

## SECTION 01 32 33 - PHOTOGRAPHIC DOCUMENTATION

## PART I - GENERAL

## I.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.

## I.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
  - 1. Periodic construction photographs.
- B. Related Requirements:
  - 1. Section 01-3300 "Submittal Procedures" for submitting photographic documentation.
  - 2. Section 01-7700 "Closeout Procedures" for submitting photographic documentation as project record documents at Project closeout.

## I.3 INFORMATIONAL SUBMITTALS

- A. Digital Photographs: Submit image files within one week of taking photographs.
  - 1. Digital Camera: Minimum sensor resolution of 8 megapixels.
  - 2. Format: Minimum 3200 by 2400 pixels, in unaltered original files, with same aspect ratio as the sensor, uncropped, date and time stamped, in folder named by date of photograph, accompanied by key plan file.
  - 3. Identification: Provide the following information with each image description in file metadata tag:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Date photograph was taken.
    - d. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
    - e. Unique sequential identifier keyed to accompanying key plan.

## I.4 QUALITY ASSURANCE

- A. Photographer Qualifications: Site superintendent or other qualified individual.

## I.5 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 JPG format, produced by a digital camera with minimum sensor size of 8 megapixels, and at an image resolution of not less than 3200 by 2400 pixels.

## PART 3 - EXECUTION

### 3.1 CONSTRUCTION PHOTOGRAPHS

- A. Photographer: Engage a qualified photographer to take 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. 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 file name for each image.
  - 2. Field Office Images: Maintain one set of images accessible in the field office at Project site, available at all times for reference. Identify images in the same manner as those submitted to Architect and Construction Manager.
- D. Periodic Construction Photographs: Take 30 photographs weekly, with timing each month adjusted to coincide with the cutoff date associated with each Application for Payment. Select vantage points to show status of construction and progress since last photographs were taken.

END OF SECTION 01-3233