRESENTATIVE.
- E. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF CONSTRUCTION. THE CONTRACTOR IS EXPECTED TO FURNISH AND INSTALL ALL ITEMS FOR A COMPLETE ELECTRICAL SYSTEM AND PROVIDE ALL REQUIREMENTS NECESSARY FOR EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.
- F. CONTRACTOR SHALL GUARANTEE ALL MATERIALS AND WORKMANSHIP FREE FROM DEFECTS FROM A PERIOD OF NOT LESS THAN ONE YEAR FROM DATE OF ACCEPTANCE.
- G. CORRECTION OF ANY DEFECTS SHALL BE COMPLETED WITHOUT ADDITIONAL CHARGE AND SHALL INCLUDE REPLACEMENT OR REPAIR OF ANY OTHER PHASE OF THE INSTALLATION WHICH MAY HAVE BEEN DAMAGED THERE BY.
- H. ALL REQUIRED INSURANCE SHALL BE PROVIDED FOR PROTECTION AGAINST PUBLIC LIABILITY AND PROPERTY DAMAGE FOR THE DURATION OF THE WORK.
- I. CONTRACTOR SHALL PAY FOR ALL PERMITS, FEES, INSPECTIONS AND TESTING. CONTRACTOR TO OBTAIN PERMIT AND APPROVED SUBMITTALS PRIOR TO BEGINNING WORK OR ORDERING EQUIPMENT.
- J. THE TERM "PROVIDE" USED IN THE CONSTRUCTION DOCUMENTS AND SPECIFICATIONS SHALL MEAN THAT THE CONTRACTOR IS TO FURNISH, INSTALL AND CONNECT COMPLETE.
- PART 2 - PRODUCTS
- A. MINIMUM WIRE SIZE SHALL BE #12 A.W.G. (EXCEPT AS NOTED OTHERWISE FOR CONTROL WIRING). ALL CONDUCTORS SHALL BE COPPER WITH "THHN-THWN" INSULATION UNLESS OTHERWISE NOTED.
- B. ELECTRICAL METALLIC TUBING (EMT) SHALL BE OF BEST QUALITY STEEL, SMOOTH INSIDE AND OUT AND SHALL BE HOT-DIPPED GALVANIZED.
- C. OUTLET BOXES SHALL BE PRESSED STEEL IN DRY LOCATIONS, CAST ALLOY WITH THREADED HUBS IN WET OR DAMP LOCATIONS AND SPECIAL ENCLOSURES FOR OTHER CLASSIFIED AREAS.
- D. RIGID NONMETALLIC CONDUIT SHALL BE SCHEDULE 40 PVC.
- E. ALL MATERIALS SHALL BE NEW AND BEAR UNDERWRITERS' LABELS WHERE APPLICABLE.
- F. PANELBOARDS:
- CURRENT CARRYING BUSES SHALL BE COPPER. GROUND BUS BARS SHALL BE COPPER.
  - ALL CIRCUIT BREAKERS SHALL BE BOLT ON. PLUG-IN BREAKERS ARE NOT ACCEPTABLE.
  - CIRCUIT BREAKERS USED AS SWITCHES IN FLUORESCENT OR HID LIGHTING CIRCUITS SHALL BE LISTED AND MARKED "SWO"
  - ALL CIRCUIT BREAKERS FEEDING MECHANICAL EQUIPMENT SHALL BE HACR TYPE CIRCUIT BREAKERS.
  - A.I.C. RATINGS SHALL BE AS INDICATED ON PANELBOARD SCHEDULES.
  - ALL PANELBOARDS SHALL BE FURNISHED WITH PLASTIC LAMINATE NAMEPLATES WITH 1/4" ENGRAVED LETTERING FOR PANEL IDENTIFICATION.
  - ALL PANELBOARDS SHALL BE PROVIDED WITH TYPE-WRITTEN DIRECTORY OF BRANCH CIRCUIT DESIGNATIONS.
- G. DISCONNECT SWITCHES SHALL BE H.P. RATED, HEAVY DUTY, QUICK-MAKE, QUICK-BREAK. ENCLOSURES SHALL BE NEMA-1 FOR INDOOR LOCATIONS, NEMA 3R FOR OUTDOOR LOCATIONS OR AS OTHERWISE NOTED.
- H. MOTOR STARTERS SHALL BE MANUAL OR MAGNETIC AS INDICATED ON THE ELECTRICAL DRAWINGS, WITH OVERLOAD RELAYS IN EACH PHASE.
- I. WIRING DEVICES (GENERAL PURPOSE RECEPTACLES AND WALL SWITCHES) SHALL BE WHITE COLOR UNLESS OTHERWISE NOTED. FACEPLATES SHALL BE SMOOTH, WHITE NYLON.
- PART 3 - EXECUTION
- A. COLOR CODING OF CONDUCTORS SHALL BE AS FOLLOWS:
- 208/120 VOLTS, 3 PHASE, 4-WIRE SYSTEM: UNGROUNDED CONDUCTORS: 1 BLACK, 1 RED AND 1 BLUE. GROUNDED (NEUTRAL) CONDUCTOR: WHITE. GROUNDING CONDUCTORS SHALL BE GREEN.
  - 480/277 VOLT, 3-PHASE, 4-WIRE SYSTEM: UNGROUNDED CONDUCTORS: 1 BROWN, 1 YELLOW, AND 1 PURPLE. GROUNDED (NEUTRAL) CONDUCTORS: GREY. GROUNDING CONDUCTORS SHALL BE GREEN.
  - BRANCH CIRCUIT WIRING (#6 AND SMALLER) SHALL BE COLOR CODED BY CONTINUOUS INSULATION COLOR AND FEEDERS AND SERVICES (#4 AND LARGER) SHALL BE CODED AT ALL JUNCTION OR PULL POINTS (EXCEPT LB'S OR LBD'S) USING COLOR MARKERS OR PLASTIC TAPE MANUFACTURED FOR THE PURPOSE.
- B. WIRING METHODS
- ALL CONDUCTORS SHALL BE INSTALLED IN ELECTRICAL METALLIC TUBING (EMT) UNLESS OTHERWISE NOTED, SPECIFIED OR AS SPECIFICALLY PROHIBITED BY THE AUTHORITY HAVING JURISDICTION. ALL FITTINGS AND COUPLINGS FOR EMT CONDUIT SHALL BE ALL STEEL RAIN TIGHT COMPRESSION TYPE OR ALL STEEL CONCRETE TIGHT SET SCREW TYPE.
  - SCHEDULE 40 PVC CONDUIT, WITH FITTINGS AND COUPLINGS APPROPRIATE FOR THE USE, SHALL BE INSTALLED UNDERGROUND OR BELOW SLABS ON GRADE.
  - TYPE MC CABLE WITH ALUMINUM ARMOR AND INTERNAL GROUND IS ACCEPTABLE FOR USE AS GENERAL BRANCH CIRCUIT WIRING FOR CIRCUITS 20 AMPERES OR LESS AND CONCEALED IN WALLS OR ABOVE SUSPENDED CEILING AND AS APPROVED BY THE AUTHORITY HAVING JURISDICTION.
- C. ELECTRICAL SYSTEM SHALL BE COMPLETE AND EFFECTIVELY GROUNDED AS REQUIRED BY THE LATEST EDITION OF THE N.E.C. AND LOCAL CODES.
- D. ALL WORK SHALL BE PERFORMED BY A LICENSED ELECTRICAL CONTRACTOR IN A FIRST CLASS WORKMANLIKE MANNER. THE COMPLETED SYSTEM SHALL BE FULLY OPERATIVE AND ACCEPTED BY ENGINEER/ARCHITECT.
- E. ALL WORK SHALL BE COORDINATED WITH OTHER TRADES TO AVOID INTERFERENCE WITH THE PROGRESS OF CONSTRUCTION.
- F. THE ELECTRICAL INSTALLATION SHALL MEET ALL STANDARD REQUIREMENTS OF POWER AND TELEPHONE COMPANIES, AND SHALL BE FULLY COORDINATED WITH THEM PRIOR TO COMMENCEMENT OF WORK.
- G. PROVIDE AND INSTALL CONDUIT, CONDUCTORS, PULL WIRES, BOXES, COVER PLATES, AND WIRING DEVICES, FOR ALL OUTLETS AS INDICATED.
- H. MATERIALS, PRODUCTS, AND EQUIPMENT, INCLUDING ALL COMPONENTS THEREOF, SHALL BE NEW AND SUCH AS APPEAR ON THE UL LIST OF APPROVED ITEMS AND SHALL MEET OR EXCEED THE REQUIREMENTS OF NEC, NEMA, AND IEC.
- I. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING REQUIRED OF HIS WORK.
- J. CONTRACTOR SHALL COORDINATE WITH MECHANICAL DRAWINGS AND PROVIDE ALL NECESSARY CONTROL WIRING.
- K. ALL ELECTRICAL POWER WIRING FOR THE HVAC SYSTEM INCLUDING WIRING THRU LINE VOLTAGE CONTROL DEVICES SHALL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR.
- L. CONDUCTORS FOR BRANCH CIRCUITS SHALL BE SIZED TO PREVENT VOLTAGE DROP EXCEEDING 3 PERCENT AT THE FARTHEST OUTLET OF POWER. WHERE VOLTAGE DROP IS DETERMINED TO EXCEED THIS VALUE THE CONTRACTOR SHALL INCREASE THE SIZE OF CONDUCTORS AS REQUIRED.
- M. CONTRACTOR SHALL CONFIRM WITH FPL ANY AND ALL REQUIREMENTS SUCH AS: LUG SIZE RESTRICTIONS, CONDUIT ENTRY, TRANSFORMER SIZE, AND SCHEDULE ALL REQUIRED DOWN TIME FOR OWNERS CONFIRMATION. ANY CONFLICTS SHALL BE BROUGHT TO ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH ANY WORK.

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ENGINEER: MANUEL E. HERNANDEZ  
REG. NO.: FL 17689  
DATE: 02/20/2018

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DESIGNED BY: WGB  
CHECKED BY: MEH  
DATE: 07/06/17  
SCALE: AS SHOWN

FIELD BOOK:

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE



100 North Andrews Avenue, Fort Lauderdale, Florida 33301

NO.	DATE	REVISIONS				DESCRIPTION
		BY	CHK'D	WGB	MEH	
1	06/25/17					

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL SPECIFICATIONS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
E02 7

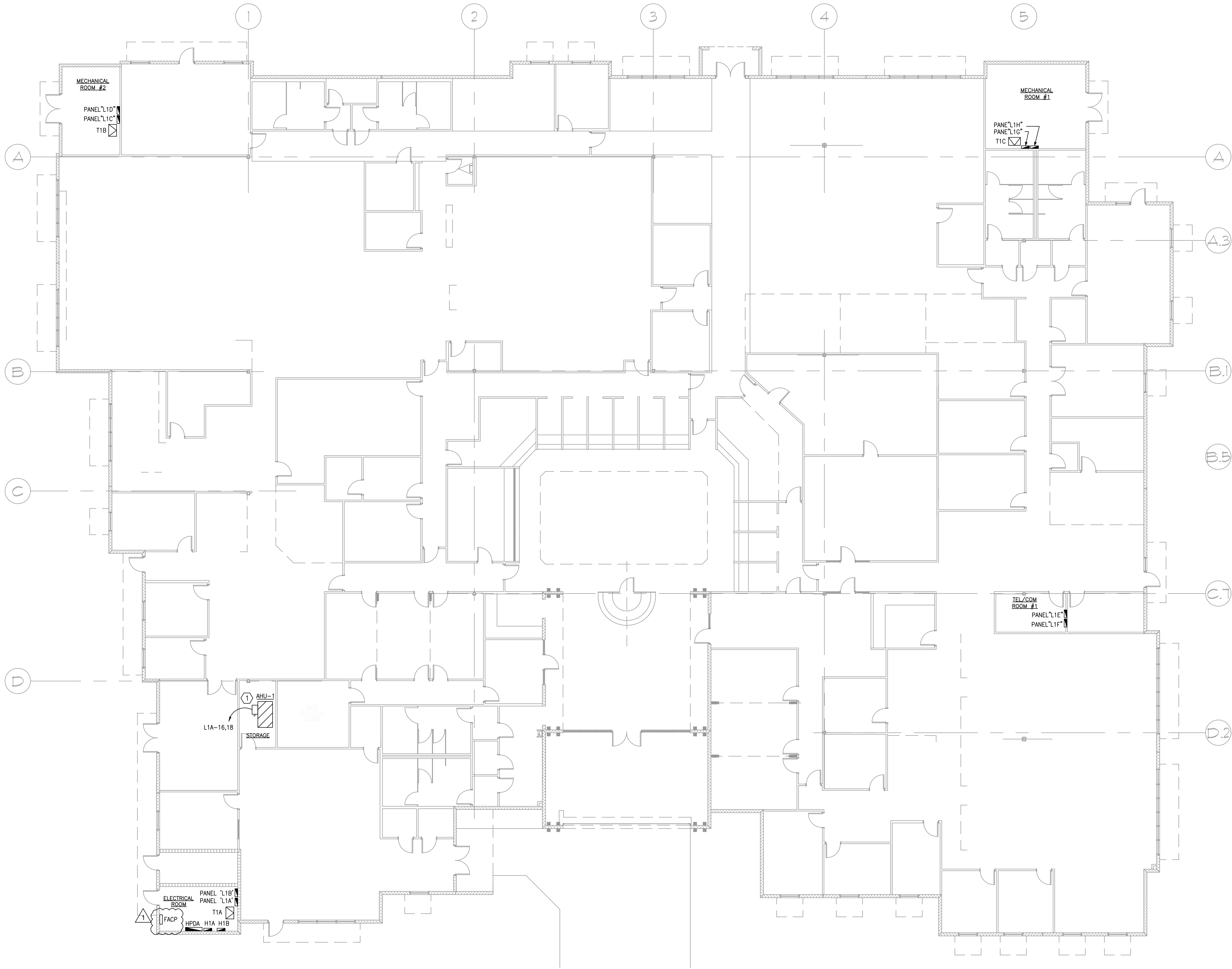
TOTAL: 7

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1 ELECTRICAL DEMOLITION FIRST PLAN  
Scale: 3/32"=1'-0"



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GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO BOOK SPECIFICATIONS.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. REUSE EXISTING LOADS, NO NEW LOADS ARE BEING ADDED.

PLAN KEY NOTES:

- 1. DISCONNECT POWER TO MECHANICAL EQUIPMENT. REMOVE ASSOCIATED DISCONNECT SWITCH AND ANY OTHER CONTROL DEVICE. REMOVE WIRES BACK TO NEAREST JUNCTION BOX. SAVE CONDUIT AND WIRES FOR NEW WORK.

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DESIGNED BY: SCALE: AS SHOWN  
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CHECKED BY: MEH

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NO.	DATE	BY	CHK'D
1	08/25/17	WGB	MEH

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL DEMOLITION FIRST PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
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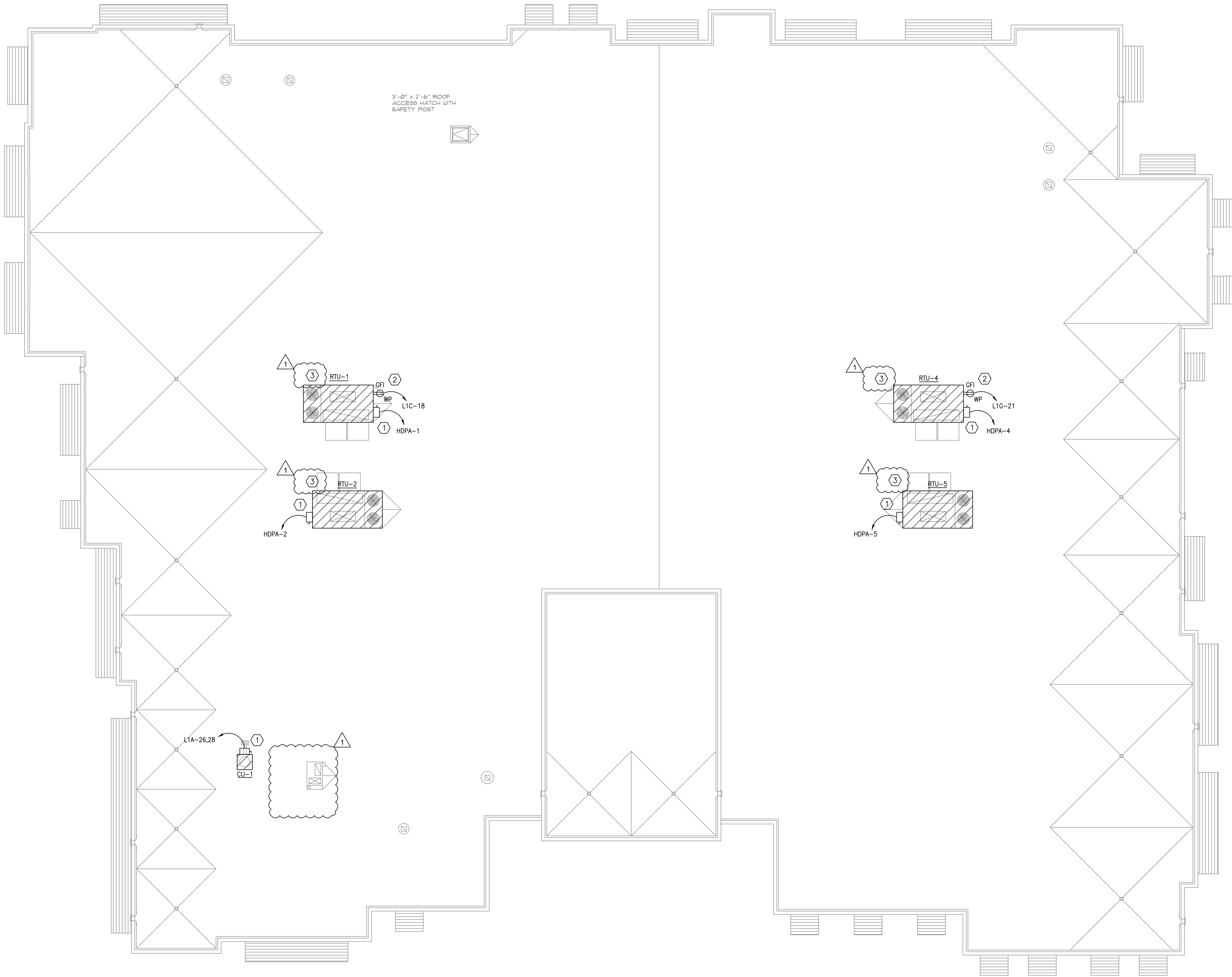
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CAD FILE: 12267-E03-ELEC

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CAM #17-1204  
Exhibit 3  
Page 219 of 236  
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P12267 (ADDENDUM 4)



1 ELECTRICAL DEMOLITION ROOF PLAN  
Scale: 3/32"=1'-0"



GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO BOOK SPECIFICATIONS.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. PANEL LOCATIONS ARE SHOWN ON SHEET E03. NO NEW LOADS ARE BEING ADDED. EXISTING LOADS ARE BEING REUSED.

PLAN KEY NOTES:

- 1. DISCONNECT POWER TO MECHANICAL EQUIPMENT. REMOVE ASSOCIATED DISCONNECT SWITCH AND ANY OTHER CONTROL DEVICE. REMOVE FEEDER (CONDUIT AND WIRE) BACK TO THE SOURCE.
- 2. DISCONNECT POWER TO RECEPTACLE. REMOVE BRANCH CIRCUIT BACK TO THE NEAREST JUNCTION BOX AND SAVE FOR NEW WORK.
- 3. DISCONNECT FIRE ALARM CONNECTION TO MECHANICAL EQUIPMENT. REMOVE CONDUIT AND WIRE BACK TO FIRE ALARM CONTROL PANEL IN ELECTRIC ROOM.

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SCALE: AS SHOWN  
CHECKED BY: MEH  
FIELD BOOK:

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		ADDENDUM 1	

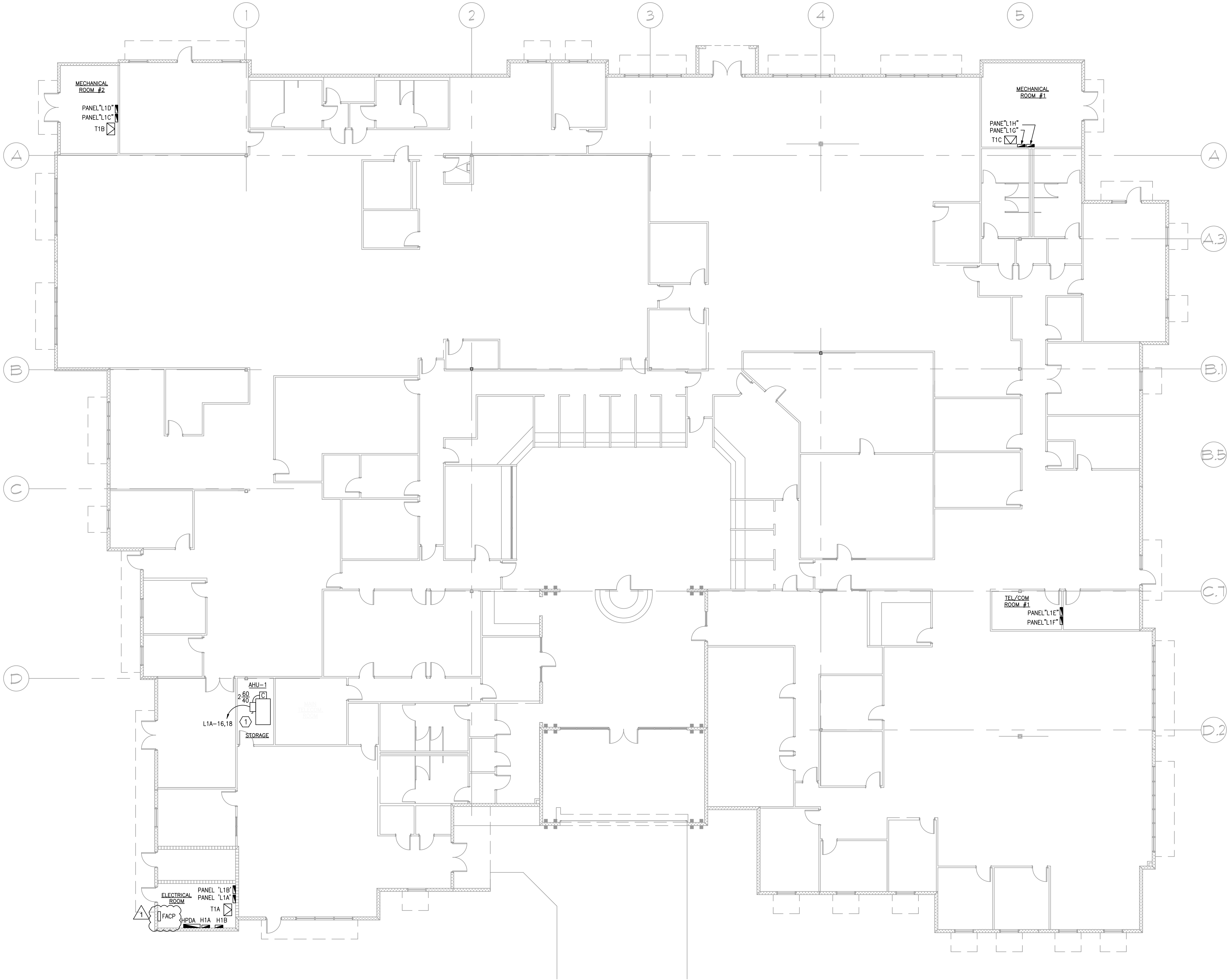
PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL DEMOLITION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

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TOTAL: 7  
CAD FILE: 12267-E04-ELEC  
DRAWING FILE NO. 4-140-55

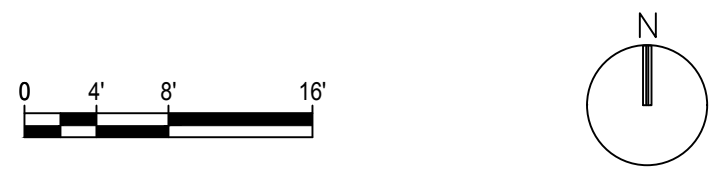
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1 ELECTRICAL RENOVATION FIRST PLAN  
Scale: 3/32"=1'-0"



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DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL RENOVATION FIRST PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
E05	7
TOTAL:	7
CAD FILE:	12267-E05-ELEC
DRAWING FILE NO.	4-140-55

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Exhibit 3  
Page 221 of 236

GENERAL NOTES:

- REFER TO SYMBOL LEGEND ON SHEET E01.
- REFER TO BOOK SPECIFICATIONS.
- COORDINATE ALL WORK SCHEDULING WITH OWNER.
- CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- REUSE EXISTING LOADS. NO NEW LOADS ARE BEING ADDED.

PLAN KEY NOTES: #

- RECONNECT POWER TO MECHANICAL EQUIPMENT. REUSE EXISTING FEEDER (CONDUIT AND WIRE). REFER TO EQUIPMENT SCHEDULE ON SHEET E07 FOR DISCONNECT, CONDUIT AND WIRE SIZES.

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REG. NO: FL 27689  
DATE: 06/20/2018

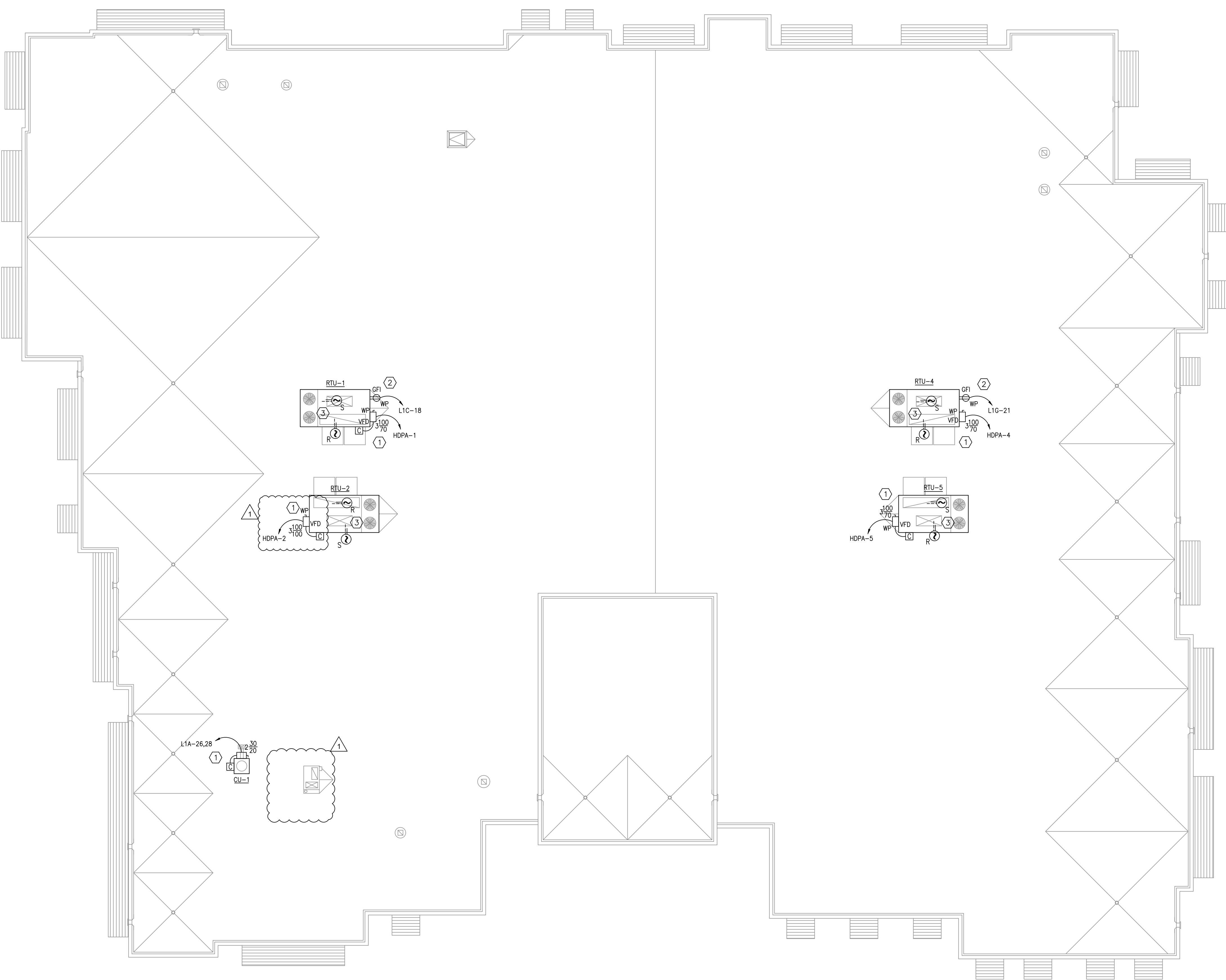
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WGB	07/06/17
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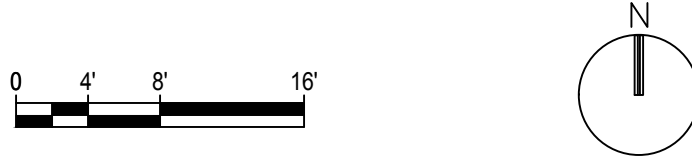
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REVISIONS		DESCRIPTION	
NO.	DATE	BY	CHK'D



1 ELECTRICAL RENOVATION ROOF PLAN  
Scale: 3/32"=1'-0"

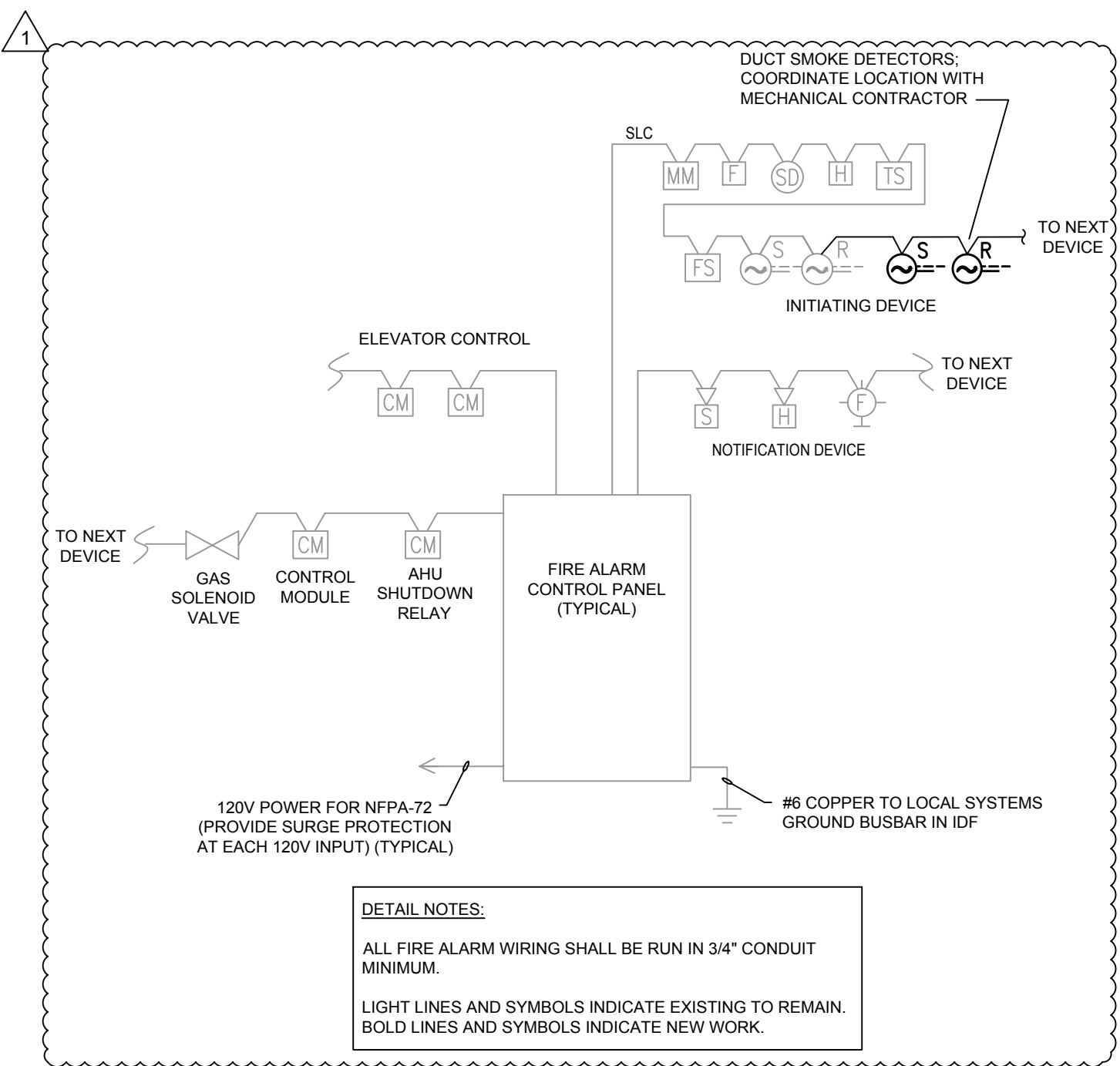


GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO SPECIFICATIONS SHEET E02.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. PANEL LOCATIONS ARE SHOWN ON SHEET E03. NO NEW LOADS ARE BEING ADDED. EXISTING LOADS ARE BEING REUSED.

PLAN KEY NOTES: #

- 1. PROVIDE CONNECTION TO NEW MECHANICAL EQUIPMENT. PROVIDE NEW CIRCUIT BREAKER. REFER TO EQUIPMENT FEEDER SCHEDULE ON SHEET E07 FOR DISCONNECT, CONDUIT AND WIRE SIZES.
- 2. PROVIDE NEW RECEPTACLE WITH IN-USE WEATHERPROOF COVER. REUSE THE EXISTING BRANCH CIRCUIT DISCONNECTED DURING DEMOLITION.
- 3. PROVIDE NEW DUCT SMOKE DETECTOR ON NEW MECHANICAL EQUIPMENT. PROVIDE CONDUIT AND CABLING AS REQUIRED TO CONNECT TO THE FIRE ALARM CONTROL PANEL. FIRE ALARM CONTROL PANEL IS LOCATED IN ELECTRIC ROOM. REFER TO SHEET E-02 FOR FIRE ALARM SCOPE OF WORK AND ADDITIONAL INFORMATION.



DETAIL NOTES:  
ALL FIRE ALARM WIRING SHALL BE RUN IN 3/4" CONDUIT MINIMUM.  
LIGHT LINES AND SYMBOLS INDICATE EXISTING TO REMAIN.  
BOLD LINES AND SYMBOLS INDICATE NEW WORK.

2 TYPICAL FIRE ALARM DETAIL  
Scale: NONE

**SGM ENGINEERING**  
MEP CONSULTING ENGINEERS  
1 EAST BROWARD BLVD. SUITE 150  
FORT LAUDERDALE, FL 33301  
TEL: (954) 421-1944  
FAX: (954) 421-1924  
CA 00006208  
WWW.SGMENGINEERING.COM  
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PERMIT SET

ENGINEER: MANUEL E. HERNANDEZ  
REG. NO.: FL 17689  
DATE: 02/20/2019  
TEL: (954) 421-1944  
FAX: (954) 421-1924

DRAWN BY: WGB  
DATE: 07/06/17  
DESIGNED BY: WGB  
SCALE: AS SHOWN  
CHECKED BY: MEH  
FIELD BOOK:

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS		DESCRIPTION
NO.	DATE	BY
1	08/25/17	WGB
		MEH

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEMS REPLACEMENT  
ELECTRICAL RENOVATION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
**E06** 7  
TOTAL: 7  
CAD FILE: 12267-E06-ELEC  
DRAWING FILE NO. 4-140-55



ENGINEER:  
MANUEL E. HERNANDEZ  
REG. NO.: FL 1589  
DATE: 06/20/2019

TEL: (954) 421-1944  
FAX: (954) 421-1924

DRAWN BY: WGB  
DESIGNED BY: WGB  
CHECKED BY: MEH  
FIELD BOOK:

DATE: 07/06/17  
SCALE: AS SHOWN

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE

100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS				DESCRIPTION	
NO.	DATE	BY	CHK'D	WGB	MEH
1	08/25/17				

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL SCHEDULES  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
E07 7

TOTAL: 7

CAD FILE: 12267-E07-ELEC

DRAWING FILE NO. 4-140-55

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MEP CONSULTING ENGINEERS

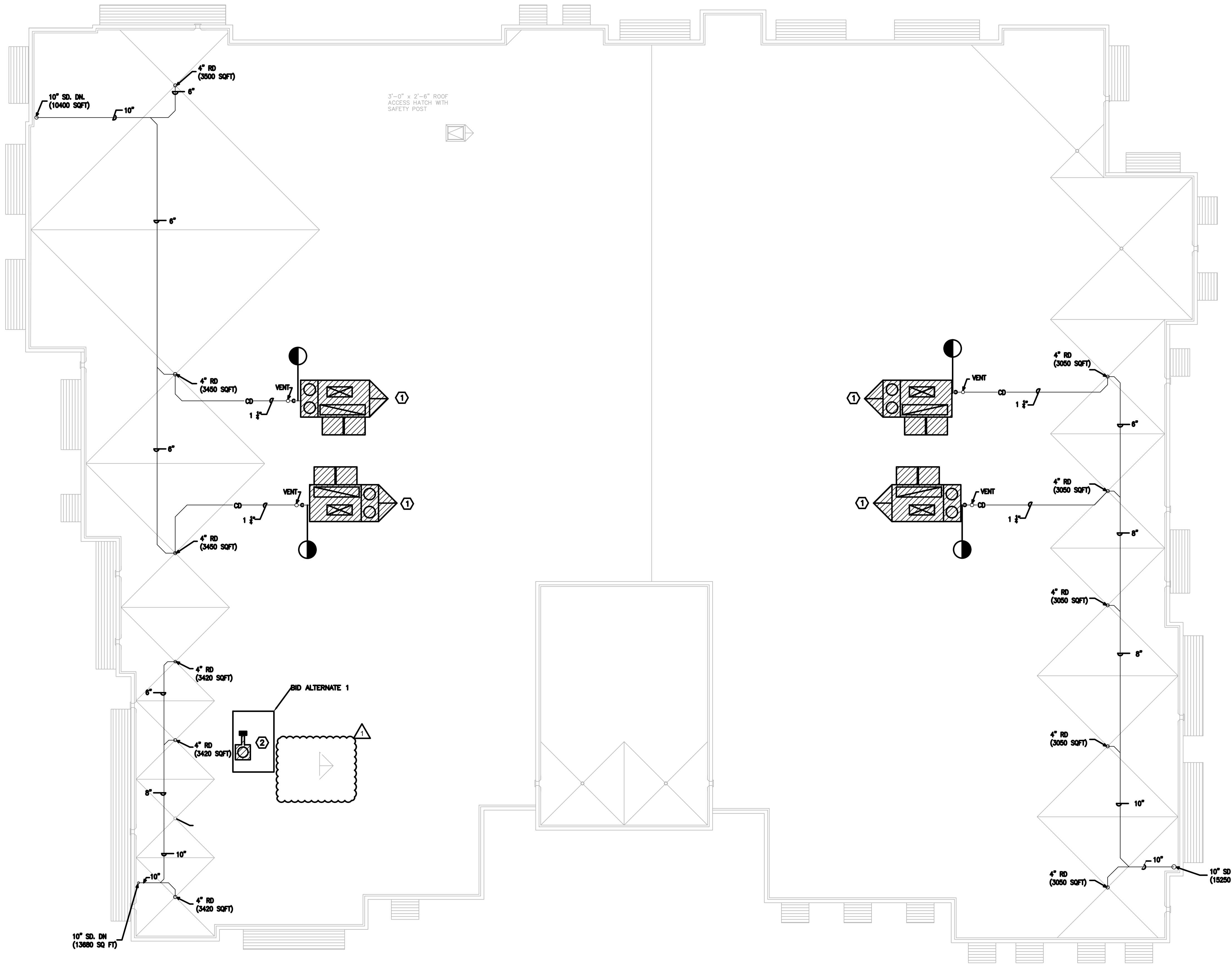
1 EAST BROWARD BLVD.  
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FORT LAUDERDALE, FL 33301  
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FAX: (954) 421-1924  
CA 00006208

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EQUIPMENT FEEDER SCHEDULE:										*DISTANCE SHOWN FOR VOLTAGE DROP CALCULATION ONLY. ACTUAL DISTANCE MAY VARY DEPENDENT ON ROUTING.															
EQUIPMENT DESCRIPTION	VOLTS	PH	NEUT Y/N	MOTOR (LARGEST)		ADDITIONAL MOTORS		HEAT STRIPS		MISC AMPS	TOTAL AMPS	PNL C.B. SIZE	DISCONNECT SIZE	STARTER SIZE	NEMA TYPE	WIRE PER PHASE	NEUT WIRE	GND WIRE	# OF RUNS	CONDUIT SIZE	APPROX FT	VOLT DROP	NOTES		
				H.P.	FLA	H.P.	FLA	KW	AMPS																
AHU-1	208	1	N					6.2	29.8		29.8	40	60	NF	1	#8		#10	1	3/4"	100	2.24%			
CU-1	208	1	N					2.6	12.5		12.5	20	30	NF	SS	#12		#12	1	3/4"	100	2.40%			
RTU-1	480	3	N							63.0	63.0	70	100	VFD	SS	#2		#8	1	1-1/2"	100	0.57%	a		
RTU-2	480	3	N							63.0	63.0	100	100	VFD	SS	#2		#8	1	1-1/2"	100	0.60%	a		
RTU-4	480	3	N							63.0	63.0	70	100	VFD	SS	#3		#8	1	1-1/2"	100	0.57%	a		
RTU-5	480	3	N							63.0	63.0	70	100	VFD	SS	#3		#8	1	1-1/2"	100	0.57%	a		
GENERAL NOTES:																									NOTES:
(1) - PROVIDE DISC. SW. AT ALL PECS OF EQUIPMENT NOT WITHIN SIGHT OF THE OVERCURRENT PROTECTIVE DEVICE.																									a. BASED ON EQUIPMENT SPECIFIED. VERIFY WITH EQUIPMENT PROVIDED.
(2) - FUSES SHOWN FOR REFERENCE ONLY. PROVIDE FUSES AS RECOMMENDED BY EQUIP. MANUF.																									
(3) - PROVIDE NEMA OUTDOOR RATED ENCLOSURES FOR ALL DISC. SVS MOUNTED OUTDOORS.																									
(4) - COORDINATE STARTER TYPE WITH MECHANICAL EQUIPMENT.																									
(5) - COORDINATE ALL OVERCURRENT PROTECTIVE DEVICES WITH THE ACTUAL EQUIPMENT BEING SUPPLIED. NOTIFY THE ENGINEER IF DISCREPANCIES ARE FOUND.																									
(6) - DISCONNECTS BETWEEN MOTORS AND VFC'S SHALL BE PROVIDED WITH AN AUXILIARY CONTACT AND WIRED TO THE E-STOP OF THE VFD.																									





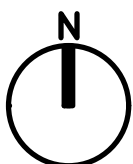
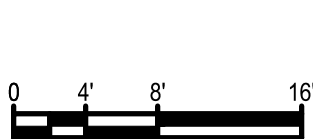
**GENERAL NOTES:**

- a. REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- b. REFER TO PROJECT SPECIFICATIONS.
- c. CONTRACTOR SHALL FIELD VERIFY EXISTING EQUIPMENT PRIOR TO DEMO. EXISTING DRAWINGS ARE FOR INFORMATION ONLY AND MAY NOT DEPICT EXISTING CONDITIONS.
- d. COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR BUILDING IS NOT ALLOWED.
- e. AHU'S, FAN COILS UNITS, PUMPS, EXHAUST FANS, AND VAV BOXES SHALL REMAIN PROPERTY OF THE OWNER. ALL SHEET METAL AND PIPING WILL BE DISPOSED BY THE GENERAL CONTRACTOR.
- f. DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.

**PLAN KEY NOTES: ①**

- 1. DEMOLISH EXISTING RTU-1, RTU-2, RTU-4, RTU-5 AND ALL ASSOCIATED COMPONENTS. REMOVE ROOF CURBS AND PREPARE FOR NEW.
- 2. DEMOLISH EXISTING CU AND ALL ASSOCIATED COMPONENTS.

1 MECHANICAL DEMOLITION ROOF PLAN  
Scale: 3/32"=1'-0"




PERMIT SET

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL DEMOLITION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
M07	13
TOTAL:	13
CAD FILE:	12267-M07-HVAC
DRAWING FILE NO.	4-140-55

REVISIONS		DESCRIPTION	
NO.	DATE	BY	CHK'D
1	06/06/17	NL	BS
		ADDENDUM 1	

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE

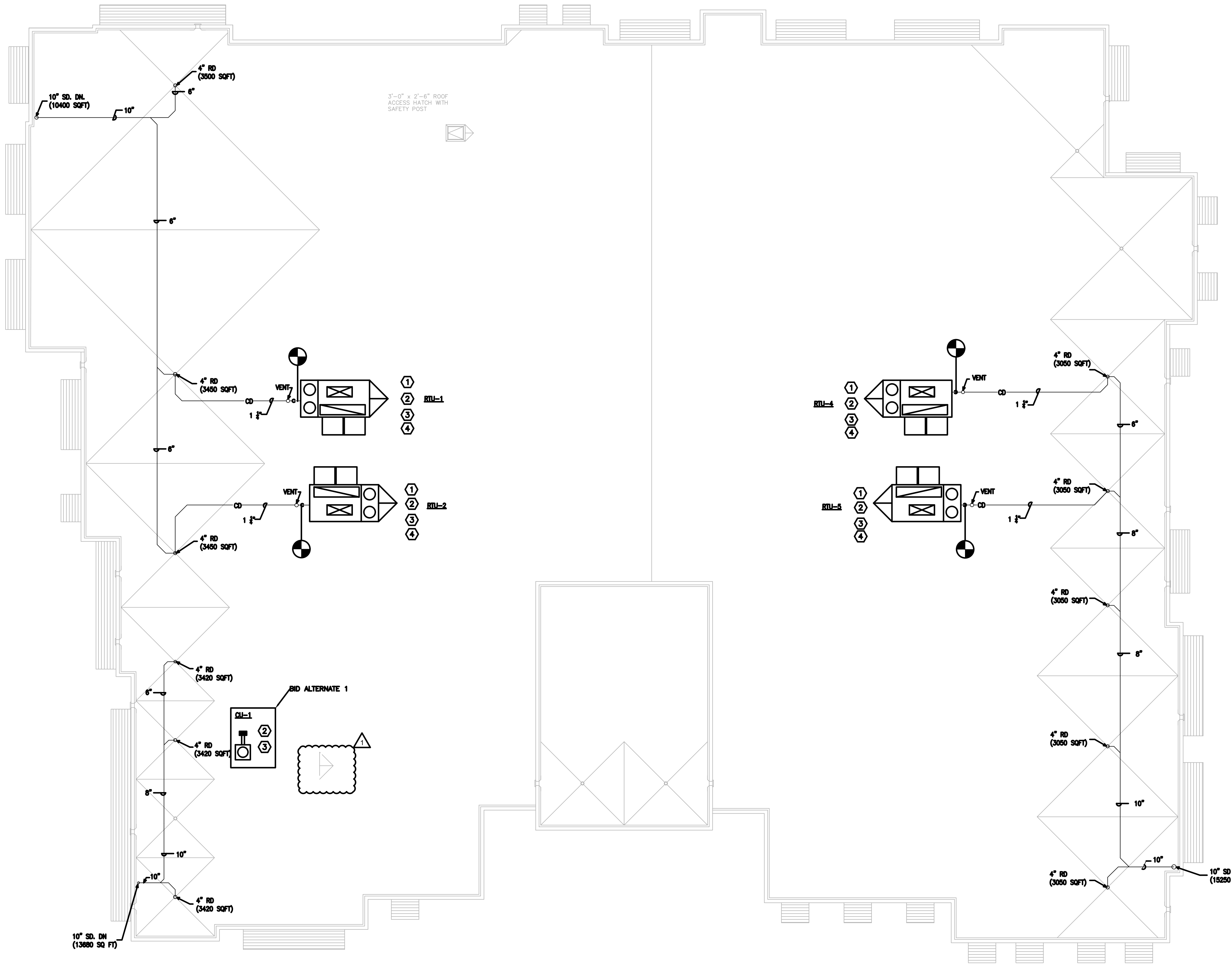


100 North Andrews Avenue, Fort Lauderdale, Florida 33301

DATE		DATE	
DESIGN BY:	NL	07/06/17	NL
DESIGNED BY:	NL	SCALE:	AS SHOWN
CHECKED BY:	BBS		
		FIELD BOOK:	

ENGINEER:  
FORAL SELIMAN  
PROJ. NO. 12267  
DATE: 06/07/17

TEL: 954-481-1944  
FAX: 954-481-1924



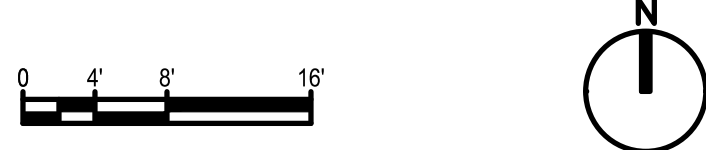
### GENERAL NOTES:

- REFER TO M01 AND M02 FOR MECHANICAL GENERAL NOTES AND LEGEND.
- COORDINATE WORK SCHEDULE WITH CFL PROJECT MANAGER. DISRUPTION OF COOLING TO THE ADJACENT SPACES OR CAMPUS IS NOT ALLOWED.
- DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE GENERAL LAYOUT OF MECHANICAL COMPONENTS. FOR EXACT BUILDING DIMENSIONS SEE ARCHITECTURAL AND STRUCTURAL DRAWINGS.
- COORDINATE DUCTWORK ROUTING WITH ALL TRADES.
- LOCATE EQUIPMENT SO THAT MANUFACTURER SERVICE CLEARANCES ARE MAINTAINED.
- COORDINATE WITH ELECTRICAL CONTRACTOR LOCATION OF DISCONNECTS. DO NOT BLOCK SERVICE CLEARANCE TO EQUIPMENT.
- DUCTWORK SHALL REMAIN SEALED DURING CONSTRUCTION. DURING START-UP, INSTALL FILTERS AT ALL RETURN AND EXHAUST GRILLES. IF DUCTWORK IS LEFT UNCOVERED DURING CONSTRUCTION THE GENERAL CONTRACTOR WILL BE REQUIRED TO CLEAN ALL DUCTWORK PRIOR TO UNIT START UP.
- REFER TO PROJECT SPECIFICATIONS FOR EQUIPMENT AND INSTALLATION REQUIREMENTS. IF THERE IS ANY DISCREPANCY BETWEEN SPECIFICATIONS AND DRAWINGS, THE MOST STRINGENT REQUIREMENT SHALL APPLY.
- PROVIDE DOUBLE WALL INSULATED DUCTWORK FOR THE FIRST 20 FEET OF SUPPLY AND RETURN FOR EACH AIR HANDLING UNIT.
- PROVIDE ALUMINUM JACKET ON ALL EXPOSED REFRIGERANT PIPING INSULATION.

### PLAN KEY NOTES:

- REPLACE EXISTING RTU-1, RTU-2, RTU-4, RTU-5 AND PROVIDE NEW ROOF CURBS, REFER TO STRUCTURAL DRAWINGS.
- ALL ROOFTOP EQUIPMENT THAT REQUIRES MAINTENANCE AND SERVICE SHALL MAINTAIN A MINIMUM OF 10 FEET FROM ROOF EDGE.
- ALL ROOFTOP EQUIPMENT MUST ADHERE TO CURRENT HURRICANE CODES REGARDING ROOF TIE-IN AND WIND RESISTANCE. PROVIDE FLORIDA PRODUCT APPROVAL.
- PROVIDE NEW CONDENSATE PIPING AND CONNECT TO EXISTING CONDENSATE LINE.

1 MECHANICAL RENOVATION ROOF PLAN  
Scale: 3/32"=1'-0"



PERMIT SET

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL RENOVATION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
M09	13
TOTAL:	13
CAD FILE:	12267-M09-HVAC
DRAWING FILE NO.	4-140-55

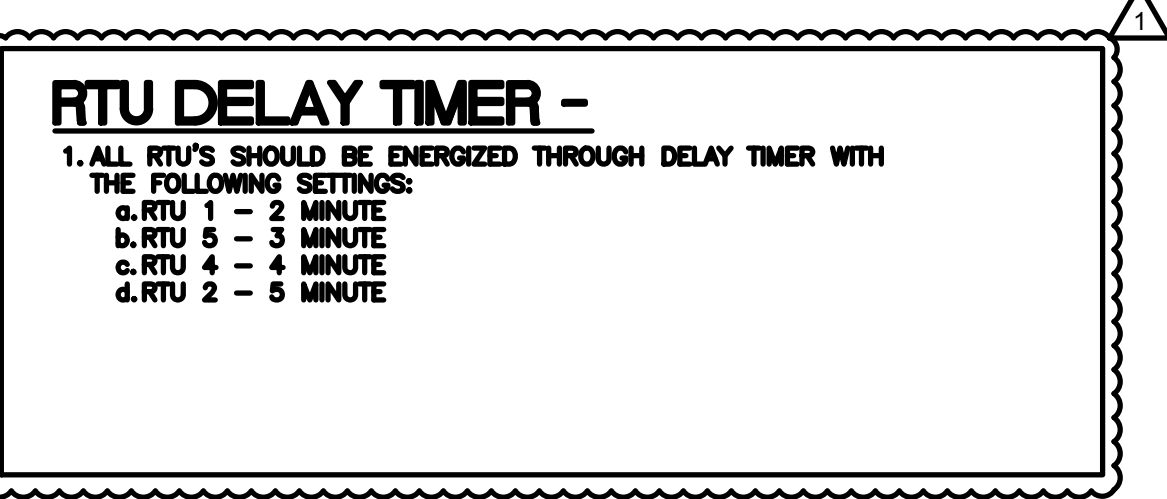
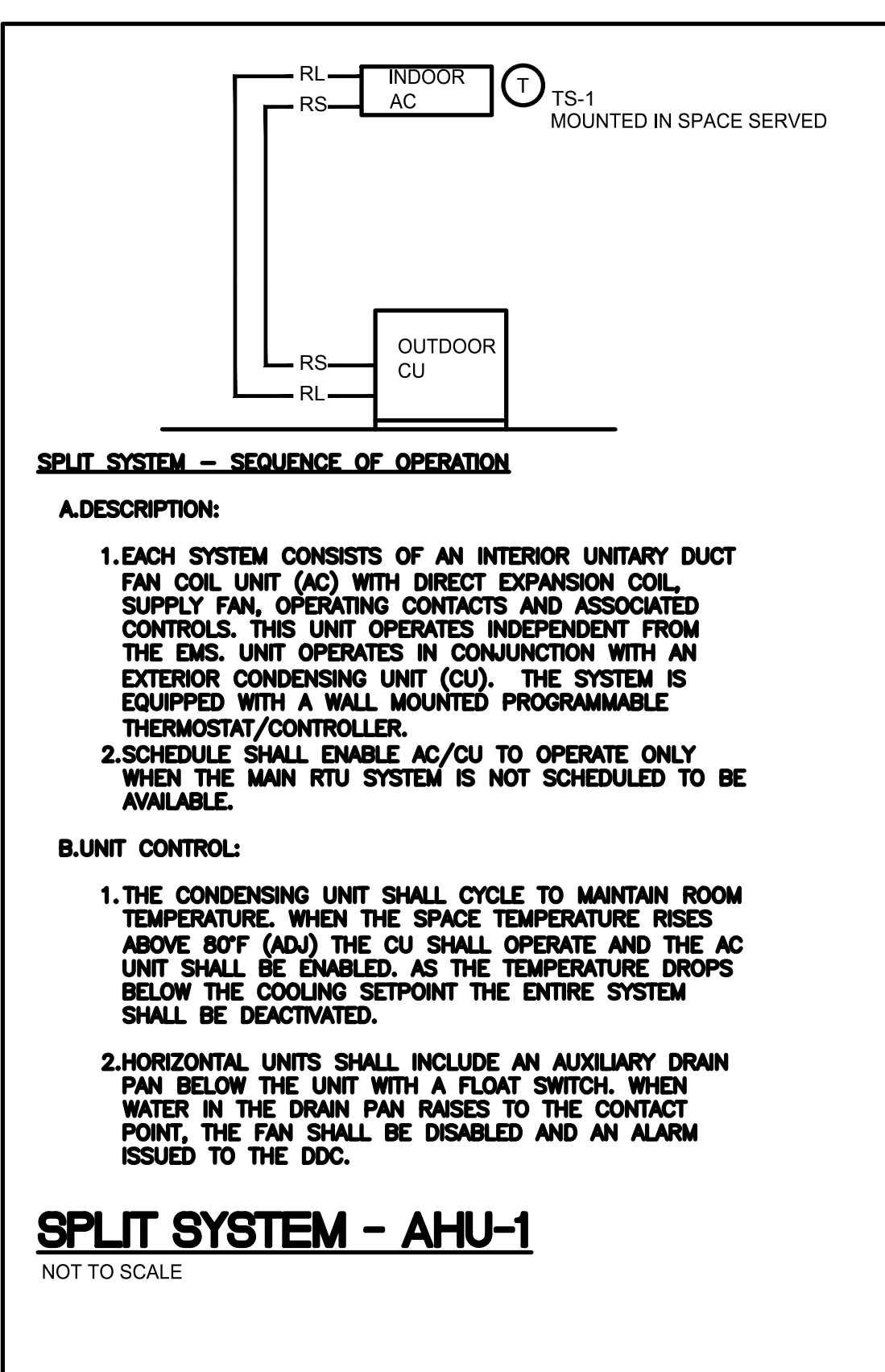
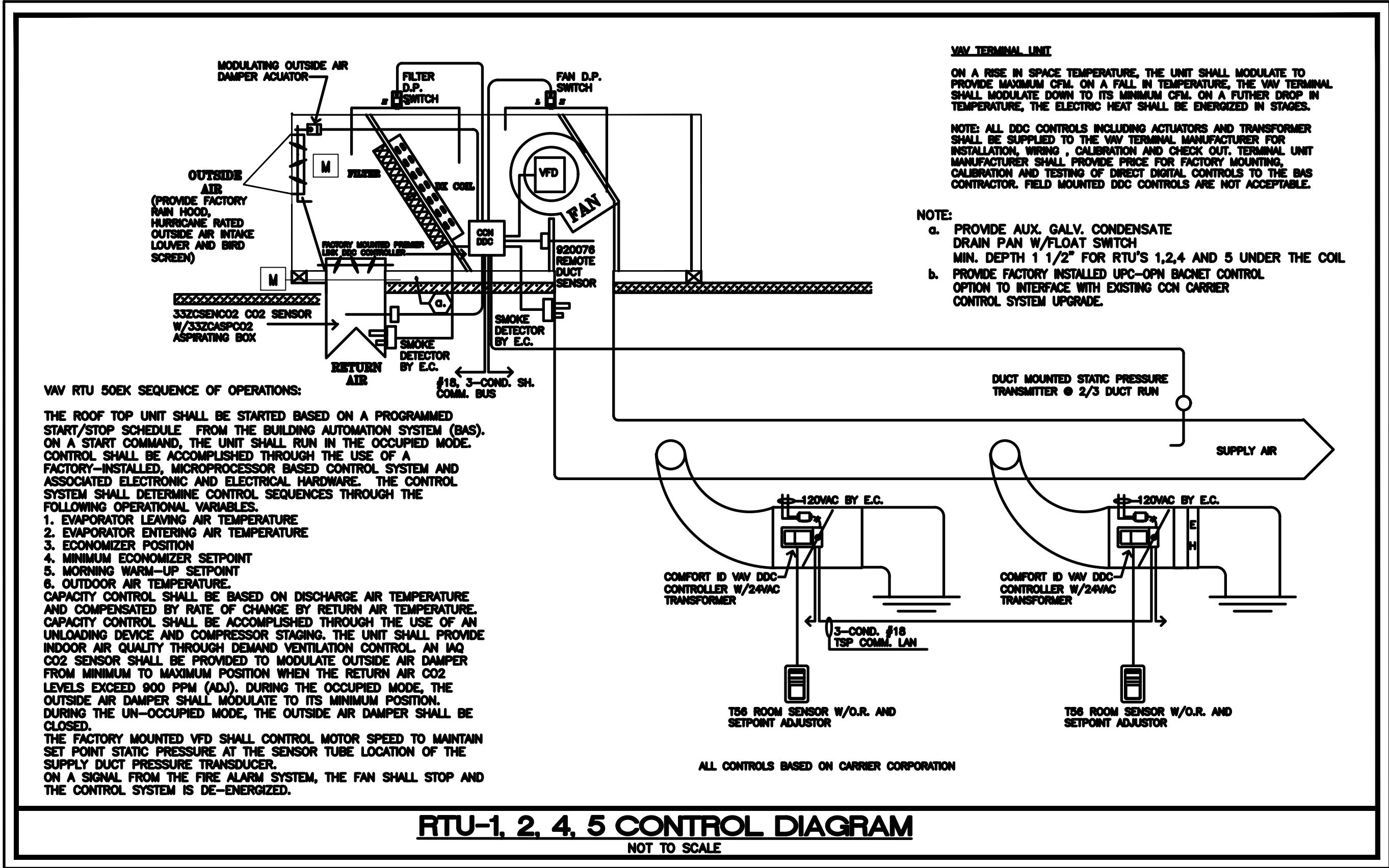
REVISIONS	NO.	DATE	BY	CHK'D	DESCRIPTION
	1	08/08/17	NL	BS	ADDENDUM 1

DATE	DATE	DATE	DATE	DATE
07/06/17	07/06/17	07/06/17	07/06/17	07/06/17
DESIGNED BY:	DESIGNED BY:	DESIGNED BY:	DESIGNED BY:	DESIGNED BY:
NL	NL	NL	NL	NL
CHECKED BY:	CHECKED BY:	CHECKED BY:	CHECKED BY:	CHECKED BY:
BS	BS	BS	BS	BS
FIELD BOOK:	FIELD BOOK:	FIELD BOOK:	FIELD BOOK:	FIELD BOOK:

ENGINEER:	FORAL SELIMIAN	DATE: 08/08/17
PROJECT:	700 NW 19TH AVE	DATE: 08/08/17
TEL:	954-421-1944	FAX: 954-421-1924

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301





BID ALTERNATE 1



PERMIT SET

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL CONTROLS  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

NO.	REVISIONS		DATE	BY	CHK'D	DESCRIPTION
	1	2				
1	08/08/17	RL	BS			ADDENDUM 1

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

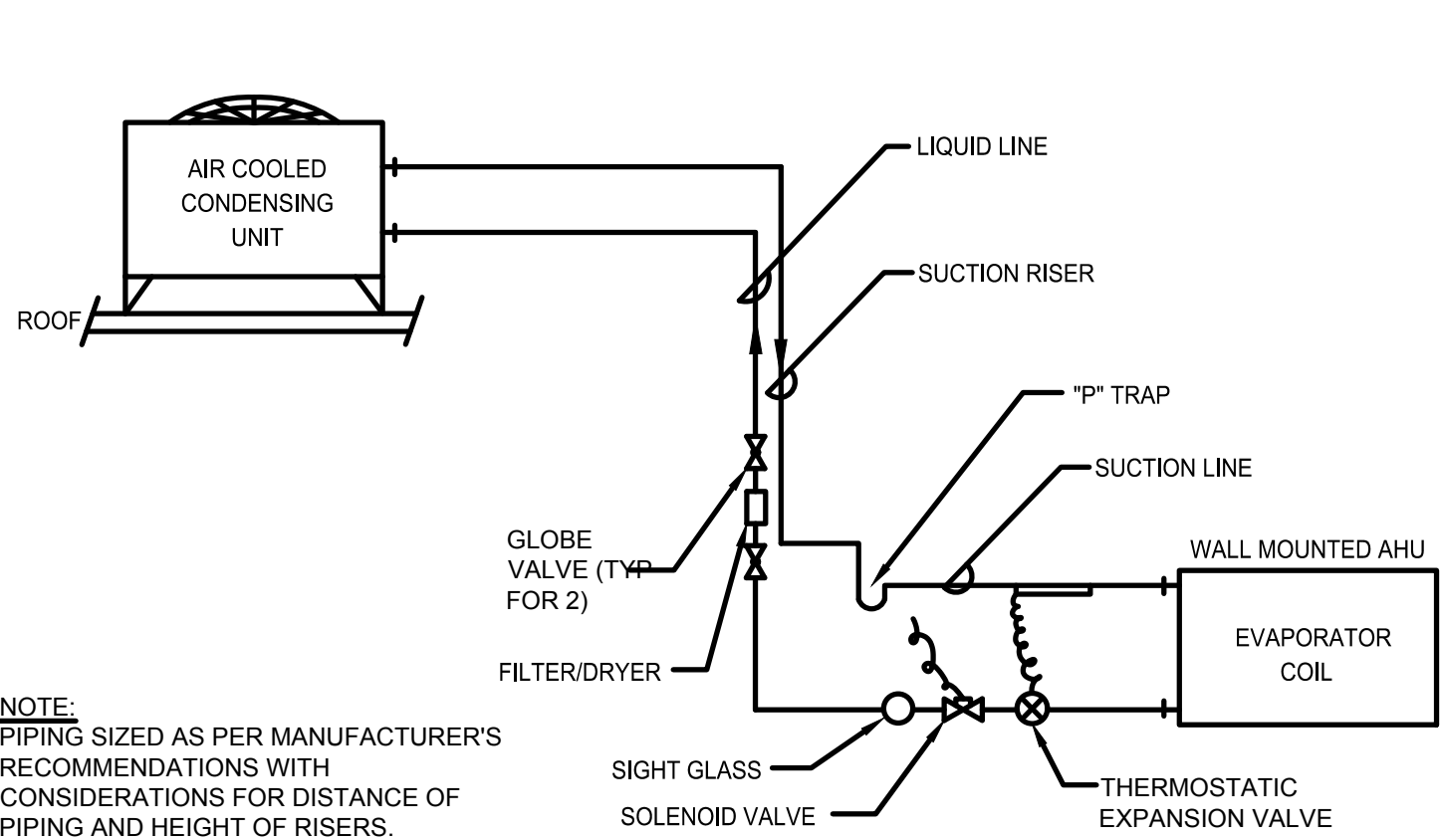
DATE	DESIGNED BY		CHECKED BY	FIELD BOOK
	NUL	SCALE		
07/06/17		AS SHOWN	BS	

ENGINEER: EDDIE SELERMAN  
PROJ. NO. 12267-0419  
DATE: 08/08/17

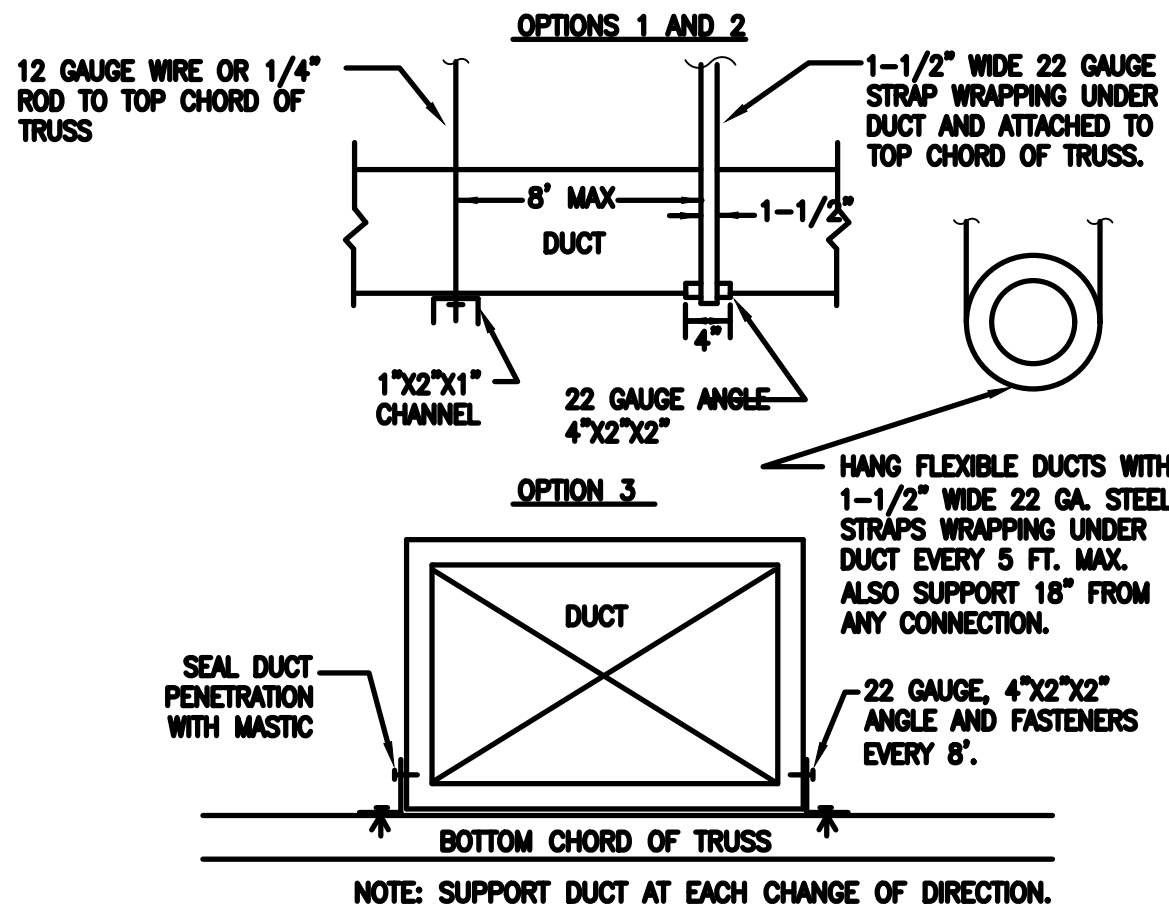
TEL: 954-481-1944  
FAX: 954-481-1924

SHEET NO.	OF
M11	13
TOTAL:	13
CAD FILE:	12267-M11-HVAC
DRAWING FILE NO.	4-140-55

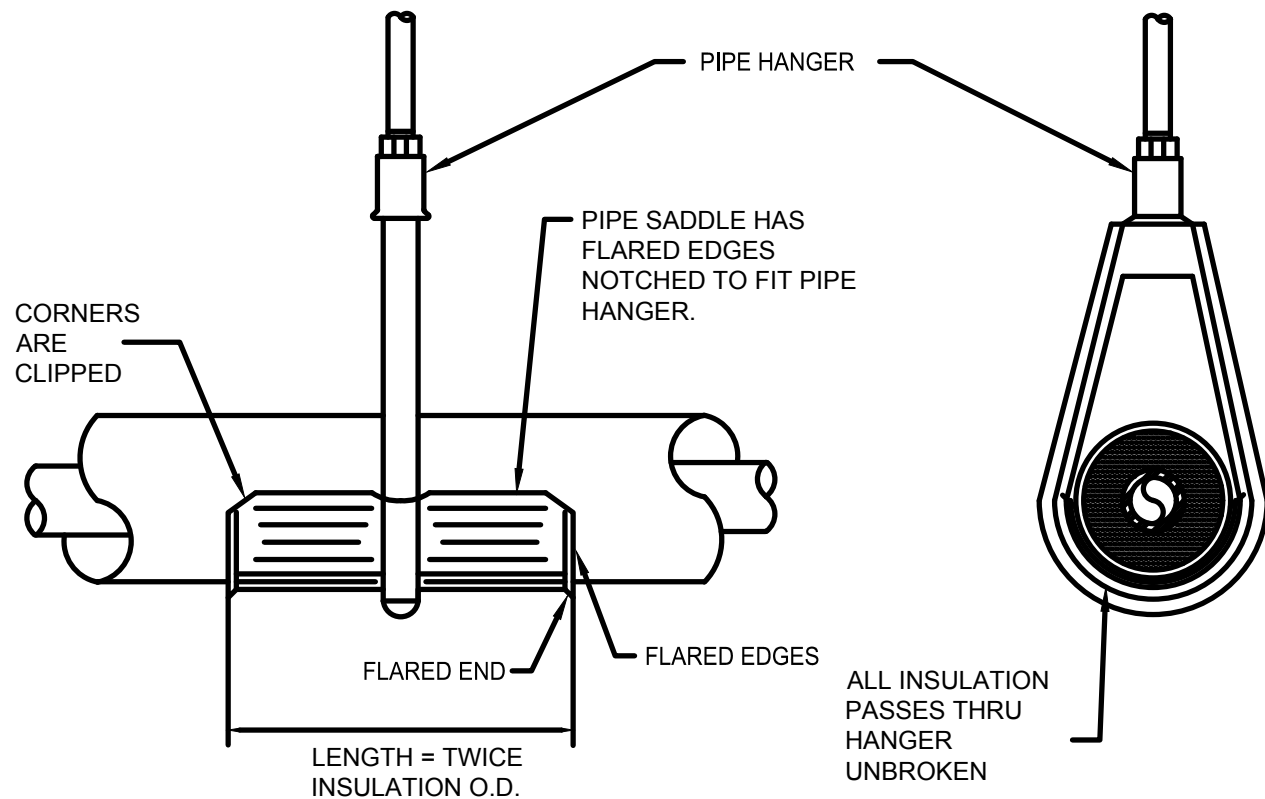




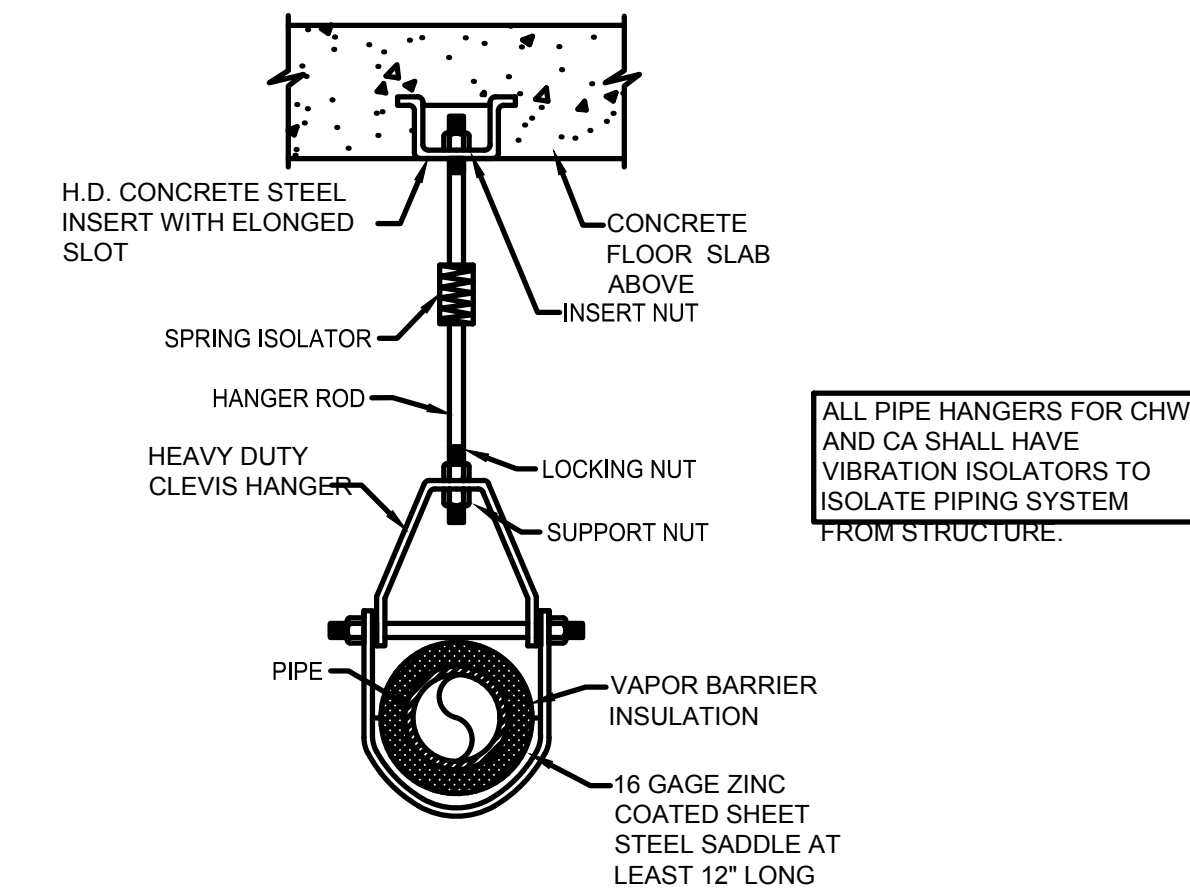
**TYPICAL SPLIT SYSTEM PIPING DETAIL**  
NOT TO SCALE



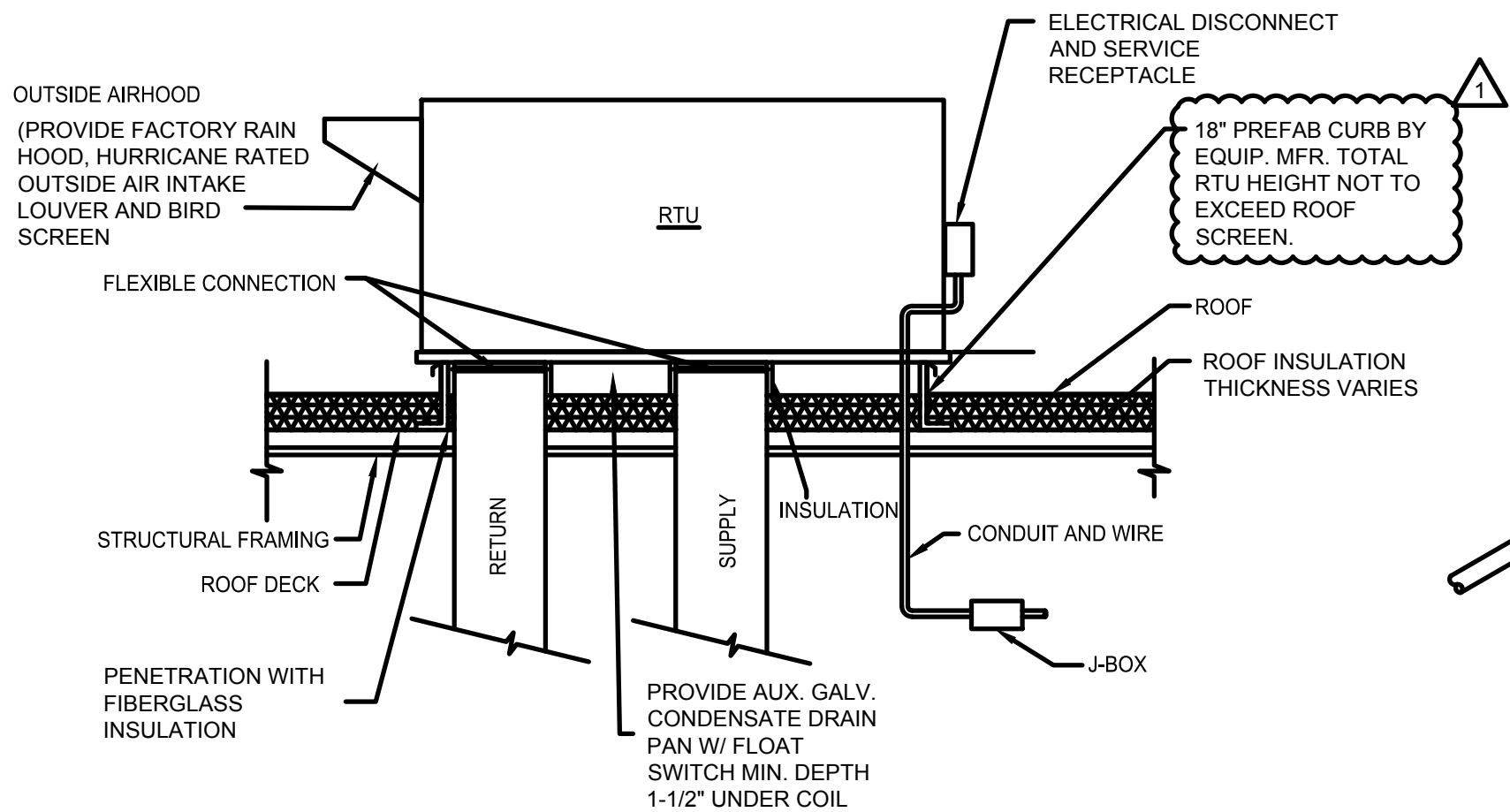
**DUCT SUPPORTS DETAIL**  
NOT TO SCALE



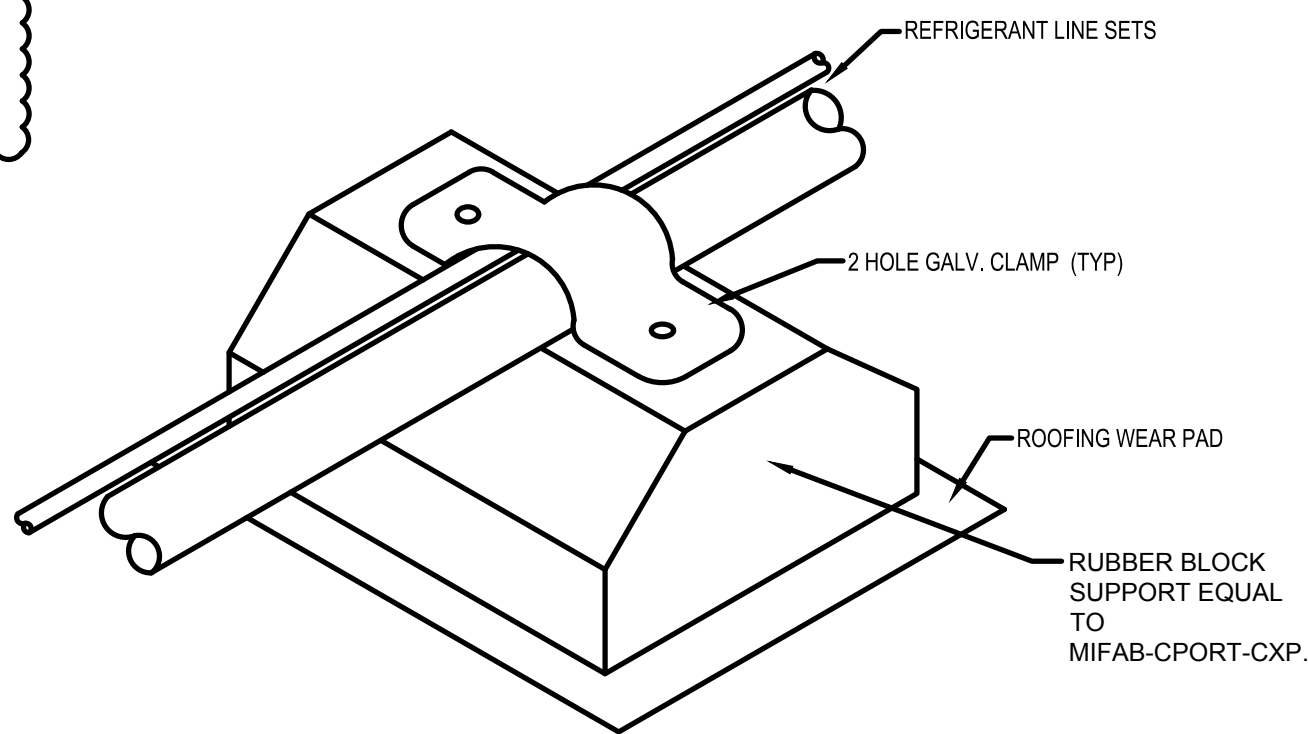
**INSULATED PIPE HANGER DETAIL**  
NOT TO SCALE



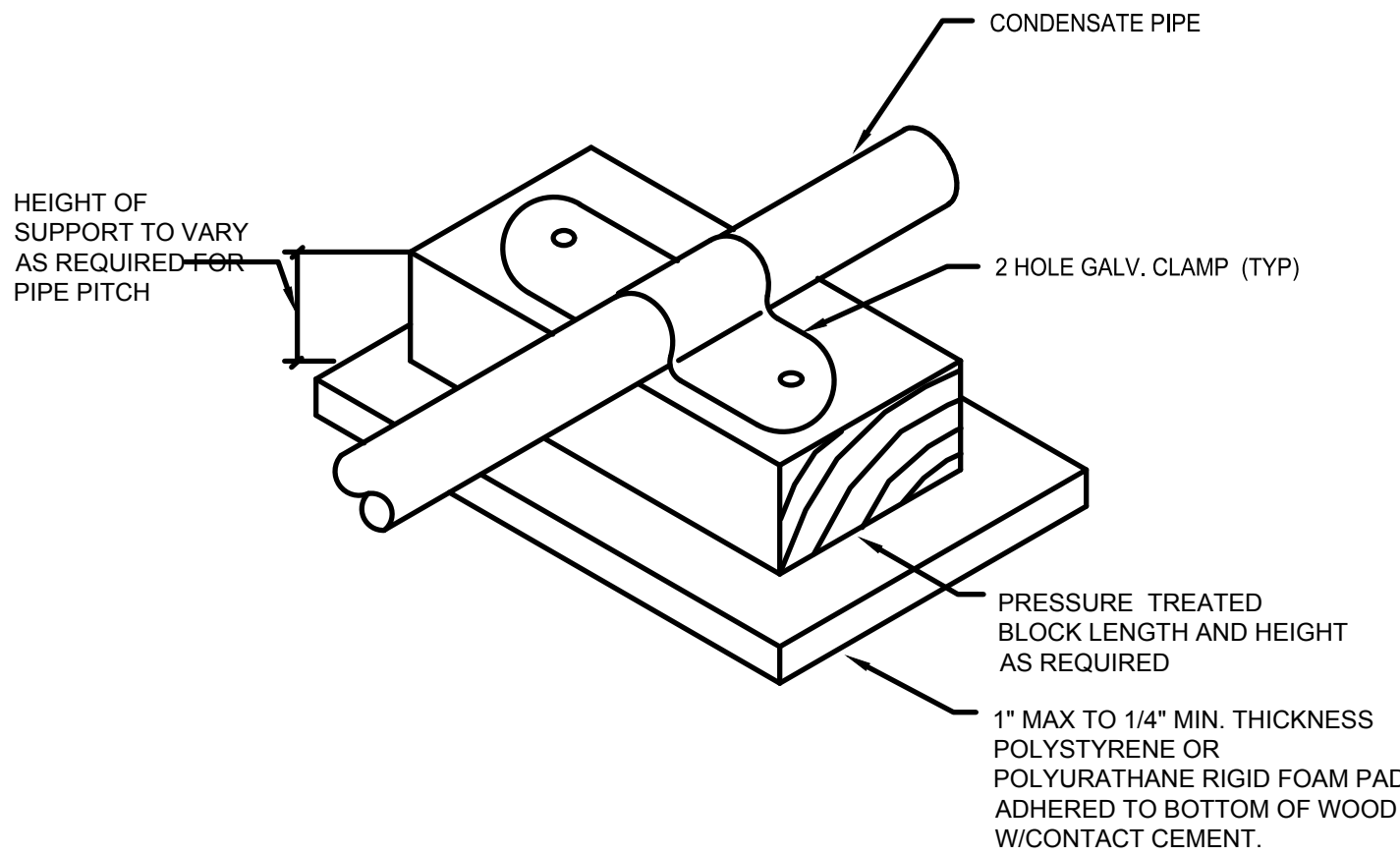
**PIPE HANGER DETAIL**  
NOT TO SCALE



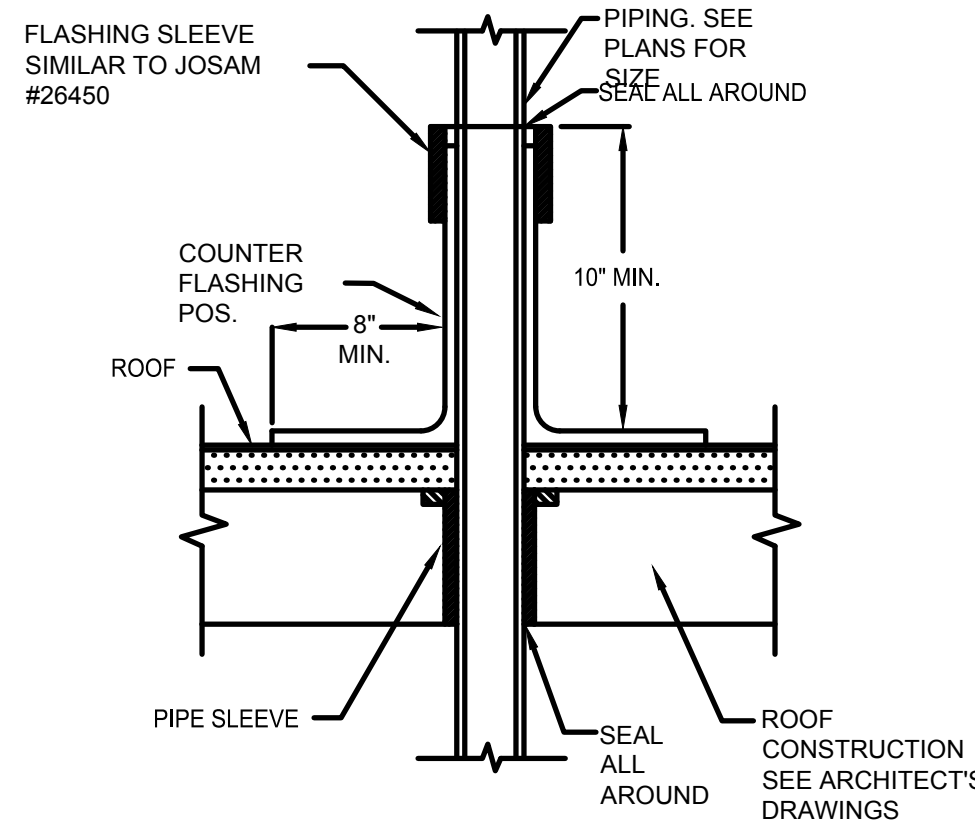
**RTU INSTALLATION DETAIL**  
NOT TO SCALE



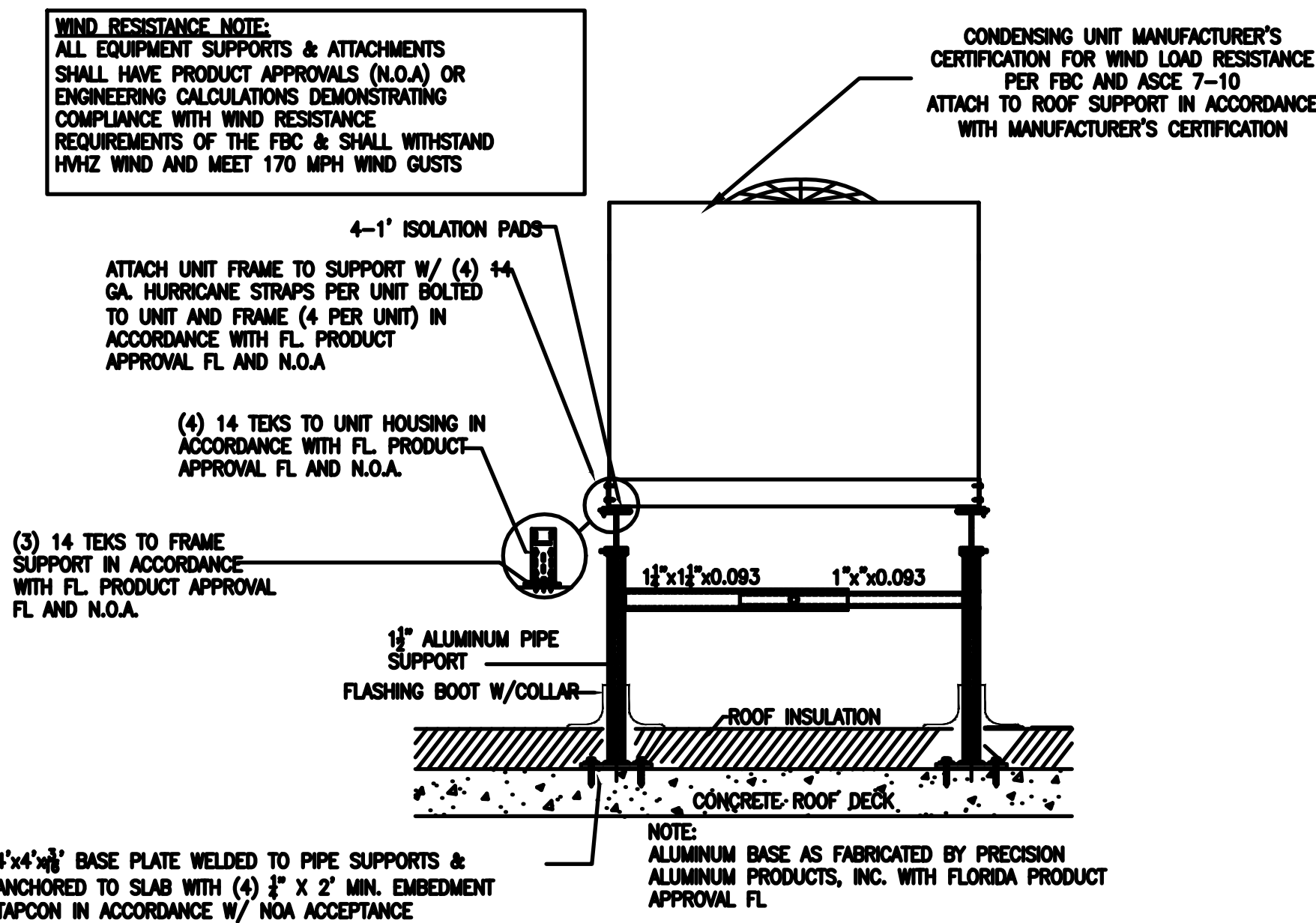
**ROOF REFRIGERANT PIPING SUPPORT DETAIL**  
NOT TO SCALE



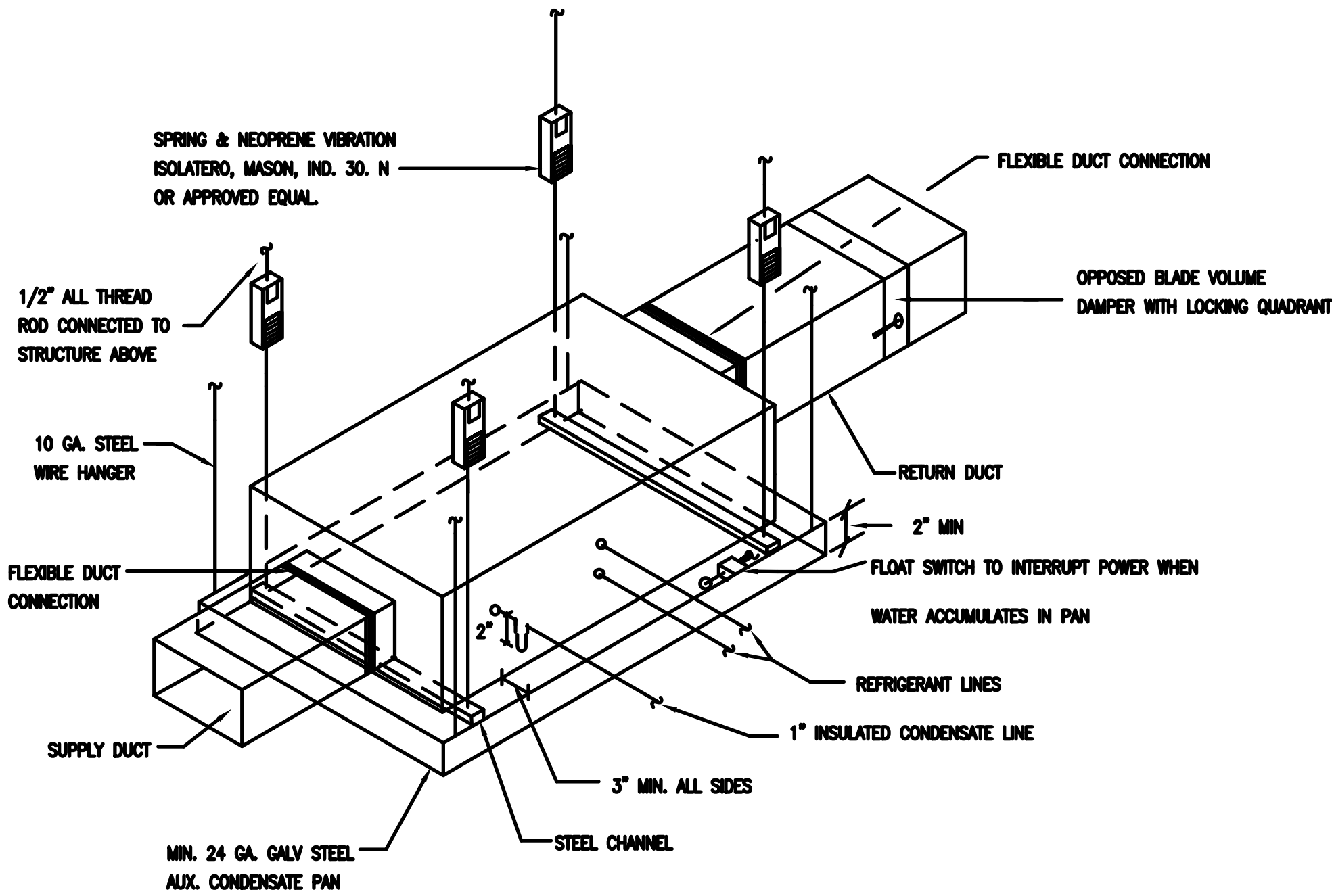
**ROOF CONDENSATE PIPING SUPPORT DETAIL**  
NOT TO SCALE



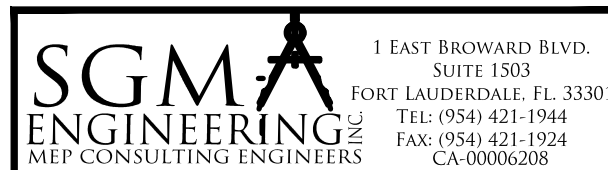
**DETAIL OF PIPE THROUGH ROOF**  
NOT TO SCALE



**NOA ACCEPTED CONDENSING UNIT MOUNTING DETAIL**  
NOT TO SCALE



**SUSPENDED AHU DETAIL**  
NOT TO SCALE



ENGINEER: **RODOLFO BELTRAN**  
DATE: 07/06/17  
SCALE: AS SHOWN  
CHECKED BY: **BBS**  
FIELD BOOK: **33301**

**CITY OF FORT LAUDERDALE**  
**PUBLIC WORKS DEPARTMENT**  
**ENGINEERING & ARCHITECTURE**  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

NO.	DATE	BY	CHD	NL	BS	REVISIONS
						DESCRIPTION
1	06/06/17					ADDENDUM 1

**PROJECT # 12267**  
**DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING**  
**COOLING SYSTEM REPLACEMENT**  
**MECHANICAL DETAILS**  
**700 NW 19TH AVE, FT. LAUDERDALE, FL.**

SHEET NO.	OF
<b>M12</b>	<b>13</b>
TOTAL: 13	
CAD FILE: 12267-M12-HVAC	
DRAWING FILE NO. 4-140-55	

PERMIT SET



PACKAGED ROOFTOP AIR HANDLING UNIT SCHEDULE																																
MARK	SPACE SERVED	BLOWER SECTION										DX COIL										MIXING BOX SECTION										
		FAN TYPE	DRIVE	VFD	SUPPLY AIR (CFM)	OUTSIDE AIR (CFM)	ESP (IN WG.)	MOTOR			ELECTRICAL	PHASE	CAPACITY (TONS)		AIR PROPERTIES				REFIGERANT	ROWS	FILTER			DAMPER		MANUFACTURER	MODEL	WEIGHT (LBS)	DIMENSIONS L x W x H (IN)	REMARKS		
								HP	BHP	RPM			TOTAL	SENSIBLE	EAT (°F)		LAT (°F)				RETURN AIR	OUTSIDE AIR	QTY	SIZE	MERV						YES	YES
															DB	WB	DB	WB														
RTU-1	ROOFTOP	FC	BELT	YES	7,500	1,200	2	15	4.14	843	460	3	24.8	25.6	80	67	54.3	54.3	R410A	-	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12	
RTU-2	ROOFTOP	FC	BELT	YES	12,000	1,860	2	15	6.77	969	460	3	33.6	25.6	80	67	56.1	56.1	R410A	-	-	-	-	-	YES	YES	CARRIER	50A3-035-2T62GFG	4943	165x94x73	1-12	
RTU-4	ROOFTOP	FC	BELT	YES	7,600	1,100	2	10	4.21	846	460	3	24.9	17.1	80	67	55	54.3	R410A	-	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12	
RTU-5	ROOFTOP	FC	BELT	YES	7,600	1,100	2	10	4.21	846	460	3	24.9	17.1	80	67	55	54.3	R410A	-	-	-	-	-	YES	YES	CARRIER	50A3-027-1T62AFG	4456	165 x 94 x 73	1-12	
NOTES: 1. AIR HANDLING UNIT SHALL BE DOUBLE WALL CONSTRUCTION. 2. PROVIDE PREMIUM EFFICIENCY MOTORS. 3. PROVIDE TWO WAY SLOPE DOUBLE WALL STAINLESS STEEL DRAIN PANS. 4. PROVIDE FACTORY MIXING BOX. 5. MAXIMUM COIL FACE VELOCITY TO BE 500 FPM. 6. MAXIMUM 12 FINS PER INCH. 7. PROVIDE 18" ROOF CURB. PROVIDE FBC2014 WIND LOAD COMPLIANCE. 8. SELECT MOTORS SO THAT BHP DOES NOT EXCEED 85% OF RATED POWER. 9. THE COMPLETE INTERIOR AND EXTERIOR OF THE RTU SHALL BE COATED WITH LUVATA SALT SPRAY COATING RATED FOR 10,080 HOURS. 10. PROVIDE FACTORY RAIN HOOD, HURRICANE RATED LOUVER, AND BIRD SCREEN. 11. PROVIDE VFD WITH BY-PASS BY MANUFACTURER. 12. PROVIDE AEGIS SHAFT GROUNDING RINGS FOR MOTORS.																																

COMMON AREAS SPLIT SYSTEM SCHEDULE - AIR CONDITIONER																																
MARK	AREA SERVED	MANUFACTURER	COOLING		EFFICIENCY	AIR HANDLER										CONDENSING UNIT												REMARKS				
			TOTAL (MBH)	SENSIBLE (MBH)	SEER	MODEL#	SUPPLY (CFM)	OUTSIDE AIR (CFM)	ESP (IN.W.G.)	HP	COIL EAT (°F)		COIL LAT (°F)		HEATER (KW)	ELECTRICAL				DIMENSIONS L x W x H (IN)	WEIGHT (LBS)	MODEL #	REFRIGERANT	COMPRESSOR		ELECTRICAL				DIMENSIONS L x W x H (IN)	WEIGHT (LBS)	
											DB	WB	DB	WB		VOLT	PHASE	MCA	MOP					QTY.	TYPE	VOLT	PHASE		MCA			MOP
AHU-1/ CU-1	STORAGE/ SERVER ROOM	CARRIER	24	17	15.0	FB4CNP024L00	700	0	0.4	1/3	76	64	54.02	53.72	5.0	208	1	-	-	22 x 14 x 43	112	24ACC424A003	R-410A	1	SCROLL	208	1	14.1	-	26 x 26 x 25	119	1-5
NOTES: 1. REFRIGERANT LINES AND INSULATION SHALL BE SIZED AND INSTALLED IN STRICT ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS. PROVIDE SUBMITTALS ON INSULATION WITH EQUIPMENT SUBMITTALS. 2. PROVIDE HEATING/COOLING PROGRAMMABLE THERMOSTAT AND 24 VOLT CONTROL WIRING. THERMOSTAT SHALL HAVE THE SAME NUMBER OF STAGES OF HEATING AND COOLING AS THE UNIT AND DUAL SETPOINT. THERMOSTAT SHALL BE SUPPLIED BY SAME MANUFACTURER AS UNIT. 3. PROVIDE 5 MINUTE TIME DELAY TO PREVENT COMPRESSOR SHORT CYCLING. INSTALL EQUIPMENT PER MANUFACTURERS RECOMMENDATIONS. 4. SINGLE POINT CONNECTION. 5. HORIZONTAL UNITS SHALL INCLUDE AN AUXILIARY DRAIN PAN BELOW THE UNIT WITH A FLOAT SWITCH. WHEN WATER IN THE DRAIN PAN RAISES TO THE CONTACT POINT, THE FAN SHALL BE DISABLED AND AN ALARM ISSUED TO THE DDC.																																

BID ALTERNATE 1

SGM

ENGINEERING

MEP CONSULTING ENGINEERS

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PERMIT SET

ENGINEER:  
ROBAL SELLERMAN  
P.E. 00000000000000000000  
DATE: 06/07/18

TEL: 954-421-1944  
FAX: 954-421-1944

DATE: 07/06/17

DESIGNED BY: NUL

SCALE: AS SHOWN

CHECKED BY: BBS

FIELD BOOK:

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS

NO.	DATE	BY	CHKD	DESCRIPTION
1	06/06/17	NUL	BBS	ADDENDUM 1

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL SCHEDULES  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. M13 OF 13

TOTAL: 13

CAD FILE: 12267-M13-HVAC

DRAWING FILE NO. 4-140-55



City of Fort Lauderdale • Procurement Services Division  
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301  
954-828-5933 Fax 954-828-5576  
[purchase@fortlauderdale.gov](mailto:purchase@fortlauderdale.gov)

ITB NO. 673-12020  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT COOLING SYSTEM  
REPLACEMENT (P12267)

---

**ADDENDUM NO. 6**

ISSUED: September 14, 2017

---

This Addendum is being issued to provide the following information. It is hereby made a part of the Plans and Specifications and shall be included with all contract documents.

Acknowledge receipt of this Addendum by inserting its number and date on the CITB Construction Bid Certification Page.

**OVERTIME CLARIFICATION:** If required by an authorized City Representative, an overtime engineering inspector rate (not building inspector rate) will **NOT** be charged to Contractor.

**DRAWINGS:** The Electrical and Mechanical Drawings, Sheets E-1, E-6, E-7 and M-13, respectively, have been revised as indicated on the attached **ADDENDUM 6**.

All other terms, conditions, and specifications remain unchanged.

*Maureen Lewis, MBA*  
Procurement Specialist II

Company Name: \_\_\_\_\_  
(please print)

Bidder's Signature: \_\_\_\_\_

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

**DRAWINGS – VOLUME 1**

Dwg No	Description	Remarks	Reason for Change
<b>ELECTRICAL</b>			
E01	ELECTRICAL GENERAL NOTES AND LEGEND	Added symbol for equipment connection.	Drawing clarification.
E06	ELECTRICAL RENOVATION ROOF PLAN	Disconnect shown on sheet for reference only. Note 1 refers to sheet E07 for more information.	Disconnect is provided with the RTU's.
E07	ELECTRICAL SCHEDULES	Revised the Total Amps column on the schedule.	Drawing clarification.
<b>MECHANICAL</b>			
M13	MECHANICAL SCHEDULES	Updated all model numbers on RTU's.	New models have standard CCN control protocol to communicate with the existing control system.




ENGINEER:  
MANUEL E. HERNANDEZ  
REG. NO.: FL 17689  
DATE: 06/20/2019

TEL: (954) 421-1944  
FAX: (954) 421-1924

DRAWN BY: WGB  
DESIGNED BY: WGB  
CHECKED BY: MEH  
FIELD BOOK:

DATE: 07/06/17  
SCALE: AS SHOWN

CITY of FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE

  
100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS				
NO.	DATE	BY	CHK'D	DESCRIPTION
1	08/25/17	WGB	MEH	ADDENDUM 1
2	09/05/17	WGB	MEH	ADDENDUM 2

PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
ELECTRICAL GENERAL NOTES AND LEGEND  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF  
E01 7

TOTAL: 7

CAD FILE:  
12267-E01-ELEC

DRAWING FILE NO.  
4-140-55

ELECTRICAL LEGEND10-30-01

▽

DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.

▼

TELEPHONE OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.

✚

TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNTED ABOVE COUNTER, SEE ARCHITECTURAL DRAWING FOR SPECIFIC REQUIREMENTS.

▽

TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.

▣

TELEPHONE/DATA OUTLET WITH 3/4" CONDUIT RUN TO THE NEAREST STUD WALL AND STUBBED OUT FROM WALL 6" ABOVE CEILING. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.

⌘

TELEVISION OUTLET WITH 3/4" CONDUIT STUBBED OUT FROM WALL 6" ABOVE CEILING. MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS OTHERWISE NOTED.

⊕

20 AMP DUPLEX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.

⊕

20 AMP QUADRUPLX RECEPTACLE MOUNTED AT 18" A.F.F. TO CENTER LINE OF OUTLET UNLESS NOTED OTHERWISE.

⊕ GFI

20 AMP DUPLEX RECEPTACLE WITH GROUND FAULT CIRCUIT INTERRUPTER, MOUNT AT 18" A.F.F. TO CENTER LINE OF OUTLET. UNLESS NOTED OTHERWISE.

⊕

20 AMP DUPLEX RECEPTACLE MOUNTED ABOVE COUNTER SEE ARCHITECTUAL DRAWINGS FOR SPECIFIC REQUIREMENTS.

⊕

20 AMP DUPLEX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.

⊕

20 AMP QUADRUPLX RECEPTACLE WITH ISOLATED GROUND, MOUNT AT 18" A.F.F. TO CENTERLINE OF OUTLET UNLESS OTHERWISE NOTED.

⊕

20 AMP DUPLEX RECEPTACLE, RECESS FLOOR MOUNTED. PROVIDE BRASS COVER PLATE AND CARPET FLANGE.

⊕

20 AMP DUPLEX RECEPTACLE, CEILING MOUNTED.

⊕

SPECIAL-PURPOSE RECEPTACLE

⊕

JUNCTION BOX

⊕P

SINGLE GANG JUNCTION BOX FOR POWER CONNECTION TO MODULAR FURNITURE SYSTEM. INSTALL IN EXACT MANNER AS DIRECTED BY FURNITURE SUPPLIER.

⊕D

DOUBLE GANG JUNCTION BOX FOR TELEPHONE/DATA CONNECTION TO MODULAR FURNITURE SYSTEM. INSTALL IN EXACT MANNER AND LOCATION AS DIRECTED BY FURNITURE SUPPLIER. EXTEND (2) 3/4" EMPTY CONDUITS FROM JUNCTION BOX TO ABOVE CEILING AND TERMINATE WITH INSULATING BUSHING 6" FROM WALL.

⊕

EXHAUST FAN. SEE MECHANICAL DRAWINGS FOR SPECIFICATIONS.

\$

SINGLE POLE, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.

\$3

3-WAY, 20 AMP, SWITCH. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.

\$D

SINGLE POLE, 20 AMP, SWITCH WITH DIMMER. MOUNT 42" A.F.F. TO CENTERLINE OF SWITCH UNLESS OTHERWISE NOTED.

\$M

MOTOR RATED SWITCH

\$2

TWO POLE, 30 AMP SWITCH. MOUNT ADJACENT EQUIPMENT TO BE CONTROLLED.

⊠

FACTORY MOUNTED DISCONNECT/STARTER (SEE MECHANICAL SCHEDULE)

⊠ A B C

FUSIBLE DISCONNECT SWITCH A = POLES, B= FRAME SIZE, C= FUSE RATING

⊠

NON FUSED DISCONNECT SWITCH (SS INDICATES NEMA 4X (STAINLESS STEEL))

⊠ VFD

VARIABLE FREQUENCY DRIVE

⊕

GROUNDING ELECTRODE & CONDUCTOR SYSTEM

▣

TRANSFORMER

▣

ELECTRICAL PANELBOARD

⌘

TELEPHONE WOOD BACKBOARD

WP

WEATHERPROOF

T/C

TIME CLOCK

A.F.F.

ABOVE FINISH FLOOR

⊕P

ADD COMMENT TO COORDINATE LOCATION IN IN FLOOR

⊕D

ADD COMMENT TO COORDINATE LOCATION IN IN FLOOR

S R

FIRE ALARM SMOKE DUCT DETECTOR, S = SUPPLY; R = RETURN

⊠ FACP

FIRE ALARM CONTROL PANEL

⊠

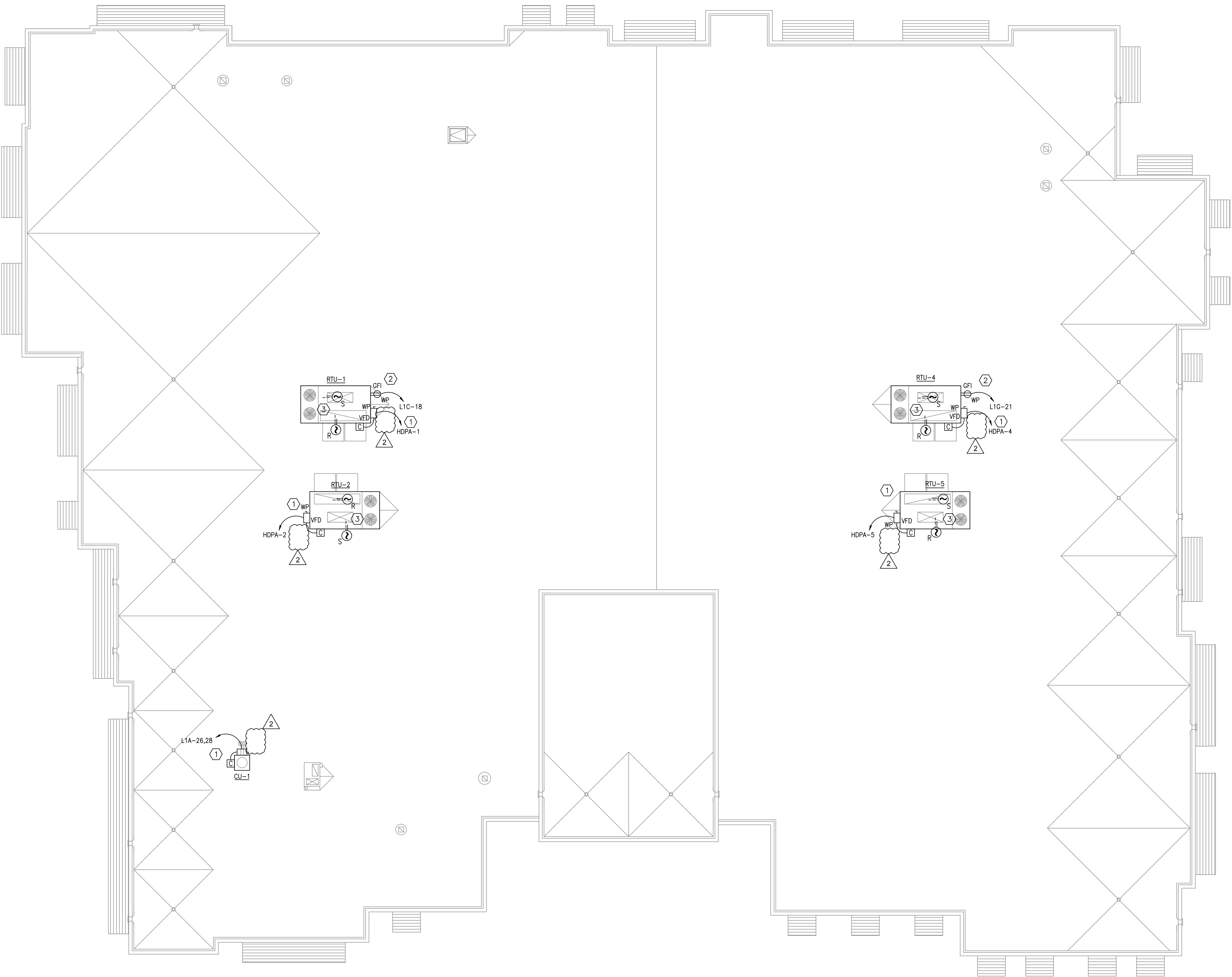
EQUIPMENT CONNECTION

SGMENGINEERING INC

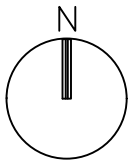
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PERMIT SET



1 ELECTRICAL RENOVATION ROOF PLAN  
Scale: 3/32"=1'-0"

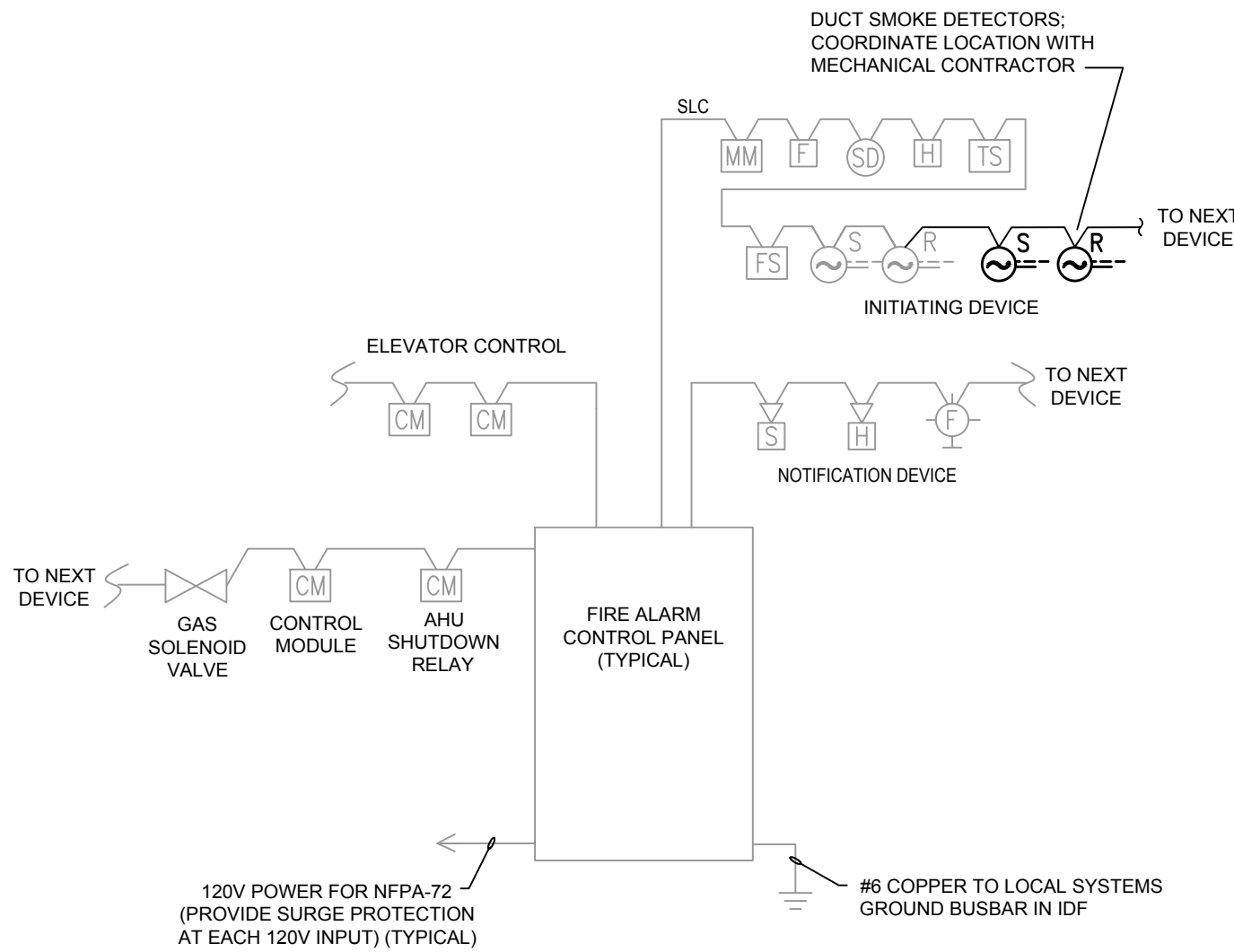


GENERAL NOTES:

- a. REFER TO SYMBOL LEGEND ON SHEET E01.
- b. REFER TO SPECIFICATIONS SHEET E02.
- c. COORDINATE ALL WORK SCHEDULING WITH OWNER.
- d. CONTRACTOR TO CHECK PHASE ROTATION PRIOR TO DISCONNECTION AND AFTER RECONNECTION OF POWER.
- e. ENSURE ALL WIRES ARE TAGGED PER IDENTIFICATION SPECIFICATION.
- f. UTILIZE EXISTING RACEWAY AND J-BOXES AS POSSIBLE FOR NEW WORK.
- g. PATCH AND FINISH IMMEDIATE AREA AFFECTED BY DEMOLITION AS REQUIRED TO MATCH PRE-CONSTRUCTION SURROUNDING AREA CONDITIONS.
- h. CONFIRM THERE IS A GROUND CONDUCTOR FOR EACH LOAD OR THAT THE CONDUIT PATH GROUND IS CONTINUOUS FOR EACH LOAD.
- i. DEVICES ARE SHOWN IN APPROXIMATE LOCATIONS. LOCATE DEVICES WITHOUT INTERFERENCE OF DOORS AND OTHER EQUIPMENT. COORDINATE WITH ALL OTHER TRADES PRIOR TO ROUGH-IN.
- j. PANEL LOCATIONS ARE SHOWN ON SHEET E03. NO NEW LOADS ARE BEING ADDED. EXISTING LOADS ARE BEING REUSED.

PLAN KEY NOTES: (#)

- 1. PROVIDE CONNECTION TO NEW MECHANICAL EQUIPMENT. PROVIDE NEW CIRCUIT BREAKER. REFER TO EQUIPMENT FEEDER SCHEDULE ON SHEET E07 FOR ADDITIONAL INFORMATION.
- 2. PROVIDE NEW RECEPTACLE WITH IN-USE WEATHERPROOF COVER. REUSE THE EXISTING BRANCH CIRCUIT DISCONNECTED DURING DEMOLITION.
- 3. PROVIDE NEW DUCT SMOKE DETECTOR ON NEW MECHANICAL EQUIPMENT. PROVIDE CONDUIT AND CABLING AS REQUIRED TO CONNECT TO THE FIRE ALARM CONTROL PANEL. FIRE ALARM CONTROL PANEL IS LOCATED IN ELECTRIC ROOM. REFER TO SHEET E-02 FOR FIRE ALARM SCOPE OF WORK AND ADDITIONAL INFORMATION.



DETAIL NOTES:  
ALL FIRE ALARM WIRING SHALL BE RUN IN 3/4" CONDUIT MINIMUM.  
LIGHT LINES AND SYMBOLS INDICATE EXISTING TO REMAIN.  
BOLD LINES AND SYMBOLS INDICATE NEW WORK.

2 TYPICAL FIRE ALARM DETAIL  
Scale: NONE

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PROJECT # 12267  
DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEMS REPLACEMENT  
ELECTRICAL RENOVATION ROOF PLAN  
700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO.	OF
E06	7
TOTAL:	7
CAD FILE:	12267-E06-ELEC
DRAWING FILE NO.	4-140-55

ENGINEER:	DATE:	DESIGNED BY:	CHECKED BY:	FIELD BOOK:
MANUEL E. HERNANDEZ REG. NO. FL 77689 DATE: 02/20/2019	07/06/17	WGB AS SHOWN	WGB MEH	

CITY OF FORT LAUDERDALE  
PUBLIC WORKS DEPARTMENT  
ENGINEERING & ARCHITECTURE

100 North Andrews Avenue, Fort Lauderdale, Florida 33301

REVISIONS	NO.	DATE	BY	CHK'D	DESCRIPTION
	1	08/25/17	WGB	MEH	ADDENDUM 1
	2	09/05/17	WGB	MEH	ADDENDUM 2

ENGINEER: MANUEL E. HERNANDEZ  
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DATE: 02/20/2019

TEL: (954) 421-1944  
FAX: (954) 421-1924

CAM #17-1204  
Exhibit 3  
Page 232 of 236  
9/27/2017 12:41 PM



EQUIPMENT FEEDER SCHEDULE:				* WIRE SIZES ARE BASED ON NFPA 70 TABLE 310.15(B)(16) 60 DEGREE COLUMN FOR SIZES OF 100A OR LESS, ALL OTHERS BASED ON 75 DEGREE COLUMN. **DISTANCE SHOWN FOR VOLTAGE DROP CALCULATION ONLY. ACTUAL DISTANCE MAY VARY DEPENDENT ON ROUTING.																				
EQUIPMENT DESCRIPTION	VOLTS	PH	NEUT Y/N	MOTOR (LARGEST)		ADDITIONAL MOTORS		HEAT STRIPS		MISC AMPS	TOTAL AMPS	FUSE SIZE	DISCONNECT SIZE	STARTER SIZE	WIRE C.B.	NEUT	GND WIRE	# OF RUNS	CONDUIT SIZE	APPROX. DIST.** FT	VOLT. DROP V/D%	NOTES		
				H.P.	FLA	H.P.	FLA	KW	AMPS															
AHU-1	208	1	N					6.2	29.8		29.8	40	60	NF	1	#8	#10	1	3/4"	100	2.24%			
CU-1	208	1	N					2.6	12.5		12.5	20	30	NF	SS	#12	#12	1	3/4"	100	2.40%			
RTU-1	480	3	N							56.0	56.0	70	100	VFD	SS	#4	#8	1	1-1/2"	100	0.63%	a,b		
RTU-2	480	3	N							74.0	74.0	100	100	VFD	SS	#2	#8	1	1-1/2"	100	0.53%	a,b		
										2														
RTU-4	480	3	N							56.0	56.0	70	100	VFD	SS	#4	#8	1	1-1/2"	100	0.63%	a,b		
RTU-5	480	3	N							56.0	56.0	70	100	VFD	SS	#4	#8	1	1-1/2"	100	0.63%	a,b		
GENERAL NOTES:																							NOTES:	
(1) - PROVIDE DISC. SW. AT ALL PIECES OF EQUIPMENT NOT WITHIN SIGHT OF THE OVERCURRENT PROTECTIVE DEVICE.																							(a) BASED ON EQUIPMENT SPECIFIED. VERIFY WITH EQUIPMENT PROVIDED.	
(2) - FUSES SHOWN FOR REFERENCE ONLY. PROVIDE FUSES AS RECOMMENDED BY EQUIP. MANUF.																							(b) DISCONNECT/STARTER IS PROVIDED WITH THE UNIT. E.G. TO MAKE FINAL CONNECTIONS.	
(3) - PROVIDE NEMA OUTDOOR RATED ENCLOSURES FOR ALL DISC. SWS MOUNTED OUTDOORS.																								
(4) - COORDINATE STARTER TYPE WITH MECHANICAL EQUIPMENT.																								
(5) - COORDINATE ALL OVERCURRENT PROTECTIVE DEVICES WITH THE ACTUAL EQUIPMENT BEING SUPPLIED. NOTIFY THE ENGINEER IF DISCREPANCIES ARE FOUND.																								
(6) - DISCONNECTS BETWEEN MOTORS AND VFD'S SHALL BE PROVIDED WITH AN AUXILIARY CONTACT AND WIRED TO THE E-STOP OF THE VFD.																								

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PROJECT # 12267

DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING

COOLING SYSTEM REPLACEMENT

ELECTRICAL SCHEDULES

700 NW 19TH AVE, FT. LAUDERDALE, FL.

SHEET NO. OF

E07 7

TOTAL: 7

CAD FILE: 12267-E07-ELEC

DRAWING FILE NO. 4-140-55

CITY OF FORT LAUDERDALE

PUBLIC WORKS DEPARTMENT

ENGINEERING & ARCHITECTURE

100 North Andrews Avenue, Fort Lauderdale, Florida 33301

ENGINEER: MANUEL E. HERNANDEZ

REG. NO.: FL 27689

DATE: 06/20/2018

ENGINEER: TEL: (954) 421-1944

ENGINEER: FAX: (954) 421-1924

DRAWN BY: WGB

DATE: 07/06/17

DESIGNED BY: WGB

SCALE: AS SHOWN

CHECKED BY: MEH

FIELD BOOK:

REVISIONS		BY		CHK'D		DATE		DESCRIPTION	
1		08/25/17	WGB	MEH				ADDENDUM 1	
2		09/05/17	WGB	MEH				ADDENDUM 2	

PACKAGED ROOFTOP AIR HANDLING UNIT SCHEDULE																														2		
MARK	SPACE SERVED	BLOWER SECTION										DX COIL										MIXING BOX SECTION						MANUFACTURER	MODEL	WEIGHT (LBS)	DIMENSIONS L x W x H (IN)	REMARKS
		FAN TYPE	DRIVE	VFD	SUPPLY AIR (CFM)	OUTSIDE AIR (CFM)	ESP (IN.WG.)	MOTOR			ELECTRICAL		CAPACITY (TONS)		AIR PROPERTIES				REFIGER ANT	ROWS	FILTER			DAMPER								
								HP	BHP	RPM	VOLTAGE	PHASE	TOTAL	SENSIBLE	EAT (°F)		LAT (°F)				QTY	SIZE	MERV	RETURN AIR	OUTSIDE AIR							
															DB	WB	DB	WB														
RTU-1	ROOF TOP	FC	BELT	YES	7,500	1,200	2	10	4.13	843	460	3	24.8	17.0	80	67	54.8	54.1	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027B1T62EFN	4456	165 x 94 x 73	1-12		
RTU-2	ROOF TOP	FC	BELT	YES	12,000	1,860	2	15	8.77	969	460	3	33.6	25.8	80	67	56.1	56.1	R410A	-	-	-	-	YES	YES	CARRIER	50A3-035B2T62EFN	4843	165x94x73	1-12		
RTU-4	ROOF TOP	FC	BELT	YES	7,700	1,300	2	10	4.29	848	460	3	24.9	17.2	80	67	55.1	54.4	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027B1T62EFN	4456	165 x 94 x 73	1-12		
RTU-5	ROOF TOP	FC	BELT	YES	7,600	1,100	2	10	4.21	846	460	3	24.9	17.1	80	67	55	54.3	R410A	-	-	-	-	YES	YES	CARRIER	50A3-027B1T62EFN	4456	165 x 94 x 73	1-12		
NOTES: 1 AIR HANDLING UNIT SHALL BE DOUBLE WALL CONSTRUCTION. 2 PROVIDE PREMIUM EFFICIENCY MOTORS. 3 PROVIDE TWO WAY SLOPE DOUBLE WALL STAINLESS STEEL DRAIN PANS. 4 PROVIDE FACTORY MIXING BOX. 5 MAXIMUM COIL FACE VELOCITY TO BE 500 FPM. 6 MAXIMUM 12 FINS PER INCH. 7 PROVIDE 16" ROOF CURB. PROVIDE FBC2014 WIND LOAD COMPLIANCE. 8 SELECT MOTORS SO THAT BHP DOES NOT EXCEED 85% OF RATED POWER. 9 THE COMPLETE INTERIOR AND EXTERIOR OF THE RTU SHALL BE COATED WITH LUVATA SALT SPRAY COATING RATED FOR 10,080 HOURS. 10 PROVIDE FACTORY RAIN HOOD, HURRICANE RATED LOUVER, AND BIRD SCREEN. 11 PROVIDE VFD WITH BYPASS BY MANUFACTURER. 12 PROVIDE AEGIS SHAFT GROUNDING RINGS FOR MOTORS.																																

COMMON AREAS SPLIT SYSTEM SCHEDULE - AIR CONDITIONER																																	
MARK	AREA SERVED	MANUFACTURER	COOLING		EFFICIENCY	AIR HANDLER										CONDENSING UNIT										REMARKS							
			TOTAL (MBH)	SENSIBLE (MBH)		SEER	MODEL#	SUPPLY (CFM)	OUTSIDE AIR (CFM)	ESP (IN.WG.)	HP	COIL EAT (°F)		COIL LAT (°F)		HEATER (KW)	ELECTRICAL				DIMENSIONS L x W x H (IN)	WEIGHT (LBS)	MODEL #	REFRIGERANT	COMPRESSOR		ELECTRICAL				DIMENSIONS L x W x H (IN)	WEIGHT (LBS)	
												DB	WB	DB	WB		VOLT	PHASE	MCA	MOP					QTY.		TYPE	VOLT	PHASE	MCA			MOP
AHU-1/ CU-1	STORAGE/ SERVER ROOM	CARRIER	24	17	15.0	FB4CNF024L00	700	0	0.4	1/3	76	64	54.02	53.72	5.0	208	1	-	-	22 x 14 x 43	112	24ACC424A003	R-410A	1	SCROLL	208	1	14.1	-	26 x 26 x 25	119	1-5	
NOTES: 1. REFRIGERANT LINES AND INSULATION SHALL BE SIZED AND INSTALLED IN STRICT ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS. PROVIDE SUBMITTALS ON INSULATION WITH EQUIPMENT SUBMITTALS. 2. PROVIDE HEATING/COOLING PROGRAMMABLE THERMOSTAT AND 24 VOLT CONTROL WIRING. THERMOSTAT SHALL HAVE THE SAME NUMBER OF STAGES OF HEATING AND COOLING AS THE UNIT AND DUAL SETPOINT. THERMOSTAT SHALL BE SUPPLIED BY SAME MANUFACTURER AS UNIT. 3. PROVIDE 5 MINUTE TIME DELAY TO PREVENT COMPRESSOR SHORT CYCLING. INSTALL EQUIPMENT PER MANUFACTURER'S RECOMMENDATIONS. 4. SINGLE POINT CONNECTION. 5. HORIZONTAL UNITS SHALL INCLUDE AN AUXILIARY DRAIN PAN BELOW THE UNIT WITH A FLOAT SWITCH. WHEN WATER IN THE DRAIN PAN RAISES TO THE CONTACT POINT, THE FAN SHALL BE DISABLED AND AN ALARM ISSUED TO THE DDC.																																	

BID ALTERNATE 1

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DEPARTMENT OF SUSTAINABLE DEVELOPMENT BUILDING  
COOLING SYSTEM REPLACEMENT  
MECHANICAL SCHEDULES  
700 NW 19TH AVE, FT. LAUDERDALE, FL.


NO.	DATE	REVISIONS		DESCRIPTION
		BY	CHK'D	
1	08/25/17	NL	BS	ADDENDUM 1
2	09/05/17	NL	BS	ADDENDUM 2

DRAWN BY:	NUL	DATE:	07/06/17
DESIGNED BY:	NUL	SCALE:	AS SHOWN
CHECKED BY:	NUL		
	BBS		
FIELD BOOK:			

CITY OF FORT LAUDERDALE

PUBLIC WORKS DEPARTMENT

ENGINEERING & ARCHITECTURE



100 North Andrews Avenue, Fort Lauderdale, Florida 33301

ENGINEER:  
BODAK SHAHNAJI  
REG. NO.: 1276419  
DATE: 08/26/16

TEL: 954-421-1944  
FAX: 954-421-1954

SHEET NO.	OF
M13	13
TOTAL:	13
CAD FILE:	12267-M13-HVAC
DRAWING FILE NO.	4-140-55

## Question and Answers for Bid #673-12020 - Department of Sustainable Development Cooling System Replacement (P12267)

### Overall Bid Questions

#### Question 1

Is the Prime bidder required to hold both a GC & Mechanical Contractors License?

If no - please confirm what types of Mechanical Contractors licenses are acceptable.

IE is a CAC license valid to bid as prime? (Submitted: Aug 14, 2017 3:23:59 PM EDT)

#### Answer

- Possession of a State of Florida Mechanical Contractors license OR a General Contractors license is required for this Project.

In addition, the mechanical scope of work can be done by a Class A mechanical contractor. The electrical scope needs to be done by a licensed electrical contractor. (Answered: Aug 21, 2017 1:12:37 PM EDT)

#### Question 2

Will you be posting a pre-bid sign in sheet? (Submitted: Aug 18, 2017 11:33:30 AM EDT)

#### Answer

- Yes. (Answered: Aug 21, 2017 1:12:37 PM EDT)

#### Question 3

Would it be possible to change the bid date to a later date? (Submitted: Aug 24, 2017 12:22:56 PM EDT)

#### Answer

- There are no plans to change the bid date at this time. However, if circumstances warrant it, that decision may change. (Answered: Aug 25, 2017 10:58:15 AM EDT)

- See Addendum 3. (Answered: Aug 29, 2017 2:04:17 PM EDT)

#### Question 4

We are very interested in bidding this project, but require some extra time to get other contractors involved to provide a serious bid.

Can the bid date be changed to September 8th? (Submitted: Aug 28, 2017 10:11:57 AM EDT)

#### Answer

- See Addendum 3. (Answered: Aug 29, 2017 2:04:17 PM EDT)

#### Question 5

Page M11, on the RTU 1,2,4,5 Control diagram, note b. a BACnet OPEN controller is called for. However, the existing system is Carrier CCN which is the same as the new 50A3 units that are specified (via a ComfortLink microprocessor controller). The BACnet card is not required to interface with the existing controls. As such, can we assume the BACnet can be present, but not used in the current project for communication. (it may be used during system modernization in the future). (Submitted: Sep 1, 2017 6:34:10 PM EDT)

#### Answer

- BACNet capability to be provided for future modernization project. New units shall have the ability to communicate with existing VAV boxes and existing control sequence. If proven cost effective, an alternate manufacturer can be provided and integrate with existing VAV boxes to ensure no loss of communication or control. See Addendum 6 for revised HVAC unit model. (Answered: Sep 14, 2017 4:36:10 PM EDT)

#### Question 6

Throughout the plans, there are references to RTU 3, which was never installed, and does not exist. Can references to that unit in the scope of work be ignored. (Submitted: Sep 1, 2017 6:36:50 PM EDT)

#### Answer

- RTU 3 was never installed and therefore no demolition is needed. Please refer to Addendum #4. (Answered: Sep 14, 2017 4:36:10 PM EDT)

#### Question 7

On page E07, the panel Circuit Breaker sizes are incorrect. They should be RTU #1,4,5 - 80 amps (via

replaceable overload block), and RTU 2 - 100-amps (breaker). RTU 3 does not exist.

Instead of having fused, outdoor rated disconnects on the roof, the equipment manufacture can provide non-fused disconnect devices in the new equipment, and the project electrician can match overload devices in the electrical room to each units MOCP. Is that acceptable to the City? (Submitted: Sep 1, 2017 6:43:37 PM EDT)

**Answer**

- Refer to mechanical schedules and cut sheets, MOCP is 70 for RTU 1, 4, 5. RTU 2 is 100 amps. It is acceptable to provide non-fused disconnect devices in new equipment. See Addendum 6 for revised mechanical and electrical drawings. (Answered: Sep 14, 2017 4:36:10 PM EDT)