

PROJECT MANUAL

FOR JESSUP CORRECTIONAL INSTITUTION

JCI Concrete Pad and Cages

JESSUP, MARYLAND

HOWARD COUNTY

FOR THE

DEPARTMENT OF GENERAL SERVICES

DGS PROJECT NO. PJ# K-141-240-003

PROJECT COST CLASSIFICATION B

2023

NOTICE:

“Minority Business Enterprises are Encouraged to Respond to this
Solicitation.”

STATE OF MARYLAND

DEPARTMENT OF GENERAL SERVICES

Atif Chaudhry, Secretary
301 West Preston Street, Room 1405
Baltimore, MD 21201

BOARD OF PUBLIC WORKS

Wes Moore, Governor
Brooke E. Lierman, Comptroller
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DIVISION 01 - GENERAL REQUIREMENTS

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SECTION 011100 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section outlines the scope of work included for the recreational cages and concrete pad for Jessup Correctional Institution located at 7805 House of Correction Rd, Jessup, MD. In general, the work includes, but is not limited to, the following items:

The Contractor shall furnish all necessary aspects of work including licenses, labor, materials, tools, equipment, supervision, permits, and insurance to install twelve (12) owned outdoor cages at B-Building Recreational Yard, Jessup Correctional Institution (JCI), 7800 House of Corrections Road Jessup, Maryland 20794.

All referenced cages are already owned by JCI, and the contractor will be responsible for supplying any parts needed for the cage's assembly, per facility requirements.

1. Demo Remove and disposal of existing asphalt pad behind housing unit B.
2. Have Miss Utility or the facility mark the area prior to any work.
3. Design and install new concrete pad for recreational cages per facilities requirements. Such as width length depth and PSI Strength Behind housing unit B.
4. Clean repair, prime & paint and remove all rust from the facility provided cages with at least 2 coast of exterior weather grade paint. Facility to choose color.
5. Supply all needed hardware to reassemble facility provided cages per facility requirements. Reassemble and secure the facility provided cages, per facilities requirements (weld) (12 cages)
6. The concrete pad is to be finished level and at the facilities chosen (PSI) strength.
7. Cages are to be fully and securely mounted to the concrete pad per facility requirements.

1.2 PROJECT CONDITIONS

- A. The surrounding buildings will be occupied and in use during construction. Take necessary precautions to create as little disturbance or disruption to the buildings and their occupants as possible during the work.
- B. Supply, install, and maintain barriers, protection, warning lines, lighting, and personnel required to segregate the work area(s) from pedestrian or vehicular traffic, as well as to prevent damage to the building, its occupants, and the surrounding landscaped and paved areas. The Contractor shall observe all applicable OSHA and MOSHA requirements.
- C. Protect the buildings and their occupants against such risks and repair/replace work-related damage to the Owner's satisfaction.

- D. The Contractor shall be responsible for all damage at all locations in which he has initiated work, to include trafficking and materials storage. If damage occurs, the Contractor shall repair damaged areas.
- E. Supply labor, equipment, tools, and appliances necessary for the proper completion of the work.
- F. Phased or temporary construction will only be permitted as specified. Schedule, execute, and coordinate work daily so that components are installed completely and permanently as specified.
- G. Schedule, coordinate, and execute work to avoid traffic on completed roof areas. Coordinate work to prevent this situation by working away from completed roof areas, toward roof edges and access ways.
- H. All workmanship and materials shall be of the best construction practice. Should a conflict arise between the specification requirements and those of the referenced publications, the better quality or more stringent requirement will prevail. Specification requirements that exceed the minimum requirements of the manufacturer shall be complied with by the Contractor.
- I. Coordinate the work in this Section with other Sections, including preparatory work, building protection, daily clean-up, and protection of building, and occupants.
- J. Supply labor, tools and appliances necessary to keep the exterior building and site areas and around the construction clean, with as little accumulation of dust and debris as possible on a daily basis.

1.3 REFERENCES

- A. Applicable publications: Publications listed herein form a part of this Specification to the extent referenced and are indicated in the text by basic designation only. Applicable publications referenced shall be those that were issued and in use at the time of the Bid Submission.

1.4 PRECONSTRUCTION CONFERENCE

- A. A preconstruction conference will be held with the Owner, Owner's Representatives, Contractor, and involved trades to discuss all aspects of the project. The Contractor's foreman or field representative will attend this conference. The foreman must be English-speaking and shall be on site at all times that work is performed.
- B. The Owner shall reserve the right to require an alternate superintendent and/or foreman.
- C. Delivery of materials and commencement of construction shall not proceed until the preconstruction conference is held. Delays in obtaining a complete set of submittals shall not extend the contracted completion date.

1.5 EMERGENCY RESPONSE

- A. The Contractor shall provide the Owner with after-hours (24 hour) emergency telephone numbers of the Contractor's superintendent and foreman.
- B. The Contractor must respond to emergency situations or calls within two (2) hours.

1.6 CONSTRUCTION SCHEDULE

- A. It is the intent of the Owner to have portions of the existing are secured and ready for proposed work daily.
- B. Proper coordination of all aspects of the work by the Contractor and any sub-trades is critical to ensure proper installation and performance of the work. The Contractor's Construction Schedule shall clearly outline the coordination between job tasks of all involved disciplines. Subject to review and acceptance by the Owner, this Schedule will be strictly adhered to by the Contractor and sub-trades.
- C. The Contractor's Construction Schedule shall clearly identify the on-site crew foreman and the size of the crew to be utilized. The crew size shall remain consistent, and work shall be continuous throughout the project, from start-up to completion.
- D. The Owner shall review the Contractor's Construction Schedule prior to the start of any work. After defining the location(s) of the work progress, the Owner shall arrange to control occupancy in the building to the greatest extent possible. It shall be the responsibility of the Contractor to supply the Owner with written notice, 72 hours in advance, if his work location(s) for a workday is different from the schedule. The Contractor shall update his Construction Schedule weekly and submit a copy to the Owner for review.

1.7 SCHEDULE OF VALUES

- A. Provide a line-item breakdown of construction labor and materials costs for each Specification Section included in these Contract Documents. Additionally, provide line-item values for Unit Price, Alternate, and Allowance Work included in these Specifications. Utilize AIA Forms G702 and G703 to prepare and submit the Schedule of Values.

1.8 WORK HOURS

- A. The Contractor will be allowed to work between the hours of 7:00 am and 5:00 pm, local time, Monday through Friday. Work outside these hours may be allowed with 72 hours minimum written notice to the Owner, work on Saturday or Sunday may be performed from 8:00am to 4:30pm, with prior approval from the Owner. The Owners reserves the right to disapprove or suspend a request to work outside of normal working hours. The cost of providing building maintenance personnel onsite for weekend work shall be borne by the contractor. Times are subject to change at any time.

1.9 PROGRESS MEETINGS

- A. Progress meetings shall be scheduled bi-weekly by the Owner or as deemed necessary.

1.10 **DIMENSIONS AND QUANTITIES**

- A. **Verify dimensions and quantities in the field prior to bid submission. ANY Project Plans and Drawings have been compiled from various sources and may not reflect the actual field conditions at the time of construction.**
- B. **The Contractor is solely responsible for means and methods of construction. Make necessary investigations to become familiar with the project conditions.**
- C. Additional compensation due to unfamiliarity with project conditions will not be considered.
- D. If a project includes drawings and specifications; in case of inconsistency between Drawings and Specifications or within either document, the better quality and/or greater quantity of work shall be provided, as determined by the Owner.

1.11 MATERIAL AND SAFETY DATA SHEETS

- A. Material safety data sheets (MSDS) shall be submitted in complete sets for all products to be used prior to any work being performed.

1.12 GUARANTEES AND WARRANTIES

- A. Refer to specific Sections of this specification for systems and product warranty requirements. Verify with Manufacturer of proposed systems and products that specified warranty requirements are acceptable, without exception, prior to selecting materials for use on this project.
- B. Submit a full Contractor's Guarantee of the Work to be free from defects in materials and workmanship upon Substantial Completion, and prior to final payment. This Guarantee shall be for a period of two (2) years from the date of Substantial Completion and shall be signed by a Principal of the Contractor's firm and sealed if a corporation.

1.13 CLEAN-UP

- A. Restore property of the Owner to its original condition prior to the start of construction. Refer to Division 01 Section "Temporary Facilities and Controls." General clean-up of the site shall be performed on a daily basis.
- B. Clean, restore, and/or replace items stained, dirtied, discolored, or otherwise damaged due to the Work, as required by the Owner.
- C. Clean building exterior, landscaped areas, and parking areas so they are free of trash, debris and dirt caused by or associated with the Work. Sweep paved areas clean.

1.14 PERMITS

- A. The Contractor will obtain and pay for any and all permits required to perform the work.

1.15 OWNER OCCUPANCY

- A. The owner will occupy premises during the entire construction period. Cooperate with Owner in scheduling operations to minimize conflict with Owner's use of facility.
- B. Predetermine and obtain approval, in advance from Owner, for vertical and horizontal transportation of labor and construction materials into the work area.
- C. Do not transport labor or construction materials via the interior of the facility.

1.16 PRE-JOB DAMAGE SURVEY OF FACILITY

- A. Perform a thorough pre-job survey of property and all affected and adjacent areas of the building with Owner prior to starting the work in order to document existing damage. Damaged items identified during the survey will not be the responsibility of Contractor unless further damaged by Contractor during execution of project.
- B. If applicable, it is the Contractor's responsibility to inspect the area and document their records. It will be the Contractor's responsibility to repair or replace any damage during the project's duration and as a result of the concrete slab and gages installation.

1.17 CORRECTION OF DAMAGE TO PROPERTY

- A. Consider any damage to building or property not identified in the pre-job damage survey as having resulted from execution of this Contract and correct at no additional expense to Owner.
- B. The Contractor will include in the Base Bid the cost to perform any roof-related repair that is due to Contractor's faulty workmanship and/or materials.
- C. Repair, immediately, damages to facility or site that present a safety hazard or danger to the public.

1.18 SUMMARY OF PROJECT REQUIREMENTS

- A. The Work requirements of the Contract are summarized by reference to the Bidding Requirements, the Contract forms, the Conditions of the Contract, the Specification, the Drawings, and Addenda and Contract Modifications, including, but not limited to, the printed matter referenced in these requirements. It is recognized that the Work is affected or influenced by governing regulations, natural phenomenon (including weather conditions), unforeseen conditions uncovered by the Work, and other forces outside of the Contract Documents.

END OF SECTION 011100

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

1.2 DEFINITIONS

- A. Action Submittals: Written and graphic information that requires Architect's responsive action.
- B. Informational Submittals: Written information that does not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

1.3 SUBMITTAL PROCEDURES

- A. 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. 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. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- B. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect'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. Architect 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.
- C. Identification: Place a permanent label or title block on each submittal for identification.

1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
 3. Include the following information on label for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name and address of Architect.
 - d. Name and address of Contractor.
 - e. Name and address of subcontractor.
 - f. Name and address of supplier.
 - g. Name of manufacturer.
 - h. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
 - i. Number and title of appropriate Specification Section.
 - j. Drawing number and detail references, as appropriate.
 - k. Location(s) where product is to be installed, as appropriate.
 - l. Other necessary identification.
- D. Deviations: Deviations from specifications are considered substitutions. Highlight, encircle, or otherwise specifically identify deviations from the Contract Documents on submittals as proposed substitutions. Further identify deviations by providing a written description for each deviation or variation from the contract documents.
- E. Additional Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
- F. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will discard submittals received from sources other than Contractor.
- 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 "Approved or approved as noted."
- 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: Use only final submittals with mark indicating "Approved or approved as noted" taken by Architect.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
- 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 printed 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 written recommendations.
 - b. Manufacturer's product specifications.
 - c. Manufacturer's installation instructions.
 - d. Manufacturer's catalog cuts.
 - e. Compliance with specified referenced standards.
 4. Number of Copies: Submit four copies of Product Data, unless otherwise indicated. Architect will return two copies. Mark up and retain one returned copy as a Project Record Document.
- 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, unless submittal of Architect's CAD Drawings is otherwise permitted.
 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Dimensions.
 - b. Identification of products.
 - c. Fabrication and installation drawings.
 - d. Roughing-in and setting diagrams.
 - e. Shopwork manufacturing instructions.
 - f. Templates and patterns.
 - g. Schedules.
 - h. Notation of coordination requirements.
 - i. Notation of dimensions established by field measurement.
 - j. Relationship to adjoining construction clearly indicated.
 - k. 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 40 inches.
 3. Number of Copies: Submit two opaque (bond) copies of each submittal. Architect will return one copy.
- 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 appropriate Specification Section.
 3. 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.
 4. 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 one full set of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
 5. 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 three sets of Samples. Architect will retain two Sample sets; remainder will be returned.
- E. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location.
1. Number of Copies: Submit three copies of product schedule or list, unless otherwise indicated. Architect will return one copy.
- F. Construction Schedule: Construction schedule showing sequence and duration of activities.

- G. Schedule of Values: Itemize separately labor and materials for each technical section within the Specification as they will be shown on the Application for Payment (use AIA form G703).
- H. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design.

- 1. Number of Copies: Submit three copies of subcontractor list, unless otherwise indicated. Architect will return one copy.

2.2 INFORMATIONAL SUBMITTALS

- A. General: Prepare and submit Informational Submittals required by other Specification Sections.
 - 1. Number of Copies: Submit two copies of each submittal, unless otherwise indicated. Architect will not return copies.
 - 2. Certificates and Certifications: Provide a notarized 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.
 - 3. Test and Inspection Reports: Comply with requirements specified in Division 01 Section "Quality Requirements."
- B. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
- C. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.
- D. Installer Certificates: Prepare 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.
- E. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- F. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- G. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

- H. Material Test Reports: Prepare 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.
- I. Product Test Reports: Prepare written reports indicating 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.
- J. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer.
- K. Manufacturer's Field Reports: Prepare written information documenting factory-authorized service representative's tests and inspections. Include the following, as applicable:
 - 1. Statement on condition of substrates and their acceptability for installation of product.
 - 2. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 - 3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
- L. Insurance Certificates and Bonds: Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.
- M. Material Safety Data Sheets (MSDSs): Submit information directly to Owner; do not submit to Architect.
 - 1. Architect will not review submittals that include MSDSs and will return them for resubmittal.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. 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 Architect.
- B. 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 ARCHITECT'S ACTION

- A. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Architect will review each submittal, make marks to indicate corrections or modifications required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken.
- C. Informational Submittals: Architect will review each submittal and will not return it or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- D. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

1.2 DEFINITIONS

- C. Action Submittals: Written and graphic information that requires Architect's responsive action.
- D. Informational Submittals: Written information that does not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

1.3 SUBMITTAL PROCEDURES

- J. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
 - 3. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 - 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. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- K. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect'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.
 - 4. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
 - 5. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 - 6. Resubmittal Review: Allow 15 days for review of each resubmittal.
- L. Identification: Place a permanent label or title block on each submittal for identification.
 - 4. Indicate name of firm or entity that prepared each submittal on label or title block.

5. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
 6. Include the following information on label for processing and recording action taken:
 - i. Project name.
 - j. Date.
 - k. Name and address of Architect.
 - l. Name and address of Contractor.
 - m. Name and address of subcontractor.
 - n. Name and address of supplier.
 - o. Name of manufacturer.
 - p. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
- M. Deviations: Deviations from specifications are considered substitutions. Highlight, encircle, or otherwise specifically identify deviations from the Contract Documents on submittals as proposed substitutions. Further identify deviations by providing a written description for each deviation or variation from the contract documents.
- N. Additional Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
- O. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will discard submittals received from sources other than Contractor.
- P. Resubmittals: Make resubmittals in the same form and number of copies as initial submittal.
 4. Note date and content of previous submittal.
 5. Note date and content of revision in label or title block and clearly indicate extent of revision.
 6. Resubmit submittals until they are marked "Approved or approved as noted."
- Q. 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.
- R. Use for Construction: Use only final submittals with mark indicating "Approved or approved as noted" taken by Architect.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- I. General: Prepare and submit Action Submittals required by individual Specification Sections.
- J. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 - 4. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
 - 5. Mark each copy of each submittal to show which products and options are applicable.
 - 6. Include the following information, as applicable:
 - f. Manufacturer's written recommendations.
 - g. Manufacturer's product specifications.
 - h. Manufacturer's installation instructions.
 - i. Manufacturer's catalog cuts.
 - j. Compliance with specified referenced standards.
 - 4. Number of Copies: Submit four copies of Product Data, unless otherwise indicated. Architect will return two copies. Mark up and retain one returned copy as a Project Record Document.
- K. 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, unless submittal of Architect's CAD Drawings is otherwise permitted.
 - 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - l. Dimensions.
 - m. Identification of products.
 - n. Fabrication and installation drawings.
 - o. Roughing-in and setting diagrams.
 - p. Shopwork manufacturing instructions.
 - q. Templates and patterns.
 - r. Schedules.
 - s. Notation of coordination requirements.
 - t. Notation of dimensions established by field measurement.
 - u. Relationship to adjoining construction clearly indicated.
 - v. Seal and signature of professional engineer if specified.
 - 4. 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 40 inches.
 - 5. Number of Copies: Submit two opaque (bond) copies of each submittal. Architect will return one copy.

- L. 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.
3. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 4. Identification: Attach label on unexposed side of Samples that includes the following:
 - e. Generic description of Sample.
 - f. Product name and name of manufacturer.
 - g. Sample source.
 - h. Number and title of appropriate Specification Section.
 5. 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.
 6. 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 one full set of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
 5. 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 three sets of Samples. Architect will retain two Sample sets; remainder will be returned.
- M. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location.
1. Number of Copies: Submit three copies of product schedule or list, unless otherwise indicated. Architect will return one copy.
- N. Construction Schedule: Construction schedule showing sequence and duration of activities.
- O. Schedule of Values: Itemize separately labor and materials for each technical section within the Specification as they will be shown on the Application for Payment (use AIA form G703).

P. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design.

1. Number of Copies: Submit three copies of subcontractor list, unless otherwise indicated.
Architect will return one copy.

2.2 INFORMATIONAL SUBMITTALS

N. General: Prepare and submit Informational Submittals required by other Specification Sections.

4. Number of Copies: Submit two copies of each submittal, unless otherwise indicated.
Architect will not return copies.

5. Certificates and Certifications: Provide a notarized 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.

6. Test and Inspection Reports: Comply with requirements specified in Division 01 Section "Quality Requirements."

O. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.

P. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.

Q. Installer Certificates: Prepare 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.

R. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

S. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.

T. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

U. Material Test Reports: Prepare 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.

- V. Product Test Reports: Prepare written reports indicating 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.
- W. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer.
- X. Manufacturer's Field Reports: Prepare written information documenting factory-authorized service representative's tests and inspections. Include the following, as applicable:
 - 4. Statement on condition of substrates and their acceptability for installation of product.
 - 5. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 - 6. Results of operational and other tests and a statement of whether observed performance complies with requirements.
- Y. Insurance Certificates and Bonds: Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.
- Z. Material Safety Data Sheets (MSDSs): Submit information directly to Owner; do not submit to Architect.
 - 1. Architect will not review submittals that include MSDSs and will return them for resubmittal.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- C. 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 Architect.
- D. 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 ARCHITECT'S ACTION

- F. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.

- G. Action Submittals: Architect will review each submittal, make marks to indicate corrections or modifications required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken.
- H. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- I. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- J. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes requirements for the provision and utilization of temporary facilities to protect the Owner's property, the site, and construction materials, and for daily maintenance and cleanup of the site during the project.

1.2 CONTRACTOR'S USE OF EXISTING FACILITIES

- A. Limit use of the premises to the work indicated, so as to allow for the Owner's uninterrupted occupancy and use. Confine operations to the areas indicated under the Contract. Conformance to the regulations set forth by the Owner regarding use of existing facilities is mandatory.
- B. Sanitary facilities shall be provided by the Contractor. Use of the building's sanitary facilities is not permitted.
- C. The owner will assist in controlling occupancy. Contractor shall provide and place portable barricades, as coordinated with the Owner, in or near the work areas inside the complex.
- D. Clean interior and exterior areas affected by the construction on a daily basis. Do not allow construction debris, waste materials, tools, excess packaging materials or other construction related materials to accumulate on the roof, in the facility, or on the exterior grounds and pavements.
- E. See Division 01 Section "Product Delivery Requirements" for product storage facilities and requirements.

1.3 UTILITIES

- A. Electrical service will be provided to the Contractor free of charge by the Owner through exterior electrical outlets if available and operable. Use shall be limited to construction hours. The Owner reserves the right to charge the Contractor for excessive electrical service usage (i.e., wasteful usage). Should charges be considered, the Owner will notify the Contractor in writing of his intent, 48 hours in advance.
- B. Water for construction purposes will be provided to the Contractor free of charge by the Owner through exterior water spigots if operable. The Owner reserves the right to charge the Contractor for excessive or wasteful use. Should charges be considered, the Owner will notify the Contractor in writing of his intent, 48 hours in advance. Drinking water shall be provided by the Contractor.
- C. All other utilities required will be provided by the Contractor.

- D. Plumbing, heating, and electrical work, including reinstallation of equipment and other work to be performed by the Contractor, shall be carried out without interference to the building's normal operation. Where work requires interruption of service, the Contractor shall make advance arrangements with the Owner for dealing with such interruption.
- E. Ensure proper and safe operation and maintenance of utility systems within the construction limits, whether these are supplied by the Owner's distribution system or otherwise, until the work is accepted by the Owner. Maintain and operate appurtenances within the construction area that serve the distribution system, subject to periodic inspection by the Owner's operating personnel. Inspection by any representative or personnel of the Owner shall not relieve the Contractor of his responsibilities in connection with operation and maintenance of these facilities and equipment.

1.4 ACCESS

- A. Provide ladders, scaffolding and staging as required to access the project area(s) in accordance with OSHA and MOSHA guidelines. Should damage to the building or grounds occur, restore damaged areas to their original condition, clean up debris.
- B. Do not interfere with normal building operations. Coordinate activities with the Owner and building occupants.

1.5 BARRIERS

- A. Install temporary fencing, warning lines, barriers and guards, as required, to segregate the construction areas from adjacent operational facilities, occupants and the public. In the event that access cannot be interrupted in the construction area, provide protection above doorways and walks in the construction area. Provide guard lights on barriers and lighting as necessary to prevent vandalism of work and storage areas. The Owner is not responsible for Contractor's losses due to damage or theft by vandals.
- B. Install protective coverings at paving and building walls adjacent prior to starting work. Maintain the protective coverings in place for the duration of the project.

1.6 TEMPORARY PROTECTION

- A. Provide suitable Owner approved temporary protection to prevent the entrance of debris and obstructions into the building. Provide warning signs to reroute personnel around areas of dangerous work. Place warning barriers at roof perimeters and at deck openings. Clearly label temporary covers over deck openings. Do not permit openings to remain unprotected overnight. Schedule operations to allow for completion of new roofing over a predetermined area of roof within a day's work. Use special care to avoid damaging roofing and flashing when working on the roof of the building.
- B. Provide necessary quality control on a daily basis.

- C. Avoid traffic on completed areas. Coordinate work to prevent this situation. Should temporary access be required, provide temporary substrate protection for trafficked areas.
- D. Protect drainage systems from debris accumulation during construction. Ensure roof drains and leader pipes are not restricted when Contractor is not on site.
- E. Protect materials scheduled to be reused from damage by placing them in labeled containers or wrappings stored in a weathertight trailer.
- F. Provide temporary protection such as plywood and tarps for streets, drives, curbs, sidewalks, landscaping and existing exterior improvements during all phases of the project.

1.7 ROOFTOP PROTECTION

- A. N/A

1.8 DEBRIS REMOVAL

- A. The Owner shall designate refuse container locations. These areas shall be sectioned off with proper warning lines.
- B. Removed materials shall not be thrown freely from the location but placed into suitable containers or in an enclosed chute, in order to reduce the spread of dust and other debris.
- C. Supply adequate covered receptacles for waste, debris, and rubbish. One receptacle will be allowed on site at a time and must be immediately removed from the site per facility requirements. Clean the project area daily and prior to moving the receptacle to another location on the site. Locations shall be as permitted by the Owner. Disposal shall be off-site in a legal dump authorized to accept construction demolition solid wastes.

1.9 WEATHER PROTECTION

- A. Weather protection includes temporary protection of components adversely affected by moisture, wind, heat and cold by covering, patching, sealing, enclosing, ventilating, cooling and/or heating. Provide protection for locations within the project area as necessary, to protect the building and its contents, trafficked adjacent areas, new construction materials and accessories. The cost of heat, fuel and power necessary for proper weather protection shall be the responsibility of the Contractor.

Installed weather protection shall comply with safety regulations, and provisions for adequate ventilation and fire protection.

1.10 VOLATILE MATERIALS

- A. The Contractor is reminded that adhesives, solvents, etc., are highly volatile and flammable materials. These materials, along with tools and applicators and rags, shall not be stored on or

within the proper safety applications. No overnight storage will be allowed, unless approved by the facility in advance. Do not transport materials through the building. Take precautions and closely follow the Specification requirements for fire protection on site during construction.

- B. Locate and use flame-heated equipment so as not to endanger the structure, other materials on site, or adjacent property.

1.11 FIRE PROTECTION

- A. Provide necessary temporary fire protection for the building, its contents and materials during construction. Do not store combustibles inside any building. Store adhesives, caulks and cleaning solvents away from the building using a method approved by local fire officials. Should cutting, burning or welding be necessary, provide a fire watch during operations and for four hours minimum after completion of the operations.
- B. Do not use open flames near adhesives, caulks or cleaning solvents as they will readily ignite. Rags soaked with cleaning solvent shall not be discarded in the dumpsters, but shall be stored in a separate metal receptacle and removed from the site daily.
- C. Comply with local fire codes and obtain permits necessary from the local fire department. Provide a copy to the Owner. Provide recently tested, fully charged fire extinguishers around the storage area, rubbish receptacle and two fire extinguishers on the roof within 50 feet of the Work.

1.12 INTERIOR PROTECTION AND RESTORATION

- A. Protect and cover fixed items, furniture, equipment, appliances, fixtures, bookcases, etc. within the work areas.
- B. At the Owner's direction, remove portable furniture, equipment, appliances, fixtures, materials, stock, etc. within the work area to an adjacent area for protection.
- C. Remove, temporarily support, suspend and protect existing items requiring removal during the installation of the new work and properly replace these items to their original condition and to the Owner's satisfaction.

1.13 CLEAN-UP

- A. Clean and restore building spaces within the work areas to original condition prior to the construction.
- B. Debris, dust and dirt shall be swept completely clean. Those items soiled or stained from the work shall be cleaned and refinished.
- C. Any damages by the construction shall be replaced with an equal in shape, color, manufacturer, and capacity at no added expense to the Owner.
- D. Windows, blinds, curtains, shelving, edges, lighting, etc. shall be cleaned to their original condition prior to the start of the roof renovation, and to the satisfaction of the Owner.

- E. Remove completely temporary protection materials and facilities from the site upon completion of the work and demobilization of the project.
- F. Restore streets, drives, curbs, sidewalks, landscaping and existing improvements disturbed by the construction operations to their condition at the start of the work.

1.14 NOTIFICATION

- A. Notify the Owner's Representative at least 72 hours in advance of the desire to extend, connect, disconnect, turn on or off HVAC, steam, electric, water or other service from the Owner's supply systems. The actual operation shall be witnessed by authorized representatives of the Owner. Plumbing, heating and electrical work, including installation of equipment and any other work to be performed by the Contractor, shall be carried out without interference with the Owner's normal operation. Where work requires interruption of a service, make advance arrangements with the Owner for dealing with such interruption.

1.15 VEHICLES

- A. Acceptable areas for the locations of the Contractor's vehicles shall be as designated by the Owner.
No other areas may be utilized without the Owner's permission.

1.16 WALKWAY COVERING

- A. Protection shall be in accordance with all applicable OSHA standards.

1.17 CONSTRUCTION SIGN

- A. Provide 6ft by 8ft construction sign in accordance with the IAC Administrative Procedures Guide, Appendix E. Sign can be purchased from the Maryland Correctional Enterprises (MCE). To order signage, contact MCE located at 7555 Waterloo Road, Jessup, Maryland 20794 (410799-5102).
- B. Construction sign must be fixed and braced to resist anticipated wind loads. Sign must be located in a conspicuous location.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Portable Chain-Link (Site Enclosure) Fencing: Minimum 2-inch, 9-gage, galvanized steel, chain-link fabric fencing; minimum 8-feet high with galvanized steel pipe posts; minimum 2 3/8-inch OD line posts and 2-7/8-inch OD corner and pull posts, with 1-5/8-inch OD top and bottom rails. Provide concrete bases for supporting posts.

- B. Lumber and Plywood: Unless noted otherwise, comply with requirements in Division 06 Section "Rough Carpentry."
- C. Paint: Comply with requirements in Division 09 Section "Painting."

2.2 TEMPORARY FACILITIES

- A. General: Maintain all temporary facilities and controls necessary for the performance of the Work. Comply with all applicable codes and regulations of authorities having jurisdiction; obtain permits as required. Locate and install all facilities and controls where acceptable to the local authorities having jurisdiction, utility, and Owner and remove same and terminate, in a manner suitable to the utility owner, at completion of the Work or when otherwise directed. Pay all costs associated with the provision and maintenance of temporary facilities and controls including power, water, and fuel (if any) consumed until Substantial Completion.
- B. Storage and Staging Areas: The Contractor shall be responsible for coordination, protection, and safekeeping of products stored on site under this Contract including soil cut and fill. Refer to Contract Documents for any defined staging areas.
 - 1. Move stored products that interfere with construction of the Work, or operations of the Owner or separate contractors.
 - 2. Obtain any pay for use of additional storage or staging areas as needed for the Work.
 - 3. Provide storage areas sized to storage requirements for products of individual Sections, allowing for access and orderly maintenance and inspection of products.

2.3 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
- B. Heating Equipment: Unless Owner authorizes use of permanent heating system, provide UL Listed or FM approved vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
 - 1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
 - 2. Heating Units: Listed and labeled for type of fuel being consumed, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

PART 3 - EXECUTION (Not Used)

END OF SECTION 015000

SECTION 015400 – SECURITY

PART 1 GENERAL

1.1 REFERENCES

- A. DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES, State of Maryland EXECUTIVE DIRECTIVE – OPS.110.0002 Custody and Security on Correctional Facility Construction Projects, dated August 28, 2015 (total of 4 pages) – attached.
- B. DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES, State of Maryland EXECUTIVE DIRECTIVE – OPS.105.0001, Contraband-Criminal Violations, dated August 7, 2015, (total of 6 pages) – attached.

1.2 SECURITY PROGRAM

- A. Designated facilities that are a part of the Department of Public Safety and Correctional Services are locked facilities, and as such, they have strict security guidelines. The Contractor shall obtain a complete set of security guidelines from the Security Chief of the facility or from his designee, and shall comply with them to the letter. Failure to comply may be grounds for termination of the Contract for default. The Security Chief or his designee reserves the right to modify security procedures at any time without provision of prior notice.
- B. All persons entering or leaving the facility shall be subject to security procedures. This includes all workers and staff of the Contractor and Subcontractor(s), including those workers and staff of the Contractor and Subcontractor(s) who will be on site for one day or less. The Contractor shall allow time for compliance with these procedures when formulating his/her work schedule.
- C. Establish a Security Program as directed by Owner's Representative to delineate identification process of Contractor's work force. Identify conduct of Contractor's employees in areas of inmate occupancy. Provide outline of Contractor's responsibility for all materials, supplies and resources during the contract period. Protect work existing on premises and Owner's operations from theft, vandalism and unauthorized entry.
- D. Initiate construction related security program in compliance with the Maryland Department of Public Safety and Correctional Institution prior to job mobilization. Maintain program throughout construction period until Owner acceptance precludes the need for Contractor security.
- E. This project is located inside the secured perimeter of the correctional facility. Inmates will be present at site. Therefore, access to the site will be restrictive. All

employees of the Contractor shall be subject to all rules and regulations of the facility. All vehicles shall have doors and tool bins locked at all times. Tools, equipment, materials, etc. shall be completely inaccessible to inmates at all times. All vehicles shall be removed at the end of each work day. All vehicles which must be left on site shall be disabled and shall have all doors, bins, etc. locked.

1.3 PERSONNEL IDENTIFICATION AND BACKGROUND CHECK

- A. All workers and staff of the Contractor and Subcontractor(s) who will be working within the facility shall be subject to a security background check. The Contractor shall submit a list of all workers and staff of the Contractor and Subcontractor(s), who will be working within the facility, to the Security Chief at least two (2) weeks before work initiation. Based on the security background check, the facility may prohibit any individual person from working on the project.
 - 1. Provide photographs and photo identification badges as directed by the Owner's Representative.
 - 2. Provide on list the employee's name, Social Security Number, and Driver's license number and issuing state.
 - 3. The Owner's Representative will maintain list and copies of photographs including negative, if applicable, on site.
 - 4. Update list of accredited persons employed by Contractor on site. Report personnel changes to the Owner's Representative when they occur.
- B. Background Checks: The Division of Corrections will conduct a criminal background investigation on all Contractor employees.
 - 1. A positive finding of arrest and/or conviction will automatically result in denial to work on this Project.
 - 2. The Division of Corrections may reject any proposed employee based on the findings of the background check.

1.4 ENTRY CONTROL

- A. Allow entrance into project site only to authorized persons with proper identification.
- B. Acceptable identification consists of, but no limited to the following: driver's license, social security card, immigrant worker identification card, military identification card or passport.
- C. Maintain log of work men and visitors; make available to Owner on request.

1.5 PERSONNEL IDENTIFICATION

- A. The Contractor shall obtain an identification card from the institution for each person authorized to enter premises, including all employees of all Contractors and subcontractors.

- B. The card shall include personal photographs, name and assigned number, expiration date and name of employer.
- C. Maintain a list of accredited persons; submit copy to Owner on request.
- D. Lost identification badges shall be reported immediately in writing to the Chief of Security and shall be replaced at the Contractor's expense and the Owner's convenience.
- E. All worker identification badges are the property of the facility and shall be returned by the Contractor to the facility at the end of the project.

1.6 PROJECT SECURITY

A. General:

1. This project is located inside the secured perimeter of the correctional facility. The following rules and regulations shall be adhered to:
 - a. Contractor and Subcontractor personnel are prohibited from talking to or having any contact with inmates within the facility.
 - b. Construction personnel are prohibited from giving to or receiving anything from inmates.
 - c. The possession and/or use of alcoholic beverages, tobacco and drugs in any form: **STRICTLY PROHIBITED.**
 - d. Construction and personnel vehicles will not be left in unattended running condition.
 - e. No weapons will be allowed on site.
 - f. Glass containers shall not be used nor brought on to the job site.
 - g. Pagers, telephones, cameras or tape recorders may be used by permission only, but shall be secured and locked away safely when not in use.
 - h. All personnel entering the facility shall follow the dress code established by the Security Chief of the facility.
 - i. The Contractor shall advise employees to leave as much personal property as possible outside of the facility.
 - j. Under no circumstances shall any item be transmitted to inmates or left where inmates could gain possession. These include but are not limited to any item that could be used as a weapon, drugs, money, notes, tobacco products, matches or lighters.
2. Additional facility rules and regulations are as follows:
 - a. The Contractor shall keep a daily inventory of all tools. Any lost or missing tools shall be reported immediately to the Owner. The Contractor shall not let any tools lay around that are not in use.
 - b. The Contractor shall insure that all supplies and materials not being used are securely stored.
 - c. The Contractor shall chain and lock all ladders to a secure area when not in use.

- d. All vehicles when not in use must be kept locked at all times. No keys are to be left in vehicles.
- e. Under no circumstances are glue or gas to be left unattended. The Contractor must dispose of these items off the property at the end of each work day.
- f. No type of debris shall be left laying around. Any materials not used must be taken to the storage area.
- g. These rules and regulations will be reviewed at the initiation conference prior to the Contractor commencing the work.

B. Construction Materials and Tools:

- 1. Flammable Liquids:
 - a. Maintain flammable liquid (e.g., gasoline, fuels, etc.) containers in locked condition at all times.
 - b. Remove containers at end of each work day.
 - c. No spray glue, flammable aerosol sprays or other flammable products are to be brought onto the job site without the express permission of the Security Chief or his designee.
- 2. Tools: Maintain tools and related equipment (e.g., hack saw blades, etc.) in protective custody at all times.
- 3. All equipment, materials and supplies shall be stored in the area and in a manner designated by the Security Chief or his designee. Each supply/equipment gang box shall be secured and inventoried daily at the end of the shift. Copies of the inventory list shall be generated in triplicate with one copy going to the Security Chief or his designee, one copy to remain in the gang box and one copy for the Contractor.
- 4. All tools and equipment shall be labeled according to directives given by the Security Chief or his designee at the Pre-Construction Meeting. The Contractor shall keep track of all tools, equipment and supplies, especially those items that the facility classifies as Class "A" Sharps, per security policies and procedures. Items include but are not limited to razor knives, scrapers, screwdrivers chisels, etc. All damaged and disposable items may only be discarded after, the end of shift inventory has been completed. These damaged or disposable items are to be taken out of the facility for disposal.
- 5. All extension cords, ropes, cords or wires brought onto the job site shall be individually marked and inventoried daily according to the identification marking, their length and the color or their insulation or coating.

C. Construction Personnel Vehicle Parking:

- 1. Parking spaces, for Contractor's privately owned vehicles are limited.
- 2. The Owner's Representative will assign, if available, some areas within the Project site for limited parking. The Contractor shall make proper accommodations off-site for his employees and provide transportation to the site.
- 3. Vehicle inspections may be conducted at discretion of the State for the duration of the Contract.
- 4. Vehicles may be brought into the facility only by permission from the Security Chief or his designee. Vehicles must be kept locked and secured at all times

except when actually in use. The use of a disabling device (such as the club) to prevent theft or unauthorized use of a vehicle is mandatory.

1.7 FIRE PROTECTION

- A. General: Protect and maintain fire department facilities (e.g., hydrants, wires, cables, ducts, manholes, posts, poles, signals, alarm boxes, etc.) at all times.
 - 1. Maintain unobstructed access to the following at all times: Fire hydrants and fire alarm boxes.
 - 2. Immediately notify the Fire Department in the event of accidental damage to fire department facilities.
 - 3. Immediately restore damaged facilities to original condition at no increase to contract sum.
Restoration: Approved by Fire Department authorized representative.

- B. Fire Department Vehicle/Equipment Access: Provide and maintain temporary vehicle/equipment access roads during construction.

Attachments follow: SECTION 015400A: (DPSCS Executive Directives)

END OF SECTION

SECTION 016500 - PRODUCT DELIVERY REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section contains instructions and requirements for the provision and maintenance of adequate delivery, storage, and handling on site of products and materials to be utilized in the Work.

1.2 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. 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 ensure compliance with the Contract Documents and to ensure 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. Store cementitious products and materials on elevated platforms.
 - 5. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
 - 6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
 - 7. Protect stored products from damage and liquids from freezing.
- D. Deliver materials in sufficient quantity to allow continuity of work. Deliver materials to the site in original sealed containers bearing manufacturer's name and brand designation. Where materials are designated by a referenced specification, containers or packages shall bear

specification number, type, and class as applicable. Do not deliver materials that are not approved for use. Remove such materials from the site immediately.

- E. Store materials on site in areas designated by the Owner. Materials are to be stored in box trailers or in elevated piles completely wrapped in waterproof tarps. Tilt stock piles for effective drainage and utilize tie-downs to protect tarps against wind blow-offs. Store flammable materials such as adhesives in storage containers suitable for flammable substances. Mark materials that are exposed to the elements for removal from site. Do not incorporate defective or rejected materials in the Work.
- F. Handle materials with equipment selected and operated so as not to damage the materials or the roofing. Handle roll materials in a manner to prevent damage to the edges or ends. Seal containers when their contents are not being used to prevent premature curing or damage to materials. Damaged or improperly stored materials shall be marked and removed from the site immediately.
- G. No more materials shall be stored than can be installed in one day. Distribute materials brought to the site. To evenly distribute materials for daily operations to prevent concentrated loads.
- H. The Contractor shall handle and store roll materials to prevent such conditions. The Contractor shall also ensure that goods accepted from the manufacturer are in good condition. The Owner will not be responsible for, nor accept, goods that are defective.

1.3 TOOLS AND EQUIPMENT

- A. Contractor is responsible for delivery, storage, maintenance, and security of tools and equipment.

1.4 INSPECTION AND NOTIFICATION

- A. Materials stored on site and subject to damage from wind, precipitation, hail, or other potential climactic conditions will be subject to inspection on a daily basis by the Owner or Owner's Representative. Absorptive materials such as lumber, insulation and felts will be tested periodically for moisture content.
- B. Upon notification by the Owner or Owner's Representative of insufficient protection of or damage to materials on site, the Contractor shall, within 24 hours, properly restore protection and replace or repair damaged materials and systems. Should the Contractor not accomplish immediate repair or replacement when notified, the Owner shall have the proper protection installed at the Contractor's expense.

1.5 MANUFACTURER'S INFORMATION

- A. Submit the roofing system materials manufacturer's written instructions concerning storage and handling of materials, including adhesives, cements, sealants, and accessories. Provide the following information:

1. Manufacturer's "shelf-life" of materials including the date of manufacture of perishables such as volatiles, caulking, and mastics.
 2. Acceptable latent moisture content for absorptive materials such as lumber, insulation and felts.
 3. Manufacturer's requirements for storage facilities concerning temperature, humidity, and ventilation.
- B. Provide and maintain on site manufacturer's information concerning storage and handling of flammable or volatile materials, such as Material Safety Data Sheets, for the duration of the project.
- C. Comply with the manufacturer's recommendations and these Specifications for on site storage of materials.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 016500

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout.

1.2 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 3. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 4. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
 - 5. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 - 6. Submit certificate of manufacturer's inspection.
- B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, DGS/PM will either proceed with inspection or notify Contractor of unfulfilled requirements. DGS/PM 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 DGS/PM, that must be completed or corrected before certificate will be issued.
 - 1. Reinspection: 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.

1.3 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Preparation: Submit three copies 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.

1.4 CORE SAMPLES

- A. The Owner reserves the right to have core sampling performed by the Contractor where moisture contamination is suspected within the work area until the expiration of the Contractor's warranty. Core sample locations shall be chosen by the Owner and be performed at no cost to the Owner.

1.5 WARRANTIES

- A. Submittal Time: Submit manufacturer's warranties and contractor's guarantees on request of DGS/PM for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.

1.6 PROJECT CLOSEOUT SUBMITTALS

- A. When both the Owner or Owner's Representative and the Manufacturer's Representative agree that the Contractor has performed according to the Specifications and has installed the materials to the satisfaction of the Manufacturer, submit the following:
 1. Specified Contractor's and Manufacturer's Warranties and Guarantees.
 2. Lien Releases from Contractor, subcontractor, and suppliers (AIA Forms G706, G706A).
 3. Consent of Surety to Final Payment (AIA Form G707).

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by the 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

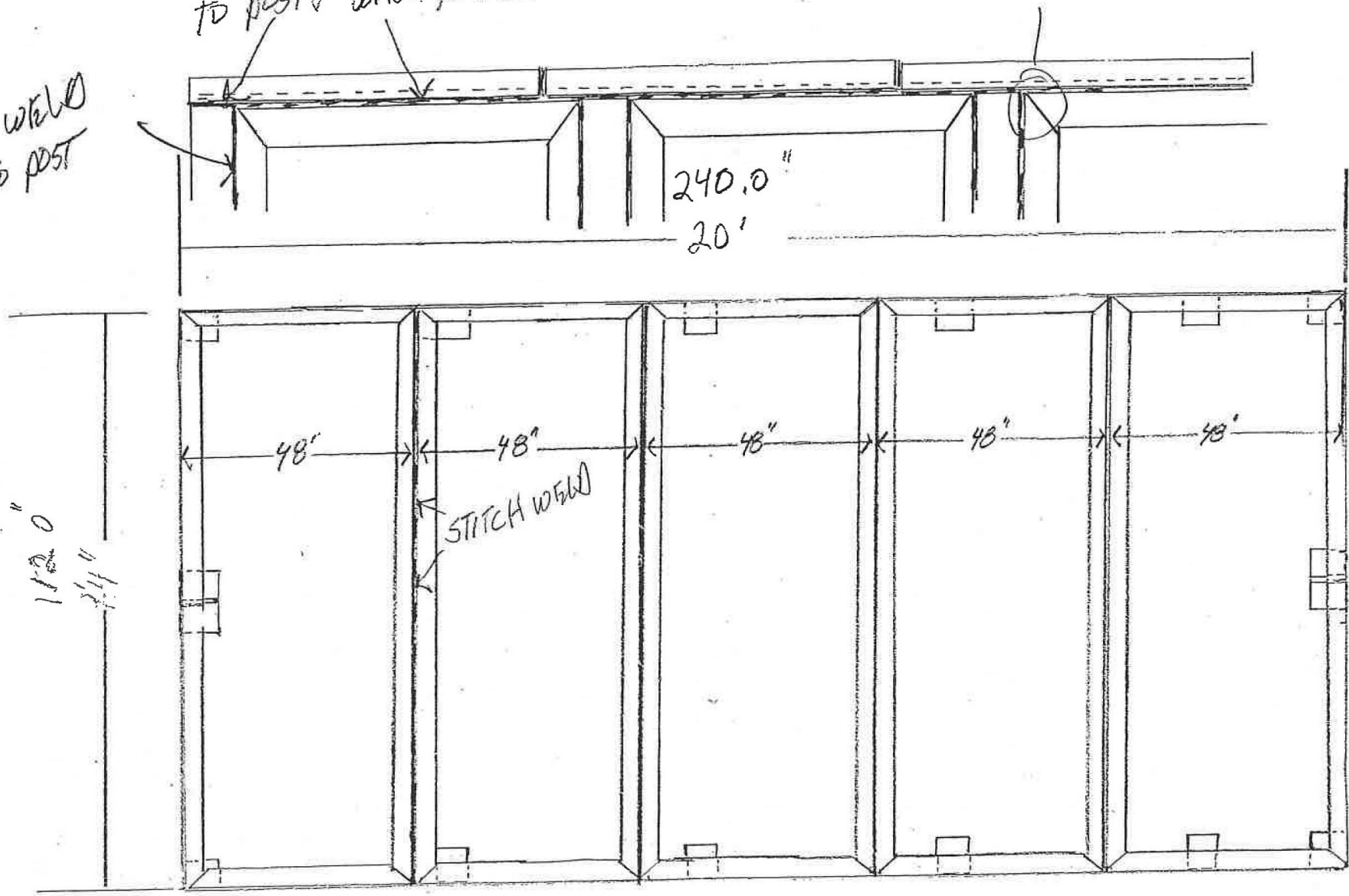
- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 017700

STITCH WELD ROOF PANELS
TO POST + WALL PANELS

POSTS 1ST THROUGH 4 CORNERS WITH PANELS OR
THEY WILL SIT FLUSH AS SHOWN ON REMAINDER 12

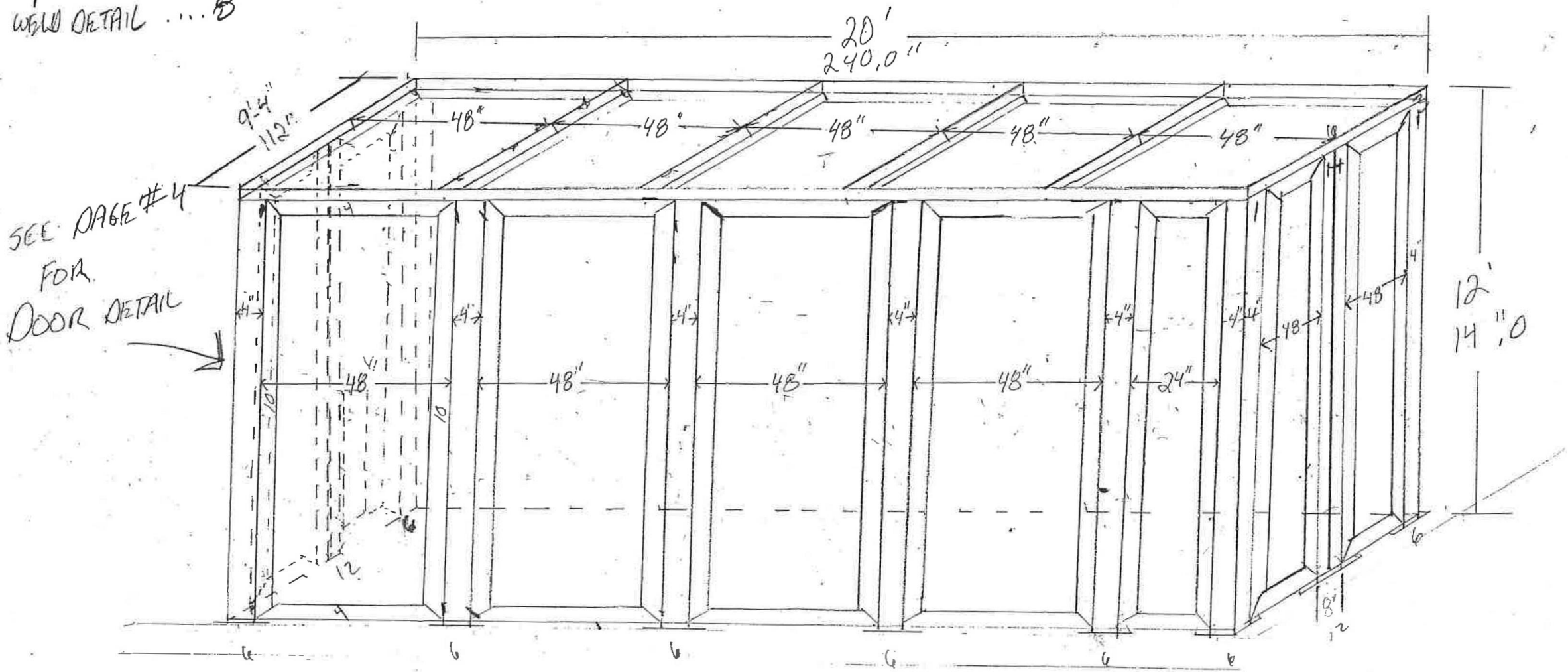
STITCH WELD
PANELS TO POST



ROOF TOP VIEW

#8

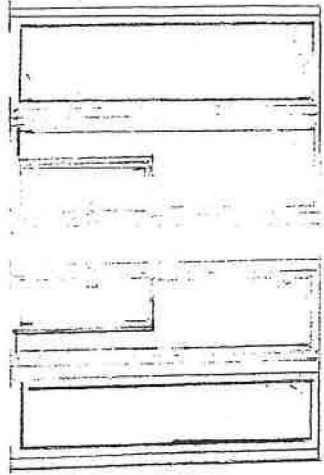
- SECTION VIEW ... 2
- FRONT VIEW ... 3
- DOOR DETAIL ... 4
- ANCHORING PLATES ... 5
- WALL PANEL DETAIL ... 6
- ROOF PANEL DETAIL ... 7
- TOP VIEW + WELD DETAIL ... 8



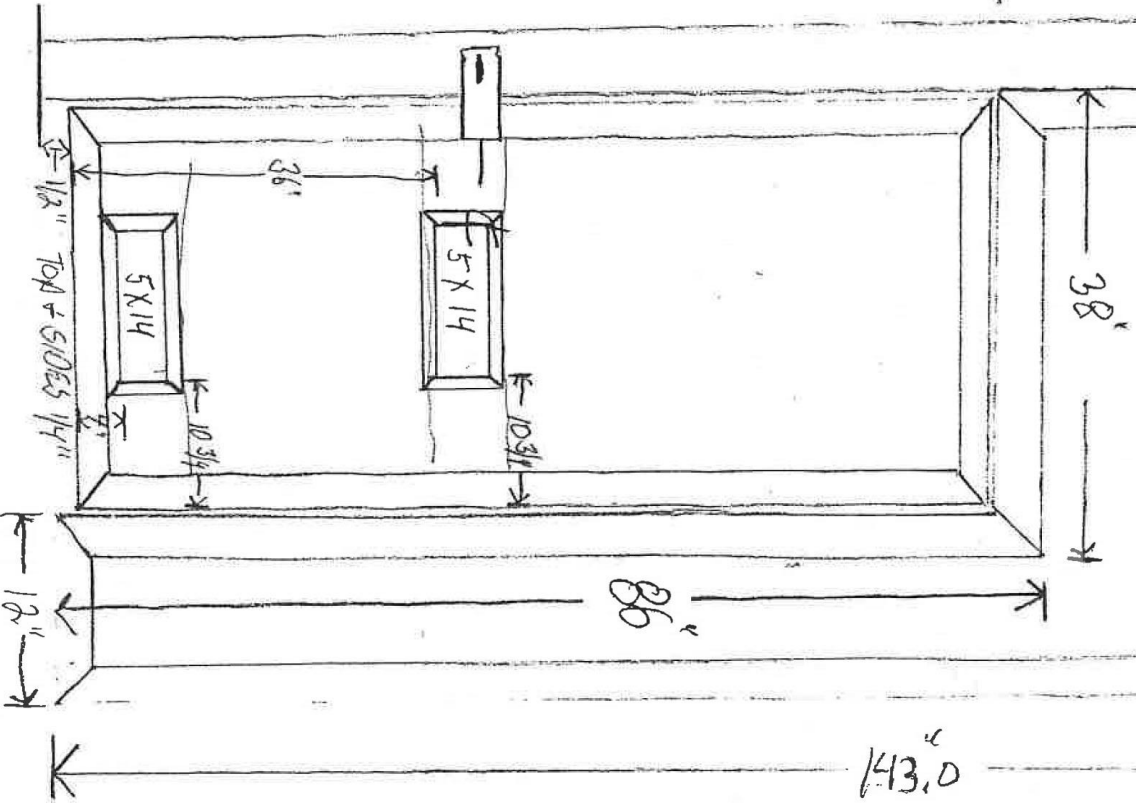
#1

Door

7 CAGES HAVE 115 SHOWN
LEFT PANEL ON END OF
CAGE, NEXT CAGE TO BE
ON RIGHT SO FRONT
SO ON IS SEEN
BELOW



65'



Door size 83 1/4 x 35 1/2

下、ミミY味

































