

**COUNTY OF ROCKLAND - DEPARTMENT OF GENERAL SERVICES  
FACILITIES MANAGEMENT DIVISION**

BLDG. A, 2ND FLOOR, 50 SANATORIUM RD, POMONA, NY 10970  
TELEPHONE: 845-364-2958 / TELEFAX: 845-364-3810

**CAPITAL PROJECT NUMBER: 1483**

**BID NUMBER: RFB-RC-2021-1498-001**

**TITLE: Construction of New Animal Shelter Facility**

**APPENDIX C – SUPPLEMENTAL GENERAL CONDITIONS**

**PART 1 GENERAL REQUIREMENTS**

**1.1 REFERENCE:**

- A. All requirements of this Section are supplemental to the General Conditions.

**1.2 SECTION INCLUDES**

- A. Scope of Work
- B. Submittals: Submittal procedures, proposed products list, shop drawings, product data, samples, manufacturer's installation instructions, manufacturer's certificates.
- C. Quality Control: Quality assurance, control of installation, tolerances, and References.
- D. Material and Equipment: Product transportation, handling, storage, and protection, products options, and substitutions.
- E. Starting of Systems: Starting systems, demonstration and instructions.
- F. Contract Closeout: Warranties.
- G. Separation and Coordination of Work between Trades

**1.3 SCOPE OF WORK**

- A. The scope of work is described in the contract documents including, but not limited to the following:

The work includes but is not limited to: complete clearing of a wooded site and preparation of the site for the construction of a new 12,855 sq. ft. animal shelter building including all site civil work, new site utilities including a new electrical service, water and fire service, new telephone service, new gas service, site storm water control, etc, concrete foundation work, general construction work to provide for a complete building finished interior and exterior, construction of new mechanical, plumbing and electrical systems including sprinkler systems, F/A systems, telecommunication systems, etc.,  
Provide a new parking area, site lighting, striping, landscaping, etc.  
Project also includes the complete demolition and removal of the existing animal shelter including a hazardous material abatement.

Four Prime Contracts will be awarded, General Construction, Mechanical, Plumbing, and Electrical Work.

The General Construction contract includes Site Civil and Structural Work.

**1.3.1 ALTERNATES – THIS SECTION NOT USED.**

**1.3.2 ALLOWANCES THIS SECTION NOT USED.**

**1.4 SUBMITTAL PROCEDURES**

- A. Submittal form identifying Project, Subcontractor or supplier; and pertinent Contract Document references should be submitted to the Architect with a copy of the transmittal to the Owner.
- B. Apply Contractor's stamp, signed or initialed, certifying that review, verification of Products required, confirmation all dimensions and adjacent construction Work, and coordination of information is in accordance with the requirements of the Contract Documents.
- C. Identify variations from Contract Documents and Product or system limitations, which may be detrimental to successful performance of the completed Work.
- D. Revise and resubmit submittals as required; identify all changes made since previous submittal.

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- E. Within 15 days after date of Owner Agreement, submit a complete list of submittals as called for in the Contract Documents, along with dates when submittals are required.

#### 1.5 PROPOSED PRODUCTS LIST

- A. Within 15 days after date of Owner Contractor Agreement, submit to Architect with a copy of the transmittal to the Owner, a list of major Products proposed for use, with name of manufacturer, trade name, and model number of each product.
- B. If any product on this list is a substitution from the product Specified in the Contract Documents, such shall be accompanied by an itemized comparison analysis, and complete description and samples indicating color, texture, sections, fitting, and all other characteristics to clearly establish equality to the specified item or product.

#### 1.6 PRODUCT DATA

- A. Product Data For Review:
  - 1. Submit to Architect for review, with a copy of the transmittal to the Owner, for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.
  - 2. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article above and for record documents purposes described in the GENERAL CONDITIONS.
- B. Product Data For Information:
  - 1. Submitted for the Architect's review as contract administrator or for the owner.
- C. Product Data For Project Close-out:
  - 1. Submitted for the Owner's benefit during and after project completion.
- D. Submit five copies, two of which will be retained by the Architect, one copy will be forwarded to the Owner, and one copy will be returned to the Contractor.
- E. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information unique to this project.

#### 1.7 SHOP DRAWINGS

- A. Shop Drawings For Review:
  - 1. The Contractor shall perform an initial review of all submittals from subcontractors for job compliance and coordination with other subcontractors and trades, prior to submission to the Architect for review.
  - 2. Submit to Architect five copies for review, with a copy of the transmittal to the Owner, for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Architect will return one copy with his Action Code to the Contractor.
  - 3. After review, Contractor shall produce copies as may be required and distribute in accordance with the SUBMITTAL PROCEDURES article above and for record documents purposes described in the GENERAL CONDITIONS.
- B. Shop Drawings For Information:
  - 1. Submitted for the Architect's review as contract administrator or for the owner.
- C. Shop Drawings For Project Close-out:
  - 1. Submitted for the Owner's benefit during and after project completion.

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1.8 SAMPLES

A. Samples For Review:

1. Submit to Architect for review, with a copy of the transmittal to the Owner, for review for the limited purpose of checking for conformance with the design concept expressed in the contract documents.
2. After review, produce duplicates and distribute in accordance with SUBMITTAL PROCEDURES article above and for record documents purposes described in the GENERAL CONDITIONS.

B. Samples For Information:

1. Submitted for the Architect's records as contract administrator or for the owner.

C. Samples For Selection:

1. Submitted to Architect for aesthetic, color, or finish selection.
2. Submit samples of finishes in colors selected, textures, and patterns for Architect's selection.
3. After review, produce duplicates and distribute in accordance with SUBMITTAL PROCEDURES article above and for record documents purposes described in the GENERAL CONDITIONS.

D. Submit samples to illustrate functional and aesthetic characteristics of the Product.

E. Submit samples of finishes in colors selected, textures, and patterns for Architect's selection and approval.

1.9 MANUFACTURER INSTALLATION INSTRUCTIONS

- A. When specified in individual specification sections, submit manufacturer printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, in quantities specified for Product Data.

1.10 MANUFACTURER CERTIFICATES

- A. When specified in individual specification sections, submit certifications by manufacturer to Architect, in quantities specified for Product Data.
- B. Indicate material or Product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.

1.11 QUALITY ASSURANCE - CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, Products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply with manufacturers' instructions.
- C. Comply with specified standards as minimum quality for the Work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

1.12 PREPARATION

- A. Clean substrate surfaces prior to applying next material or substance.
- B. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying new material or substance in contact or bond.

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1.13 TOLERANCES

- A. Monitor fabrication and installation tolerance control of installed Products over suppliers, manufacturers, Products, site conditions, and workmanship, to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply fully with manufacturers' tolerances.

1.14 REFERENCES

- A. Conform to reference standards by date of issue current as of date of Contract Documents.
- B. Should specified reference standard conflict with Contract Documents, request clarification from Architect before proceeding.
- C. Reference standards are cited in individual specification sections to indicate required minimum standards of quality, workmanship, material performance, or industry practice. If individual clauses in specifications are at variance from the reference standard, the more stringent standard shall prevail.

1.15 TRANSPORTATION, HANDLING, STORAGE AND PROTECTION

- A. Transport, handle, store and protect Products in accordance with manufacturer's instructions.

1.16 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Any Product meeting those standards or description. Submit for review and approval.
- B. Products Specified by Naming One or More Manufacturers: Products of manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

1.17 SUBSTITUTIONS

- A. Architect/Engineer will consider requests for Substitutions only within 15 days after date of Owner-Contractor Agreement.
- B. Document each request with complete data substantiating compliance of proposed Substitution with Contract Documents.
- C. Submit three copies of request for Substitution for consideration. Limit each request to one proposed Substitution.
- D. Submit thoroughly detailed comparative analysis and price differential for any proposed Substitution. Lack of information will be deemed sufficient cause for rejection of proposed substitution.
- E. Owner, Architect/Engineer reserves the right to refuse substitutions without explanation.

1.18 STARTING SYSTEMS

- A. Provide five days' notification prior to start-up of each item.
- B. Ensure that each piece of equipment or system is ready for operation.

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- C. Execute start-up under supervision of responsible persons in accordance with manufacturer's instructions.
- D. Submit a written report that equipment or system has been properly installed and is functioning correctly.

**1.19 DEMONSTRATION AND INSTRUCTIONS**

- A. Demonstrate operation and maintenance of Products to Owner's personnel two weeks prior to date of Substantial Completion.
- B. For equipment or systems requiring seasonal operation, perform demonstration for other season within six months.
- C. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance and shutdown of each item of equipment at [scheduled] agreed-upon times, at designated locations.

**1.20 SPARE PARTS AND MAINTENANCE MATERIALS**

- A. Provide products, spare parts, maintenance and extra materials in quantities specified in individual specification sections.
- B. Deliver to Project site and place in location as directed by Owner; obtain receipt prior to final payment.

**1.21 WARRANTIES**

- A. Provide notarized copies.
- B. Execute and assemble transferable warranty documents from Subcontractors, suppliers, and manufacturers.
- C. Submit prior to final Application for Payment.

**1.22 SEPARATION AND COORDINATION OF WORK BETWEEN TRADES**

1. The Specifications for the overall construction delineate various items of Work under separate trade headings. The schedule below attempts to set forth this delineation in tabular form for the general guidance of all parties to the Work. Failure of this Schedule to identify any single item that may be required or incorporated in the Project will not relieve any Contractor or Subcontractor or vendor from providing the required items.

2. In the absence of more detailed information elsewhere in this Specification, this Schedule shall be taken as specific instruction to the various trade Contractors to include the work assigned to the respective Contractor.

3. Indications that a particular trade is to perform an item of Work mean that it is to perform the work for its own accommodation only, except as specifically noted otherwise.

**4. Abbreviations**

Gen Const	General Contractor
Mech	Heating, Ventilating & Air Conditioning Contractor
Plumbing	Plumbing & Contractor
Elect	Electrical Contractor
F	<b>Furnish</b> item or Work
I	<b>Install</b> item provided by others
P	<b>Provide</b> (i.e. <b>furnish</b> and <b>install</b> item or Work)
*	Provide respective participation as required

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5. Rubbish Removal: The general construction contractor shall be responsible to provide all waste collection containers, chutes and dumpsters in sizes and quantities as necessary to handle waste from all project operations. Dumpsters shall be located at the discretion of the Owner.

6. Temporary Toilet Facilities - The general construction contractor is responsible for and must provide for portable toilet facilities.

Item	Gen Const	Mech	Plumbing	Elect.	Remarks
Field Office & Sheds	P	P	P	P	
Hoisting & Rigging	P	P	P	P	by respective trades
Temporary Heat	P				
Temporary Light				P	
Tree Clearing and grubbing	P				
Existing Building Demolition and removal, hazmat abatement	P	*	*		
Existing Building Demolition and removal	P				
Existing Building Demolition, Electrical and Plumbing System safe-off			P	P	Electrician to demolish all electrical feed systems. Plumbing Contractor to safe off water service feed.
Cutting, Chasing & rough patching	P	P	P	P	Through walls and roof where necessary
Finish patching	P	P	P	P	Cost of work to be borne by delinquent trades where due to late installation or improper coordination of work.
Refuse and recycling containers	P				LEEDS Requirement
Rubbish removal	P	P	P	P	Where one trade furnishes and another trade installs, the installing trade removes the shipping & packing material.
Trench excavation & backfill	P				(interior)
Trench excavation & backfill	P				(exterior)
Site Civil excavation, site work, etc.	P				
Site Utilities - Water, Sewer			P		To within 5' of building
Site Utilities – Water and Fire Service Hot Box.	P		P	P	GC provide concrete pad Plumbing – Electrical – Power feeds
Site Utilities – Gas Piping					O & R Utilities
Site Utilities - Electrical	P	*	*	P	
Site lighting conduit, bases, poles					Electrical Contractor
Equipment pads - Exterior	P				Em Gen, Mech. Equip.
Equipment pads - Interior		P	P		Plumb. & Mech. Equip.
Dewatering of site & Excavations	P				
Motors for Fire Protection, HVAC		P		*	
Motor Starters & controls		F		I	
Drilling & cutting in decks & slabs		P	P	P	Review w/ struct Engineer
Sleeves in & through slabs, decks, & walls	P	P	P	P	Sleeves by trade requiring same

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Firestopping penetrations in & through slabs, decks & walls	P	P	P	P	All penetrations of rated wall and rated flr/ clg. or roof/ clg. assemblies
Sealing & waterproofing of sleeves	P	P	P	P	
Fastenings and supports	P	P	P	P	
Flashing of pipes through roof	P (base)		P (cap)		
Roof curb flashing	P (base)	P (cap)			
Roof drain counter flashing			P		
Field touch-up painting of damaged shop coats	P	P	P	P	
Prime coating of hangers & supports	P	P	P	P	
Finish painting of exposed work	P	P	P	P	
Exterior wall louvers	I	F			
Finished wall & ceiling access doors & frames	I	F	F	F	Each trade to provide list of all required doors & locations
Chimney flashing	I	F			
Lighting fixtures				P	
Domestic make-up water piping for HVAC system			P		
Control valves for Dom. Hot Water Heater			P		
Automatic Temperature & humidity control system & wiring		P		*	Line voltage wiring & circuiting by Electric
Utility filing fees & charges		P	P	P	Charges to be billed directly to Owner without markups
Coordination drawings	P	P	P	P	
Record drawings	P	P	P	P	Final record drawings by Architect
Maintenance schedules	P	P	P	P	
Operating & maintenance manuals	P	P	P	P	

END OF SUPPLEMENTAL GENERAL CONDITIONS