

SECTION 01100

SUMMARY

PART 1 GENERAL

1.01 PROJECT

- A. Project Name: University of Minnesota, Darland Administration Building Entry PN 553-06-1042.
- B. Owner's Name: University of Minnesota.
- C. Engineer's Name: LHB Corp..
- D. The Project consists of the construction of Concrete sidewalks, imprinted concrete sidewalks, storm sewer replacement, site furnishings, pedestrian lighting, plantings, and turf establishment.

1.02 CONTRACT DESCRIPTION

- A. Contract Type: A single prime contract based on a Stipulated Price as described in 00600.

1.03 DESCRIPTION OF ALTERATIONS WORK

- A. Scope of demolition and removal work is shown on drawings and specified in Section 02225.
- B. Scope of alterations work is shown on drawings.
- C. Owner may remove some or none of the following items before start of work:

1.04 WORK BY OWNER

- A. Owner will supply and install the following:
 - 1. perennial plants.

1.05 OWNER OCCUPANCY

- A. Owner intends to occupy the Project upon Substantial Completion.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.

1.06 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: Limited to areas noted on Drawings.
- B. Provide access to and from site as required by law and by Owner:
 - 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 - 2. Do not obstruct roadways, sidewalks, or other public ways without permit.

1.07 OWNER REQUESTED FORMS

- A. University Utility Location Register

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01200

PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Procedures for preparation and submittal of applications for progress payments.
- B. Change procedures.

1.02 SCHEDULE OF VALUES

- A. Submit a printed schedule on AIA Form G703 - Application and Certificate for Payment Continuation Sheet.
- B. Submit Schedule of Values in duplicate within 14 days after date of Owner-Contractor Agreement.
- C. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification Section. Identify site mobilization.
- D. Include within each line item, a direct proportional amount of Contractor's overhead and profit.
- E. Revise schedule to list approved Change Orders, with each Application For Payment.

1.03 APPLICATIONS FOR PROGRESS PAYMENTS

- A. Payment Period: Monthly.
- B. Present required information in typewritten form.
- C. Form: AIA G702 Application and Certificate for Payment and AIA G703 - Continuation Sheet including continuation sheets when required.
- D. For each item, provide a column for listing each of the following:
 - 1. Scheduled Values.
- E. Execute certification by signature of authorized officer.
- F. Submit three copies of each Application for Payment.
- G. Include the following with the application:
 - 1. Partial release of liens from major Subcontractors and vendors.
 - 2. Include forms required by Owner.

1.04 CHANGE PROCEDURES

- A. Engineer will advise of minor changes in the Work not involving an adjustment to Contract Sum or Contract Time as authorized by the AIA A201 by issuing supplemental instructions on AIA Form G710.
- B. Construction Change Directive: Engineer may issue a document, signed by Owner, instructing Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
 - 1. The document will describe changes in the Work, and will designate method of determining any change in Contract Sum or Contract Time.
 - 2. Promptly execute the change in Work.
- C. Proposal Request: Engineer may issue a document which includes a detailed description of a proposed change with supplementary or revised Drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall

prepare and submit a fixed price quotation within 7 days.

- D. Contractor may propose a change by submitting a request for change to Engineer, describing the proposed change and its full effect on the Work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors.
- E. Computation of Change in Contract Amount:
- F. Substantiation of Costs: Provide full information required for evaluation.
 - 1. For Time and Material work, submit itemized account and supporting data after completion of change, within time limits indicated and in accordance with the Supplementary Conditions.
- G. Execution of Change Orders: Engineer will issue Change Orders for signatures of parties as provided in the Conditions of the Contract on AIA G701.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01230

ALTERNATIVES

PART 1 GENERAL

1.01 ACCEPTANCE OF ALTERNATIVES

- A. Alternatives quoted on Bid Forms will be reviewed and accepted or rejected at Owner's option. Accepted alternatives will be identified in the Owner-Contractor Agreement.
- B. Coordinate related work and modify surrounding work to integrate the Work of each alternative.

1.02 SCHEDULE OF ALTERNATIVES

- A. Alternative No. 1 - Add to or subtract from Base Bid for removal and re-installation of existing stone pavers in lieu of concrete walk at area identified in the plan:
 - 1. Base Bid Item: Section 02751 and Drawing number C5.00.
 - 2. Alternative Item: Section 02785 and Drawing number C5.00.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01300

ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Prebid meeting.
- B. Preconstruction meeting
- C. Progress meetings.
- D. Construction progress schedule.
- E. Progress photographs.
- F. Coordination.
- G. Field Engineering
- H. Submittals for review, information, and project closeout.
- I. Submittal procedures.

1.02 COORDINATION

- A. Coordinate scheduling, submittals, and Work of the various sections of the Project Manual to assure efficient and orderly sequence of installation of interdependent construction elements, with provisions for accommodating items installed later.

1.03 FIELD ENGINEERING

- A. Control datum for survey is that established by Owner.
- B. Verify setbacks and easements, and confirm drawing dimensions and elevations.
- C. Provide field-engineering services from a registered land surveyor to locate and protect survey control points, establish elevations, lines and levels.
- D. The Contractor is responsible for all construction staking.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PRECONSTRUCTION MEETING

- A. Engineer will schedule a meeting after Notice of Award.
- B. Attendance Required:
 - 1. Owner.
 - 2. Engineer.
 - 3. Contractor.
- C. Agenda:
 - 1. Execution of Owner-Contractor Agreement.
 - 2. Submission of executed bonds and insurance certificates.
 - 3. Distribution of Contract Documents.
 - 4. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
 - 5. Designation of personnel representing the parties to Contract, and Engineer.
 - 6. Procedures and processing of field decisions, submittals, substitutions, applications for