

## SECTION 01 10 00 - SUMMARY OF WORK – SINGLE PRIME CONTRACT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

#### 1.2 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Mechanical Work

1. Project Locations:

- A. North Salem High School  
230 June Road  
North Salem, NY 10560

2. Owner: North Salem Central School District

- B. Contract Documents dated February 23, 2022 were prepared for the Project by Fellenzer Engineering LLP.

- C. The work consists of the replacement of unit ventilators.

The work includes but is not limited to:

1. The phased replacement of 6 existing floor mounted UV's with hydronic heating and DX cooling and 3 ceiling suspended UV's with hydronic heating and DX cooling with remote compressor/condenser:
  - a. The new units being installed are "2-Pipe" heating/cooling units.
  - b. The units have been pre-purchased by the owner.
  - c. The units shall be delivered to the site for installation by the contractor.
  - d. The units shall be installed immediately upon receipt, and initially connected to the existing DTWS/DTWR to provide cooling to the classrooms.
  - e. The units shall be installed during the April break, at night or on weekends as needed.
2. All electrical and control requirements shall also be completed immediately to allow the use of the new UV's as soon as possible upon installation.
3. After the end of the school year, the existing DTWS/DTWR shall be replaced with new (larger) piping to support the required cooling load to the wing. Upon replacement of the piping the units shall be reconnected to the new piping, balanced, tested and certified operable and turned over to the owner.
4. The replacement units have been pre-ordered by the owner for delivery to the site. The contractor shall receive the delivery and take ownership of the units for storage (on site as directed by the owner)
5. The intent is for the UV's will be replaced as soon as possibly upon receipt because the cooling side of the existing units being replaced has failed. The units shall be tied into

existing BMS system and made operational immediately. Existing louvers and gravity hoods are to remain and be reused/reconnected as appropriate.

6. The new (6 floor mounted and 3 ceiling suspended) Unit Ventilators shall provide heating and cooling through the 2-pipe (DTWS/DTWR) system the units shall incorporate face and bypass control and shall be located the NSHS second floor World Languages wing.
7. The work, in addition to the removal of the existing HW heating and DX cooling UV units and the installation of HW/CHW UV heating and cooling units, includes the removal and replacement of the dual temperature HW/CHW piping, from the ceiling of the first floor, following the same or similar path of the removals, the electrical power alterations and the HVAC control additions and alterations. The piping replacements shall be accomplished during the summer break.
8. All new safeties, controls and control valves are required as part of the project scope.
9. All materials, assemblies, forms and methods of construction and service equipment shall comply with the requirements of the latest edition of the New York State Building Code.
10. A copy of the UV submittal is contained in the project document.
11. Refer to milestone schedule 01 11 00 for detailed schedule of construction

### 1.3 CONTRACTS

- A. The Project will be constructed under a single prime-contracting arrangement – Mechanical Construction Contractor (Contract #1). Contractor shall include all labor, materials, plans, tools, equipment, and supervision which are required for or incidental to the proper completion of the work as indicated on the Drawings and described in the Specification sections.

### 1.4 CONTRACTOR'S USE OF PREMISES

- A. General: During the construction period, the Contractor shall have full use of the premises for construction operations, including use of the site. The Contractor's use of the premises is limited only by the Owner's right to perform work or retain other contractors on portions of the Project.
- B. Use of the site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.
  1. Owner Occupancy: Allow for Owner occupancy and use by the public.
  2. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.

### 1.5 OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with the Owner's operations.

- B. Partial owner Occupancy: The Owner reserves the right to occupy the place and install equipment in completed areas of the building prior to Substantial Completion, provided such occupancy does not interfere with completion of the Work, such placing of equipment and partial occupancy shall not constitute acceptance of the total Work.

1. The Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner occupancy.
2. Prior to partial Owner occupancy, mechanical and electrical systems shall be fully operational. Required inspections and tests shall have been successfully completed. Upon occupancy, the Owner will operate and maintain mechanical and electrical systems serving occupied portions of the building.
3. Upon occupancy, the Owner will assume responsibility for maintenance and custodial service for occupied portions of the building.

1.6 PRODUCTS ORDERED IN ADVANCE

1. None

1.7 DEFINITIONS

- A. Definitions as applied to "Contractors" involved with the work of this Project.

1. "The Contractor" or "Contractor" meaning that Prime Contractor (Mechanical Work Contractor) normally responsible for that work referenced;

Further, wherein said Division 0 and 1 and respective Sections therein and associated Drawings, any reference is made to "Contractor" or "MC", same shall be construed to mean "Contractor for the Mechanical Work Construction".

The Architect & Engineer cannot guarantee the correctness of the existing conditions shown and assumes no responsibility therefore.

It shall be the responsibility of the Contractor to visit the site and verify all existing conditions prior to bid.

- B. The Owner will purchase certain items required for the overall operation of this facility.

The Contractor will cooperate with said vendors as may be necessary to permit the work to be accomplished.

The cooperation may extend to the receiving, unloading and placement of said equipment if directed by the Owner.

Terms of payment, if any, shall be in accordance with Article 7 of the General Conditions as amended or modified.

- C. The Contractor is advised that the Owner may enter into separate contracts as may be in their best interests.

- D. The Contractor is further advised that there will be an on-site Project Representative/Owner, whose duties will be defined at the pre-construction meeting.

E. ADDITIONAL SECURITY PROVISIONS

1. All Contractors' employees shall use a single means of access and egress, except in the

case of emergency, to be designated by the Owner.

2. The Contractor and each Subcontractor shall require his employees, while on the job site, to wear, in a conspicuous location, a Photo I.D. button bearing the name of the Contractor. The buttons of each Contractor shall be numbered consecutively. An up-to-date list of all I.D. buttons, indicating the name and number for each employee, shall be furnished to the Owner.

#### 1.8 ASBESTOS AND LEAD PAINT AWARENESS REQUIREMENTS

- A. Contractor agrees not to use or permit the use of any asbestos containing material in or on any property belonging to the Owner.
- B. For purposes of this requirement, asbestos-free shall mean free from all forms of asbestos, including - actinolite, amosite, anthrophyllite, chrysotile, cricidolite and tremolite, both in friable and non-friable states and without regard to the purposes for which such material is used.
- C. Reference other sections of these documents for procedures and protocols to be followed in the event of discovery of any hazardous materials.

#### 1.9 CONSTRUCTION TIME AND PHASING REQUIREMENTS

- A. The Contractor is advised the "time is of the essence" of the Contract as defined in Article 8 of the "General Conditions" for the completion of the construction of the facility.

It is understood that the work is to be carried through to completion with the utmost speed consistent with good workmanship.

Time of Completion shall be as established in the Milestone Schedules (Section 011100).

Further, safe and legal ingress and egress shall be maintained at all times to and through the occupied portions of the construction site.

- B. Work shall proceed in such a manner as to cause the least amount of disruption to the ongoing operations as possible.

COORDINATE CLOSELY WITH SCHOOL OPERATING PERSONNEL.

- C. All work and storage areas shall be completely enclosed by a fence or barricade at all times so that no student or the public can approach the area or the equipment.

The Contractor shall maintain fences and barricades at all times and shall -

1. Repair/ restore and/ or pay for any temporary fencing damaged by their work.
2. Maintain at all times, all exits and walkways from the Building.

Where the barricade is removed for work, the Contractor performing such work shall provide adequate safety personnel to prevent unauthorized persons from approaching the work area.

#### D. CONSTRUCTION PHASING

1. The phasing and/ or milestone schedule contained in Section 01 1100 has been established for the overall construction of the project.
2. All utilities and services to the functioning spaces shall be maintained at all times.

3. Limit utility shutdowns to two consecutive non-school work days at no additional cost to the Owner unless prior agreement is made with the operating personnel of the facility.
4. The Contractor shall provide and maintain all required separations between old and new construction to prevent:
  - a. Unauthorized entrance to construction areas by others than Architect, Engineer, Owner or Owner.
  - b. Heat loss from existing buildings.
  - c. Water (rain or ground water) infiltration into existing building.
5. Exterior alteration and restoration, as required, may proceed outside of phasing schedule at the Contractor's option with concurrence from the Architect, Engineer, Owner and Owner.
6. Electrical development work shall proceed in such a manner to cause the least amount of disruption to the ongoing operations as possible.

1.10 PROOF OF ORDERS AND DELIVERY DATES - Coordinate with Sections 01 3300.

- A. Within 1 week after the approval of shop drawings, samples, product data and the like, the Contractor shall provide copies of purchase orders for all equipment and materials which are not available in local stock. The Contractor shall submit written statements from suppliers confirming the orders and stating promised delivery dates.
- B. This information shall be incorporated within the progress schedules so required as part of Section 01 3216 and shall be monitored so as to insure compliance with promised dates.

1.11 INTENT OF DOCUMENTS - See AIA Doc. A101 and AIA Doc. A201 for resolution of conflicts between drawings and specifications.

In the event of conflict, ambiguity and/or unclear circumstances between any of the requirements of the Contract Documents, the requirement that is most inclusive and of highest quality, quantity, and/or cost shall govern. The Contractor shall (1) provide the better quality or greater quantity of Work and/or (2) comply with the more stringent requirement; either or both in accordance with the Architect's interpretation. The Contractor herewith agrees that no extra compensation shall be awarded to him based upon a claim of conflict, ambiguity or unclear circumstances in the Contract Documents. See the General Conditions for greater detail.

1.12 FIELD MEASUREMENTS

- A. Contractor shall take all necessary field measurements prior to fabrication and installation of work and shall assume complete responsibility for accuracy of same.
- B. This project is an ALTERATION AND ADDITION and therefore necessitates additional attention to existing conditions receiving newly fabricated and installed equipment, i.e. note the requirements for field dimensioning of shop fabricated items whether or not so required by each technical section.

1.13 INITIAL SUBMITTAL REQUIREMENTS

- A. As outlines in Sections 01 1100, 01 3300, 01 3301 and 01 5000, the Contractor shall provide items noted including - bonds, insurance, emergency telephone numbers, progress scheduling, schedules of submittals, subcontractor listings and the like prior to the start of any work.

1.14 SCHEDULES

The milestone schedule presented in the documents is for bidding and general purposes. Due to the nature of the work, it is the intention of the Owner to negotiate actual work periods for the project with the Contractor involved with this bidding process, as well as separate contractors involved with other phases of the work solicited under separate proposals. The Contractor shall, under terms of Article 6 of the General Conditions, mutually cooperate in the rescheduling of work to permit an uninterrupted use of the facilities by the Owner, without additional cost to the Owner.

A. General

1. The objective of this project is to complete the overall work in the shortest period of time and to protect the building and occupants from damages caused by weather and construction activity during the progress of the work.
2. To meet these objectives, the Contractor shall plan the work, obtain materials, and execute the construction in the most expeditious manner possible in accordance with the requirements listed below.
3. If the Contractor fails to expedite and pursue any part of the work, the Owner may terminate the contract as per Article 14.2 or may carry out the work as per Article 2.4 of the General Conditions.
4. The Contractor shall work in coordination with work of other Contractors and with school activities with special attention to noise, dust, safety and other contract requirements for work in and around the occupied buildings.

B. Milestone Schedule (See Section 01 1100).

1.15 ADDITIONAL REQUIREMENTS

A. The following are additional general and special requirements which will govern the work of the projects covered by these Documents.

1. If it appears that some of the work cannot be completed by the scheduled date, the Contractor shall increase the work force or increase the hours of work, including evenings and weekends or necessary, at no additional cost to the Owner.
2. If the work is complete but the area is not cleaned and debris or equipment is not removed, the Owner shall have the right to prepare the area for occupancy with his own forces and deduct the costs from the Contract Amount. (If Contractor does not respond within 24 hours' notice).
3. If the Contractor fails to staff the job adequately to meet the completion date, the Owner reserves the right to assume possession of the material and complete installation with the Owner's forces or other Contractors or to require the Contractor to work evenings and weekends.
4. The school can be made available on weekends and evenings to allow the Contractor adequate time to complete the work before final completion date. Any custodial cost resulting in this after hours scheduling will be the Contractor's responsibility.
5. In addition to the above-stated requirements for phasing of the work, the Contractors shall not do any noisy work in the areas where examinations will be conducted as per the published school calendar.
6. Work in each work period shall progress at least at a pace in proportion to the Contract time available.
7. The Contractor is responsible for temporary protection of all work until acceptance.

8. The school will be closed on Saturdays, Sundays, regularly scheduled district holidays, and at night after cleaning crews have finished.
9. If any contractor wishes to work at any time when the school is normally closed, that Contractor shall arrange and pay for custodial services for the building at the applicable district pay rates.
10. All existing conditions must be verified in the field. The Owner takes no responsibility for actual conditions found deviating from the drawings. If existing condition interferes with contract work, contractor is responsible to eliminate this condition.
11. Contractor must plan, provide and maintain his own access, ramping, and egress as required into and out of the site, staging of trailer(s), materials, machinery, and equipment in agreement with the Owner's Superintendent. Maintain free and safe access on the jobsite for other related project personnel. Maintain safe pedestrian or vehicular traffic must be regulated by a flagman. Trucking and delivery operation should be coordinated with Owner's Superintendent and all other trades.
12. Contractor is responsible for all work shown on all Contract Documents.
13. Contractor is responsible to maintain existing site fencing in its existing condition. Modifications to the fence to better accommodate the contract work can be discussed with the Owner. These changes shall then be handled by this contractor at his expense and in accordance with the Owner's Superintendent's direction. Any cost incurred as a result of damages shall be charged to this contractor.
14. All Contractors must provide and use temporary toilet facilities. Contractor's personnel will not be permitted to use North Salem Central School Districts facilities (including toilet, telephone, food services, etc.) for their own benefit. Contractors' Superintendent must explain this to all their field forces.
15. Time is of the essence. Contractors' proposed schedule must be approved by the Owner and shall indicate significant events such as submittals, shop drawings, material ordering, fabrication, delivery, coordination precedents, installation, testing and turnover by area or system as agreed with the Owner. A revised progress status shall be required on a weekly basis.
16. Decisions required from the Owner, Architect and/or Engineer, shall be anticipated by the Contractor to provide ample time for inspection, investigation or detailed drawings.
17. Contractor shall limit his operations including storage of materials and prefabrication to areas within the Contract Limit Lines unless otherwise permitted by the Owner at the Owner's option.
18. Contractor shall coordinate the use of premises with the Owner and shall move at his own expense any stored products under Contractor's control, including excavated material, which interfere with operations of the Owner or separate contractors.
19. Contractor shall obtain and pay for the use of additional storage of work areas needed for operations.
20. Contractor shall assume full responsibility for the protection and safekeeping of products under this Contract stored on the site and shall cooperate with the Owner to insure security for the Owner's Property.



21. The intention of the work is to follow a logical sequence; however, the Contractor may be required by Owner to temporarily omit or leave out any section of his work, r perform his work out of sequence. All such out of sequence work and come back time to these areas shall be performed at no additional cost.
22. Contractor shall submit a three-week schedule (man-loaded by work activity and area) to Owner each week. Contractor's representative shall attend a weekly meeting with all contractors, chaired by Owner, for the purpose of job coordination and sequencing. Contractor is responsible to coordinate the job with other trades and Owner, and to cooperate with other trades in pursuit of the overall project's shop drawings and actively participate in resolving discrepancies, conflicts, interferences, etc.
23. Contractor shall prepare an overall job schedule for his portion of work upon award of Contract, as per section 013216 - Construction Schedules.
24. Sufficient manpower shall be provided at all times to maintain progress of the job. A shortage of labor in the industry shall not be accepted as an excuse for not properly manning the job.
25. The contractor shall take special care in verifying that his equipment matches the characteristics of the power being supplied.
26. Insubordination, unsafe practices, horseplay, abusive behavior or language, wanton destruction of property, use of drugs or alcohol, possession of firearms, and solicitation shall not be tolerated. There will be no warnings, and Contractor shall designate a responsible on-site supervisor to handle any situations that may arise, including termination.
27. Contractor is responsible to supply and install all wood blocking/bracing necessary to properly secure their work. This responsibility includes coordinating the installation in concealed areas without delaying other trades.
28. Union business shall not be conducted on site. Any Union representatives that visit the site must declare what Contractor's personnel they represent, and must be escorted by that Contractor's Union steward at all times. No visitors, sales representative or non-working personnel shall be permitted on site without prior consent of the Owner. No photographs shall be taken without the Owner's prior approval.
29. Organize daily clean ups as well as participating in a weekly joint clean up shall be considered a safety issue. Contractor that do not participate in clean-up will have their contract amount adjusted accordingly.
30. Contractor shall provide protection from damage to adjacent and adjoining work and/or structures. Contractor shall clean, repair and/or replace any damage for which this contractor is responsible.
31. Contractor shall submit hourly rate sheets that would apply to time and material work for all pertinent trades upon Award of Contract.
32. Contractor shall examine surfaces and conditions prior to start of work. Report unacceptable conditions to the Owner. Do not proceed until unacceptable conditions are corrected and acceptable. Starting of work implies acceptance.
33. Contractor shall include general housekeeping of light debris. All debris from the Prime Contractor will be collected daily and disposed of into dumpsters.
34. It is the responsibility of the Contractors to review the entire summary of work and remaining documents for additional work items.



35. Contractor is responsible to review and become familiar with the scope of work included in all Documents.
36. Limited site space is available in areas as designated by the Owner. Construction trade parking is not permitted in Owner's employee parking lot.
37. Contractor shall provide the engineering layout required to properly complete his work from an established working point. Contractor shall employ only competent engineering personnel skilled in performing layout tasks of similar complexity.
38. Prior to commencing the work, The Contractor shall provide written acceptance of structures, substrates, and/or systems installed by other Contractors, including Owner's controls vendor, as suitable for installation of his work. Failure to provide this verification prior to commencing work shall constitute acceptance of the existing conditions.
39. Contractor shall coordinate with the Owner for lay down areas, staging areas, and overall use of project site.
40. Contractor and their employees, subcontractors and supplier are expressly prohibited from entering the occupied areas of the school buildings during school hours without prior written permission of the Owner and for using any of its facilities (restrooms, cafeteria, etc.).
41. Contractor is responsible for the timely provision of the information required for the progress of the work.
42. Contractor is required to provide their project superintendent / foreman with a mobile phone – all costs and services charges to be paid by the prime contractor. Provide Owner with contact information for site communication.
43. All Contractors shall maintain coverages as outlined in AIA G612.

END OF SECTION 01 1000