

SECTION 011100
SUMMARY OF WORK

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. The provisions of the General Conditions, Supplementary General Conditions and Division 01 of these Specifications shall be included by reference and considered a part of this section.
- B. The Contractor shall be responsible for carefully reviewing the General and Supplementary Conditions regarding all items in this section. In the instance that this section addresses any item expressed in the General and Supplementary General Conditions, the purpose of this section is to reiterate or amplify the item contained in the General and Supplementary Conditions. This section shall not alter or supersede the General and Supplementary General Conditions.

1.2 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.
- B. The Contractor shall be responsible for carefully reviewing the General and Supplementary Conditions regarding all items in this section. In the instance that this section addresses any item expressed in the General and Supplementary General Conditions, the purpose of this section is to reiterate or amplify the item contained in the General and Supplementary Conditions. This section shall not alter or supersede the General and Supplementary General Conditions.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. The scope of work for this project includes the exterior and interior renovation of the following location:

Project Location: Wilson Bruce Evans Home, 33, East Vine Street, Oberlin, Ohio 44074

Owner: Wilson Bruce Evans Home Historical Society

- B. The Contract Documents were prepared for Project by:

Robert P. Madison International, Inc.
1215 Superior Avenue, Suite 110
Cleveland, Ohio 44115
Phone: (216) 861-8195
Fax: (216) 621-5738
Email: smadison@rpmadison.com

- C. The work embraced by this contract – Wilson Bruce Evans Home – Phase I - Porch Reconstruction and Masonry Repair includes but is not limited to the following items:

1. The renovations and additions to Wilson Bruce Evans Home as shown on the contract documents.
2. Base Bid includes all work as shown in the contract documents.
3. Estimated Cost of Construction: \$90,000

1.4 CHANNEL OF COMMUNICATION

- A. The Prime Contractor shall report to the Architect regarding any decision making process. Contractor nor their subcontractors shall take decisions / orders from any other person except the Architect. If action is taken without the consent of the Architect it shall be at the sole risk of the Contractor performing the work and may be subject to removal.
- B. The Architect will be the point of contact.

1.5 CONTRACT DESCRIPTION

- A. Work will be performed by a Single Prime General Contractor under a single stipulated lump sum contract.
- B. Cost of delays because of non-availability of specified items when such delays could have been avoided by the Prime Contractor(s) timely ordering of said specified items shall not be considered for an addition to the contract sum.
- C. Any additional cost associated with said delays, will be AT THE EXPENSE of the Prime Contractor and at NO ADDITIONAL COST to the Owner.

1.6 WORK BY OWNER, ARCHITECT AND CONTRACTOR

- A. The Owner reserves the right to enter and do other work, maintenance and/or improvements during the project, providing such work will not unduly interfere or hamper the contractor or progress of the work.
- B. Architect's Responsibilities:
 1. Initial plan review / plan processing fee submitted with application for building permit based on the project square footage. Construction documents have been approved and the permit is ready for pick-up at the City of Cleveland.
- C. Contractor's Responsibilities:
 1. Pay for all permit fees, including but not limited to building permit cost, construction inspections.
 2. Review Owner reviewed Shop Drawings, Product Data, and Samples.
 3. Receive and unload products at site; inspect for completeness or damage jointly with Owner.
 - a. Notify the Owner three (3) days in advance for all deliveries and to coordinate an approved staging/set-up location.
 4. Submit claims for transportation damage and replace damaged, defective, or deficient items.
 5. Handle, store, install, and finish Products.
 6. Repair or replace items damaged after receipt.

1.7 CONTRACTOR USE OF PREMISES – OCCUPANCY REQUIREMENTS

- A. Use of the Site: Limit use of the premises to work in areas indicated. Confine Construction operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.
- B. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries three (3) working days in advance to minimize space and time requirements for storage of materials and equipment on-site.

1.8 CONTRACTOR USE OF SITE AND PREMISES

- A. Limit the use of site to allow Owner occupancy. Contractor shall have limited use of the site and premises to allow:
 - 1. Owner occupancy of building.
 - 2. Use of buildings by the public.
 - 3. Work by Others.
 - 4. Work by Owner.
- B. Construction Operations shall be limited to areas of renovations shown on drawings. Confine operations to construction activities in areas indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.
- C. Contractor shall provide the Owner with a minimum seventy-two (72) hours notice, prior to commencing work. Request review and obtain permission from the Owner one week prior to commencing such work that will disrupt Owner's use of and/or require closing any part or all of Owner occupied areas of the building. Contractor shall give the Owner minimum seventy-two (72) hours notice, prior to commencing such disruptive work.
- D. Keep adjacent street and parking area clear and available at all times. Do not use these areas for storage of materials and equipment on site.
- E. Security: The Contractor shall be responsible for protection for their work for the duration of the contract. The Contractor shall be responsible for securing all tools, materials and equipment.
 - 1. All tools and equipment will be maintained and secured within 'gang boxes'.
- F. Parking: Parking of construction vehicles and contractor vehicles shall be as designated by the Owner.
- G. Utility Outages and Shutdown: Contractor must maintain service of power, light, water, gas telephone, etc. at all times, unless temporary shut-downs are previously agreed to by the Owner in writing. Request and obtain permission from Owner prior to utility shutdown. Provide Owner a minimum of 48 hours notification prior to shutdown.
- H. The General Contractor shall be responsible for continuous clean up of the site of construction generated dust and debris. Debris must be removed from site daily or stored in closed containers. Safety for all is a paramount concern. The Contractor shall make provisions for the disposal of all used and discarded material. The Contractor shall coordinate a dumpster location with the Owner's Representative and Architect. Demolished materials, unless noted otherwise, shall become the

property of the Contractor and shall be removed from the site at his expense, except as indicated on the construction drawings and/or specified to be relocated or returned to Owner.

1.9 WORK SEQUENCE

- A. Execute work as necessary to coordinate construction schedule and operations with the Owner.
- B. The Contractor shall within three (3) days after receipt of the Notice to Proceed prepare a time-progress schedule for all the work and furnish copies to the Owner in accordance with specified requirements in Division 1 Section-Submittals. Contractor shall set up the time-progress schedule, maintaining the progress and providing updated information weekly to keep the schedule current.
- C. Contractor shall provide sufficient and adequate labor, materials and equipment necessary to properly correlate all phases of the work to the end that the approved construction schedule can be adhered to and contract completion date met.
- D. The Contractor shall appoint, ON A FULL TIME BASIS ON THE JOBSITE, a qualified and experienced superintendent and project manager on the job for the duration of the project. The superintendent and designated project manager shall record and prepare the minutes of the job meetings in accordance with the requirements as specified in Division 1 Section-Project Meetings.
- E. Prior to starting the work, the Contractor shall submit a list of all Subcontractors and Vendors as stated in the General Conditions.
- F. Contractor shall not change the Contractor's superintendent or project manager without written approval of the Architect's and Owner's representative.

1.10 APPLICABLE CODES

- A. The Ohio Building Code (edition as adopted by governing authority) as administered and modified by the local authority having jurisdiction shall govern the Work. In addition other code authorities as indicated in the Specifications.

1.11 TIME FOR COMPLETION

- A. The Contractor agrees that said work shall be executed regularly, diligently, and without interruption at such rate or progress as will insure completion of the work by the above date. Contractor should acquaint himself/herself with the General Conditions for further information and clarification.

1.12 PERMITS, FEES AND NOTICES

- A. The Architect shall submit the drawings and specification to the City of Cleveland, Division of Building and Housing, for permit application. FEES INCURRED for the plan review for building permit issuance, shall be paid by the Architect. Immediately upon award of the contract, the Contractor shall assume all responsibility for procuring the building permit and for paying all associated fees. **THE CONTRACTOR SHALL PAY FOR ALL BUILDING PERMITS AND SHALL BE INCLUDED IN BASE BID.**
- B. After the initial plan review / plan processing fee for the permit application submittal to the City of Cleveland, Division of Building and Housing, by the Architect, the Contractor shall be responsible for all other fees permits, licenses, inspections, charges, and associated legal fees necessitated by law, both

permanent and temporary, which are prerequisites for the execution and completion of the work of this Contract. The cost for such fees, permits, inspections, etc., shall be paid by the Contractor.

1.14 UNIT PRICING – NOT USED

1.15 WARRANTY/GUARANTEES

- A. CONTRACTOR 2 YEAR WARRANTEE/GUARANTEE- Provide special project warranty signed by the Prime Contractor and Installer, agreeing to repair or replace defective materials, and/or workmanship of work, including appearance retention, during two (2) years starting after project completion, without cost to Owner; and agreeing to repair or replace other defects beyond Contractor's/Installer's/Manufacturer's control, as judged by Architect, at Owner's expense at prevailing rates.
- B. Warranty and enforcement shall not deprive Owner of available actions, rights or remedies. Attach copies of product warranties to execute special project warranty.

END OF SECTION 011100