

**SECTION 011000  
SUMMARY**

**PART 1 GENERAL**

**1.01 SUMMARY**

- A. Section includes:
  - 1. Project information.
  - 2. Work covered by Contract Documents.
  - 3. Access to site.
  - 4. Work restrictions.
  - 5. Coordination with occupants.
  - 6. Work under separate contracts.
  - 7. Specification and drawing conventions.
- B. Related Sections:
  - 1. Division 01 Section "Multiple Contract Summary" for work under separate contracts.
  - 2. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

**1.02 PROJECT INFORMATION**

- A. Project Identification: Middle School HVAC Replacement  
SED # 66-08-09-03-0-003-025
- B. Project Location: Pleasantville Middle School, 40 Romer Ave, Pleasantville, New York 10570
- C. Owner: Pleasantville Union Free School District, 60 Romer Ave, Pleasantville, NY 10570
  - 1. Owner's Rep: Steve Chamberlain, Director of Facilities, (914) 525-1384
    - a. Email: chamberlain@pleasantvilleschools.org
- D. Architect: CPL, 50 Front Street Suite 202, Newburgh, New York 12550
  - 1. Contact Person: Lauren Tarsio, AIA
    - a. Email: LTarsio@cplteam.com
    - b. Telephone Number: (518) 915-7456
- E. Submittal Web Site: The Architect requires the use of Newforma Info Exchange for delivery and return of submittals, shop drawings and requests for information. There are **no exceptions** to this requirement.

**1.03 DEFINITIONS**

- A. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.

**1.04 WORK COVERED BY CONTRACT DOCUMENTS**

- A. The Work of the Project is defined by the Contract Documents and consists of the following:
  - 1. All classroom Unit Ventilators (UVs) will be replaced with a Variable-Refrigerant Flow (VRF) and Dedicated Outdoor-Air System (DOAS) and related electric and architectural alterations.
- B. Type of Contract:
  - 1. Project will be constructed under coordinated, concurrent multiple contracts. See Division 01 Section "Multiple Contract Summary" for a description of work included under each of the multiple contracts and for the responsibilities of the Project coordinator.
  - 2. Before commencing Work, submit an updated copy of the Contractor's Construction Schedule showing the sequence, commencement and completion dates, (and move-out

and -in dates of Owner's personnel) for all phases of Work.

#### **1.05 ACCESS TO SITE**

- A. General: Contractor shall have limited use of Project site for construction operations as indicated by requirements of this Section.
- B. Use of Site: Limit use of Project site to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
  - 1. Driveways, Walkways and Entrances: Keep all driveways, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
    - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
    - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

#### **1.06 WORK RESTRICTIONS**

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets and other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 7:30 a.m. to 3:30 p.m, Monday through Friday, except as otherwise indicated.
  - 1. School Vacations and Holidays: Work may occur at any times, as approved.
  - 2. Weekend Hours: Work may occur at any times, as approved.
  - 3. Hours for Utility Shutdowns: Only on weekends, holidays and school vacations as approved.
  - 4. Hours for Noisy Activity: For core drilling, powder-activated fasteners, and other disruptive activities, 3:30 p.m. to 11:00 p.m, or as otherwise approved.
  - 5. Special Events: The Owner will provide dates and times of special events that will restrict construction operations.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
  - 1. Notify Owner not less than two days in advance of proposed utility interruptions.
  - 2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
  - 1. Notify Owner not less than two days in advance of proposed disruptive operations.
  - 2. Obtain Owner's written permission before proceeding with disruptive operations.
- E. Nonsmoking Building: Smoking is not permitted within the building or grounds.

#### **1.07 COORDINATION WITH OCCUPANTS**

- A. **Partial Owner Occupancy:** Owner will occupy the premises during entire construction period, with the exception of areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
  2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.
- B. **Owner Limited Occupancy** of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.
1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner acceptance of the completed Work.
  2. Obtain a Certificate of Occupancy from authorities having jurisdiction before limited Owner occupancy.
  3. Before limited Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of Work.
  4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of Work.

#### 1.08 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
  2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
  3. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
  4. Drawing Coordination: Requirements for materials and products identified on the Drawings are described in detail in the Specifications. One or more of the following are used on the Drawings to identify materials and products:
- B. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
1. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings.

#### PART 2 PRODUCTS (NOT APPLICABLE)

#### PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION 011000