

# Technical Specifications

Raleigh Convention Center

Post-Fire Structural Repairs

Owner:

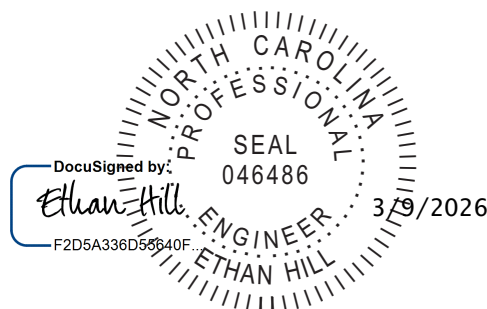


Raleigh Convention Center  
500 S. Salisbury Street  
Raleigh, NC 27601

Kimley-Horn Project # 011063178

Issued for Bid

March 9, 2026



**Kimley»Horn**

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ISSUED FOR BID

KIMLEY-HORN PROJECT # 011063178  
3/9/2026

**Raleigh Convention Center Post-Fire Structural Repair – Project Manual**

Technical Specifications

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## SECTION 011000 - SUMMARY

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. Section Includes:
1. Project information.
  2. Work covered by Contract Documents.
  3. Preconstruction Conference
  4. Access to site.
  5. Coordination with occupants.
  6. Work restrictions.

## 1.3 PROJECT INFORMATION

- A. Project Identification: Raleigh Convention Center Post Fire Structural Repairs
1. Project Location:
    - a. Raleigh Convention Center – 500 South Salisbury Street, Raleigh, NC 27602
- B. Owner: City of Raleigh
1. Owner's Representative: Mason Tierney
    - a. Phone: (919) 996-8523
    - b. Email: [mason.tierney@raleighnc.gov](mailto:mason.tierney@raleighnc.gov)
- C. Engineer: Kimley-Horn and Associates, Inc.
1. Engineer of Record: Ethan Hill, P.E.
    - a. Phone: (919) 677-2060
    - b. Email: [ethan.hill@kimley-horn.com](mailto:ethan.hill@kimley-horn.com)
    - c. Address: 421 Fayetteville St, Suite 600, Raleigh, NC, 27601
- D. The repairs described in these documents are based Kimley-Horn's review of existing conditions resulting from the localized fire at the lower roof section of the roof on December 1, 2025. Immediately following an initial assessment of the fire damage, Kimley-Horn prepared a temporary reinforcement detail for the damaged beams supporting the shimmer wall. These temporary reinforcement measures were previously constructed by others. The repairs described herein, are the permanent repairs to the fire-damaged structural members of the upper roof mechanical area.

## 1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work consists of furnishing all the labor, materials, equipment, services, and permits necessary to complete the repairs and rehabilitation defined within the Contract Documents and as identified during a Pre-Construction conference by the Engineer, City Inspector, and Contractor and as summarized herein.
- B. Work incidental to the repairs, including, but not limited to, repainting traffic markings, use of temporary shoring devices, use of temporary traffic control measures, and protection of persons and property is also included in this project.
- C. Contractor is responsible for completion of a visual survey of the site to clearly mark repair locations. Repair locations must be marked prior to the pre-construction conference. Contractor is responsible for determining actual extent and locations of repair areas in accordance with the bid documents and in coordination with the Owner and Engineer. Some areas shown on the plans only represent typical types and approximate locations of repairs or deterioration.
- D. Work shall be substantially complete and ready for occupancy within the date set forth in the Instructions to Bidders. Substantial completion will be provided for the project as a whole, not by repair type or installation dates.

The Work of Project is defined by the Contract Documents and generally consists of structural repairs to eight damaged steel beams and metal roof deck located in the immediate vicinity of the fire.

- E. Type of Contract:
  - 1. Project will be constructed under a single prime contract between Owner and Contractor.

## 1.5 PRECONSTRUCTION AND PREINSTALLATION CONFERENCE

- A. The Contractor will attend a required pre-construction conference as conducted by the Owner. Based on the phasing plan prepared by the Contractor, in conjunction with the Traffic and Pedestrian Management Plan prepared by Kimley-Horn, there may be more than one pre-installation conference.
- B. The Contractor shall conduct all required Pre-Installation meetings.
- C. Following the Contractor's completion of a visual survey to identify and mark repair locations, a Pre-Installation Conference will be held on site. At this conference, the extent, types, locations, and quantities of repairs will be confirmed. Using removable paint/chalk/etc., mark the spall, delamination, and crack locations on the locations proposed to repair. Use orange for locations of materials within the assumed limits specified in the construction documents. Use yellow for locations of materials that may exceed the quantity limits specified in the construction documents. The intent is to determine if changes to scope will be required. At the end of the Pre-Installation Conference, the Engineer, and Owner will review the marks and determine if more or less locations should be repaired.

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- D. The Owner, Engineer, the Contractor's Project Manager, and Superintendent will participate in this on-site meeting. This meeting will be scheduled by the Contractor and coordinated with the Owner and Engineer. The conference will coincide with any pre-installation conferences that are required for specified repair products.
- E. At a minimum, the Contractor should discuss the following items:
1. Construction schedule
  2. Phasing Plan
  3. Critical work sequencing and long-lead items.
  4. Designation of key personnel and their duties.
  5. Extent, types, locations, and quantities of repairs.
  6. Lines of communications.
  7. Procedures for processing field decisions and Change Orders.
  8. Procedures for RFIs.
  9. Procedures for testing and inspecting.
  10. Procedures for preparing and submitting daily Contractor reports.
  11. Procedures for processing Applications for Payment.
  12. Submittal procedures.
  13. Preparation of record documents.
  14. Use of the premises.
  15. Work restrictions.
  16. Working hours.
  17. Owner's occupancy requirements.
  18. Construction waste management and recycling.
  19. Parking availability.
  20. Office, work, and storage areas.
  21. Equipment deliveries and priorities.
  22. First aid.
  23. Progress cleaning.

1.6 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
- B. Use of Site: Limit use of Project site to work in areas specifically coordinated with and approved by the Owner. Do not disturb portions of Project site beyond areas in which the Work is indicated.
1. Streets, Driveways, Walkways and Entrances: Keep streets, drive aisles and entrances serving premises clear and available to Owner, Owner's employees, tenants, 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.

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- c. Materials are not allowed to be stored or kept within the right-of-way when construction personnel are not on site.
  - d. Notify Owner not less than 2-weeks in advance of proposed deliveries or activities which require closures of driveways, walkways, and/or entrances.
2. Contractor to coordinate with Engineer to develop pedestrian phasing and traffic control plans.
- C. Condition of Existing Buildings: The Contractor shall protect from damage the existing structure, adjacent structures, walls, curbs to remain, elevator lobby, storefronts, vehicles, storm drain lines, equipment, stairs, etc. during construction activities. Repair of damage caused by construction operations is Contractors responsibility and should be repaired to a condition equal to or superior than the existing condition.
- D. The Contractor shall provide for their own parking and shall minimize the occupation of parking spaces in areas that are otherwise open to the public for parking during the construction. The Contractor shall provide for their own storage, containment, and protection and shall coordination locations of storage space with the Owner.

## 1.7 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner and Owner's tenants will occupy site and existing building(s) during entire construction period. Therefore, Contractor shall provide adequate protection to ensure public safety. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing vehicular and pedestrian 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. Sidewalk and street lane closures permits must be obtained from authorities having jurisdiction.
  3. Provide not less than 2-week notice to Owner of activities that will affect Owner's operations.
  4. Contractor shall provide adequate protection to ensure public safety.
- B. The Contractor should take adequate measures to catch any falling debris from reaching the ground or floor and the protection may be temporarily affixed to the beams / girders overhead, or to columns. Temporary supports may not extend down into the drive aisle space. This debris protection, if required, should stay in place during the duration of work.

## 1.8 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction. Use of existing loading/parking zones should be coordinated with and approved by the Owner for approval and may require additional permits.

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- B. **On-Site Work Hours:** Contractor shall coordinate permitted working hours with Owner. Normal business working hours are indicated below. **Contractor shall utilize, when possible, normal business hours for the completion of work as much as possible. Nights and weekends are optional as authorized by the Owner. It is anticipated that work requiring lane closures to McDowell Street may be required during nights and weekends only.**
1. Normal business hours – Monday-Friday: 6am to 9pm
  2. After hours work (night) – Monday-Sunday: 9pm to 6am
  3. Weekend work hours – 9pm Friday through 7am Monday
  4. Conduct operations requiring high noise levels during normal business hours.
- C. **Special Events:** Contractor shall coordinate schedule such that work is not performed during special events in the downtown area. The current calendar list of events may be obtained at this web address: <https://www.raleighconvention.com/event-calendar>. It is the Contractor's responsibility to confirm all dates shown and to confirm the required work phasing due to the special events. Additional events may also be subject to complete work closure as required by the Owner:
- D. **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 2 weeks in advance of proposed utility interruptions.
  2. Obtain Owner's written permission before proceeding with utility interruptions.
- E. **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. Contractor shall develop dust and noise control measures, such as erecting and maintaining dustproof partitions and temporary enclosures to limit dust and dirt migration and to separate areas from fumes and noise, and submit to Owner and Engineer for approval.
1. Notify Owner not less than 1 week in advance of proposed disruptive operations.
  2. Obtain Owner's written permission before proceeding with disruptive operations.
  3. Contractor shall avoid any high noise operations, such as drilling, hammering, chipping etc., directly above any tenant space during the hours of operation of that tenant. Coordinate hours of such operation with the Owner.
  4. City of Raleigh noise ordinance: The bidders should reference City of Raleigh Ordinance 12-5007 regarding noise control. The contractor should consider these work hours when establishing their construction schedule and phasing plan. The contractor may request alternate work hours although there is no guarantee alternate hours will be accepted by the City.
- F. **Nonsmoking Building:** Smoking is not permitted within any building or within 25 feet of any building.
- G. **Controlled Substances:** Use of tobacco products and other controlled substances on Project site is not permitted.
- H. **Employee Identification:** Provide identification tags, shirts, etc. for Contractor personnel working on Project site. Require personnel to use identification at all times.

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- I. Contractor shall minimize the disturbance to the traffic flow, sidewalks, and adjacent facilities use during repair process.
- J. Contractor shall install and maintain traffic and pedestrian barricades to separate and protect public from construction activities throughout the site. See the Traffic and Pedestrian Management Plan prepared by Kimley-Horn.
  - 1. Contractor shall purchase and install temporary signs to direct traffic and pedestrians safely around construction activities.
  - 2. Traffic flagger, as required to maintain traffic flow, is Contractor's responsibility.
  - 3. Follow the approved pedestrian phasing and traffic control plans.
- K. **Contractor shall submit detailed construction phasing plans to the Engineer and Owner for review and approval prior to beginning work.** For each phase of work, the plan shall include construction activity, any parking spaces impacted by construction related activities, locations of temporary barricades, pedestrian routes, signage, and traffic routes for vehicular access around the site. At a minimum, the following should be maintained:
  - 1. On-street parking spaces may be closed to public use due to repairs by the Contractor during normal weekday business hours in accordance with the approved phasing plan and the approved pedestrian and traffic control plan.
  - 2. No more than 5 parking spaces cumulative may be closed to public use in a location coordinated with the Owner, for material storage and Contractor's vehicles.
  - 3. Contractor should not begin construction activities in a new work phase until "Work Phase Completion Procedures" per Section 017700 "Closeout" are completed.
- L. The Contractor shall be aware that the City or other Contractor(s) may be working at the project site concurrent to the execution of the scope of this work. Contractor shall cooperate fully with separate contractors so work on those contracts may be carried out smoothly without interfering with or delaying work under this contract.
- M. The Contractor shall provide adequate measures to prevent site discharges from entering the storm drainage system including, but not limited to, containing, capturing, and properly disposing of the wastewater generated. Measures should be in compliance with the City of Raleigh stormwater requirements. Contact the Stormwater Utility Division for additional questions.

END OF SECTION 011000

## SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
  - 1. General project coordination procedures.
  - 2. Administrative and supervisory personnel.
  - 3. Requests for Information (RFIs).
  - 4. Project meetings.
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.
- C. Related Sections:
  - 1. Division 01 Section "Construction Progress Documentation" for preparing and submitting Contractor's construction schedule.
  - 2. Division 01 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
  - 3. Division 01 Section "Project Record Documents" for coordinating closeout of the Contract.

#### 1.3 DEFINITIONS

- A. RFI: Request from Owner, Engineer, or Contractor seeking information from each other during construction.

#### 1.4 COORDINATION

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, and operation.
  - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  - 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
  - 3. Make adequate provisions to accommodate items scheduled for later installation.

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- B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
  - 1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
  - 1. Preparation of Contractor's construction schedule.
  - 2. Preparation of the schedule of values.
  - 3. Installation and removal of temporary facilities and controls.
  - 4. Delivery and processing of submittals.
  - 5. Pre-installation conferences.
  - 6. Project closeout activities.
- D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
  - 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

#### 1.5 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings in accordance with requirements in individual Sections, where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.
  - 1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
    - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
    - b. Coordinate the addition of trade-specific information to the coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
    - c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
    - d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.

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- e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
- f. Indicate required installation sequences.
- g. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

B. Coordination Drawing Organization: Organize coordination drawings as follows:

1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire protection, fire alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
2. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
3. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
4. Review: Engineer will review coordination drawings to confirm that the Work is being coordinated, but not for the details of the coordination, which are the Contractor's responsibility. If the Engineer determines that the coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, the Engineer will so inform the Contractor, who shall make changes as directed and resubmit.
5. Coordination Drawing Prints: Prepare coordination drawing prints in accordance with requirements of Division 01 Section "Submittal Procedures."

1.6 KEY PERSONNEL

- A. Key Personnel Names: Within 10 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home, office, and cellular telephone numbers and email addresses. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
  1. Post copies of list in project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.7 REQUESTS FOR INFORMATION (RFIs)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
  1. Engineer will return RFIs submitted to Engineer by other entities controlled by Contractor with no response.
  2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

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- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
1. Project name.
  2. Project number.
  3. Date.
  4. Name of Contractor.
  5. Name of Engineer.
  6. RFI number, numbered sequentially.
  7. RFI subject.
  8. Specification Section number and title and related paragraphs, as appropriate.
  9. Drawing number and detail references, as appropriate.
  10. Field dimensions and conditions, as appropriate.
  11. Contractor's suggested resolution. If Contractor's solution(s) impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
  12. Contractor's signature.
  13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
    - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: Software-generated form with substantially the same content as indicated above, acceptable to Engineer.
- D. Engineer's Action: Engineer will review each RFI, determine action required, and respond. Allow seven working days for Engineer's response for each RFI. RFIs received by Engineer after 1:00 p.m. will be considered as received the following working day.
1. The following RFIs will be returned without action:
    - a. Requests for approval of submittals.
    - b. Requests for approval of substitutions.
    - c. Requests for coordination information already indicated in the Contract Documents.
    - d. Requests for adjustments in the Contract Time or the Contract Sum.
    - e. Requests for interpretation of Engineer's actions on submittals.
    - f. Incomplete RFIs or inaccurately prepared RFIs.
  2. Engineer's action may include a request for additional information, in which case Engineer's time for response will date from time of receipt of additional information.
  3. Engineer's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to the General Conditions of the Contract.
    - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Engineer in writing within five (5) days of receipt of the RFI response.

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- E. On receipt of Engineer's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Engineer within seven days if Contractor disagrees with response.
- F. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log monthly at time of pay application submittal. Software log with not less than the following:
  - 1. Project name.
  - 2. Name and address of Contractor.
  - 3. Name and address of Engineer.
  - 4. RFI number including RFIs that were dropped and not submitted.
  - 5. RFI description.
  - 6. Date the RFI was submitted.
  - 7. Date Engineer's response was received.
  - 8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
  - 9. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

## 1.8 PROJECT MEETINGS

- A. General: Contractor will schedule and conduct bi-weekly meetings and conferences at Project site, unless otherwise indicated by Owner or Engineer.
  - 1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Engineer of scheduled meeting dates and times.
  - 2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
  - 3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Engineer, within three days of the meeting.
- B. Preconstruction Conference: Schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Engineer, but no later than 15 days after execution of the Agreement.
  - 1. Conduct the conference to review responsibilities and personnel assignments.
  - 2. Attendees: Authorized representatives of Owner, Engineer, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.  
Agenda: Discuss items of significance that could affect progress, including the following:
    - a. Tentative construction schedule.
    - b. Phasing.
    - c. Critical work sequencing and long-lead items.
    - d. Designation of key personnel and their duties.
    - e. Lines of communications.
    - f. Procedures for processing field decisions and Change Orders.

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- g. Procedures for RFIs.
  - h. Procedures for testing and inspecting.
  - i. Procedures for processing Applications for Payment.
  - j. Distribution of the Contract Documents.
  - k. Submittal procedures.
  - l. Preparation of record documents.
  - m. Use of the premises.
  - n. Work restrictions.
  - o. Working hours.
  - p. Owner's occupancy requirements.
  - q. Responsibility for temporary facilities and controls.
  - r. Procedures for disruptions and shutdowns.
  - s. Construction waste management and recycling.
  - t. Parking availability.
  - u. Office, work, and storage areas.
  - v. Equipment deliveries and priorities.
  - w. First aid.
  - x. Security.
  - y. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Pre-installation Conferences: Conduct a pre-installation conference at Project site before each construction activity that requires coordination with other construction.
- 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Engineer of scheduled meeting dates.
  - 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
    - a. Contract Documents.
    - b. Options.
    - c. Related RFIs.
    - d. Related Change Orders.
    - e. Purchases.
    - f. Deliveries.
    - g. Submittals.
    - h. Review of mockups.
    - i. Possible conflicts.
    - j. Compatibility problems.
    - k. Time schedules.
    - l. Weather limitations.
    - m. Manufacturer's written recommendations.
    - n. Warranty requirements.
    - o. Compatibility of materials.
    - p. Acceptability of substrates.
    - q. Temporary facilities and controls.
    - r. Space and access limitations.

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- s. Regulations of authorities having jurisdiction.
  - t. Testing and inspecting requirements.
  - u. Installation procedures.
  - v. Coordination with other work.
  - w. Required performance results.
  - x. Protection of adjacent work.
  - y. Protection of construction and personnel.
3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
  4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
  5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Project Closeout Conference: Schedule and conduct a Project closeout conference, at a time convenient to Owner and Engineer, but no later than 30 days prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to Project closeout.
  2. Attendees: Authorized representatives of Owner, Engineer, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
    - a. Preparation of record documents.
    - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
    - c. Submittal of written warranties.
    - d. Requirements for preparing operations and maintenance data.
    - e. Requirements for demonstration and training.
    - f. Preparation of Contractor's punch list.
    - g. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
    - h. Submittal procedures.
    - i. Coordination of separate contracts.
    - j. Owner's partial occupancy requirements.
    - k. Installation of Owner's furniture, fixtures, and equipment.
    - l. Responsibility for removing temporary facilities and controls.
  4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- E. Progress Meetings: Engineer will schedule and conduct progress meetings at regular intervals or as directed by the Owner, but no less than monthly.
1. Coordinate dates of meetings with preparation of payment requests.

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2. Attendees: In addition to representatives of Owner and Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
      - 1) Review schedule for next period.
    - b. Review present and future needs of each entity present, including the following:
      - 1) Interface requirements.
      - 2) Sequence of operations.
      - 3) Status of submittals.
      - 4) Deliveries.
      - 5) Off-site fabrication.
      - 6) Access.
      - 7) Site utilization.
      - 8) Temporary facilities and controls.
      - 9) Progress cleaning.
      - 10) Quality and work standards.
      - 11) Status of correction of deficient items.
      - 12) Field observations.
      - 13) Status of RFIs.
      - 14) Status of proposal requests.
      - 15) Pending changes.
      - 16) Status of Change Orders.
      - 17) Pending claims and disputes.
      - 18) Documentation of information for payment requests.
  4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
    - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
- F. Coordination Meetings: Conduct Project coordination meetings at the site as needed for specific coordination items. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and pre-installation conferences.

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1. Attendees: In addition to representatives of Owner and Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
  - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
  - b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
  - c. Review present and future needs of each contractor present, including the following:
    - 1) Interface requirements.
    - 2) Sequence of operations.
    - 3) Status of submittals.
    - 4) Deliveries.
    - 5) Off-site fabrication.
    - 6) Access.
    - 7) Site utilization.
    - 8) Temporary facilities and controls.
    - 9) Work hours.
    - 10) Hazards and risks.
    - 11) Progress cleaning.
    - 12) Quality and work standards.
    - 13) Change Orders.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

## SECTION 013150 - PROJECT MANAGEMENT COMMUNICATIONS

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Attention is directed to the CONTRACT, GENERAL AND SUPPLEMENTAL CONDITIONS, and all REQUIREMENTS, which are hereby made a part of the CONTRACT.

## 1.2 SUMMARY

- A. Project Management Communications: The CONTRACTOR shall use the internet-based project management software communications tool, e-Builder® and protocols included in that software during this project. The use of project management communications as herein described does not replace or change any contractual responsibilities of the participants.
1. Project management communications is available through e-Builder® as provided by "e-Builder®" in the form and manner required by the OWNER.
  2. User registration, licensing fees, computer equipment, software, internet connection and all else required to use the e-Builder® application as required by the OWNER are the responsibility of the CONTRACTOR.
  3. The CONTRACTOR will obtain a minimum of one (1) dedicated user license for his company, one (1) dedicated user license for the designer, and two (2) dedicated user licenses for the City for the duration of the contract including amendments and associated warranty period as applicable.
  4. Access to the OWNER's e-Builder® project web site will be granted to individual licensed users. The sharing of user licenses is prohibited unless expressly authorized by the OWNER.
- B. Purpose: The intent of using e-Builder® is to improve project work efforts by promoting timely initial communications and responses. Secondly, to reduce the number of paper documents while providing improved record keeping by creation of electronic document files.
- C. Minimum Equipment and Internet Connection: In addition to other requirements specified in this Section, The OWNER and his representatives, the CONTRACTOR and his sub-contractors and suppliers at every tier required to have a user license(s) shall be responsible for the following:
1. Providing suitable computer systems daily for each licensed user at the user's normal work location<sup>1</sup> with high-speed Internet access, i.e. DSL, local cable company's Internet connection, or portable Wi-Fi hotspot connection.
  2. Each of the above referenced computer systems shall have the following minimum system<sup>2</sup> and software requirements:
    - a. Desktop configuration (Laptop configurations are similar and should be equal to or exceed desktop system.)

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<sup>1</sup> The normal work location is the place where the user is assigned for more than one-half of his time working on this project.

<sup>2</sup> The minimum system herein will not be sufficient for many tasks and may not be able to process all documents and files stored in the E-Builder® Documents area.

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- 1) PC system 500 MHz Intel Pentium III or equivalent AMD processor
  - 2) 128 MB Ram
  - 3) Display capable of SVGA (1024 x 768 pixels) 256 colors display
  - 4) 101 key Keyboard
  - 5) Mouse or other pointing device
- b. Operating system and software shall be properly licensed.
- 1) Internet Explorer 11.0 or later, Google Chrome v 29.0.1 or later, Mozilla Firefox 35.0.1 or later, Safari 6.0.4 or later, Safari for iOS mobile v 6.1 or later, or other browser. This specification is not intended to restrict the host server or client computers if standard HTTP clients may access the published content.
  - 2) Adobe Acrobat Reader (current version is a free distribution for download).
  - 3) Or, users intending to scan and upload to the documents area of e-Builder® should have Adobe Acrobat.
  - 4) Users should have the standard Microsoft Office Suite or the equivalent.
- D. Training: Group training sessions are periodically scheduled by the OWNER. If a user training session(s) has been assigned to the CONTRACTOR, the CONTRACTOR is required to attend the scheduled training session(s) they are assigned to attend. Requests for specific scheduled training session(s) may be entertained, however, the OWNER is under no obligation to make space(s) available in requested alternative training session(s). CONTRACTOR may also obtain group training from e-Builder® at their own expense. Please contact e-Builder® for availability and cost.
- E. Support: e-Builder® has available support through on-line help files.
- F. Project Archive: The project archive information will contain only documents that the authorized e-Builder® user has security access to during construction.
- G. Copyrights and Ownership: Nothing in this specification or the subsequent communications supersedes the parties' obligations and rights for copyright or document ownership as established by the Contract Documents. The use of drawing files, processes, design, and construction information distributed in this system is intended only for the project specified herein and OWNER's ability to effectively manage the project upon its completion.
- H. Authorized Users: Access to the OWNER's e-Builder® project web site will be by individuals who are licensed users.
1. The CONTRACTOR shall obtain a user license directly from e-Builder® ([www.e-builder.net](http://www.e-builder.net)) the CONTRACT has been executed by both the CONTRACTOR and the OWNER.
  2. Authorized users will be contacted directly by the web site provider, e-Builder®, who will assign the CONTRACTOR a license and temporary user password.
  3. Individuals shall be responsible for the proper use of their passwords and access to data as agents of the company in which they are employed.
  4. The CONTRACTOR should contact the OWNER once the CONTRACTOR has obtained his user license from e-Builder®.
- I. Administrative Users: The OWNER has access and control of user licenses and all posted items. DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE PROJECT DATABASE! Improper or abusive language toward any party or repeated posting of

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items intended to deceive or disrupt the work of the project will not be tolerated and will result in revocation of user license at the sole discretion of the OWNER.

- J. Communications: The use of fax, email and courier communication for this project is discouraged in favor of using e-Builder® generated project email address, processes, and forms. Communication functions are as follows:
1. Document Integrity and Revisions:
    - a. Documents, comments, drawings and other records posted to e-Builder® shall remain for the project record. The authorship time and date shall be recorded for each document submitted to the system. Submitting a new document or record with a unique ID, authorship, and time stamp shall be the method used to make modifications or corrections.
    - b. The system shall make it easy to identify revised or superseded documents and their predecessors.
    - c. Server or software enhancements during the life of the project shall not alter or restrict the content of data published by the system. System upgrades shall not affect access to older documents or the software.
  2. Document Security:
    - a. The system shall provide a method for communication of documents. Documents shall allow security group assignment to respect the contractual parties communication except for Administrative Users.
  3. Document Integration:
    - a. Documents of various types shall be logically related to one another and discoverable. For example, requests for information, daily field reports, supplemental sketches and photographs shall be capable of reference as related records.
  4. Reporting:
    - a. The system shall be capable of generating reports for work in progress, and logs for each document type. Summary reports generated by the system shall be available for licensed users.
  5. Notifications and Distribution:
    - a. Document distribution to project members shall be accomplished both within the extranet system and via email as appropriate. Project document distribution to parties outside of the project communication system shall be accomplished by secure email of outgoing documents and attachments, readable by a standard email client.
  6. Required Document Types:
    - a. RFI, Request for Information.
    - b. Submittals, including record numbering by drawing and specification section.
    - c. Transmittals, including record of documents and materials delivered in hard copy.
    - d. Meeting Minutes.
    - e. Application for Payments.
    - f. Review Comments.
    - g. Daily Field Reports.
    - h. Construction Photographs.
    - i. Drawings.
    - j. Supplemental Sketches.
    - k. Schedules.
    - l. Specifications.
    - m. Field Orders.
    - n. Work Change Directives.

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- o. Punch List.
  - p. Project Inspection Reports.
  - q. Proposal Request and Proposed Changes.
  - r. Additional forms may be necessary for project progress.
- K. Record Keeping: Except for paper documents, which require original signatures, all 8½ x 11 inches documents (including scanned documents with signatures) or larger shall be submitted by transmission in electronic form to the e-Builder® project web site by licensed users.
- a. The OWNER and his representatives, the CONTRACTOR and his sub-contractors and suppliers at every tier shall respond to documents received in electronic form within the e-Builder® project web site and consider them as if received in paper document form.
  - b. The OWNER and his representatives, the CONTRACTOR and his sub-contractors and suppliers at every tier reserves the right to and shall reply or respond by transmissions in electronic form on the project web site to documents received in paper document form.
  - c. The OWNER and his representatives, the CONTRACTOR and his sub-contractors and suppliers at every tier reserves the right to and shall copy any paper document into electronic form and make same available on the project web site.
  - d. The following are some but not all of the paper documents which require original signature:
    - 1) Contract
    - 2) Change Orders
    - 3) Application & Certificates for Payment
    - 4) Work Change Directives (CCD)
    - 5) Forms and reports
    - 6) Professionally sealed drawings and documents

PART 2 - PRODUCTS (Not Applicable.)

PART 3 - EXECUTION (Not Applicable.)

END OF SECTION 013150

## SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

## PART 1 - GENERAL

## 1.1 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.

## 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
  - 1. Startup construction schedule.
  - 2. Contractor's Construction Schedule.
  - 3. Construction schedule updating reports.
  - 4. Daily construction reports.
  - 5. Material location reports.
  - 6. Site condition reports.
  - 7. Unusual event reports.
- B. Related Requirements:
  - 1. Section 014000 "Quality Requirements" for schedule of tests and inspections.

## 1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.
  - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
  - 2. Predecessor Activity: An activity that precedes another activity in the network.
  - 3. Successor Activity: An activity that follows another activity in the network.
- B. Cost Loading: The allocation of the schedule of values for completing an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum.
- C. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine the critical path of Project and when activities can be performed.
- D. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- E. Event: The starting or ending point of an activity.

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- F. Float: The measure of leeway in starting and completing an activity.
1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
  2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
  3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.
- G. Resource Loading: The allocation of manpower and equipment necessary for completing an activity as scheduled.

1.4 SUBMITTALS

- A. Format for Submittals: Submit required submittals in the following format:
1. Working electronic copy of schedule file.
  2. PDF file.
- B. Startup construction schedule.
1. Submittal of cost-loaded startup construction schedule will not constitute approval of schedule of values for cost-loaded activities.
- C. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.
- D. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
- E. CPM Reports: Concurrent with CPM schedule, submit each of the following reports. Format for each activity in reports shall contain activity number, activity description, cost and resource loading, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
1. Activity Report: List of activities sorted by activity number and then early start date, or actual start date if known.
  2. Logic Report: List of preceding and succeeding activities for each activity, sorted in ascending order by activity number and then by early start date, or actual start date if known.
  3. Total Float Report: List of activities sorted in ascending order of total float.
- F. Construction Schedule Updating Reports: Submit with Applications for Payment.
- G. Daily Construction Reports: Submit at weekly intervals.
- H. Material Location Reports: Submit at monthly intervals.
- I. Site Condition Reports: Submit at time of discovery of differing conditions.

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- J. Unusual Event Reports: Submit at time of unusual event.

1.5 QUALITY ASSURANCE

- A. Prescheduling Conference: Conduct during preconstruction conference at Project site to comply with requirements in Section 013100 "Project Management and Coordination." Review methods and procedures related to the preliminary construction schedule and Contractor's Construction Schedule, including, but not limited to, the following:
1. Discuss constraints, including phasing, work stages, area separations, interim milestones, and partial Owner occupancy.
  2. Review submittal requirements and procedures.
  3. Review requirements for tests and inspections by independent testing and inspecting agencies.
  4. Review time required for Project closeout and Owner startup procedures.
  5. Review and finalize list of construction activities to be included in schedule.
  6. Review procedures for updating schedule.

1.6 COORDINATION

- A. Coordinate Contractor's Construction Schedule with the schedule of values, submittal schedule, progress reports, payment requests, and other required schedules and reports.
1. Secure time commitments for performing critical elements of the Work from entities involved.
  2. Coordinate each construction activity in the network with other activities, and schedule them in proper sequence.

1.7 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.
- B. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Final Completion.
1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- C. Activities: Treat each floor or separate area as a separate numbered activity for each main element of the Work. Comply with the following:
1. Temporary Facilities: Indicate start and completion dates for the following as applicable:
    - a. Securing of approvals and permits required for performance of the Work.
    - b. Temporary facilities.
    - c. Construction of mock-ups, prototypes and samples.
    - d. Owner interfaces and furnishing of items.
    - e. Interfaces with Separate Contracts.

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- f. Regulatory agency approvals.
    - g. Punch list.
  2. Procurement Activities: Include procurement process activities for the following long lead-time items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
  3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with submittal schedule.
  4. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Engineer's administrative procedures necessary for certification of Substantial Completion.
  5. Punch List and Final Completion: Include not more than 30 days for completion of punch list items and Final Completion.
- D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
  1. Phasing: Arrange list of activities on schedule by phase.
  2. Work Restrictions: Show the effect of the following items on the schedule:
    - a. Coordination with existing construction.
    - b. Limitations of continued occupancies.
    - c. Uninterruptible services.
    - d. Partial occupancy before Substantial Completion.
    - e. Use-of-premises restrictions.
    - f. Provisions for future construction.
    - g. Seasonal variations.
    - h. Environmental control.
  3. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:
    - a. Submittals.
    - b. Purchases.
    - c. Mockups.
    - d. Fabrication.
    - e. Sample testing.
    - f. Deliveries.
    - g. Installation.
    - h. Tests and inspections.
    - i. Adjusting.
    - j. Curing.
    - k. Startup and placement into final use and operation.
  4. Construction Areas: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
    - a. Opening roadways to traffic.

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- b. Opening sidewalks to pedestrians.
    - c. Substantial Completion.
  - E. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
    - 1. Unresolved issues.
    - 2. Unanswered Requests for Information.
    - 3. Rejected or unreturned submittals.
    - 4. Notations on returned submittals.
    - 5. Pending modifications affecting the Work and the Contract Time.
  - F. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
    - 1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
    - 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
    - 3. As the Work progresses, indicate Final Completion percentage for each activity.
  - G. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, equipment required to achieve compliance, and date by which recovery will be accomplished.
  - H. Distribution: Distribute copies of approved schedule to Engineer, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
    - 1. Post copies in Project meeting rooms and temporary field offices.
    - 2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.
- 1.8 GANTT-CHART SCHEDULE REQUIREMENTS
- A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's Construction Schedule within 30 days of date established for the Notice to Proceed.
    - 1. Base schedule on the startup construction schedule and additional information received since the start of Project.
  - B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.

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1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in 25 percent increments within time bar.

## 1.9 REPORTS

- A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
  1. List of subcontractors at Project site.
  2. List of separate contractors at Project site.
  3. Approximate count of personnel at Project site.
  4. Equipment at Project site.
  5. Material deliveries.
  6. High and low temperatures and general weather conditions, including presence of rain or snow.
  7. Testing and inspection.
  8. Accidents.
  9. Meetings and significant decisions.
  10. Unusual events.
  11. Stoppages, delays, shortages, and losses.
  12. Meter readings and similar recordings.
  13. Emergency procedures.
  14. Orders and requests of authorities having jurisdiction.
  15. Change Orders received and implemented.
  16. Construction Work Change Directives received and implemented.
  17. Services connected and disconnected.
  18. Equipment or system tests and startups.
  19. Partial completions and occupancies.
  20. Substantial Completions authorized.
- B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.
- C. Unusual Event Reports: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, responses by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.
  1. Submit unusual event reports directly to Owner and Engineer within two days of an occurrence. Distribute copies of report to parties affected by the occurrence.

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013200

## SECTION 013233 - PHOTOGRAPHIC DOCUMENTATION

### PART 1 - GENERAL

#### 1.1 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.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
  - 1. Preconstruction photographs.
  - 2. Periodic construction photographs.
  - 3. Final completion construction photographs.
  - 4. Preconstruction video recordings.
  - 5. Periodic construction video recordings.
  - 6. Web-based construction photographic documentation.
- B. Related Requirements:
  - 1. Division 01 Section "Submittal Procedures" for submitting photographic documentation.
  - 2. Division 02 Section "Selective Structure Demolition" for photographic documentation before selective demolition operations commence.
  - 3. Division 31 Section "Site Clearing" for photographic documentation before site clearing operations commence.

#### 1.3 ALLOWANCES

- A. Costs: Photographic documentation services are included in the lump sum base bid for Mobilization.

#### 1.4 UNIT PRICES

- A. Basis for Bids: Base number of construction photographs on average of 30 per week over the duration of Project.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each photograph. Indicate elevation or story of construction. Include same information as corresponding photographic documentation.
- B. Digital Photographs: Submit image files within 7 days of taking photographs.

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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 and contact information for photographer.
  - c. Name of Engineer and Construction Manager.
  - d. Name of Contractor.
  - e. Date photograph was taken.
  - f. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
  - g. Unique sequential identifier keyed to accompanying key plan.

1.6 QUALITY ASSURANCE (NOT USED)

1.7 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. 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.
- B. 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.

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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 Engineer and Construction Manager.
- C. Preconstruction Photographs: Before commencement of demolition, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Engineer or Construction Manager.
1. Flag construction limits before taking construction photographs.
  2. Take 30 photographs to show existing conditions adjacent to property before starting the Work.
  3. Take 30 photographs of existing buildings either on or adjoining property to accurately record physical conditions at start of construction.
  4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- 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.
- E. Engineer or Construction Manager-Directed Construction Photographs: From time to time, Engineer or Construction Manager will instruct photographer about number and frequency of photographs and general directions on vantage points. Select actual vantage points and take photographs to show the status of construction and progress since last photographs were taken.
- F. Final Completion Construction Photographs: Take 30 color photographs after date of Substantial Completion for submission as project record documents. Engineer or Construction Manager will inform photographer of desired vantage points.
1. Do not include date stamp.
- G. Additional Photographs: Engineer or Construction Manager may request photographs in addition to periodic photographs specified. Additional photographs will be paid for by approved City of Raleigh Cost Change Proposal Authorizing Use of Owner's Contingency Allowance within Construction Contract and are not included in the Contract Sum.
1. Three days' notice will be given, where feasible.
  2. In emergency situations, take additional photographs within 24 hours of request.
  3. Circumstances that could require additional photographs include, but are not limited to, the following:
    - a. Special events planned at Project site.
    - b. Immediate follow-up when on-site events result in construction damage or losses.
    - c. Photographs to be taken at fabrication locations away from Project site. These photographs are not subject to unit prices or unit-cost allowances.
    - d. Substantial Completion of a major phase or component of the Work.
    - e. Extra record photographs at time of final acceptance.
    - f. Owner's request for special publicity photographs.

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3.2 CONSTRUCTION VIDEO RECORDINGS (NOT USED)

END OF SECTION 013233

## SECTION 013300 - SUBMITTAL PROCEDURES

### PART 1 - GENERAL

#### 1.1 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.

#### 1.2 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Requirements:
  - 1. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

#### 1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Project Coordinator's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information and physical samples that do not require Project Coordinator's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."
- C. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.
- D. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

#### 1.4 ACTION SUBMITTALS

- A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and Construction Manager and additional time for handling and reviewing submittals required by those corrections.

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1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
2. Initial Submittal: Submit concurrently with startup construction schedule. Include submittals required during the first 30 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.
  - a. Submit revised submittal schedule to reflect changes in current status and timing for submittals.
4. Format: Arrange the following information in a tabular format:
  - a. Scheduled date for first submittal.
  - b. Specification Section number and title.
  - c. Submittal category: Action; informational.
  - d. Name of subcontractor.
  - e. Description of the Work covered.
  - f. Scheduled date for Project Coordinator's final release or approval.
  - g. Scheduled date of fabrication.
  - h. Scheduled dates for purchasing.
  - i. Scheduled dates for installation.
  - j. Activity or event number.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. Project Coordinator's Digital Data Files: Electronic digital data files of the Contract Drawings will be provided by Project Coordinator's use in preparing submittals.
  1. Project Coordinator will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings and Project record drawings.
    - a. Project Coordinator makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
    - b. Digital Drawing Software Program: The Contract Drawings are available in AutoCAD 2018.
    - c. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Project Coordinator.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.

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4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
  - a. The Project Coordinator reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Project Coordinator's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Project Coordinator will advise Contractor when a submittal being processed must be delayed for coordination.
  2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  3. Resubmittal Review: Allow 15 days for review of each resubmittal.
  4. Sequential Review: Where sequential review of submittals by Project Coordinator's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
  1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  2. Name file with submittal number or other unique identifier, including revision identifier.
    - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).
  3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect and Construction Manager.
  4. Transmittal Form for Electronic Submittals: Use software-generated form from electronic project management software acceptable to Owner, containing the following information:
    - a. Project name.
    - b. Date.
    - c. Name and address of Project Coordinator.
    - d. Name of Contractor.
    - e. Name of firm or entity that prepared submittal.
    - f. Names of subcontractor, manufacturer, and supplier.
    - g. Category and type of submittal.
    - h. Submittal purpose and description.
    - i. Specification Section number and title.
    - j. Specification paragraph number or drawing designation and generic name for each of multiple items.

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- k. Drawing number and detail references, as appropriate.
  - l. Location(s) where product is to be installed, as appropriate.
  - m. Related physical samples submitted directly.
  - n. Indication of full or partial submittal.
  - o. Transmittal number, numbered consecutively.
  - p. Submittal and transmittal distribution record.
  - q. Other necessary identification.
  - r. Remarks.
- E. Options: Identify options requiring selection by Project Coordinator.
- F. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Project Coordinator on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.
- G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
  2. Note date and content of revision in label or title block and clearly indicate extent of revision.
  3. Resubmit submittals until they are marked with approval notation from Project Coordinator's action stamp.
- H. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- I. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Project Coordinator's action stamp.

## PART 2 - PRODUCTS

## 2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
1. Post electronic submittals as PDF electronic files directly to Project Web site specifically established for Project.
    - a. Project Coordinator will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
  2. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.

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- a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
  - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
  2. Mark each copy of each submittal to show which products and options are applicable.
  3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Testing by recognized testing agency.
    - f. Application of testing agency labels and seals.
    - g. Notation of coordination requirements.
    - h. Availability and delivery time information.
  4. For equipment, include the following in addition to the above, as applicable:
    - a. Wiring diagrams showing factory-installed wiring.
    - b. Printed performance curves.
    - c. Operational range diagrams.
    - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
  5. Submit Product Data before or concurrent with Samples.
  6. Submit Product Data in the following format:
    - a. PDF electronic file.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Identification of products.
    - b. Schedules.
    - c. Compliance with specified standards.
    - d. Notation of coordination requirements.
    - e. Notation of dimensions established by field measurement.
    - f. Relationship and attachment to adjoining construction clearly indicated.
    - g. Seal and signature of professional engineer if specified.
  2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 30 by 42 inches.

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3. Submit Shop Drawings in the following format:
  - a. PDF electronic file.
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
  1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
  2. Identification: Attach label on unexposed side of Samples that includes the following:
    - a. Generic description of Sample.
    - b. Product name and name of manufacturer.
    - c. Sample source.
    - d. Number and title of applicable Specification Section.
    - e. Specification paragraph number and generic name of each item.
  3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
  4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
    - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
  5. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
    - a. Number of Samples: Submit two full sets of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Project Coordinator will return submittal with options selected.
  6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
    - a. Number of Samples: Submit two sets of Samples. Project Coordinator will retain one Sample set; remainder will be returned.

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- 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
  - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
  2. Manufacturer and product name, and model number if applicable.
  3. Number and name of room or space.
  4. Location within room or space.
  5. Submit product schedule in the following format:
    - a. PDF electronic file.
- F. Coordination Drawing Submittals: Comply with requirements specified in Section 013100 "Project Management and Coordination."
- G. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."
- H. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- I. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.
- J. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- K. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- L. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- M. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

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- N. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- O. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- P. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
1. Name of evaluation organization.
  2. Date of evaluation.
  3. Time period when report is in effect.
  4. Product and manufacturers' names.
  5. Description of product.
  6. Test procedures and results.
  7. Limitations of use.
- Q. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- R. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- S. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- T. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Project Coordinator.

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- B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

### 3.2 PROJECT COORDINATOR'S ACTION

- A. Action Submittals: Project Coordinator will review each submittal, make marks to indicate corrections or revisions required, and return it. Project Coordinator will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
- B. Informational Submittals: Project Coordinator will review each submittal and will not return it or will return it if it does not comply with requirements. Project Coordinator will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Project Coordinator.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Submittals not required by the Contract Documents may be returned by the Project Coordinator without action.

END OF SECTION 013300

## SECTION 014000 - QUALITY REQUIREMENTS

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
  - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
  - 3. Requirements for Contractor to provide quality-assurance and -control services required by Engineer, Owner, or authorities having jurisdiction are not limited by provisions of this Section.
- C. Related Requirements:
  - 1. Divisions 02 through 22 Sections for specific test and inspection requirements.

## 1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Engineer.
- C. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.

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- D. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- E. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

1.4 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Engineer for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Engineer for a decision before proceeding.

1.5 SUBMITTALS

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Delegated-Design Submittal: In addition to Shop Drawings, Product Data, and other required submittals, submit a statement, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional, indicating that the products and systems are in compliance with performance and design criteria indicated. Include list of codes, loads, and other factors used in performing these services.
- C. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.
- D. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

1.6 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan within 10 days of Notice to Proceed, and not less than five days prior to preconstruction conference. Submit in format acceptable to Engineer. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.

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- B. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- C. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
  - 1. Contractor-performed tests and inspections including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections.
- D. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- E. Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results. Include work Engineer has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

## 1.7 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. **Contractor Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.**
  - 1. **Bidder shall have a minimum of five (5) years of recent experience in commercial or industrial structural steel repair services of magnitude similar to the scope of this Project.**
  - 2. **Bidder shall provide a minimum of five (5) references for work completed in accordance with requirement above. The project name, address, and phone number should be provided for each reference along with a current contact person for that reference. All work cited as references shall have been performed within the last ten (10) years.**
  - 3. **Bidder shall provide resumes of the Project Manager and Site Superintendent demonstrating experience within the last five (5) years in services of similar scope and magnitude. Two (2) references must be included on each resume. These individuals should be the personnel chosen by the Bidder to work on the project.**
  - 4. **Bidder shall provide a concise description of their work experiences as related to the scope of work outlined herein. Said description should include, but not be limited to, the number of years the Bidder has been providing these types of services, the number and types of customers the Bidder presently services, types of systems provided, references, and other documentation to verify the Bidder's experience.**

**5. For all repair products outlined in the scope of work which require factory trained and certified installers as noted in the specifications, the Bidder shall have this certification from the Manufacturer prior to the bid.**

- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- E. Testing Agency Qualifications: Engineer will engage an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 548; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
- F. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

## 1.8 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will coordinate with Engineer to engage a qualified testing agency to perform these services.
  - 1. Engineer will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
  - 2. Payment for these services will be made from testing and inspecting allowances under Engineer's contract scope with the Owner.
  - 3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor.
- B. Contractor Responsibilities: Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
  - 1. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
  - 2. Submit a certified written report, in duplicate, of each quality-control service.
  - 3. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
  - 4. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

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- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing.
- D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. Testing Agency Responsibilities: Cooperate with Engineer and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
  - 1. Notify Engineer and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
  - 2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
  - 3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
  - 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
  - 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
  - 6. Do not perform any duties of Contractor.
- G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
  - 1. Schedule times for tests, inspections, obtaining samples, and similar activities.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
  - 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible

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as possible. Comply with the Contract Document requirements for cutting and patching in Division 01 Section "Execution."

- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

## SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
  - 1. Division 01 Section "Summary" for work restrictions and limitations on utility interruptions.

#### 1.3 USE CHARGES

- A. Refer to the General Terms and Conditions for all information on use charges.

#### 1.4 SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.
- B. Moisture- and Mold-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage and mold.
- C. Dust- Control Plan: Submit coordination drawing and narrative that indicates the dust control measures proposed for use, proposed locations, and proposed time frame for their operation. Identify further options if proposed measures are later determined to be inadequate. Include the following:
  - 1. Locations of dust-control partitions at each phase of work.
  - 2. Waste handling procedures.

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PART 2 - PRODUCTS

2.1 MATERIALS

- A. Portable Chain-Link Fencing: Minimum 2-inch (50-mm), 0.148-inch- (3.8-mm-) thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized-steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top and bottom rails. Provide concrete bases for supporting posts.
- B. Polyethylene Sheet: Reinforced, fire-resistive sheet, 10-mil (0.25-mm) minimum thickness, with flame-spread rating of 15 or less per ASTM E 84 and passing NFPA 701 Test Method 2.

2.2 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
  - 1. Locate facilities to limit site disturbance as specified in Division 01 Section "Summary" and as coordinated with the Engineer and Owner.
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.
- C. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
  - 1. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust-containment devices.
  - 2. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.
- D. Electric Power Service: Contractor is permitted to connect to Owner's existing electric power service, where available. Maintain equipment in a condition acceptable to Owner, and repair/replace any equipment damaged by the Contractor during construction. It is anticipated that the Contractor will need to supply additional power generation equipment.

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- E. Water Service: Connect to Owner's existing water service facilities, where available. Clean and maintain water service facilities in a condition acceptable to Owner and repair/replace any equipment damaged by the Contractor during construction. At Substantial Completion, restore these facilities to condition existing before initial use.
- F. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
  - 1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
- G. Traffic Controls: Comply with requirements of authorities having jurisdiction and with the approved pedestrian and traffic control plans.
  - 1. Protect existing site improvements to remain including curbs, pavement, and utilities.
  - 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- H. Parking: Use designated areas of Owner's existing parking areas for construction personnel. See Specification Section "011000."
- I. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.
  - 1. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
    - a. Provide temporary, directional signs for construction personnel and visitors.
    - b. Indicate proposed signs on phasing plan to be provided by Contractor.
  - 2. Maintain and touchup signs so they are legible at all times.
- J. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. An on-site dumpster should be provided by the Contractor in a location approved by the Owner. Use of Owner's dumpsters are not allowed. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Division 01 Section "Execution."
- K. Material Storage: Coordinate with the Owner on a material storage area within the Anderson Parking Lot that may be used during the project.
  - 1. Material storage areas shall not impede the existing traffic aisles.
  - 2. Owner is not responsible for any materials or equipment stored within the designated material storage area. Contractor must take all necessary precautions to secure and protect materials and equipment.

**3.2 SECURITY AND PROTECTION FACILITIES INSTALLATION**

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

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1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain written permission from adjacent property owner to access property for that purpose.
- B. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
- C. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, that may be damaged from exposure, foul weather, other construction operations, and similar activities. Temporary enclosures such as fencing, barricades, or other approved materials should be placed around the current work phase to prevent the public from unintentionally entering the project work area.

## 3.3 OPERATION, TERMINATION, AND REMOVAL

- A. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
  1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
  2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 01 Section "Closeout Procedures."

END OF SECTION 015000

## SECTION 016000 - PRODUCT REQUIREMENTS

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.
- B. Related Sections include the following:
  - 1. Divisions 02 through 22 Sections for specific requirements for warranties on products and installations specified to be warranted.

## 1.3 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
  - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
  - 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
  - 3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Project Documents and proposed by Contractor.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

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- D. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
- E. Special Warranty: Written warranty required by or incorporated into the Project Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.

1.4 ACTION SUBMITTALS

- A. General:
  - 1. Engineer shall have 21 days for initial review of each submittal.
  - 2. Place a permanent label or title block on each submittal for identification.
  - 3. Highlight, encircle, or otherwise identify deviations from the Contract Documents on submittals.
- B. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
  - 1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
  - 2. Completed List: Within 7 days after date of commencement of the Work, submit 3 copies of completed product list. Include a written explanation for omissions of data and for variations from Contract requirements.
  - 3. Engineer's Action: Engineer will respond in writing to Contractor within 7 days of receipt of completed product list. Engineer's response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Engineer's response, or lack of response, does not constitute a waiver of requirement that products comply with the Project Documents.
- C. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Include data to indicate compliance with the requirements specified in "Comparable Products" Article.
  - 2. Engineer's Action: If necessary, Engineer will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Engineer will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later. Use product specified if Engineer does not issue a decision on use of comparable product request within time allocated.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

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1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
2. If a dispute arises between contractors over concurrently selectable but incompatible products, Engineer will determine which products shall be used.

## 1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
  1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
  2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
  3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
  4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.
- C. Storage:
  1. Store products to allow for inspection and measurement of quantity or counting of units.
  2. Store materials in a manner that will not endanger Project structure.
  3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
  4. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
  5. Protect stored products from damage and liquids from freezing.
  6. Provide a secure location and enclosure at Anderson Lot Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.
    - a. Maximum weight of all equipment and materials shall not exceed 40-psf.

## 1.7 PRODUCT WARRANTIES

- A. **The Contractor shall act as a single source point of contact for all defects and necessary repairs during the specified warranty periods for all products and associated labor. As such, the Owner will only contact the Contractor in the event of problems associated with repairs made per this scope of work. It shall be the Contractor's sole responsibility to coordinate with manufacturers as needed and provide labor as required to conduct any and all warranty repairs. The Contractor is solely responsible for the warranty periods.**
- B. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on

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product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
  2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.
- C. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
  2. See Divisions 02 through 33 Sections for specific content requirements and particular requirements for submitting special warranties.
- D. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

## PART 2 - PRODUCTS

### 2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
  3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
  4. Where products are accompanied by the term "as selected," Engineer will make selection.
  5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
  6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures:
1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience may be considered, unless otherwise indicated.
  2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.

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- a. Comparable products or substitutions for Contractor's convenience will be considered.
3. Products: Where Specification paragraphs or subparagraphs titled "Products" introduce a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
    - a. Comparable products or substitutions for Contractor's convenience will be considered.
  4. Available Products: Where Specification paragraphs or subparagraphs titled "Available Products" introduce a list of names of both products and manufacturers, provide one of the products listed or another product that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
  5. Available Manufacturers: Where Specification paragraphs or subparagraphs titled "Available Manufacturers" introduce a list of manufacturers' names, provide a product by one of the manufacturers listed or another manufacturer that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
  6. Product Options: Where Specification paragraphs titled "Product Options" indicate that size, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide either the specific product or system indicated or a comparable product or system by another manufacturer. Comply with provisions in "Product Substitutions" Article.
  7. Basis-of-Design Products: Where Specification paragraphs or subparagraphs titled "Basis-of-Design Product[s]" are included and also introduce or refer to a list of manufacturers' names, provide either the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
- C. Visual Matching Specification: Where Specifications require "match Engineer's sample", provide a product that complies with requirements and matches Engineer's sample. Engineer's decision will be final on whether a proposed product matches.
1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in General Conditions "Substitution Procedures" for proposal of product.
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Engineer from manufacturer's full range" or similar phrase, select a product that complies with requirements. Engineer will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 PRODUCT SUBSTITUTIONS

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- A. Timing: Engineer will consider requests for substitution if received within 7 days after commencement of the Work. Requests received after that time may be considered or rejected at discretion of Engineer.
- B. Conditions: Engineer will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Engineer will return requests without action, except to record noncompliance with these requirements:
1. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Engineer for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
  2. Requested substitution does not require extensive revisions to the Project Documents.
  3. Requested substitution is consistent with the Project Documents and will produce indicated results.
  4. Substitution request is fully documented and properly submitted.
  5. Requested substitution will not adversely affect Contractor's Construction Schedule.
  6. Requested substitution has received necessary approvals of authorities having jurisdiction.
  7. Requested substitution is compatible with other portions of the Work.
  8. Requested substitution has been coordinated with other portions of the Work.
  9. Requested substitution provides specified warranty.
  10. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

## 2.3 COMPARABLE PRODUCTS

- A. Conditions for Consideration: Engineer will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Engineer may return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
  2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
  3. Evidence that proposed product provides specified warranty.
  4. List of similar installations for completed projects with project names and addresses and names and addresses of Engineers and owners, if requested.
  5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

## SECTION 017300 - EXECUTION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. Installation of the Work.
  - 2. Cutting and patching.
  - 3. Progress cleaning.
  - 4. Protection of installed construction.
  - 5. Correction of the Work.

### PART 2 - PRODUCTS (Not Used)

### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
  - 1. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
  - 2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- B. Review of Project Documents and Field Conditions: Immediately on discovery of the need for clarification of the Project Documents, submit a request for information to Engineer. Include a detailed description of problem encountered, together with recommendations for changing the Project Documents.
- C. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:

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1. Description of the Work.
2. List of detrimental conditions, including substrates.
3. List of unacceptable installation tolerances.
4. Recommended corrections.

D. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

## 3.2 PREPARATION

A. Existing Utility Information: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to the following requirements:

1. Notify Owner not less than one week in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without Owner's written permissions.

B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Engineer. Include a detailed description of the problem encountered, together with recommendations for changing the Project Documents.

## 3.3 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.

1. Make vertical work plumb and make horizontal work level.
2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

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- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- G. Anchors and Fasteners: Provide anchors and fasteners as required to anchor each component securely in place, accurately located, and aligned with other portions of the Work.
  - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Engineer.
  - 2. Allow for building movement, including thermal expansion and contraction.
- H. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- I. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

## 3.4 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
  - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Division 01 Section "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.

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1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
  4. Proceed with patching after construction operations requiring cutting are complete.
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
  2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
    - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
    - b. Restore damaged pipe covering to its original condition.
  3. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

## 3.5 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).
  3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
    - a. Use containers intended for holding waste materials of type to be stored.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.

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2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
  - E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
  - F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
  - G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways.
    1. Disposal of waste materials shall be by the Contractor. Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
    2. Use of existing, on-site dumpsters is prohibited. Providing a site dumpster is prohibited without authorization from the Owner.
    3. Transport demolished materials off Owner's property and legally dispose of them.
  - H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
  - I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
  - J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

## 3.6 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 1 Section "Cutting and Patching."
  1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.

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3.7 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION 017300

## SECTION 017700 - CLOSEOUT PROCEDURES

### PART 1 - GENERAL

#### 1.1 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.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for Contract closeout, including, but not limited to, the following:
  - 1. Substantial Completion procedures.
  - 2. Final completion procedures.
  - 3. Warranties.
  - 4. Final cleaning.
- B. Related Requirements:
  - 1. Section 013233 "Photographic Documentation" for submitting Final Completion construction photographic documentation.
  - 2. Section 017839 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.

#### 1.3 DEFINITIONS

- A. List of Incomplete Items: Contractor-prepared list of items to be completed or corrected, prepared for the Engineer's use prior to Engineer's inspection, to determine if the Work is substantially complete.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of cleaning agent.
- B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- C. Certified List of Incomplete Items: Final submittal at Final Completion.

#### 1.5 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.

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- C. Field Report: For pest-control inspection.

1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Schedule of Maintenance Material Items: For maintenance material submittal items required by other Sections.

1.7 WORK PHASE COMPLETION PROCEDURES

- A. Prior to demobilizing work within a given phase, Engineer and Owner must complete a site visit to observe existing conditions. Following this visit, Engineer will prepare a list of deviations that must be completed by the Contractor prior to moving construction activities onto the next Work Phase.
- B. Contractor must submit a written request for site observation to determine Work Phase Completion a minimum of 7 days prior to date the Work will be completed and ready for observation. On receipt of request, Engineer will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Engineer, that must be completed or corrected before certificate will be issued.
  - 1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
  - 2. Results of completed inspection will form the basis of requirements for Final Completion.
- C. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.
- D. Work Phase Completion neither constitutes Substantial Completion nor absolves Contractor from requirements noted for Substantial Completion and Final Completion procedures.

1.8 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.

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2. Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
  3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Engineer and Owner. Label with manufacturer's name and model number.
  5. Submit testing, adjusting, and balancing records.
  6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Advise Owner of pending insurance changeover requirements.
  2. Complete startup and testing of systems and equipment.
  3. Perform preventive maintenance on equipment used prior to Substantial Completion.
  4. Advise Owner of changeover in utility services.
  5. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
  6. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  7. Complete final cleaning requirements.
  8. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 14 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Engineer will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Engineer, that must be completed or corrected before certificate will be issued.
1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
  2. Results of completed inspection will form the basis of requirements for Final Completion.

1.9 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining Final Completion, complete the following:
1. Submit a final Application for Payment in accordance with Section 012900 "Payment Procedures."
  2. Certified List of Incomplete Items: Submit certified copy of Engineer's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed

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- and dated by Engineer. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
  4. Submit pest-control final inspection report.
  5. Submit Final Completion photographic documentation.
- B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Engineer will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

## 1.10 LIST OF INCOMPLETE ITEMS

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
1. Organize list of spaces in sequential order, listed by phasing area and work bid item.
  2. Include the following information at the top of each page:
    - a. Project name.
    - b. Date.
    - c. Name of Engineer and Owner
    - d. Name of Contractor.
    - e. Page number.

## 1.11 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Engineer for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
- D. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

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PART 2 - PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
    - a. Clean Project site of rubbish, waste material, litter, and other foreign substances.
    - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
    - c. Rake grounds that are not planted, mulched, or paved to a smooth, even-textured surface.
    - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
    - e. Remove snow and ice to provide safe access to building.
    - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    - g. Remove debris and surface dust from limited-access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    - h. Clean flooring, removing debris, dirt, and staining; clean according to manufacturer's recommendations.
    - i. Remove labels that are not permanent.
    - j. Leave Project clean and ready for occupancy.
- C. Construction Waste Disposal: Comply with waste-disposal requirements in Section 015000 "Temporary Facilities and Controls."

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3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations required by Section 017300 "Execution" before requesting inspection for determination of Substantial Completion.

END OF SECTION 017700

## SECTION 017839 - PROJECT RECORD DOCUMENTS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary and other Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for project record documents, including the following:
  - 1. Record Drawings.
  - 2. Record Specifications.
  - 3. Record Product Data.
  - 4. Miscellaneous Record Submittals.
  - 5. Daily Construction Report Submittal.
  - 6. Construction Photographs.
- B. Related Requirements:
  - 1. Division 01 Section "Closeout Procedures" for general closeout procedures.
  - 2. Divisions 02 through 22 Sections for specific requirements for project record documents of the Work in those Sections.

#### 1.3 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
  - 1. Number of Copies: Submit copies of record Drawings as follows:
    - a. Final Submittal:
      - 1) Submit one paper-copy set of marked-up record prints.
      - 2) Print each drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one paper copy of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one paper copy of each submittal.
  - 1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.

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- D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit one paper copy of each submittal.
- E. Daily Construction Reports: Submit one paper copy of all Daily Construction Reports.
- F. Construction Photographs: Submit an electronic copy of all construction photographs to a web-based FTP site as provided by the Engineer.
- G. Cost Change Proposals: Submit an electronic copy of all approved Cost Change Proposals and Change Orders.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
  - 1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Accurately record information in an acceptable drawing technique.
    - c. Record data as soon as possible after obtaining it.
    - d. Record and check the markup before enclosing concealed installations.
    - e. Cross-reference record prints to corresponding archive photographic documentation.
  - 2. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Changes made by Change Order or Change Directive.
    - d. Changes made following Engineer's written orders.
    - e. Details not on the original Contract Drawings.
    - f. Field records for variable and concealed conditions.
    - g. Record information on the Work that is shown only schematically.
  - 3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
  - 4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  - 5. Mark important additional information that was either shown schematically or omitted from original Drawings.

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6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing record Drawings where Engineer determines that neither the original Contract Drawings nor Shop Drawings are suitable to show actual installation.
1. New Drawings may be required when a Change Order is issued as a result of accepting an alternate, substitution, or other modification.
  2. Consult Engineer for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared record Drawings into record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.
- C. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  2. Identification: As follows:
    - a. Project name.
    - b. Date.
    - c. Designation "PROJECT RECORD DRAWINGS."
    - d. Name of Engineer and Owner.
    - e. Name of Contractor.

## 2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
  4. For each principal product, indicate whether record Product Data has been submitted in operation and maintenance manuals instead of submitted as record Product Data.
  5. Note related Change Orders, record Product Data, and record Drawings where applicable.
- B. Format: Submit record Specifications as paper copy.

## 2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.

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1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders, record Specifications, and record Drawings where applicable.

B. Format: Submit record Product Data as paper copy.

1. Include record Product Data directory organized by Specification Section number and title.

C. Submit a tabular list showing specific products used in the Work. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.

## 2.4 MISCELLANEOUS RECORD SUBMITTALS

A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

B. Format: Submit miscellaneous record submittals as paper copy.

1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

## 2.5 DAILY CONSTRUCTION REPORT SUBMITTAL

A. Prepare a daily construction report recording the following information concerning events at the Project site. The Contractor shall submit daily reports to the Owner and Engineer on a weekly basis. The Engineer will provide a form document to use as an Appendix to the technical specifications.

1. List of contractors at Project site.
2. Approximate count of personnel at Project site.
3. High and lower temperatures and general weather conditions.
4. Meetings and significant decisions occurring during the day.
5. Stoppages, delays, shortages, and losses.
6. Substantial completions authorized.
7. **Daily log of repair quantities.**

## 2.6 CONSTRUCTION PHOTOGRAPHS

A. Preconstruction Photographs: Before starting construction, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points.

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1. Flag construction limits before taking construction photographs.
  2. Take photographs to show existing conditions adjacent to property before starting the Work.
  3. Take photographs of existing buildings either on or adjoining property to accurately record physical conditions at start of construction.
  4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- B. Periodic Construction Photographs: Take photographs monthly, coinciding 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.
- C. Photographic Media:
1. 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 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.
- B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Engineer's reference during normal working hours.
- C. All of the documents required at the Project site under this article shall be available for use by the Engineer or his representative at all times.
- D. Upon completion of this project, the documents required under this article shall be turned over to the Engineer in good order.

END OF SECTION 017839

## SECTION 024119 - SELECTIVE DEMOLITION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:
  - 1. Demolition and removal of selected portions of building or structure.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for restrictions on use of the premises, Owner-occupancy requirements, and phasing requirements.

#### 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and dispose of them off-site unless indicated to be salvaged or reinstalled.
- B. Remove and Reinstall: Detach items from existing construction, in a manner to prevent damage, prepare for reuse, and reinstall where indicated.
- C. Existing to Remain: Leave existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.

#### 1.4 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection, for dust control and, for noise control. Indicate proposed locations and construction of barriers.
- B. Predemolition Photographs or Video: Show existing conditions of adjoining construction, including finish surfaces, that might be misconstrued as damage caused by demolition operations.

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- C. Warranties: Documentation indicating that existing warranties are still in effect after completion of selective demolition.
- D. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.6 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.

1.7 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials: Contractor should assume that all paint in any of the structures contains lead. Contractor to take all necessary precautions above and beyond that indicated in this Section to limit lead paint dust exposure to workers and to prevent any lead dust particles from escaping into the environment. Supervise construction operations to ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.
  - 1. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.
  - 2. Lead paint removal, abatement, and disposal shall follow all applicable state and/or federal requirements.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
  - 1. Maintain fire-protection facilities in service during selective demolition operations.

1.8 COORDINATION

- A. Arrange selective demolition schedule so as not to interfere with Owner's operations.

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
- B. Survey of Existing Conditions: Survey existing conditions and correlate with requirements indicated to determine extend of demolition required.
- C. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Engineer.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
  - 1. Comply with requirements for existing services/systems interruptions specified in Division 01 Section "Summary."
- B. Do not interrupt existing utilities serving occupied or operating facilities unless authorized in writing by Owner and authorities having jurisdiction. Provide temporary services during interruptions to existing utilities, as acceptable to Owner and to authorities having jurisdiction.
  - 1. Provide at least one week notice to Owner if shutdown of service is required

3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
  - 1. Comply with requirements for access and protection specified in Division 01 Section "Summary" and Division 01 Section "Temporary Facilities and Controls."
  - 2. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
  - 3. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
  - 4. Protect existing site improvements, appurtenances, and landscaping to remain.
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.

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1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
  2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
  3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
  4. Cover and protect furniture, furnishings, and equipment that have not been removed.
  5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Division 01 Section "Summary" and Division 01 Section "Temporary Facilities and Controls."
- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
1. Strengthen or add new supports when required during progress of selective demolition.
- D. Remove temporary barricades and protections where hazards no longer exist.

## 3.4 POLLUTION CONTROLS

- A. Dust Control: Use water mist, temporary enclosures, and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations.
- B. Disposal: Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
1. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- C. Cleaning: Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

## 3.5 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
  2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
  3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden

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space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.

4. Maintain adequate ventilation when using cutting torches.
5. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
6. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
8. Dispose of demolished items and materials promptly.

## B. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

- C. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and reinstalled in their original locations after selective demolition operations are complete.

## 3.6 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in small sections. Using power-driven saw, cut concrete to a depth of at least 1/2 inch (13 mm) at junctures with construction to remain. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete. Neatly trim openings to dimensions indicated.
- B. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, and then remove masonry between saw cuts.

## 3.7 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site.
1. Do not allow demolished materials to accumulate on-site.
  2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
  3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- B. Burning: Do not burn demolished materials.
- C. Burning: Do not burn demolished materials.

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- D. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.8 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 024119

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## SECTION 051200 - STRUCTURAL STEEL FRAMING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:

- 1. Structural steel.
- 2. Shear stud connectors.
- 3. Shrinkage-resistant grout.

- B. Related Requirements:

- 1. Section 053100 "Steel Decking" for field installation of shear stud connectors through deck.

#### 1.3 DEFINITIONS

- A. Structural Steel: Elements of the structural frame indicated on Drawings and as described in ANSI/AISC 303.

#### 1.4 COORDINATION

- A. Coordinate selection of shop primers with topcoats to be applied over them. Comply with paint and coating manufacturers' written recommendations to ensure that shop primers and topcoats are compatible with one another.
- B. Coordinate installation of anchorage items to be embedded in or attached to other construction without delaying the Work. Provide setting diagrams, sheet metal templates, instructions, and directions for installation.

#### 1.5 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

#### 1.6 ACTION SUBMITTALS

- A. Product Data:

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1. Structural-steel materials.
2. High-strength, bolt-nut-washer assemblies.
3. Shear stud connectors.
4. Anchor rods.
5. Shop primer.
6. Galvanized-steel primer.
7. Etching cleaner.
8. Galvanized repair paint.
9. Shrinkage-resistant grout for base plates.

B. Shop Drawings: Show fabrication of structural-steel components.

1. Include details of cuts, connections, splices, camber, holes, and other pertinent data.
2. Include embedment Drawings.
3. Indicate welds by standard AWS symbols, distinguishing between shop and field welds, and show size, length, and type of each weld. Show backing bars that are to be removed and supplemental fillet welds where backing bars are to remain.
4. Indicate type, size, and length of bolts, distinguishing between shop and field bolts. Identify pretensioned and slip-critical, high-strength bolted connections.
5. Identify members not to be shop primed.

C. Welding Procedure Specifications (WPSs) and Procedure Qualification Records (PQRs): Provide in accordance with AWS D1.1/D1.1M for each welded qualified by testing, including the following:

1. Power source (constant current or constant voltage).
2. Electrode manufacturer and trade name, for demand-critical welds.

D. Delegated-Design Submittal: For structural-steel connections indicated on Drawings to comply with design loads, include analysis data signed and sealed by the qualified professional engineer responsible for their preparation.

1.7 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For qualified installer/erector, fabricator, and testing agency.
- B. Welding certificates.
- C. Paint Compatibility Certificates: From manufacturers of topcoats applied over shop primers, certifying that shop primers are compatible with topcoats.
- D. Mill test reports for structural-steel materials, including chemical and physical properties.
- E. Product Test Reports: For the following:
  1. Bolts, nuts, and washers, including mechanical properties and chemical analysis.
  2. Direct-tension indicators.
  3. Tension-control, high-strength, bolt-nut-washer assemblies.
  4. Shear stud connectors.
  5. Shop Primers

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- F. Survey of existing conditions.
- G. Source quality-control reports.
- H. Field quality-control reports.

## 1.8 QUALITY ASSURANCE

- A. Fabricator Qualifications: A qualified fabricator that participates in the AISC Quality Certification Program and is designated an AISC-Certified Plant, Category BU or is accredited by the IAS Fabricator Inspection Program for Structural Steel (Acceptance Criteria 172).
- B. Installer Qualifications: A qualified Installer who participates in the AISC Quality Certification Program and is designated an AISC-Certified Erector, Category CSE.
- C. Shop-Painting Applicators: Qualified in accordance with AISC's Sophisticated Paint Endorsement P1 or to SSPC-QP 3.
- D. Welding Qualifications: Qualify procedures and personnel in accordance with AWS D1.1/D1.1M.
  - 1. Welders and welding operators performing work on bottom-flange, demand-critical welds shall pass the supplemental welder qualification testing, as required by AWS D1.8/D1.8M. FCAW-S and FCAW-G shall be considered separate processes for welding personnel qualification.

## 1.9 DELIVERY, STORAGE, AND HANDLING

- A. Store materials to permit easy access for inspection and identification. Keep steel members off ground and spaced by using pallets, dunnage, or other supports and spacers. Protect steel members and packaged materials from corrosion and deterioration.
  - 1. Do not store materials on structure in a manner that might cause distortion, damage, or overload to members or supporting structures. Repair or replace damaged materials or structures as directed.
- B. Store fasteners in a protected place in sealed containers with manufacturer's labels intact.
  - 1. Fasteners may be repackaged provided Owner's testing and inspecting agency observes repackaging and seals containers.
  - 2. Clean and relubricate bolts and nuts that become dry or rusty before use.
  - 3. Comply with manufacturers' written recommendations for cleaning and lubricating ASTM F3125/F3125M, Grade F1852 bolt assemblies and for retesting bolt assemblies after lubrication.

## PART 2 - PRODUCTS

## 2.1 PERFORMANCE REQUIREMENTS

- A. Comply with applicable provisions of the following specifications and documents:
1. ANSI/AISC 303.
  2. ANSI/AISC 360.
  3. RCSC's "Specification for Structural Joints Using High-Strength Bolts."
- B. Connection Design Information:
1. Design connections and final configuration of member reinforcement at connections in accordance with ANSI/AISC 303 by fabricator's qualified professional engineer.
    - a. Use loads as indicated on Drawings.

## 2.2 STRUCTURAL-STEEL MATERIALS

- A. W-Shapes: ASTM A992.
- B. Channels, Angles, S-Shapes: ASTM A36.
- C. Plate and Bar: ASTM A36.
- D. Cold-Formed Hollow Structural Sections: ASTM A500 Grade C structural tubing.
- E. Steel Pipe: ASTM A53, Type E or Type S, Grade B.
1. Weight Class: As indicated on plans .
  2. Finish: Black except where indicated to be galvanized.
- F. Welding Electrodes: Comply with AWS requirements.

## 2.3 BOLTS AND CONNECTORS

- A. Refer to plan for bolt specification at specific locations in Project. Where connection design is performed by fabricator, bolts shall be provided in conformance with one of the outlined options below.
1. High-Strength A325 Bolts, Nuts, and Washers: ASTM F3125, Grade A325, Type 1, heavy-hex steel structural bolts; ASTM A563, Grade DH , heavy-hex carbon-steel nuts; and ASTM F436, Type 1, hardened carbon-steel washers; all with plain finish.
    - a. Direct-Tension Indicators: ASTM F959, Type 325-1 , compressible-washer type with plain finish.
  2. High-Strength A490 Bolts, Nuts, and Washers: ASTM F3125, Grade A490 , Type 1, heavy-hex steel structural bolts or Grade F2280 tension-control, bolt-nut-washer

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assemblies with splined ends; ASTM A563, Grade DH , heavy-hex carbon-steel nuts; and ASTM F436, Type 1, hardened carbon-steel washers; all with plain finish.

- a. Direct-Tension Indicators: ASTM F959, Type 490-1 , compressible-washer type with plain finish.
3. Zinc-Coated High-Strength A325 Bolts, Nuts, and Washers: ASTM F3125 Grade A325 , Type 1, heavy-hex steel structural bolts; ASTM A563, Grade DH , heavy-hex carbon-steel nuts; and ASTM F436, Type 1, hardened carbon-steel washers.
    - a. Finish: Hot-dip zinc coating .
    - b. Direct-Tension Indicators: ASTM F959, Type 325-1 , compressible-washer type with mechanically deposited zinc coating finish.
  4. Tension-Control, High-Strength Bolt-Nut-Washer Assemblies: ASTM F3125/F3125M, Grade F1852, Type 1, heavy-hex head assemblies, consisting of steel structural bolts with splined ends; ASTM A563, Grade DH , heavy-hex carbon-steel nuts; and ASTM F436, Type 1, hardened carbon-steel washers.
    - a. Finish: Plain or Mechanically deposited zinc coating, as specified on plans for corrosion resistance.
- B. Shear Stud Connectors: ASTM A108, AISI C-1015 through C-1020, headed-stud type, cold-finished carbon steel; AWS D1.1/D1.1M, Type B.

## 2.4 RODS

- A. Unheaded Anchor Rods: ASTM F 1554, Grade as specified on plans. Grade 55 rods shall be weldable. .
1. Configuration: Straight.
  2. Nuts: ASTM A563 heavy-hex carbon steel.
  3. Plate Washers: ASTM A36/A36M carbon steel.
  4. Washers: ASTM F436, Type 1, hardened carbon steel.
  5. Finish: Hot-dip zinc coating, ASTM A153, Class C .
- B. Threaded Rods: ASTM A36.
1. Nuts: ASTM A563 heavy-hex carbon steel.
  2. Washers: ASTM F436, Type 1, hardened carbon steel.
  3. Finish: Plain or Hot-dip zinc coating, ASTM A153/A153M, Class C as specified on plans.

## 2.5 PRIMER

- A. Steel Primer:

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1. Comply with Division 09 Painting Section and Division 09 Section "High-Performance Coatings"
2. If Division 09 specifications are not provided with the project, provide fabricator's standard lead- and chromate-free, nonasphaltic, rust-inhibiting primer complying with MPI#79 and compatible with topcoat, unless noted otherwise.

B. Galvanized-Steel Primer: MPI#26 .

1. Etching Cleaner: MPI#25, for galvanized steel.
2. Galvanizing Repair Paint: ASTM A780.

2.6 SHRINKAGE-RESISTANT GROUT

- A. Nonmetallic, Shrinkage-Resistant Grout: ASTM C1107/C1107M, factory-packaged, nonmetallic aggregate grout, noncorrosive and nonstaining, mixed with water to consistency suitable for application and a 30-minute working time.

2.7 FABRICATION

- A. Structural Steel: Fabricate and assemble in shop to greatest extent possible. Fabricate in accordance with ANSI/AISC 303 and to ANSI/AISC 360.
1. Camber structural-steel members where indicated.
  2. Fabricate beams with rolling camber up.
  3. Identify high-strength structural steel in accordance with ASTM A6 and maintain markings until structural-steel framing has been erected.
  4. Mark and match-mark materials for field assembly.
  5. Complete structural-steel assemblies, including welding of units, before starting shop-priming operations or hot-dip galvanizing.
- B. Thermal Cutting: Perform thermal cutting by machine to greatest extent possible.
1. Plane thermally cut edges to be welded to comply with requirements in AWS D1.1/D1.1M.
- C. Bolt Holes: Cut, drill, or punch standard bolt holes perpendicular to metal surfaces.
- D. Finishing: Accurately finish ends of columns and other members transmitting bearing loads.
- E. Cleaning: Clean and prepare steel surfaces that are to remain unpainted in accordance with SSPC-SP 1.
- F. Shear Stud Connectors: Prepare steel surfaces as recommended by manufacturer of shear connectors. Weld using automatic end welding of headed-stud shear connectors in accordance with AWS D1.1/D1.1M and manufacturer's written instructions.
- G. Steel Wall-Opening Framing: Select true and straight members for fabricating steel wall-opening framing to be attached to structural-steel frame. Straighten as required to provide

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uniform, square, and true members in completed wall framing. Build up welded framing, weld exposed joints continuously, and grind smooth.

- H. Welded-Steel Door Frames: Build up welded-steel door frames attached to structural-steel frame. Weld exposed joints continuously and grind smooth. Plug-weld fixed steel bar stops to frames. Secure removable stops to frames with countersunk machine screws, uniformly spaced not more than 10 inches o.c. unless otherwise indicated on Drawings.
- I. Holes: Provide holes required for securing other work to structural steel and for other work to pass through steel members.
  - 1. Cut, drill, or punch holes perpendicular to steel surfaces. Do not thermally cut bolt holes or enlarge holes by burning.
  - 2. Baseplate Holes: Cut, drill, mechanically thermal cut, or punch holes perpendicular to steel surfaces. Do not enlarge holes by burning.
  - 3. Weld threaded nuts to framing and other specialty items indicated to receive other work.

2.8 SHOP CONNECTIONS

- A. High-Strength Bolts: Shop install high-strength bolts in accordance with RCSC's "Specification for Structural Joints Using High-Strength Bolts" for type of bolt and type of joint specified.
  - 1. Joint Type: Snug tightened, unless specifically indicated to be Pretensioned or Slip critical on plan.
- B. Weld Connections: Comply with AWS D1.1 for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.
  - 1. Assemble and weld built-up sections by methods that maintain true alignment of axes without exceeding tolerances in ANSI/AISC 303 for mill material.

2.9 GALVANIZING

- A. Hot-Dip Galvanized Finish: Apply zinc coating by the hot-dip process to structural steel in accordance with ASTM A123/A123M.
  - 1. Fill vent and drain holes that are exposed in the finished Work unless they function as weep holes, by plugging with zinc solder and filing off smooth.
  - 2. Galvanize lintels, and welded door frames attached to structural-steel frame and located in exterior walls.
  - 3. Galvanize all steel in canopies, platforms, or other structures that are outside of the building footprint or roof envelope.

2.10 SHOP PRIMING

- A. Shop prime steel surfaces, except the following:

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1. Surfaces embedded in concrete or mortar. Extend priming of partially embedded members to a depth of 2 inches.
  2. Surfaces to be field welded.
  3. Surfaces of high-strength bolted, slip-critical connections.
  4. Surfaces to receive sprayed fire-resistive materials (applied fireproofing) as indicated on Architectural drawings.
  5. Galvanized surfaces.
  6. Corrosion-resisting (weathering) steel surfaces.
- B. Surface Preparation of Steel: Clean surfaces to be painted. Remove loose rust and mill scale and spatter, slag, or flux deposits. Prepare surfaces in accordance with the following specifications and standards as required by the top or finished coat:
1. SSPC-SP 2.
- C. Surface Preparation of Galvanized Steel: Prepare galvanized-steel surfaces for shop priming by thoroughly cleaning steel of grease, dirt, oil, flux, and other foreign matter, and treating with etching cleaner .
- D. Priming: Immediately after surface preparation, apply primer in accordance with manufacturer's written instructions and at rate recommended by SSPC to provide a minimum dry film thickness of 1.5 mils. Use priming methods that result in full coverage of joints, corners, edges, and exposed surfaces.
1. Apply two coats of shop paint to surfaces that are inaccessible after assembly or erection. Change color of second coat to distinguish it from first.

2.11 SOURCE QUALITY CONTROL

- A. Testing Agency: Owner will engage a qualified testing agency to perform shop tests and inspections.
1. Allow testing agency access to places where structural-steel work is being fabricated or produced to perform tests and inspections.
  2. Bolted Connections: Inspect shop-bolted connections in accordance with RCSC's "Specification for Structural Joints Using High-Strength Bolts."
  3. Welded Connections: Visually inspect shop-welded connections in accordance with AWS D1.1 and the following inspection procedures, at testing agency's option:
    - a. Liquid Penetrant Inspection: ASTM E165.
    - b. Magnetic Particle Inspection: ASTM E709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration are not accepted.
    - c. Ultrasonic Inspection: ASTM E164.
    - d. Radiographic Inspection: ASTM E94.
  4. In addition to visual inspection, test and inspect shop-welded shear stud connectors in accordance with requirements in AWS D1.1 for stud welding and as follows:
    - a. Perform bend tests if visual inspections reveal either a less-than-continuous 360-degree flash or welding repairs to any shear stud connector.

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- b. Conduct tests in accordance with requirements in AWS D1.1/D1.1M on additional shear stud connectors if weld fracture occurs on shear stud connectors already tested.
5. Prepare test and inspection reports.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify, with certified steel erector present, elevations of concrete- and masonry-bearing surfaces and locations of anchor rods, bearing plates, and other embedments for compliance with requirements.
  1. Prepare a certified survey of existing conditions. Include bearing surfaces, anchor rods, bearing plates, and other embedments showing dimensions, locations, angles, and elevations.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Provide temporary shores, guys, braces, and other supports during erection to keep structural steel secure, plumb, and in alignment against temporary construction loads and loads equal in intensity to design loads. Remove temporary supports when permanent structural steel, connections, and bracing are in place unless otherwise indicated on Drawings.
  1. Do not remove temporary shoring supporting composite deck construction and structural-steel framing until cast-in-place concrete has attained its design compressive strength.

3.3 ERECTION

- A. Set structural steel accurately in locations and to elevations indicated and in accordance with ANSI/AISC 303 and ANSI/AISC 360.
- B. Baseplates, Bearing Plates, and Leveling Plates: Clean concrete- and masonry-bearing surfaces of bond-reducing materials, and roughen surfaces prior to setting plates. Clean bottom surface of plates.
  1. Set plates for structural members on wedges, shims, or setting nuts as required.
  2. Weld plate washers to top of baseplate.
  3. Snug-tighten anchor rods after supported members have been positioned and plumbed. Do not remove wedges or shims but, if protruding, cut off flush with edge of plate before packing with grout.
  4. Promptly pack shrinkage-resistant grout solidly between bearing surfaces and plates, so no voids remain. Neatly finish exposed surfaces; protect grout and allow to cure. Comply with manufacturer's written installation instructions for grouting.

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- C. Maintain erection tolerances of structural steel within ANSI/AISC 303.
- D. Align and adjust various members that form part of complete frame or structure before permanently fastening. Before assembly, clean bearing surfaces and other surfaces that are in permanent contact with members. Perform necessary adjustments to compensate for discrepancies in elevations and alignment.
  - 1. Level and plumb individual members of structure. Slope roof framing members to slopes indicated on Drawings.
  - 2. Make allowances for difference between temperature at time of erection and mean temperature when structure is completed and in service.
- E. Splice members only where indicated, unless approved by Engineer.
- F. Do not use thermal cutting during erection unless approved by Engineer. Finish thermally cut sections within smoothness limits in AWS D1.1.
- G. Do not enlarge unfair holes in members by burning or using drift pins. Ream holes that must be enlarged to admit bolts.

### 3.4 FIELD CONNECTIONS

- A. High-Strength Bolts: Install high-strength bolts in accordance with RCSC's "Specification for Structural Joints Using High-Strength Bolts" for bolt and joint type specified.
  - 1. Joint Type: Snug tightened, unless specifically indicated to be pretensioned or Slip critical.
- B. Weld Connections: Comply with AWS D1.1 for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.
  - 1. Comply with ANSI/AISC 303 and ANSI/AISC 360 for bearing, alignment, adequacy of temporary connections, and removal of paint on surfaces adjacent to field welds.
  - 2. Remove backing bars or runoff tabs where indicated, back gouge, and grind steel smooth.
  - 3. Assemble and weld built-up sections by methods that maintain true alignment of axes without exceeding tolerances in ANSI/AISC 303 for mill material.

### 3.5 REPAIR

- A. Galvanized Surfaces: Clean areas where galvanizing is damaged or missing, and repair galvanizing to comply with ASTM A780/A780M.
- B. Touchup Painting:
  - 1. Immediately after erection, clean exposed areas where primer is damaged or missing, and paint with the same material as used for shop painting to comply with SSPC-PA 1 for touching up shop-painted surfaces.

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- a. Clean and prepare surfaces by SSPC-SP 2 hand-tool cleaning or SSPC-SP 3 power-tool cleaning.

### 3.6 FIELD QUALITY CONTROL

- A. Special Inspections: Owner will engage a special inspector to perform the following special inspections:
  1. Verify structural-steel materials and inspect steel frame joint details.
  2. Verify weld materials and inspect welds.
  3. Verify connection materials and inspect high-strength bolted connections.
- B. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections.
  1. Bolted Connections: Inspect and test bolted connections in accordance with RCSC's "Specification for Structural Joints Using High-Strength Bolts."
  2. Welded Connections: Visually inspect field welds in accordance with AWS D1.1.
    - a. In addition to visual inspection, test and inspect field welds in accordance with AWS D1.1 and the following inspection procedures, at testing agency's option:
      - 1) Liquid Penetrant Inspection: ASTM E165.
      - 2) Magnetic Particle Inspection: ASTM E709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration are not accepted.
      - 3) Ultrasonic Inspection: ASTM E164.
      - 4) Radiographic Inspection: ASTM E94.

END OF SECTION 051200

## SECTION 053100 - STEEL DECKING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:

- 1. Roof deck.

- B. Related Requirements:

- 1. Section 051200 "Structural Steel Framing" for shop- and field-welded shear connectors.
  - 2. Section 055000 "Metal Fabrications" for framing deck openings with miscellaneous steel shapes.
  - 3. Section 099113 "Exterior Painting" for repair painting of primed deck and finish painting of deck.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For the following:

- 1. Roof deck.

- B. Shop Drawings:

- 1. Include layout and types of deck panels, anchorage details, reinforcing channels, pans, cut deck openings, special jointing, accessories, and attachments to other construction.
  - 2. Provide special callout or otherwise indicate deck arrangements which result in a less than Triple Span condition.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Welding certificates.

- B. Product Certificates: For each type of steel deck.

- C. Product Test Reports: For tests performed by a qualified testing agency, indicating that each of the following complies with requirements:

- 1. Power-actuated mechanical fasteners.

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2. Acoustical roof deck.

D. Research Reports: For steel deck, from ICC-ES.

E. Field quality-control reports.

1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Qualified according to ASTM E329 for testing indicated.

B. Welding Qualifications: Qualify procedures and personnel according to AWS D1.3/D1.3M, "Structural Welding Code - Sheet Steel."

C. FM Approvals' RoofNav Listing: Provide steel roof deck evaluated by FM Approvals and listed in its RoofNav for Class 1 fire rating and Class 1-90 windstorm ratings. Identify materials with FM Approvals Certification markings.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Protect steel deck from corrosion, deformation, and other damage during delivery, storage, and handling.

B. Stack steel deck on platforms or pallets and slope to provide drainage. Protect with a waterproof covering and ventilate to avoid condensation.

1. Protect and ventilate acoustical cellular roof deck with factory-installed insulation to maintain insulation free of moisture.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. AISI Specifications: Comply with calculated structural characteristics of steel deck according to AISI's "North American Specification for the Design of Cold-Formed Steel Structural Members."

B. Fire-Resistance Ratings: Comply with ASTM E119; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.

1. Indicate design designations from UL's "Fire Resistance Directory" or from the listings of another qualified testing agency.

2.2 ROOF DECK

A. Deck Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Vulcraft-Nucor

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2. Verco
  3. ASC
  4. Canam
  5. Consolidated Systems Inc. (CSi)
  6. Epic
  7. New Millennium
  8. Other approved alternative
- B. Roof Deck: Fabricate panels, without top-flange stiffening grooves, to comply with "SDI Specifications and Commentary for Steel Roof Deck," in SDI Publication No. 31, and with the following:
1. Galvanized-Steel Sheet: ASTM A653/A653M, Structural Steel (SS), **Grade 90** zinc coating.
  2. Deck Profile: As indicated on plan.
  3. Profile Depth: As indicated on plan.
  4. Design Uncoated-Steel Thickness: As indicated on plan.
  5. Span Condition: Triple span or more.
  6. Side Laps: Overlapped.

## 2.3 ACCESSORIES

- A. Provide manufacturer's standard accessory materials for deck that comply with requirements indicated.
- B. Power Actuated Mechanical Fasteners:
1. Material: AISI 1070 modified
  2. Hardness: Minimum Rockwell Hardness C 54.5
  3. Strength: Minimum tensile strength 285 ksi; minimum shear strength 175 ksi
  4. Design and Manufacture: Knurled shank with forged ballistic point. Manufacturing process shall ensure steel ductility and prevent development of hydrogen embrittlement.
  5. Washers:
    - a. For steel bar joist framing: Minimum 12 mm (0.472 in.) steel washers
    - b. For structural steel framing: Minimum 15 mm (0.591 in.) steel washers
  6. Corrosion Resistance:
    - a. For steel roof decks with waterproofing membrane: 5 micron zinc electroplated in accordance with ASTM B 633 SC1 Type III
    - b. For exposed steel roof decks: Minimum AISI 304 stainless steel sealing caps with bonded neoprene washer shall be installed over each fastener
  7. Design Requirements:
    - a. ICC-ES AC43 or SDI method for diaphragm shear strength and stiffness
    - b. FM wind uplift resistance
    - c. UL fire classification
  8. Approved Types

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- a. For use with steel bar joist and light structural steel framing supports with top chord or flange thickness 1/8 in. to 3/8 in.:
    - 1) Hilti X-HSN24 (1/8 in. up to and including 3/8 in.)
    - 2) Other approved alternative
  - b. For use with structural steel framing supports with top flange thickness 1/4 in. or thicker:
    - 1) Hilti X-ENP-19 L15 (1/4 in. or thicker)
  - c. Other approved alternative
- C. Mechanical Screw Fastener, Self-drilling, self-threading:
- 1. Material: Carbon Steel; ASTM A 510 Grade 1022
  - 2. Design and Manufacture: Hex washer head self-drilling screw
  - 3. Design Requirements:
    - a. ICC-ES AC43 or SDI method for diaphragm shear strength and stiffness
    - b. FM wind uplift resistance
  - 4. Approved Types
    - a. For use with structural steel framing supports with top flange thickness 0.0598 in. to 1/4 in.:
      - 1) Hilti (Racing Tip 5) S-MD 12-24 x 1-5/8 M HWH5
      - 2) Other approved alternative
- D. Side-Lap Fasteners:
- 1. Acceptable types of sidelap connectors:
    - a. Top or side seam welds
      - 1) 1-1/2 in. long fillet welds in accordance with AWS D1.3 procedures.
    - b. Mechanical sidelap connectors
      - 1) Drive mechanical sidelap connectors completely through adjacent lapped roof deck sheets to achieve positive engagement of adjacent sheets with a minimum of three thread penetration.
      - 2) Material: ASTM A 510 Grade 1022
      - 3) Hardness: Minimum Vickers Surface Hardness of 450 HV0.3
      - 4) Design and Manufacture: Hex washer head undercut with reverse serrations; self-piercing or stitch point at center
      - 5) Design Requirements:
        - a) ICC-ES AC43 or SDI method for diaphragm shear strength and stiffness
        - b) FM wind uplift resistance

- 6) Approved Types
  - a) Hilti S-SLC01 M HWH Sidelap Connector
  - b) Hilti S-SLC02 M HWH Sidelap Connector
  - c) Hilti S-MD 10-16 x 3/4 HWH #3 Stainless Steel Screw
  - d) Other approved alternative
- c. Button punches
  - 1) Button punches shall be deep and positively engage the male and female side edges of adjacent interlocking deck sheets in accordance with steel deck manufacturer recommendations.
- E. Flexible Closure Strips: Vulcanized, closed-cell, synthetic rubber.
- F. Miscellaneous Sheet Metal Deck Accessories: Steel sheet, minimum yield strength of **33,000 psi (230 MPa)**, not less than **0.0359-inch (0.91-mm)** design uncoated thickness, of same material and finish as deck; of profile indicated or required for application.
- G. Pour Stops and Girder Fillers: Steel sheet, minimum yield strength of **33,000 psi (230 MPa)**, of same material and finish as deck, and of thickness and profile **recommended by SDI Publication No. 31 for overhang and slab depth.**
- H. Column Closures, End Closures, Z-Closures, and Cover Plates: Steel sheet, of same material, finish, and thickness as deck unless otherwise indicated.
- I. Piercing Hanger Tabs: Piercing steel sheet hanger attachment devices for use with floor deck.
- J. Weld Washers: Uncoated steel sheet, shaped to fit deck rib, [**0.0598 inch (1.52 mm)**] thick, with factory-punched hole of **3/8-inch (9.5-mm)** minimum diameter.
- K. Flat Sump Plates: Single-piece steel sheet, **0.0747 inch (1.90 mm)** thick, of same material and finish as deck. For drains, cut holes in the field.
- L. Galvanizing Repair Paint: **ASTM A780/A780M.**
- M. Repair Paint: Manufacturer's standard rust-inhibitive primer of same color as primer.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine supporting frame and field conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION, GENERAL

- A. Install deck panels and accessories according to applicable specifications and commentary in SDI Publication No. 31, manufacturer's written instructions, and requirements in this Section.
- B. Install temporary shoring before placing deck panels if required to meet deflection limitations.
- C. Locate deck bundles to prevent overloading of supporting members.
- D. Place deck panels on supporting frame and adjust to final position with ends accurately aligned and bearing on supporting frame before being permanently fastened. Do not stretch or contract side-lap interlocks.
  - 1. Align cellular deck panels over full length of cell runs and align cells at ends of abutting panels.
- E. Place deck panels flat and square and fasten to supporting frame without warp or deflection.
- F. Cut and neatly fit deck panels and accessories around openings and other work projecting through or adjacent to deck.
- G. Provide additional reinforcement and closure pieces at openings as required for strength, continuity of deck, and support of other work.
- H. Comply with AWS requirements and procedures for manual shielded metal arc welding, appearance and quality of welds, and methods used for correcting welding work.
- I. Mechanical fasteners may be used in lieu of welding to fasten deck. Locate mechanical fasteners and install according to deck manufacturer's written instructions.
- J. Do not use steel roof deck sheets for storage or working platform until permanently fastened to supporting steel framing.
- K. Do not exceed construction load carrying capacity of steel roof deck sheets for type and span defined in SDI Construction Load Tables.
- L. Cordon off the Controlled Decking Zone (CDZ) area and all areas below steel roof deck sheets being fastened during installation.

### 3.3 INSTALLATION OF ROOF DECK

- A. Fasten roof-deck panels to steel supporting members by welds or power-actuated fasteners.
  - 1. Arc spot (puddle) welds of the surface diameter indicated or arc seam welds with an equal perimeter that is not less than **1-1/2 inches (38 mm)** long, and as follows:
    - a. Weld Diameter: **5/8 inch** nominal.
    - b. Weld Spacing: Weld edge and interior ribs of deck units with a minimum of two welds per deck unit at each support. Space welds as indicated on plans.
    - c. Weld Washers: Install weld washers at each weld location.

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- B. Side-Lap and Perimeter Edge Fastening: Fasten side laps and perimeter edges of panels between supports, at intervals not exceeding the lesser of one-half of the span or **18 inches (457 mm)**, unless otherwise indicated on plans, and as follows:
  - 1. Mechanically fasten with self-drilling, **No. 10 (4.8-mm-)** diameter or larger, carbon-steel screws.
- C. End Bearing as indicated in the drawings.
  - 1. End Joints: **Lapped 2 inches (51 mm) minimum** .
- D. Roof Sump Pans and Sump Plates: Install over openings provided in roof deck and **mechanically fasten** flanges to top of deck. Space **mechanical fasteners** not more than **12 inches (305 mm)** apart with at least one **fastener** at each corner.
  - 1. Install reinforcing channels or zees in ribs to span between supports and **mechanically fasten**.
- E. Miscellaneous Roof-Deck Accessories: Install ridge and valley plates, finish strips, end closures, and reinforcing channels according to deck manufacturer's written instructions. **Weld or mechanically fasten** to substrate to provide a complete deck installation.
  - 1. Weld cover plates at changes in direction of roof-deck panels unless otherwise indicated.
- F. Flexible Closure Strips: Install flexible closure strips over partitions, walls, and where indicated. Install with adhesive according to manufacturer's written instructions to ensure complete closure.

## 3.4 REPAIR

- A. Galvanizing Repairs: Prepare and repair damaged galvanized coatings on both surfaces of deck with galvanized repair paint according to ASTM A780/A780M and manufacturer's written instructions.
- B. Provide final protection and maintain conditions to ensure that steel deck is without damage or deterioration at time of Substantial Completion.

## 3.5 FIELD QUALITY CONTROL

- A. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections.
- B. Field welds will be subject to inspection.
- C. Prepare test and inspection reports.
- D. Remove and replace work that does not comply with specified requirements.
- E. Additional inspecting, at Contractor's expense, will be performed to determine compliance of corrected work with specified requirements.

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END OF SECTION 053100

SECTION 099113 - EXTERIOR PAINTING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes surface preparation and the application of paint systems on the following exterior substrates:
  - 1. Steel and iron.
  - 2. Galvanized metal.
- B. Related Requirements:
  - 1. Section 051200 "Structural Steel Framing" for shop priming of metal substrates.

1.3 DEFINITIONS

- A. MPI Gloss Level 1: Not more than five units at 60 degrees and 10 units at 85 degrees, according to ASTM D523.
- B. MPI Gloss Level 3: 10 to 25 units at 60 degrees and 10 to 35 units at 85 degrees, according to ASTM D523.
- C. MPI Gloss Level 4: 20 to 35 units at 60 degrees and not less than 35 units at 85 degrees, according to ASTM D523.
- D. MPI Gloss Level 5: 35 to 70 units at 60 degrees, according to ASTM D523.
- E. MPI Gloss Level 6: 70 to 85 units at 60 degrees, according to ASTM D523.
- F. MPI Gloss Level 7: More than 85 units at 60 degrees, according to ASTM D523.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product. Include preparation requirements and application instructions.
  - 1. Include printout of current "MPI Approved Products List" for each product category specified, with the proposed product highlighted.
  - 2. Indicate VOC content.

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- B. Product List: Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules. Include color designations.

1.5 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Paint: 5 percent, but not less than 1 gal. of each material and color applied.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F.
  - 1. Maintain containers in clean condition, free of foreign materials and residue.
  - 2. Remove rags and waste from storage areas daily.

1.7 FIELD CONDITIONS

- A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F.
- B. Do not apply paints in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to products listed in the Exterior Painting Schedule for the paint category indicated.
- B. Manufacturers: Subject to compliance with requirements, available manufacturers that may be incorporated into the Work include, but are not limited to, the following:
  - 1. Benjamin Moore & Co.
  - 2. Sherwin-Williams Co.
  - 3. PPG Paints
  - 4. Rust-Oleum
  - 5. Columbia Paint

2.2 PAINT, GENERAL

- A. MPI Standards: Products shall comply with MPI standards indicated and shall be listed in its "MPI Approved Products Lists."

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- B. Material Compatibility:
  - 1. Materials for use within each paint system shall be compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
  - 2. For each coat in a paint system, products shall be recommended in writing by topcoat manufacturers for use in paint system and on substrate indicated.
- C. Colors: Closely match existing color, contact engineer if color is unidentifiable due to wear.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the Work.
- B. Verify suitability of substrates, including surface conditions and compatibility, with existing finishes and primers.
- C. Proceed with coating application only after unsatisfactory conditions have been corrected.
  - 1. Application of coating indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates and paint systems indicated.
- B. Remove hardware, covers, plates, and similar items already in place that are removable and are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.
  - 1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection.
- C. Clean substrates of substances that could impair bond of paints, including dust, dirt, oil, grease, and incompatible paints and encapsulants.
  - 1. Remove incompatible primers and reprime substrate with compatible primers or apply tie coat as required to produce paint systems indicated.
- D. Concrete Substrates: Remove release agents, curing compounds, efflorescence, and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces to be painted exceeds that permitted in manufacturer's written instructions.
- E. Masonry Substrates: Remove efflorescence and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces or mortar joints exceeds that permitted in manufacturer's written instructions.

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- F. Steel Substrates: Remove rust, loose mill scale, and shop primer if any. Clean using methods recommended in writing by paint manufacturer but not less than the following:
  - 1. SSPC-SP 2.
  - 2. SSPC-SP 3.
  - 3. SSPC-SP 7/NACE No. 4.
  - 4. SSPC-SP 11.
- G. Shop-Primed Steel Substrates: Clean field welds, bolted connections, and areas where shop paint is abraded. Paint exposed areas with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces.
- H. Galvanized-Metal Substrates: Remove grease and oil residue from galvanized sheet metal by mechanical methods to produce clean, lightly etched surfaces that promote adhesion of subsequently applied paints.

### 3.3 APPLICATION

- A. Apply paints according to manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual."
  - 1. Use applicators and techniques suited for paint and substrate indicated.
  - 2. Paint surfaces behind movable items same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed items with prime coat only.
  - 3. Paint both sides and edges of exterior doors and entire exposed surface of exterior door frames.
  - 4. Paint entire exposed surface of window frames and sashes.
  - 5. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.
  - 6. Primers specified in painting schedules may be omitted on items that are factory primed or factory finished if acceptable to topcoat manufacturers.
- B. Tint undercoats same color as topcoat, but tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Provide sufficient difference in shade of undercoats to distinguish each separate coat.
- C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
- D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

### 3.4 FIELD QUALITY CONTROL

- A. Dry Film Thickness Testing: Owner may engage the services of a qualified testing and inspecting agency to inspect and test paint for dry film thickness.
  - 1. Contractor shall touch up and restore painted surfaces damaged by testing.

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2. If test results show that dry film thickness of applied paint does not comply with paint manufacturer's written recommendations, Contractor shall pay for testing and apply additional coats as needed to provide dry film thickness that complies with paint manufacturer's written recommendations.

## 3.5 CLEANING AND PROTECTION

- A. At end of each workday, remove gar, empty cans, rags, and other discarded materials from Project site.
- B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.
- C. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- D. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

## 3.6 EXTERIOR PAINTING SCHEDULE

- A. Steel and Iron Substrates:
  1. Water-Based Light Industrial Coating System MPI EXT 5.1B:
    - a. Prime Coat: Primer, zinc rich, inorganic, MPI #19.
    - b. Topcoat: Light industrial coating, exterior, water based (MPI Gloss Level 3), MPI #161.
  2. Quick-Dry Enamel System MPI EXT 5.1A:
    - a. Prime Coat: Primer, alkyd, quick dry, for metal, MPI #76.
    - b. Topcoat: Alkyd, quick dry, semi-gloss (MPI Gloss Level 5), MPI #81.
- B. Galvanized-Metal Substrates:
  1. Latex System MPI EXT 5.3A:
    - a. Prime Coat: Primer, galvanized, water based, MPI #134.
    - b. Topcoat: Latex, exterior, flat (MPI Gloss Level 1), MPI #10.

END OF SECTION 099113