

SECTION 00 26 00
PROCUREMENT SUBSTITUTION PROCEDURES

PART 1 GENERAL

1.01 DESCRIPTION OF WORK

- A. This Section specifies administrative and procedural requirements for submitting requests for substitutions prior to receiving Bid.

1.02 SUBMITTALS

- A. General: Fill out the provided substitution form along with the following requirements.
- B. Substitution Request Submittal:
1. Identify the product, or the fabrication or installation method to be replaced in each request.
 - a. Include related Specification Section and Drawing numbers.
 2. Provide complete documentation showing compliance with the requirements for substitutions, and the following information:
 - a. Name, address, and telephone number of the manufacturer/supplier as appropriate.
 - b. Tradename, model, or catalog designation.
 - c. Original copies of Product Data, including Drawings and descriptions of products, fabrication and installation procedures.
 - d. Samples.
 - e. A detailed point-by-point comparison of the proposed substitution and the specified product detailing the significant qualities of both products.
 - f. Significant qualities may include elements such as size, weight, durability, performance and visual effect.
 - g. Ensure the product fits in the designated space.
 - h. The manufacturer or fabricator shall certify or guarantee the specified product as required by the Documents.
 - i. The substitution is in compliance with applicable code requirements.
 - j. Coordination information, including a list of required changes or modifications to other parts of the Work and to construction performed by the Owner and separate Contractors, which will become necessary to accommodate proposed substitution.
 - k. Certification by the Bidder that the substitution proposed is equivalent to or better in every significant respect to that required by the Documents, and that it will perform adequately in the application indicated.
- C. Architect's Action:
1. After receipt of the request for substitution, the Architect may request additional information or documentation for evaluation.
 2. If a proposed substitute is accepted, it will be indicated in an upcoming Addendum.
 3. Architect's decision is final and such reasons, if not approved, will not be furnished.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

END OF SECTION

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