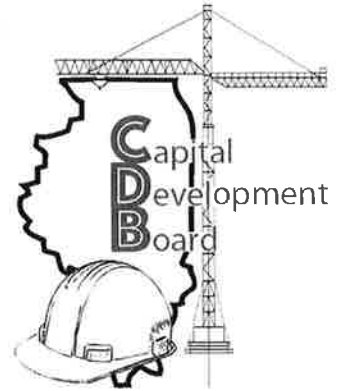


PROJECT MANUAL

CDB # 040-010-122

REPLACE ROOFING SYSTEMS
DEPARTMENT OF VETERANS AFFAIRS
ILLINOIS VETERANS HOME
QUINCY, ADAMS COUNTY, ILLINOIS
CDB BUILDING INVENTORY NO.
TRADESMAN WORKSHOP (W0623)
EHLE LAUNDRY (W0645)



CONTRACT: GENERAL

State of Illinois

CAPITAL DEVELOPMENT BOARD

USING AGENCY: ILLINOIS VETERANS HOME - QUINCY

BY: **ARCHITECHNICS**

510 MAINE STREET, QUINCY, ILLINOIS 62301 (217) 222-0554

RELIABLE ENVIRONMENTAL SOLUTIONS
4211 WESTGATE DRIVE
SPRINGFIELD, IL 62711



ISSUED FOR BID

DATE: JUNE 14, 2021

License Expiration Date: 11/30/22

Signature: *Paul Westerhoff*

Date Signed: 6/14/2021

ARCHITECHNICS, INC. PROJECT NO: 6049

State of Illinois
CAPITAL DEVELOPMENT BOARD

ARCHITECTRICS
510 MAINE ST., FLR. 10
QUINCY, IL 62301
217-222-0554

PROJECT MANUAL FOR

CDB 040-010-122

REPLACE ROOFING SYSTEMS
ILLINOIS DEPARTMENT OF VETERANS AFFAIRS
ILLINOIS VETERANS HOME
QUINCY, ADAMS COUNTY, ILLINOIS

DATE: 6/14/2021

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00 01 15	Drawings, Schedules, & Details	00 01 15-1-1
00 11 13	Advertisement for Bids	00 11 13-1-5
<u>BIDDING AND CONTRACT REQUIREMENTS</u>		
00 41 00	Bid Form	00 41 00-1-2
00 41 01	Subcontractor Requirements	00 41 01-1-1
00 41 04	Minority/Female Workforce Projections	
	DHR PC-2 for GOALS/NO GOALS	00 41 04-1-2
00 41 05	Minority/Female/Veteran Subcontractor & Supplier Utilization	00 41 05-1-5
00 41 06	Bid Bond Form	00 41 06-1-1
00 41 07	Product Substitution Form	00 41 07-1-1
00 41 08	Standard Terms and Conditions	00 41 08-1-4
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<u>SUPPLEMENTARY CONDITIONS</u>		
00 43 43	Prevailing Rate of Wages with Standard Project Labor Agreement.	00 43 43-1-8
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<u>GENERAL REQUIREMENTS</u>		
01 11 00	Project Summary	01 11 00-1-2
01 11 01	Supplement to SDC and SDC-CM	01 11 01-1-14
01 22 00	Unit Prices	01 22 00-1-2
01 32 00	Construction Schedule	01 32 00-1-2
01 33 23	Shop Drawings, Product Data, & Samples Schedule	01 33 23-1-5
01 35 16	Remodeling Project Procedures	01 35 16-1-3
01 41 00	Regulatory Requirements	01 41 00-1-3
01 51 00	Temporary Utilities	01 51 00-1-4
01 51 50	Use of Existing Facilities	01 51 50-1-3
01 54 00	Construction Aids	01 54 00-1-2
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01 74 23	Final Cleaning	01 74 23-1-2
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04 22 00	Vitrified Clay Wall Coping	04 22 00-1-4
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05 50 00	Metal Fabrications	05 50 00-1-7
	<u>CARPENTRY</u>	
06 10 00	Carpentry	06 10 00-1-2
	<u>THERMAL AND MOISTURE PROTECTION</u>	
07 54 23	TPO Membrane Roofing	07 54 23-1-10
07 62 00	Sheet Metal Flashing and Trim	07 62 00-1-8
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	<u>FINISHES</u>	
09 90 00	Painting and Coatings	09 90 00-1-6
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23 05 00	Mechanical General Provisions	23 05 00-1-2
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26 05 00	Electrical General Provisions	26 05 00-1-3

SPECIFIERS: General: PAUL T. WESTERHOFF, AIA, pwesterhoff@architechnicsinc.com
 Phone: 217-222-0054
 Fax: 217-223-3361

DRAWING INDEX

SHEET NUMBER AND TITLE

G001	COVER SHEET
D101	ROOF DEMOLITION PLAN – TRADESMAN WORKSHOP
D102	ROOF DEMOLITION PLAN – EHLE LAUNDRY
A101	ROOF PLAN – TRADESMAN WORKSHOP
A102	ROOF PLAN – EHLE LIBRARY
A501	ROOF DETAILS
A502	ROOF DETAILS

All Drawings dated: 6/14/2021

END 00 01 15.

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

The State of Illinois, Capital Development Board (CDB) will receive sealed bids for:

CDB PROJECT #: 040-010-122
TITLE: REPLACE ROOFING SYSTEMS
LOCATION: ILLINOIS VETERANS HOME
1707 NORTH 12TH STREET
QUINCY, ILLINOIS 62301
USING AGENCY: ILLINOIS DEPARTMENT OF VETERANS AFFAIRS
COUNTY: ADAMS

PROJECT DESCRIPTION: Roof replacement at Tradesman Workshop (W0623) and Ehle Laundry (W0645) with new TPO roof system.

<u>TRADE</u>	<u>COST RANGE</u>	<u>BID DATE/TIME</u>
GENERAL	under <u>\$400,000.00</u>	<u>Wednesday, August 4, 2021 at 5:30 PM</u>

SPECIAL BID INSTRUCTIONS:

Due to the COVID-19 Emergency, bids will **only** be accepted via mail or email. No In-Person submittals of bids will be allowed. Bid modifications will **only** be accepted via email. No faxed bid modifications will be allowed.

All bids will be received at the CDB Springfield Office **only**. No bids will be received at the CDB Chicago Office or CDB Carbondale Office, and any packages mailed to the CDB Chicago Office or CDB Carbondale Office **will not** be forwarded to the CDB Springfield Office and will be considered disqualified.

TO SUBMIT BIDS VIA MAIL:

Mail bids to:

ILLINOIS CAPITAL DEVELOPMENT BOARD
401 SOUTH SPRING STREET
THIRD FLOOR, WILLIAM G. STRATTON BUILDING
SPRINGFIELD, IL 62706

CDB bid envelopes can be used to mail bid documents to CDB Springfield if bidding firms have access to them. Otherwise, the CDB Project Number, the Trade, and the Bid Date should be included on the outside of the mailing envelope.

Bids can be sent via the US Post Office, UPS, or FEDEX, and should be sent **without** a signature required at delivery. Mailed bids will be considered on-time if the package is in CDB's mail received on, or before, the THURSDAY morning following the bid receipt deadline. No confirmation of delivery will be provided to the contractor by CDB.

TO SUBMIT BIDS VIA EMAIL:

Bids submitted via email will use the State of Illinois File Transfer website.

- Navigate to the following website: <https://filet.illinois.gov/filet/PIMupload.asp>
- Enter the bid email address in the "Recipient Email Addresses" box: CDB.CPO@illinois.gov
- Enter the Vendor's email address in the "Your Email Address" box.
 - You will receive a confirmation email to this email address.
 - Please keep this confirmation. This will serve as your proof of receipt.

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

- Upload your file.
 - The file size is limited to 2 GB.
 - Only 5 separate files may be uploaded.
 - You may upload a zip file if necessary.
- Enter the appropriate bid information in the “File Transfer Email Subject (Optional)” box:
 - Subject: Bid for (CDB Project Number) – (Trade) – (Bid Date)
 - Example: Subject: Bid for 805-030-020 – GENERAL – 5/6/2020
- Enter the appropriate email body information in the “Message to Recipient (Optional)” box:
 - Full company name (as prequalified with CDB)
 - Company mailing address
 - Contact name
 - Contact email and phone number
 - CDB Project Number
 - Trade
 - Bid Date
 - NO pricing information should be included.
- If you are submitting your bid more than 5 days prior to the “bid opening” date, please select “Advanced Options” and select the appropriate number of days for the document to remain on the servers.
 - You have the option of 5 days, 10 days, or 15 days.
- Please check the “I acknowledge that I have read and understand this warning” box located towards the top of the form.
- Click “Send It.”
- The email confirmation will provide you with a link to the downloaded file.
 - This site will show how many times the file has been downloaded.

Emailed bid modifications will be considered on-time if uploaded prior to 5:30pm on the evening of the bid receipt deadline.

BID MODIFICATIONS:

Bids modifications submitted via email will use the State of Illinois File Transfer website.

- Navigate to the following website: <https://filet.illinois.gov/filet/PIMupload.asp>
- Enter the bid email address in the “Recipient Email Addresses” box: CDB.CPO@illinois.gov
- Enter the Vendor’s email address in the “Your Email Address” box.
 - You will receive a confirmation email to this email address.
 - Please keep this confirmation. This will serve as your proof of receipt.
- Upload your file.
 - The file size is limited to 2 GB.
 - Only 5 separate files may be uploaded.
 - You may upload a zip file if necessary.
- Enter the appropriate bid modification information in the “File Transfer Email Subject (Optional)” box:
 - Subject: Bid Modification from (Company) for (CDB Project Number) – (Trade) – (Bid Date)
 - Subject: Bid Modification for XYZ Contractors for 805-030-020 – GENERAL – 5/6/2020

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

- Enter the appropriate email body information in the “Message to Recipient (Optional)” box:
 - Full company name (as prequalified with CDB)
 - Company mailing address
 - Contact name
 - Contact email and phone number
 - CDB Project Number
 - Trade
 - Bid Date
 - NO pricing information should be included.
- If you are submitting your bid modification more than 5 days prior to the “bid opening” date, please select “Advanced Options” and select the appropriate number of days for the document to remain on the servers.
 - You have the option of 5 days, 10 days, or 15 days.
- Please check the “I acknowledge that I have read and understand this warning” box located towards the top of the form.
- Click “Send It.”
- The email confirmation will provide you with a link to the downloaded file.
 - This site will show how many times the file has been downloaded.

Emailed bid modifications will be considered on-time if uploaded prior to 5:30pm on the evening of the bid receipt deadline.

BID OPENING:

The public bid opening will be conducted on FRIDAY, August 6, 2021 at 10:00 am prevailing time via WebEx.

Contractors interested in attending the public bid opening may attend virtually by using the following meeting information:

When it's time, join your WebEx meeting here.

Meeting website: <https://globalpage-prod.webex.com/join>

Meeting number (access code): 133 078 7209

Meeting password: afMheZui738

Join by phone

+1-312-535-8110 United States Toll (Chicago)

+1-415-655-0002 US Toll

Meeting participants will not be able to ask questions either verbally or via the meeting’s chat feature.

Minority, Women, Persons with Disabilities, and Veteran Business Subcontractor/Supplier Participation is Not Applicable.

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

Obtain Plans From:

ARCHITECTNICS
510 MAINE STREET, FLOOR 10
QUINCY, IL 62301
PHONE: 217-222-0554
FAX: 217-223-3361

Refundable Plan Deposit: (\$100 PER SET) Deposits will be refunded in full only to any plan holder who returns the bidding documents in good condition to the Architect's office within a ten (10) day period following the bid opening date. If the conditions are not met, the plan deposit shall be forfeited.

Pre-Bid Meeting (*Not Mandatory*): A Pre-Bid meeting will be held at the Project Site, on Thursday, July 1, 2021 at 10:30 AM, meet at the Engineering Building on the campus of the Illinois Veterans Home, Quincy, Adams County, Illinois (reference sheet G001 "Site Map" for location).

INFORMATION TO BIDDERS:

- A. Prequalification. Bidders and protected subcontractors must be prequalified with CDB; allow 45 days for application processing. For an application and a copy of CDB's Standard Documents for Construction (applicable to this project), visit CDB's Website www.illinois.gov/cdb or phone 217/782-6152 (TDD 217/524-4449).
- B. MBE/FBE/VBE. MBE/FBE/VBE firms must be certified or registered with CMS as an MBE, FBE, or VBE prior to bidding.
- C. Prevailing Wage. Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act(820 ILCS 130/1-12).
- D. Registration with the Illinois Procurement Gateway (IPG). Vendors may pre-register with the IPG and receive a vendor registration number. The IPG is a web based system that serves as the primary location for entering, organizing, and reviewing vendor information. The IPG allows prospective vendors to provide disclosures, registrations, and other documentation needed to do business with the State in advance of any particular procurement. Registration in the Illinois Procurement Gateway is optional.
- E. Certifications and Disclosures. Vendors must have an approved Illinois Procurement Gateway registration number and completed Form B, or submit the Standard Certifications and Disclosure Form(s) (Form A) with bid at time of submittal. Failure to provide a completed Form A standard certifications and financial disclosure or Form B, be registered with the Illinois Procurement Gateway, will result in rejection of bid.
- F. Subcontractors. You are also required to submit disclosure forms and standard certifications for subcontractors not considered incidental to the performance of the contract with an annual value over \$50,000 within 20 days of execution of your contract with CDB or execution of the contract between you and your subcontractor, whichever is later. A valid IPG registration number can be provided in lieu of hard copies of the standard certifications and financial disclosure forms. (See D. above.) Subcontractors must receive an Authorization to Proceed prior to performance of any work.
- G. Supplement to SDC. Bidders are advised to review Article 01 11 01, Supplement to SDC, for any revisions to the Standard Documents for Construction.
- H. Progress Payments. Progress payments will normally be issued by the Illinois Comptroller within 30 business days after CDB receives and approves an Invoice-Voucher.
- I. For Single Prime Delivery Method Projects: Any reference in the Specifications and the Drawings for Multiple Prime Trades shall be considered as the Prime Bidding Trade.
- J. Bid Protest. Bidder may submit a written protest to the Protest Review Office following the requirements of the Administrative Rules, 44 Ill. Adm. Code 8.2075. For protests related to specifications, the Protest

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

Review Office must physically receive the protest no later than fourteen (14) days after solicitation or related addendum was posted to the Bulletin. For protest related to rejection of individual bids or awards, the protest must be received by close of business no later than fourteen (14) days after the protesting party knows or should have known of the facts giving rise to the protest. To reach the Protest Review Office:

Chief Procurement Office
Attn: Protest Review Office
401 South Spring Street
Suite 515 Stratton Office Building
Springfield, IL 62706

**In order to ensure timely recognition of your protest,
please email the protest to the Protest Review Office at:
EEC.LegalStaff@Illinois.gov and cc: CDB.CPO@Illinois.gov**

Facsimile: (217) 558-1399

CAPITAL DEVELOPMENT BOARD

Jim Underwood
Executive Director

Chris MacGibbon
Project Manager
217-299-6013 phone
Chris.MacGibbon@illinois.gov

RETURN WITH BID

NAME OF FIRM: _____

CDB FIRM ID NO: _____

FOR GENERAL WORK

BID FOR: CDB PROJECT NUMBER: 040-010-122

PROJECT TITLE: REPLACE ROOFING SYSTEMS
ILLINOIS DEPARTMENT OF VETERANS AFFAIRS
ILLINOIS VETERANS HOME
QUINCY, ADAMS COUNTY, ILLINOIS

BID TO: State of Illinois, Capital Development Board

THE BIDDER ACKNOWLEDGES THE FOLLOWING ADDENDA: (Failure to acknowledge may cause bid rejection.)

NO.____, DATED _____ NO.____, DATED _____ NO.____, DATED _____

NO.____, DATED _____ NO.____, DATED _____ NO.____, DATED _____

EACH BID SHALL INCLUDE:

- A. BID FORM (00 41 00)
- B. SUBCONTRACTOR/SUPPLIER REQUIREMENTS (00 41 01)
- C. DHR PC-2 FORM (00 41 04)
- D. MBE/FBE/VBE FORM (00 41 05)
- E. BID SECURITY (00 41 06)
- F. PRODUCT SUBSTITUTION FORM (at Bidder's option) (00 41 07)
- G. Standard Business Terms and Conditions (00 41 08)
- H. Forms A CERTIFICATIONS AND DISCLOSURES or Forms B (00 41 09)

UNIT PRICES: ITEM DESCRIPTION	UNIT OF COST	ESTIMATED QUANTITY		UNIT PRICE		COST EXTENSION
1. TERRA COTTA COPING	EACH	10	x	\$	=	\$_____

**SUM OF ALL UNIT PRICE COST EXTENSIONS
(TO BE INCLUDED IN THE BASE BID PRICE)**

= \$ _____

BASE BID – ROOF REPLACEMENT AT TRADESMAN WORKSHOP AND EHLE LAUNDRY:
THE BIDDER AGREES TO PERFORM ALL WORK FOR THE ABOVE
TRADE, EXCLUSIVE OF ALTERNATE BIDS, FOR THE SUM OF:

_____ DOLLARS (\$ _____)

Note: Any qualifying or conditional statements included on the bid form or attached to the bid form may result in rejection of the bid unless rescinded by the bidder.

RETURN WITH BID

- ☐ The bidder requests preference pursuant to the Procurement of Domestic Products Act (PA 93-0954). We certify that all offered goods were/will be manufactured in the United States. We understand that, if awarded a contract based on a preference for US manufactured goods, this certification will become part of the contract, and, if we knowingly supply non-US manufactured goods, we will be subject to penalties that include debarment for 5 years, voiding of the contract, and civil damages.

PRODUCT SUBSTITUTION FORM ATTACHED (00 41 07): ☐

Duration of Bids: The bidders shall hold their bids open for 90 calendar days after the bid opening.

By signing below, the Bidder agrees to perform all work in accordance with the terms and conditions of the bidding documents and enter into and execute a contract with CDB, if awarded, on the basis of this bid for the sum indicated herein:

BIDDER (show Company name and DBA):

Signature of authorized representative: _____

Printed Name: _____ FEIN #: _____

Title: _____ Date _____

Address: _____

Telephone: _____ Fax: _____ Email: _____

For Corporations only: Attest By: _____ (Corporate Secretary)

RETURN WITH BID

Subcontractor Requirements

Pursuant to requirements of 30 ILCS 500/20-120(a), the contract shall state whether the services of a subcontractor will be used. The contract shall include names and addresses of all known subcontractors with subcontracts with an annual value of more than \$50,000, the general type of work to be performed, and the expected amount of money each will receive under the contract. Financial and Conflict of Interest disclosures and standard certifications of each subcontractor not considered incidental to the performance of a contract with an annual value over \$50,000 must be submitted to CDB by the contractor prior to the subcontractor performance of work.

List known subcontractors not considered incidental to the performance of a contract with an annual value over \$50,000.

CDB				
Name of Subcontractor	Address	Registration Number	Total Expected Value	Description / Scope of Work
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
(Use additional sheets if necessary.)				

BIDDER'S EMPLOYEE UTILIZATION FORM

All bidders shall complete the DHR Form PC-2 per 00 43 38.1 of the Standard Documents For Construction (SDC) and as identified by trade category. Failure to complete may result in rejection of the bid per 00 43 38.1 of the SDC.

No minority/female/veteran workforce hiring goals have been established for this contract. CDB encourages the bidder to utilize minority/female/veteran tradespersons on "no goals" designated contracts and to include that workforce on the PC-2 form.

CDB's acceptance of the Bidder's PC-2 projection is a condition of contract award. CDB will notify the bidder if the projection is unacceptable. The bidder shall be given the opportunity to negotiate an acceptable projection with the CDB. Failure to reach an acceptable workforce projection may result in rejection of the contract award.

GOALS

The following workforce hiring goals are in effect for each trade. These goals represent a minimum of **total** workforce hours.

Minority / Female Utilization

Percent

Sheetmetal	25%
Equipment operators	20%
Elevator Mechanics	12%
Ironworkers/Boilermakers	20%
Carpenters	25%
Acoustical Tilers	20%
Ceramic Tile Setters	20%
Brick Masons/Tuckpointers	15%
Cement Masons	20%
Lathers (Metal/Wood)	20%
Tapers	20%
Plasters	12%
Painters	20%
Glaziers	15%
Roofers	25%
Metal Deck Roofers	15%
Pipefitters	25%
Plumbers	25%
Insulators	20%
Temperature Control	15%
Laborers	33%
Electricians	25%
Fencing, Guard Rails	15%
Landscaping	20%
Truck Drivers	20%
Air Test & Balancing	0%
Sandblast/Waterproofing/Caulkers	15%
Asbestos Workers	30%
Terrazzo	12%
Carpet	15%

INSTRUCTIONS

for

Project: **040-010-122** Phase: **1**

Trade: **General**

Under "Total Employees", project the total number of employees to be used in the performance of the contract work by your firm and your subcontractors. Include within the projections, separate numbers for Journeyman and Apprentices by the letters "J" and "A". (See next page)

Contact Person

Firm Name

Address

Address

Telephone Number

Fax Number

Email Address

DHR # _____

DHR Expiration Date: _____

RETURN WITH BID**BIDDING & CONTRACT REQUIREMENTS**

Document 00 41 04-Bid Form-DHR Form PC-2

CDB Project Number

040-010-122

CDB Contract No.

Contractor I.D.

FOR CDB OFFICE USE ONLY

Contract/Trade Bid

FEP Tech

Monitored/Non-Monitored

General

Charylean Sims

Non Monitored

TRADE CATEGORIES	Trade Codes	African American				Hispanic				Native American				Asian				Caucasian				Veteran			
		Male		Female		Male		Female		Male		Female		Male		Female		Male		Female		Male		Female	
		J	A	J	A	J	A	J	A	J	A	J	A	J	A	J	A	J	A	J	A	J	A	J	A
Sheet Metal	3																								
Equipment Operators	4																								
Elevator Mechanics	5																								
Ironworker/BoilerMakers	6																								
Carpenters	7																								
Acoustical Tilers	8																								
Ceramic Tilesetters	9																								
Brick Mason/Tuckpointers	10																								
Cement Masons	11																								
Lather - Metal/Wood	12																								
Tapers	13																								
Plasterers	14																								
Painters	15																								
Glaziers	16																								
s	17																								
Metal Deck Roofers	18																								
Pipefitter/Sprinkler Fitters	19																								
Plumbers	20																								
Insulators	21																								
Temperature Control	22																								
Laborers	23																								
Electricians	24																								
Fencing/Guard Rails	25																								
Landscaping	26																								
Well Drilling	27																								
Truck Drivers	28																								
Air Test & Balancing	29																								
SndBlst/Wtrprfng.Caulkers	30																								
Asbestos Workers	31																								
Terrazzo	32																								
Carpet	33																								
TOTALS																									

NOTE: Bidder's failure to complete DHR Form PC-2 may result in rejection of the bid. Bidder shall set forth a total projection of the total workforce to be allocated for this contract. Approval of the workforce hiring projection is a post-award requirement.

BIDDING & CONTRACT REQUIREMENTS

**Document 00 41 05 – Minority/Women/Persons with Disabilities/Veterans Business Enterprise
Program Requirements**

RETURN WITH BID

Name of Bidder: _____

CDB PROJECT NO. 040-010-122

**GENERAL CONTRACT REQUIREMENTS FOR MINORITY/WOMEN/PERSONS WITH DISABILITIES/VETERANS
BUSINESS PARTICIPATION**

- A. Goals for participation by minority-owned businesses (MBE), women-owned businesses (WBE), and businesses owned by persons with disabilities (PBE) as first and second tier (level) subcontractors or suppliers, and as the prime contractor, are set in accord with the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575).

Goals for participation by veteran-owned businesses (VBE) as first and second tier (level) subcontractors or suppliers, and as the prime contractor, are set in accord with the Illinois Procurement Code (30 ILCS 500/45-57).

GOALS: The participation goal percentages on the amount of the contract awarded by CDB for this project are: No Goals Required

- B. The contract award is defined as a Base Bid plus any or all alternates. Only MBE/WBE/PBE/VBE firms certified by the Illinois Department of Central Management Services (CMS) are acceptable. The MBE/WBE/PBE/VBE certification with CMS shall be in good standing prior to the bid opening date.

NOTE: MBE/WBE/PBE/VBE goals are in addition to those specified for workforce projections on the Illinois Department of Human Rights PC-2 Form.

INSTRUCTIONS: When Goals are established, the Bidder shall identify below the names of certified MBE/WBE/PBE/VBE vendors that will perform at least the percentage of the work specified in the Goals statement (see above) and the proposed dollar value of the subcontract (percentage values are not acceptable). If the Bidder is an MBE/WBE/PBE/VBE, then the Bidder shall list the work to be done with own forces and the proposed dollar value of the work on the form. If the Bidder needs assistance in identifying subcontractors or suppliers, contact CDB's Fair Employment Practices Unit (FEP) prior to bid, and, if applicable, during the 10-day cure period and assistance will be provided. Efforts to comply with the requirements in Section 00 43 39 of the Supplement to the Standard Documents for Construction will be considered in evaluating whether the bid is responsive.

- ❖ A completed 4105 Form should be provided with the Bidder's bid.
- ❖ Submission of a blank 4105 Form (defined as no eligible participation listed) with a bid that includes MBE/WBE/PBE/VBE goals requires submission of Good Faith Effort (GFE) documentation at the time of bid and checking the associated box on the 4105 Form. GFE documentation should identify efforts made prior to the bid deadline. Failure to provide any of the required documentation shall result in the Bidder's bid being deemed non-responsive. If GFE documentation is received at the time of bid with the blank 4105 Form, the Bidder shall be notified and afforded a period not to exceed ten (10) calendar days from the date of notification (10-day cure period) to cure deficiencies or submit written evidence of its further Good Faith Efforts to achieve the goals. Submit documentation to CDB.FEP@illinois.gov.
- ❖ If the Bidder submits a 4105 Form with eligible participation listed, but fails to meet the goals set forth, the Bidder shall be notified and afforded a period not to exceed ten (10) calendar days from the date of notification (10-day cure period) to cure deficiencies or submit written evidence of its Good Faith Efforts to achieve the goals. Submit documentation to CDB.FEP@illinois.gov.
- ❖ Firms cannot be identified after the 10-day cure period.
- ❖ Failure to identify firms, submit Good Faith Effort documentation, or both within the 10-day cure period shall result in rejection of bid.
- ❖ Firms shall be certified by CMS as an MBE/WBE/PBE/VBE prior to bid opening. Copies of the certifications shall be submitted with the bid.
- ❖ A firm may only be used to satisfy one goal (MBE, WBE, PBE, or VBE) and not multiple goals.
- ❖ See the 2009 Standard Documents for Construction and the most current Supplement: 00 43 39 .10 – Calculation of MBE/WBE/PBE/VBE Participation as a Material Supplier or Subcontractor.

**BIDDER'S MBE/WBE/PBE/VBE PARTICIPATION SHOULD BE LISTED ON THE FOLLOWING BASE BID
SHEETS AND ALTERNATE SHEETS (IF APPLICABLE).**

(Attach additional sheets if necessary)

Name of Bidder: _____

RETURN WITH BID

CDB PROJECT NO. 040-010-122

BASE BID:

CDB Prequalification or Registration Number, Name of MBE/WBE/PBE/VBE Firm Address City State Zip	Proposed \$ Value of Subcontract/Work	Telephone Number	MBE/WBE/ PBE/VBE Designation and Certifying Agency <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS	List Certified Commodity Codes and Category Related to Work to be Performed	Scope of Work	CDB Use: Verified Renewal Date
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			
			<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> PBE <input type="checkbox"/> VBE <input type="checkbox"/> Certified by CMS			

RETURN WITH BID

Name of Bidder: _____

CDB PROJECT NO. 040-010-122

The Bidder represents to CDB that, to the best of its knowledge and belief:

1. Each of the subcontractors and suppliers listed is certified by CMS under the provisions and definitions in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575) and Illinois Procurement Code (30 ILCS 500/45-57) as a minority-owned business, woman-owned business, business owned by a person with a disability, or veteran-owned business.
2. The subcontract(s) which will be executed by the Bidder for the first and/or second level subcontractors and suppliers if the Bidder is awarded this contract by CDB will meet or exceed the specified MBE/WBE/PBE goals and will comply with all provisions of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575).
3. The subcontract(s) which will be executed by the Bidder for the first and/or second level subcontractors and suppliers if the Bidder is awarded this contract by CDB will meet or exceed the specified VBE goals and will comply with all provisions of the Illinois Procurement Code (30 ILCS 500/45-57).

If a blank 4105 Form (defined as no eligible participation listed) is submitted with the bid, the Bidder shall check the box and submit Good Faith Effort documentation with the bid documentation by the bid deadline: ☐ check if applicable

Bidder agrees to and certifies that it will comply with the contractual requirements specified in Article 00 43 39 of CDB's Standard Documents for Construction, and the most current Supplement, regarding the Minority, Women, Persons with Disabilities and Veterans Business Enterprise Program Acts.

Signature

Date

Printed Name and Title

SIGNATURE IS REQUIRED

RETURN WITH BID

State of Illinois
CAPITAL DEVELOPMENT BOARD

as Principal, and _____
a corporation of the State of _____
as Surety, are held and firmly bound unto the State of Illinois, acting by and through the Capital Development Board, as Oblige, in the amount of ten percent (10%) of the amount of the base bid for the payment of which Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, to this agreement.

Principal has submitted to Oblige a bid to enter into a written contract, for

CDB Project Number: _____ Division of Work: _____
in accordance with bidding documents for the project, which contract is by reference made a part hereof and is hereinafter referred to as "the Contract".

THE CONDITION OF THIS OBLIGATION is that if Principal, upon acceptance by Oblige of its bid within the period of time specified for acceptance, shall comply with all post award requirements as required by the terms of the bid within the time specified after date of the Notice of Award, or in the event of the failure to comply with all post award requirements, if Principal shall pay Oblige (1) for all costs of procuring the work which exceeds the amount of its bid, or (2) shall pay Oblige the amount of this bond as liquidated damages in the event Principal is a sole bidder and after an attempt to secure other bids by readvertising none can be obtained, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Surety hereby agrees that its obligation shall not be impaired by any extensions of time for Oblige's acceptance or compliance with post award requirements. Surety hereby waives notice of such extensions.

Signed and sealed this _____ day of _____, 20__.

CONTRACTOR

SURETY

BY _____
SIGNATURE

BY _____
OFFICER OF THE SURETY

Title _____ Title _____
ATTEST:

CORPORATE SECRETARY (Corporations only)

JURAT (Notary's Statement Authenticating Signature)

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public in and for said county, do hereby certify that

(Insert Name of Attorney-In-Fact for SURETY)

who is personally known to me to be the same person whose name is subscribed to the foregoing instrument on behalf of SURETY, appeared before me this day in person and acknowledged respectively, that he/she signed, sealed, and delivered said instrument as his/her free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ DAY OF _____ A.D. 20__

My commission expires _____

Notary Signature _____

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 07 – Product Substitution Form

RETURN WITH BID

The Bidder should include this form with the Bid Forms if a material substitution is offered at that time. See Article 00 43 25 of the Standard Documents for Construction.

The Base Bid and Alternate Bids include only those products specified in the bidding documents. Following is a list of substitute products which bidder proposes to furnish on this project, with the difference in price being deducted from the Base Bid or Alternate Bids.

NOTE: CDB WILL NOT ACCEPT SUBSTITUTIONS FOR SPECIFIED MEMBRANE ROOF SYSTEM(S).

Bidder understands that acceptance of any proposed substitution is at CDB's option. Approval or rejection of any substitutions listed below will be indicated prior to executing the Contract.

MANUFACTURER'S NAME AND PRODUCT

DEDUCT

EVALUATION. Contract award will be made in accord with the Standard Documents for Construction. Only the lowest responsible bidder's Proposed Product Substitution Form will be evaluated.

BIDDER'S NAME: _____

TRADE: _____

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 08 – Standard Business Terms and Conditions
RETURN WITH BID

State Required Ethical Standards Governing Contract Procurement:

Article 50 of the Illinois Procurement Code establishes the duty of all State chief procurement officers, State purchasing officers, and their designees to maximize the value of the expenditure of public moneys in procuring goods, services, and contracts for the State of Illinois and to act in a manner that maintains the integrity and public trust of State government. In discharging this duty, they are charged by law to use all available information, reasonable efforts, and reasonable actions to protect, safeguard, and maintain the procurement process of the State of Illinois.

In order to comply with the provisions of Article 50 and to carry out the duty established therein, all bidders are to adhere to ethical standards established for the procurement process, and to make such assurances, disclosures and certifications required by law. The bidder indicates that each certification is made and understood, and that each disclosure requirement has been understood and completed.

In addition to all other remedies provided by law, failure to comply with any assurance, failure to make any disclosure or the making of a false certification shall be grounds for the chief procurement officer to void the contract, or subcontract, and may result in the suspension or debarment of the bidder or subcontractor.

The requirements of this certification and disclosure are a material part of the contract, and the contractor shall require this certification provision to be included in all subcontracts.

THE BIDDER MAKES THE FOLLOWING REPRESENTATIONS:

- A. The Bidder certifies that it is aware of the requirements of the Substance Abuse Prevention on Public Works Project Act, 820 ILCS 265, and that, if awarded a contract, it is or will be in full compliance with the law prior to beginning work, including the requirement to file with CDB a written substance abuse plan which meets or exceeds the requirements of the Act.
- B. The Bidder certifies that it is aware of the requirements of section 23.9 of the State Comptroller Act, 15 ILCS 405/23.9, which was effective August 26, 2011. This statute requires a fee of \$15 to cover expenses related to the administration of the Minority Contractor Opportunity Initiative. Any Vendor awarded a contract of \$1,000 or more from this solicitation is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund.
- C. Apprenticeship and Training Certification
In accordance with the provisions of Section 30-22 (6) of the Illinois Procurement Code, the bidder certifies that it is a participant, either as an individual or as part of a group program, in the approved apprenticeship and training programs applicable to each type of work or craft that the bidder will perform with its own forces. The bidder further certifies for work that will be performed by subcontract that each of its subcontractors either (a) is, at the time of such bid, participating in an approved, applicable apprenticeship and training program; or (b) will, prior to commencement of performance of work pursuant to this contract, begin participation in an approved apprenticeship and training program applicable to the work of the subcontract.

The bidder shall include with this bid package the official Certificate of Registration or a verification letter from the US Department of Labor (USDOL) certified group program sponsor for the USDOL certified apprenticeship and training program of which the bidder is a member for each of the types of work or crafts that will be performed with the bidder's forces and for each of the types of work or crafts that will be performed by the subcontractor(s) (if the subcontractor is participating in an approved program at the time of bid).
- D. Illinois Office Certification
Bidder certifies that it will maintain an Illinois office as the primary place of employment for persons employed in the construction authorized by the contract in accordance with 30 ILCS 500/30-22(8).

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 08 – Standard Business Terms and Conditions
RETURN WITH BID

F. STANDARD BUSINESS TERMS AND CONDITIONS

1. **AVAILABILITY OF APPROPRIATION; SUFFICIENCY OF FUNDS:** This contract is contingent upon and subject to the availability of sufficient funds. CDB may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this contract have not been appropriated or otherwise made available to CDB by the State or the Federal funding source, (ii) the Governor or CDB reserves funds, or (iii) the Governor or CDB determines that funds will not or may not be available for payment. CDB shall provide notice, in writing, to the Vendor of any such funding failure and its election to terminate or suspend the contract as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice, unless otherwise indicated.
2. **AUDIT/RETENTION OF RECORDS (30 ILCS 500/20-65):** Vendor and its subcontractors shall maintain books and records relating to the performance of the contract or subcontract and necessary to support amounts charged to the State under the contract or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Vendor for a period of three years from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of three years from the later of final payment under the term or completion of the subcontract. If federal funds are used to pay contract costs, the Vendor and its subcontractors must retain its records for five years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the procuring Agency, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Vendor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the contract for which adequate books and records are not available to support the purported disbursement. The Vendor or subcontractors shall not impose a charge for audit or examination of the Vendor's books and records.
3. **TIME IS OF THE ESSENCE:** Time is of the essence with respect to Vendor's performance of this contract. Vendor shall continue to perform its obligations while any dispute concerning the contract is being resolved unless otherwise directed by the State.
4. **NO WAIVER OF RIGHTS:** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.
5. **FORCE MAJEURE:** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel the contract without penalty if performance does not resume within 30 days of the declaration.
6. **CONFIDENTIAL INFORMATION:** Each Party, including its agents and subcontractors, to this contract may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this contract. Vendor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Vendor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of the contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of the contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the contract, in whatever form it is maintained, promptly at the end of the contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third-party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 08 – Standard Business Terms and Conditions
RETURN WITH BID

confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

7. **USE AND OWNERSHIP:** All work performed or supplies created by Vendor under this contract, whether written documents or data, goods or deliverables of any kind, shall be deemed work-for-hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Vendor hereby assigns to the State all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Vendor may have to such work including any so-called "moral rights" in connection with the work. Vendor acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to confidentiality provisions of this contract.
8. **INDEPENDENT CONTRACTOR:** Vendor shall act as an independent contractor and not an agent or employee of, or joint venturer with the State. All payments by the State shall be made on that basis.
9. **SOLICITATION AND EMPLOYMENT:** Vendor shall not employ any person employed by the State during the term of this contract to perform any work under this contract. Vendor shall give notice immediately to the Agency's director if Vendor solicits or intends to solicit State employees to perform any work under this contract.
10. **COMPLIANCE WITH THE LAW:** The Vendor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders, federal circulars and all license and permit requirements in the performance of this contract. Vendor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Vendor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.
11. **BACKGROUND CHECK:** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Vendor's and subcontractors officers, employees or agents. Vendor or subcontractor shall reassign immediately any such individual who, in the opinion of the State, does not pass the background checks.
12. **APPLICABLE LAW:** This contract shall be construed in accordance with and is subject to the laws and rules of the State of Illinois. The Department of Human Rights' Equal Opportunity requirements (44 Ill. Adm. Code 750) are incorporated by reference. Any claim against the State arising out of this contract must be filed exclusively with the Illinois Court of Claims (705 ILCS 505/1). The State shall not enter into binding arbitration to resolve any contract dispute. The State of Illinois does not waive sovereign immunity by entering into this contract. The official text of cited statutes is incorporated by reference (An unofficial version can be viewed at <http://www.ilga.gov/legislation/ilcs/ilcs.asp>). In compliance with the Illinois and federal Constitutions, the Illinois Human Rights Act, the U. S. Civil Rights Act, and Section 504 of the federal Rehabilitation Act and other applicable laws and rules the State does not unlawfully discriminate in employment, contracts, or any other activity.
13. **ANTI-TRUST ASSIGNMENT:** If Vendor does not pursue any claim or cause of action it has arising under federal or state antitrust laws relating to the subject matter of the contract, then upon request of the Illinois Attorney General, Vendor shall assign to the State rights, title and interest in and to the claim or cause of action.
14. **CONTRACTUAL AUTHORITY:** The Agency that signs for the State of Illinois shall be the only State entity responsible for performance and payment under the contract. When the Chief Procurement Officer or authorized designee signs in addition to an Agency, they do so as approving officer and shall have no liability to Vendor. When the Chief Procurement officer or authorized designee signs a master contract on behalf of State agencies, only the Agency that places an order with the Vendor shall have any liability to Vendor for that order.

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 08 – Standard Business Terms and Conditions
RETURN WITH BID

15. **NOTICES:** Notices and other communications provided for herein shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by courier (UPS, Federal Express or other similar and reliable carrier), by e-mail, or by fax showing the date and time of successful receipt. Notices shall be sent to the individuals who signed the contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change the contact information.
16. **MODIFICATIONS AND SURVIVAL:** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Vendor's terms, conditions and attachments, the State's terms, conditions and attachments shall prevail.
17. **PERFORMANCE RECORD / SUSPENSION:** Upon request of the State, Vendor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of the contract. The State may consider Vendor's performance under this contract and compliance with law and rule to determine whether to continue the contract, suspend Vendor from doing future business with the State for a specified period of time, or to determine whether Vendor can be considered responsible on specific future contract opportunities.
18. **FREEDOM OF INFORMATION ACT:** This contract and all related public records maintained by, provided to or required to be provided to the State are subject to the Illinois Freedom of Information Act notwithstanding any provision to the contrary that may be found in this contract.

Signature: _____

Date: _____

Printed Name: _____

Title: _____

Phone Number: _____

Email Address: _____

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures
RETURN WITH BID
FORMS A

Effective July 1, 2014 – BIDDERS HAVE TWO OPTIONS FOR PROVIDING THE REQUIRED CERTIFICATIONS AND DISCLOSURES:

1. FORMS A –THE STANDARD PAPER METHOD OF REQUIRED DOCUMENTS AND INFORMATION.

OR

2. FORMS B AND AN ILLINOIS PROCUREMENT GATEWAY (IPG) REGISTRATION NUMBER WHICH ALLOWS FOR REDUCED DOCUMENTATION WHEN USING AN APPROVED IPG REGISTRATION NUMBER.

The Illinois Procurement Gateway is located at <https://ipg.vendorreg.com>.

The IPG is a web based system that serves as the primary location for entering, organizing, and reviewing vendor information. The IPG allows vendors to provide disclosures, registrations, and other documentation needed to do business with a State agency or university in advance of any particular procurement, thereby reducing the number of documents needed to be submitted with a bid.

The State reviews information submitted through the IPG to register vendors in advance of submitting bids and offers for contracts. Upon satisfactory registration, vendors receive a registration number that may be used when submitting the required forms. Reviews may exceed two weeks when information submitted is incomplete or inaccurate.

FORMS A

***This Forms A section shall be used if you are not using IPG (Illinois Procurement Gateway) Registration #.**

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures

RETURN WITH BID

A vendor responding to a solicitation by the State of Illinois must return the information requested within this section with their bid or offer if they are not registered in the Illinois Procurement Gateway (IPG). Failure to do so may render their bid or offer non-responsive and result in disqualification.

Please read this entire Forms A and provide the requested information as applicable and per the instructions. All forms and signature areas contained in this Forms A must be completed in full and submitted along with the bid in an Invitation for Bid; and completed in full and submitted along with the technical response and price proposal, which combined will constitute the Offer, in a Request for Proposal.

Vendor Name:	Phone:
Street Address:	Email:
City, State Zip:	Vendor Contact:

RETURN WITH BID
OUTLINE

FORMS A

Complete this section if you are not using an IPG (Illinois Procurement Gateway) Registration #

	Part
Business and Directory Information.....	1.
Illinois Department of Human Rights Public Contracts Number	2.
Authorized to Do Business in Illinois.....	3.
Standard Certifications	4.
State Board of Elections	5.
Disclosure of Business Operations in Iran.....	6.
Financial Disclosures and Conflicts of Interest	7.
Taxpayer Identification Number.....	8.

RETURN WITH BID

STATE OF ILLINOIS

BUSINESS AND DIRECTORY INFORMATION

Name of Business (official name and DBA)

1.2. Business Headquarters (address, phone and fax)

1.3. If a Division or Subsidiary of another organization provide the name and address of the parent

1.4. Billing Address

1.5. Name of Chief Executive Officer

1.6. Company Web Site Address

1.7. Type of Organization (sole proprietor, corporation, etc.--should be same as on Taxpayer ID form below

1.8. Length of time in business

1.9. Annual Sales for Offeror's most recently completed fiscal year

1.10. Show number of full-time employees, on average, during the most recent fiscal year

1.11. Is your company at least 51% owned and controlled by individuals in one of the following categories? If "Yes," please check the category that applies:

1.11.1. Minority (30 ILCS 575/2(A)(1) & (3)) ☐ Yes

1.11.2. Female (30 ILCS 575/2(A)(2) & (4)) ☐ Yes

1.11.3. Person with Disability (30 ILCS 575/2(A)(2.05) & (2.1)) ☐ Yes

1.11.4. Disadvantaged (49 CFR 26) ☐ Yes

1.11.5. Veteran (30 ILCS 500/45-57) ☐ Yes

RETURN WITH BID

STATE OF ILLINOIS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS PUBLIC CONTRACT NUMBER

- 2.1. If Offeror employed fifteen or more full-time employees at the time of submission of their response to this solicitation or any time during the previous 365-day period leading up to submission, it must have a current IDHR Public Contract Number or have proof of having submitted a completed application for one **prior** to the solicitation opening date. 775 ILCS 5/2-101. If the Agency/University cannot confirm compliance, it will not be able to consider a Vendor's bid or offer. Please complete the appropriate sections below:

Name of Company (and DBA):

☐ (check if applicable) The number is not required as the company has not met or exceeded the number of employees that makes registration necessary under the requirements of the Human Rights Act described above.

IDHR Public Contracts Number:

Expiration Date:

- 2.2. If number has not yet been issued, provide the date a completed application for the number was submitted to IDHR:
- 2.3. Upon expiration and until their Contractor Identification Number is renewed, companies will not be eligible to be awarded contracts by the State of Illinois or other jurisdictions that require a current IDHR number as a condition of contract eligibility. 44 ILL. ADM. CODE 750.210(a).
- 2.4. Numbers issued by the Department of Human Rights (or its predecessor agency, the Illinois Fair Employment Practices Commission) prior to July 1, 1998 are no longer valid. This affects numbers below 89999-00-0. Valid numbers begin with 900000-00-0.
- 2.5. If Offeror's organization holds an expired number, it must re-register with the Department of Human Rights.
- 2.6. Offeror may obtain an application form by:
- 2.6.1. Telephone: Call the IDHR Public Contracts Unit at (312) 814-2431 between Monday and Friday, 8:30 AM - 5:00 PM, CST. (TDD (312) 263-1579).
- 2.6.2. Internet: You may download the form from the Department of Human Rights' website at (<http://www2.illinois.gov/dhr/PublicContracts/Pages/default.aspx>).
- 2.6.3. Mail: Write to the Department of Human Rights, Public Contracts Unit, 100 West Randolph Street, Suite 10-100, Chicago, IL 60601.

RETURN WITH BID

STATE OF ILLINOIS

AUTHORIZED TO TRANSACT BUSINESS OR CONDUCT AFFAIRS IN ILLINOIS


3. A person, other than an individual acting as a sole proprietor, must be a duly constituted legal entity and authorized to transact business or conduct affairs in Illinois prior to submitting an offer. 30 ILCS 500/20-43. Offerors must review and complete certification #4.32 in the Standard Certifications found in Forms A, Part 4.

Certification #4.32 requires Vendor to check one of the two boxes representing its status. The State may request evidence from a vendor that certifies it is authorized to do business in Illinois proving such authorization. Failure to produce evidence in a timely manner may be considered grounds for determining Vendor non-responsive or not responsible.

For information on registering to transact business or conduct affairs in Illinois, please visit the Illinois Secretary of State's Department of Business Services at their website at (http://cyberdriveillinois.com/departments/business_services/home.html) or your home county clerk.

**EVIDENCE OF BEING AUTHORIZED TO TRANSACT BUSINESS OR CONDUCT AFFAIRS IS THE SECRETARY
OF STATE'S CERTIFICATE OF GOOD STANDING**


File Number 776-383-1



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that

XYZ CONSULTING, INC. INCORPORATED IN GEORGIA AND LICENSED TO TRANSACT BUSINESS IN THIS STATE ON JANUARY 20, 2011, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES AND AS OF THIS DATE IS A FOREIGN CORPORATION IN GOOD STANDING AND AUTHORIZED TO TRANSACT BUSINESS IN THE STATE OF ILLINOIS.



In Testimony Whereof, I thereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 7TH day of JUNE A.D. 2011

Jesse White

RETURN WITH BID
STATE OF ILLINOIS
STANDARD CERTIFICATIONS

Vendor acknowledges and agrees that compliance with this subsection in its entirety for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Vendor certifies compliance with this subsection in its entirety, and is under a continuing obligation to remain in compliance and report any non-compliance.

This subsection, in its entirety, applies to subcontractors used on this contract. Vendor shall include these Standard Certifications in any subcontract used in the performance of the contract using the Standard Certification form provided by the State.

If this contract extends over multiple fiscal years, including the initial term and all renewals, Vendor and its subcontractors shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

4.1. As part of each certification, Vendor acknowledges and agrees that should Vendor or its subcontractors provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:

- the contract may be void by operation of law,
- the State may void the contract, and
- the Vendor and its subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

4.2. Vendor certifies it and its employees will comply with applicable provisions of the United States Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and applicable rules in performance of this contract.

4.3. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies he/she is not in default on an educational loan. 5 ILCS 385/3.

4.4. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies it he/she has not received (i) an early retirement incentive prior to 1993 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code or (ii) an early retirement incentive on or after 2002 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code. 30 ILCS 105/15a; 40 ILCS 5/14-108.3; 40 ILCS 5/16-133.

RETURN WITH BID
STATE OF ILLINOIS
STANDARD CERTIFICATIONS

- 4.5. Vendor certifies that it is a legal entity authorized to do business in Illinois prior to submission of a bid, offer, or proposal. 30 ILCS 500/1-15.80, 20-43.
- 4.6. To the extent there was a current Vendor providing the services covered by this contract and the employees of that Vendor who provided those services are covered by a collective bargaining agreement, Vendor certifies (i) that it will offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by the contract subject to its bid or offer; and (ii) that it shall offer employment to all employees currently employed in any existing bargaining unit who perform substantially similar work to the work that will be performed pursuant to this contract. This does not apply to heating, air conditioning, plumbing and electrical service contracts. 30 ILCS 500/25-80.
- 4.7. Vendor certifies it has neither been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois or any other State, nor made an admission of guilt of such conduct that is a matter of record. 30 ILCS 500/50-5.
- 4.8. If Vendor has been convicted of a felony, Vendor certifies at least five years have passed after the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. 30 ILCS 500/50-10.
- 4.9. If Vendor or any officer, director, partner, or other managerial agent of Vendor has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953, Vendor certifies at least five years have passed since the date of the conviction. Vendor further certifies that it is not barred from being awarded a contract and acknowledges that the State shall declare the contract void if this certification is false. 30 ILCS 500/50-10.5.
- 4.10. Vendor certifies it is not barred from having a contract with the State based upon violating the prohibitions related to either submitting/writing specifications or providing assistance to an employee of the State of Illinois by reviewing, drafting, directing, or preparing any invitation for bids, a request for proposal, or request of information, or similar assistance (except as part of a public request for such information). 30 ILCS 500/50-10.5(e), *amended* by Pub. Act No. 97-0895 (August 3, 2012).
- 4.11. Vendor certifies that it and its affiliates are not delinquent in the payment of any debt to the State (or if delinquent has entered into a deferred payment plan to pay the debt), and Vendor and its affiliates acknowledge the State may declare the contract void if this certification is false or if Vendor or an affiliate later becomes delinquent and has not entered into a deferred payment plan to pay off the debt. 30 ILCS 500/50-11, 50-60.
- 4.12. Vendor certifies that it and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with provisions of the Illinois Use Tax Act and acknowledges that failure to comply may result in the contract being declared void. 30 ILCS 500/50-12.

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STANDARD CERTIFICATIONS

- 4.13. Vendor certifies that it has not been found by a court or the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act within the last five years, and is therefore not barred from being awarded a contract. 30 ILCS 500/50-14.
- 4.14. Vendor certifies it has neither paid any money or valuable thing to induce any person to refrain from bidding on a State contract, nor accepted any money or other valuable thing, or acted upon the promise of same, for not bidding on a State contract. 30 ILCS 500/50-25.
- 4.15. Vendor certifies it is not in violation of the "Revolving Door" provisions of the Illinois Procurement Code. 30 ILCS 500/50-30.
- 4.16. Vendor certifies that it has not retained a person or entity to attempt to influence the outcome of a procurement decision for compensation contingent in whole or in part upon the decision or procurement. 30 ILCS 500/50-38.
- 4.17. Vendor certifies that if it has hired a person required to register under the Lobbyist Registration Act to assist in obtaining any State contract, that none of the lobbyist's costs, fees, compensation, reimbursements, or other remuneration were billed to the State. 30 ILCS 500\50-38.
- 4.18. Vendor certifies it will report to the Illinois Attorney General and the Chief Procurement Officer any suspected collusion or other anti-competitive practice among any bidders, offerors, contractors, proposers, or employees of the State. 30 ILCS 500/50-40, 50-45, 50-50.
- 4.19. Vendor certifies steel products used or supplied in the performance of a contract for public works shall be manufactured or produced in the United States, unless the executive head of the procuring Agency/University grants an exception. 30 ILCS 565.
- 4.20. Drug Free Workplace
- 4.20.1. If Vendor employs 25 or more employees and this contract is worth more than \$5,000, Vendor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act.
- 4.20.2. If Vendor is an individual and this contract is worth more than \$5000, Vendor certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the contract. 30 ILCS 580.
- 4.21. Vendor certifies that neither Vendor nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the United States. Department of Commerce. 30 ILCS 582.
- 4.22. Vendor certifies it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any state or of the United States. 720 ILCS 5/33 E-3, E-4.

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- 4.23. Vendor certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, which include providing equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies. 775 ILCS 5/2-105.
- 4.24. Vendor certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club." 775 ILCS 25/2.
- 4.25. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been or will be produced in whole or in part by forced labor or indentured labor under penal sanction. 30 ILCS 583.
- 4.26. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been produced in whole or in part by the labor of any child under the age of 12. 30 ILCS 584.
- 4.27. Vendor certifies that any violation of the Lead Poisoning Prevention Act, as it applies to owners of residential buildings, has been mitigated. 410 ILCS 45.
- 4.28. Vendor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Vendors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- 4.29. Vendor certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at (www.dhs.state.il.us/iitaa) 30 ILCS 587.
- 4.30. Vendor certifies that it has read, understands, and is in compliance with the registration requirements of the Elections Code (10 ILCS 5/9-35) and the restrictions on making political contributions and related requirements of the Illinois Procurement Code. 30 ILCS 500/20-160 and 50-37. Vendor will not make a political contribution that will violate these requirements.

In accordance with section 20-160 of the Illinois Procurement Code, Vendor certifies as applicable:

☐ Vendor is not required to register as a business entity with the State Board of Elections.

or

☐ Vendor has registered with the State Board of Elections. As a registered business entity, Vendor acknowledges a continuing duty to update the registration as required by the Act.

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- 4.31. Vendor certifies that if it is awarded a contract through the use of the preference required by the Procurement of Domestic Products Act, then it shall provide products pursuant to the contract or a subcontract that are manufactured in the United States. 30 ILCS 517.
- 4.32. A person (other than an individual acting as a sole proprietor) must be a duly constituted legal entity and authorized to transact business or conduct affairs in Illinois prior to submitting a bid or offer. 30 ILCS 500/20-43. If you do not meet these criteria, then your bid or offer will be disqualified.

Vendor must make one of the following two certifications by checking the appropriate box.

- A. ☐ Vendor certifies it is an individual acting as a sole proprietor and is therefore not subject to the requirements of section 20-43 of the Procurement Code.
- B. ☐ Vendor certifies that it is a legal entity, and was authorized to transact business or conduct affairs in Illinois as of the date for submitting this bid or offer. The State may require Vendor to provide evidence of compliance before award.
- 4.33. Vendor certifies that, for the duration of this contract it will:
- post its employment vacancies in Illinois and border states on the Department of Employment Security's IllinoisJobLink.com website or its successor system; or
 - will provide an online link to these employment vacancies so that this link is accessible through the IllinoisJobLink.com website or successor system; or
 - is exempt from 20 ILCS 1005/1005-47 because the contract is for construction-related services as that term is defined in section 1-15.20 of the Procurement Code; or the contract is for construction and vendor is a party to a contract with a bona fide labor organization and performs construction. (20 ILCS 1005/1005-47).

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STATE BOARD OF ELECTIONS

5. Section 50-37 of the Illinois Procurement Code prohibits political contributions of certain vendors, bidders and offerors. Additionally, section 9-35 of the Illinois Election Code governs provisions relating to reporting and making contributions to state officeholders, declared candidates for State offices and covered political organizations that promote the candidacy of an officeholder or declared candidate for office. The State may declare any resultant contract void if these Acts are violated.

Generally, if a vendor, bidder, or offeror is an entity doing business for profit (i.e. sole proprietorship, partnership, corporation, limited liability company or partnership, or otherwise) and has contracts with State agencies that annually total more than \$50,000 or whose aggregate pending bids or proposals and current State contracts that total more than \$50,000, the vendor, bidder, or offeror is prohibited from making political contributions and must register with the State Board of Elections. 30 ILCS 500/20-160.

**EVIDENCE OF REGISTRATION WITH THE STATE BOARD OF ELECTIONS
IS THE CERTIFICATE OF REGISTRATION**



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DISCLOSURE OF BUSINESS OPERATIONS WITH IRAN

6. In accordance with 30 ILCS 500/50-36, each bid, offer, or proposal submitted for a State contract, other than a small purchase defined in Section 20-20 of the Illinois Procurement Code, will include a disclosure of whether or not the bidder, offeror, or proposing entity, or any of its corporate parents or subsidiaries, within the 24 months before submission of the bid, offer, or proposal had business operations that involved contracts with or provision of supplies or services to the Government of Iran, companies in which the Government of Iran has any direct or indirect equity share, consortiums or projects commissioned by the Government of Iran and:

- more than 10% of the company's revenues produced in or assets located in Iran involve oil-related activities or mineral-extraction activities; less than 75% of the company's revenues produced in or assets located in Iran involve contracts with or provision of oil-related or mineral – extraction products or services to the Government of Iran or a project or consortium created exclusively by that Government; and the company has failed to take substantial action; or
- the company has, on or after August 5, 1996, made an investment of \$20 million or more, or any combination of investments of at least \$10 million each that in the aggregate equals or exceeds \$20 million in any 12- month period that directly or significantly contributes to the enhancement of Iran's ability to develop petroleum resources of Iran.

A bid or offer that does not include this disclosure may be given a period after the bid or offer is submitted to cure non-disclosure. A chief procurement officer may consider the disclosure when evaluating the bid or offer or awarding the contract.

- ☐ There are no business operations that must be disclosed to comply with the above cited law.
- ☐ The following business operations are disclosed to comply with the above cited law:

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STATE OF ILLINOIS

FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST

The Financial Disclosures and Conflicts of Interest form ("form") must be accurately completed and submitted by the vendor, parent entity(ies), and subcontractors. There are **nine** steps to this form and each must be completed as instructed in the step heading and within the step. A bid or offer that does not include this form shall be considered non-responsive. The Agency/University will consider this form when evaluating the bid or offer or awarding the contract.

The requirement of disclosure of financial interests and conflicts of interest is a continuing obligation. If circumstances change and the disclosure is no longer accurate, then disclosing entities must provide an updated form.

Separate forms are required for the vendor, parent entity(ies), and subcontractors.

This disclosure is submitted for:

- ☐ Vendor
- ☐ Vendor's Parent Entity(ies) (100% ownership)
- ☐ Subcontractor(s) >\$50,000 (annual value)
- ☐ Subcontractor's Parent Entity(ies) (100% ownership) > \$50,000 (annual value)

Project Name	
Illinois Procurement Bulletin Number	
Contract Number	
Vendor Name	
Doing Business As (DBA)	
Disclosing Entity	
Disclosing Entity's Parent Entity	
Subcontractor	
Instrument of Ownership or Beneficial Interest	Choose an item. <input type="checkbox"/> If you selected Other, please describe:

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FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST

STEP 1

SUPPORTING DOCUMENTATION SUBMITTAL

(All vendors complete regardless of annual bid, offer, or contract value)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

You must select one of the six options below and select the documentation you are submitting. You must provide the documentation that the applicable section requires with this form.

☐ Option 1 – Publicly Traded Entities

1.A. ☐ Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

1.B. ☐ Attach a copy of the Federal 10-K or provide a web address of an electronic copy of the Federal 10-K, and skip to Step 3.

☐ Option 2 – Privately Held Entities with more than 100 Shareholders

2.A. ☐ Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

2.B. ☐ Complete Step 2, Option A for each qualifying individual or entity holding any ownership share in excess of 5% and attach the information Federal 10-K reporting companies are required to report under 17 CFR 229.401.

☐ Option 3 – All other Privately Held Entities, not including Sole Proprietorships

3.A. ☐ Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

☐ Option 4 – Foreign Entities

4.A. ☐ Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

4.B. ☐ Attach a copy of the Securities Exchange Commission Form 20-F or 40-F and skip to Step 3.

☐ Option 5 – Not-for-Profit Entities

☐ Complete Step 2, Option B.

☐ Option 6 – Sole Proprietorships

☐ Skip to Step 3.

STEP 2

DISCLOSURE OF FINANCIAL INTEREST OR BOARD OF DIRECTORS

(All vendors, except sole proprietorships, must complete regardless of annual bid, offer, or contract value)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

Complete **either** Option A (for all entities other than not-for-profits) or Option B (for not-for-profits). Additional rows may be inserted into the tables or an attachment may be provided if needed.

OPTION A – Ownership Share and Distributive Income

Ownership Share – If you selected Option 1.A., 2.A., 2.B., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of ownership if said percentage exceeds 5%, or the dollar value of their ownership if said dollar value exceeds \$106,447.20.

☐ Check here if including an attachment with requested information in a format substantially similar to the format below.

TABLE – X			
Name	Address	Percentage of Ownership	\$ Value of Ownership

Distributive Income – If you selected Option 1.A., 2.A., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of the disclosing vendor's total distributive income if said percentage exceeds 5% of the total distributive income of the disclosing entity, or the dollar value of their distributive income if said dollar value exceeds \$106,447.20.

☐ Check here if including an attachment with requested information in a format substantially similar to the format below.

TABLE – Y			
Name	Address	% of Distributive Income	\$ Value of Distributive Income

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures

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FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST

Please certify that the following statements are true.

I have disclosed all individuals or entities that hold an ownership interest of greater than 5% or greater than \$106,447.20.

☐ Yes ☐ No

I have disclosed all individuals or entities that were entitled to receive distributive income in an amount greater than \$106,447.20 or greater than 5% of the total distributive income of the disclosing entity.

☐ Yes ☐ No

OPTION B – Disclosure of Board of Directors (Not-for-Profits)

If you selected Option 5 in Step 1, list members of your board of directors. Please include an attachment if necessary.

TABLE – Z

Name	Address

STEP 3

DISCLOSURE OF LOBBYIST OR AGENT

(Complete only if bid, offer, or contract has an annual value over \$50,000)

(Subcontractors with subcontract annual value of more than \$50,000 must complete)

☐ Yes ☐ No. Is your company represented by or do you employ a lobbyist required to register under the Lobbyist Registration Act (lobbyist must be registered pursuant to the Act with the Secretary of State) or other agent who is not identified through Step 2, Option A above and who has communicated, is communicating, or may communicate with any State/Public University officer or employee concerning the bid or offer? If yes, please identify each lobbyist and agent, including the name and address below.

If you have a lobbyist that does not meet the criteria, then you do not have to disclose the lobbyist's information.

Name	Address	Relationship to Disclosing Entity

Describe all costs/fees/compensation/reimbursements related to the assistance provided by each representative lobbyist or other agent to obtain this Agency/University contract: _____

STEP 4

PROHIBITED CONFLICTS OF INTEREST

(All vendors must complete regardless of annual bid, offer, or contract value)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

Step 4 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above. Please provide the name of the person for which responses are provided: _____

1. Do you hold or are you the spouse or minor child who holds an elective office in the State of Illinois or hold a seat in the General Assembly? ☐ Yes ☐ No
2. Have you, your spouse, or minor child been appointed to or employed in any offices or agencies of State government and receive compensation for such employment in excess of 60% (\$106,447.20) of the salary of the Governor? ☐ Yes ☐ No
3. Are you or are you the spouse or minor child of an officer or employee of the Capital Development Board or the Illinois Toll Highway Authority? ☐ Yes ☐ No
4. Have you, your spouse, or an immediate family member who lives in your residence currently or who lived in your residence within the last 12 months been appointed as a member of a board, commission, authority, or task force authorized or created by State law or by executive order of the Governor? ☐ Yes ☐ No
5. If you answered yes to any question in 1-4 above, please answer the following: Do you, your spouse, or minor child receive from the vendor more than 7.5% of the vendor's total distributable income or an amount of distributable income in excess of the salary of the Governor (\$177,412.00)? ☐ Yes ☐ No
6. If you answered yes to any question in 1-4 above, please answer the following: Is there a combined interest of self with spouse or minor child more than 15% in the aggregate of the vendor's distributable income or an amount of distributable income in excess of two times the salary of the Governor (\$354,824.00)? ☐ Yes ☐ No

STEP 5

POTENTIAL CONFLICTS OF INTEREST RELATING TO PERSONAL RELATIONSHIPS

(Complete only if bid, offer, or contract has an annual value over \$50,000)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

Step 5 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above.

Please provide the name of the person for which responses are provided: _____

1. Do you currently have, or in the previous 3 years have you had State employment, including contractual employment of services? ☐ Yes ☐ No
2. Has your spouse, father, mother, son, or daughter, had State employment, including contractual employment for services, in the previous 2 years? ☐ Yes ☐ No
3. Do you hold currently or have you held in the previous 3 years elective office of the State of Illinois, the government of the United States, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois? ☐ Yes ☐ No
4. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding elective office currently or in the previous 2 years? ☐ Yes ☐ No
5. Do you hold or have you held in the previous 3 years any appointive government office of the State of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois, which office entitles the holder to compensation in excess of expenses incurred in the discharge of that office? ☐ Yes ☐ No
6. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding appointive office currently or in the previous 2 years? ☐ Yes ☐ No
7. Do you currently have or in the previous 3 years had employment as or by any registered lobbyist of the State government? ☐ Yes ☐ No
8. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) that is or was a registered lobbyist? ☐ Yes ☐ No
9. Do you currently have or in the previous 3 years had compensated employment by any registered election or re-election committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections? ☐ Yes ☐ No

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FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST

10. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) who is or was a compensated employee of any registered election or reelection committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections? ☐ Yes ☐ No

STEP 6

EXPLANATION OF AFFIRMATIVE RESPONSES

(All vendors must complete regardless of annual bid, offer, or contract value)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

If you answered "Yes" in Step 4 or Step 5, please provide on an additional page a detailed explanation that includes, but is not limited to the name, salary, State agency or university, and position title of each individual.

STEP 7

**POTENTIAL CONFLICTS OF INTEREST
RELATING TO DEBARMENT & LEGAL PROCEEDINGS**

(Complete only if bid, offer, or contract has an annual value over \$50,000)
(Subcontractors with subcontract annual value of more than \$50,000 must complete)

This step must be completed for each person disclosed in Step 2, Option A, Step 3, and for each entity and sole proprietor disclosed in Step 1.

Please provide the name of the person or entity for which responses are provided: _____

1. Within the previous ten years, have you had debarment from contracting with any governmental entity? ☐ Yes ☐ No
2. Within the previous ten years, have you had any professional licensure discipline? ☐ Yes ☐ No
3. Within the previous ten years, have you had any bankruptcies? ☐ Yes ☐ No
4. Within the previous ten years, have you had any adverse civil judgments and administrative findings? ☐ Yes ☐ No
5. Within the previous ten years, have you had any criminal felony convictions? ☐ Yes ☐ No

If you answered "Yes", please provide a detailed explanation that includes, but is not limited to the name, State agency or university, and position title of each individual. _____

STEP 8

DISCLOSURE OF CURRENT AND PENDING CONTRACTS

(Complete only if bid, offer, or contract has an annual value over \$50,000)

(Subcontractors with subcontract annual value of more than \$50,000 must complete)

If you selected Option 1, 2, 3, 4, or 6 in Step 1, do you have any contracts, pending contracts, bids, proposals, subcontracts, leases or other ongoing procurement relationships with units of State of Illinois government?

☐ Yes ☐ No.

If "Yes", please specify below. Additional rows may be inserted into the table or an attachment may be provided if needed.

Agency/University	Project Title	Status	Value	Contract Reference/P.O./Illinois Procurement Bulletin #

Please explain the procurement relationship: _____

STEP 9

SIGN THE DISCLOSURE

(All vendors must complete regardless of annual bid, offer, or contract value)

(Subcontractors with subcontract annual value of more than \$50,000 must complete)

This disclosure is signed, and made under penalty of perjury for all for-profit entities, by an authorized officer or employee on behalf of the bidder or offeror pursuant to Sections 50-13 and 50-35 of the Illinois Procurement Code. This disclosure information is submitted on behalf of:

Name of Disclosing Entity:

Signature: _____

Date:

Printed Name:

Title:

Phone Number:

Email Address:

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CERTIFICATIONS AND DISCLOSURES

I certify that:

The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and

I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

I am a U.S. person (including a U.S. resident alien).

- If you are an individual, enter your name and SSN as it appears on your Social Security Card.
- If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
- If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the D/B/A on the business name line and enter the owner's SSN or EIN.
- If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
- For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

Name:

Business Name:

Taxpayer Identification Number:

Social Security Number:

or

Employer Identification Number:

Legal Status (check one):

- | | |
|--|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Governmental |
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Nonresident alien |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Estate or trust |
| <input type="checkbox"/> Legal Services Corporation | <input type="checkbox"/> Pharmacy (Non-Corp.) |
| <input type="checkbox"/> Tax-exempt | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery (Corp.) |
| <input type="checkbox"/> Corporation providing or billing
medical and/or health care services | <input type="checkbox"/> Limited Liability Company
(select applicable tax classification) |
| <input type="checkbox"/> Corporation NOT providing or billing
medical and/or health care services | <input type="checkbox"/> D = disregarded entity |
| | <input type="checkbox"/> C = corporation |
| | <input type="checkbox"/> P = partnership |

Signature of Authorized Representative: _____

Date:

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures
RETURN WITH BID
STATE OF ILLINOIS
CERTIFICATIONS AND DISCLOSURES

FORMS B

***This Forms B section may be used when responding to an Invitation for Bid (IFB) or a Request for Proposal (FP) using a current registration in the Illinois Procurement Gateway (IPG).
If the bidder does not use Forms B, then Forms A shall be submitted with bid.**

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures
RETURN WITH BID
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CERTIFICATIONS AND DISCLOSURES

This Forms B may be used when responding to an Invitation for Bid (IFB) or a Request for Proposal (RFP) if the vendor is registered in the Illinois Procurement Gateway (IPG) and has a valid IPG Registration Number.

If a vendor does not have a valid IPG registration number, then the vendor must complete and submit Forms A with their response. Failure to do so may render the submission non-responsive and result in disqualification.

Please read this entire section and provide the requested information as applicable. All parts in Forms B must be completed in full and submitted along with the vendor's response.

1. Certification of Illinois Procurement Gateway Registration

My business has a valid Illinois Procurement Gateway (IPG) registration. The State of Illinois Chief Procurement Office approved the registration and provided the IPG registration number and expiration date disclosed in this Forms B.

To ensure that you have a valid registration in the IPG, search for your business name in the IPG Registered Vendor Directory. If your company does not appear in the search results, then you do not have a valid IPG registration.

IPG Registration #: _____ IPG Expiration Date: _____

Certification Timely to this Solicitation or Contract

Vendor certifies it is not barred from having a contract with the State based upon violating the prohibitions related to either submitting/writing specifications or providing assistance to an employee of the State of Illinois by reviewing, drafting, directing, or preparing any invitation for bids, a request for proposal, or request of information, or similar assistance (except as part of a public request for such information). 30 ILCS 500/50-10.5(e), amended by Public Act No. 97-0895 (August 3, 2012). ☐ Yes ☐ No

3. Replacement Certification to IPG Certification #6 (supersedes response in IPG)

If Vendor has been convicted of a felony, Vendor certifies at least five years have passed since the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. Vendor further certifies that it is not barred from being awarded a contract. 30 ILCS 500/50-10. ☐ Yes ☐ No

4. Disclosure of Lobbyist or Agent (Complete only if bid, offer, or contract has an annual value over \$50,000)

Is your company or parent entity(ies) represented by or do you or your parent entity(ies) employ a lobbyist required to register under the Lobbyist Registration Act (lobbyist must be registered pursuant to the Act with the Secretary of State) or an agent who has communicated, is communicating, or may communicate with any State/Public University officer or employee concerning the bid or offer? If yes, please identify each lobbyist and agent, including the name and address below. ☐ Yes ☐ No

If yes, please identify each lobbyist and agent, including the name and address below. If you have a lobbyist that does not meet the criteria, then you do not have to disclose the lobbyist's information. Additional rows may be inserted into the table or an attachment may be provided if needed.

RETURN WITH BID

STATE OF ILLINOIS

CERTIFICATIONS AND DISCLOSURES

Name	Address	Relationship to Disclosing Entity

Describe all costs/fees/compensation/reimbursements related to the assistance provided by each representative lobbyist or other agent to obtain this Agency/University contract: _____

5. Disclosure of Current and Pending Contracts

Complete only if: (a) your business is for-profit and (b) the bid, offer, or contract has an annual value over \$50,000. Do not complete if you are a not-for-profit entity.

☐ Yes ☐ No. Do you have any contracts, pending contracts, bids, proposals, subcontracts, leases or other ongoing procurement relationships with units of State of Illinois government?

If "Yes", please specify below. Additional rows may be inserted into the table or an attachment in the same format may be provided if needed.

Agency/University	Project Title	Status	Value	Contract Reference/P.O./Illinois Procurement Bulletin #

Signature

As of the date signed below, I certify that:

- My business' information and the certifications made in the Illinois Procurement Gateway are truthful and accurate.
- The certifications and disclosures made in this Forms B are truthful and accurate.

This Forms B is signed by an authorized officer or employee on behalf of the bidder, offeror, or vendor pursuant to Sections 50-13 and 50-35 of the Illinois Procurement Code, and the affirmation of the accuracy of the financial disclosures is made under penalty of perjury.

This disclosure information is submitted on behalf of:

Vendor Name:

Phone:

Street Address:

Email:

City, State, Zip:

Vendor Contact:

Signature: _____

Date:

Printed Name:

Title:

BIDDING & CONTRACT REQUIREMENTS
Document 00 41 09 – Certifications and Disclosures

RETURN WITH BID
STATE OF ILLINOIS
CERTIFICATIONS AND DISCLOSURES

I certify that:

The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

I am a U.S. person (including a U.S. resident alien).

- If you are an individual, enter your name and SSN as it appears on your Social Security Card.
- If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
- If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the D/B/A on the business name line and enter the owner's SSN or EIN.
- If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
- For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

Name:

Business Name:

Taxpayer Identification Number:

Social Security Number:

or

Employer Identification Number:

Legal Status (check one):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Governmental |
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Nonresident alien |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Estate or trust |
| <input type="checkbox"/> Legal Services Corporation | <input type="checkbox"/> Pharmacy (Non-Corp.) |
| <input type="checkbox"/> Tax-exempt | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery (Corp.) |
| <input type="checkbox"/> Corporation providing or billing
medical and/or health care services | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Corporation NOT providing or billing
medical and/or health care services | (select applicable tax classification) |
| | <input type="checkbox"/> D = disregarded entity |
| | <input type="checkbox"/> C = corporation |
| | <input type="checkbox"/> P = partnership |

Signature of Authorized Representative: _____

Date:

END 00 41 09

1. PREVAILING WAGE ACT

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act(820 ILCS 130/1-12).

2. PROJECT LABOR AGREEMENT

Because of the size, duration, and important public purpose to be served by the Project, it is in the public interest to have the Project completed in the most timely, efficient, and orderly manner possible and without labor disputes or disruptions of any kind which might interfere with or delay the Project. Accordingly, the Contractor is required to enter into a Project Labor Agreement with the trade unions which have traditionally performed and have trade and geographic jurisdiction over such work. The Project Labor Agreement will be provided by CDB and executed by each Contractor, known Subcontractor and Trade Union within 10 days following the Notice of Award (NOA) with a copy provided to CDB. The agreement shall provide for, at a minimum, the following:

- a. Contracting or subcontracting work to only those firms, persons, companies or entities that have, or agree to be bound by and operate under, for the life of the Project, current collective bargaining agreements with applicable trade unions.
- b. No lockout, strikes, picketing or other work stoppage of any nature.
- c. Trade unions agree to use their best efforts to prevent any acts described in paragraph b, or those of a similar nature of effect, or, in the event such an act takes place, to cause an immediate cessation thereof.
- d. The right to discharge or discipline an employee who violates the provisions of the agreement.
- e. Coverage for the life of the project.
- f. Incorporation of the agreement into subcontracts.
- g. Procedures for resolving disputes related to the agreement.

END 00 43 43.

Adams County Prevailing Wage Rates posted on 5/24/2021

Trade Title	Rg	Type	C	Base	Foreman	Overtime					H/W	Pension	Vac	Trng	Other Ins
						M-F	Sa	Su	Hol						
ASBESTOS ABT-GEN	All	BLD		26.95	28.70	1.5	1.5	2.0	2.0	9.75	12.73	0.00	0.80		
ASBESTOS ABT-MEC	All	BLD		32.00	33.00	1.5	1.5	2.0	2.0	9.00	6.25	0.00	0.50		
BOILERMAKER	All	BLD		39.00	41.50	1.5	1.5	2.0	2.0	7.07	24.52	1.50	1.05		
BRICK MASON	All	BLD		31.91	33.51	1.5	1.5	2.0	2.0	9.50	11.55	0.00	0.88		
CARPENTER	All	BLD		33.58	35.83	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.74		
CARPENTER	All	HWY		35.62	37.37	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.71		
CEMENT MASON	All	BLD		30.00	32.00	1.5	1.5	2.0	2.0	9.85	13.82	0.00	0.60		
CEMENT MASON	All	HWY		30.00	32.25	1.5	1.5	2.0	2.0	9.85	14.19	0.00	0.60		
CERAMIC TILE FINISHER	All	BLD		32.13		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30		
ELECTRIC PWR EQMT OP	All	ALL		47.70	56.60	1.5	1.5	2.0	2.0	7.93	13.36	0.00	0.72		
ELECTRIC PWR GRNDMAN	All	ALL		32.41	56.60	1.5	1.5	2.0	2.0	7.47	9.07	0.00	0.48		
ELECTRIC PWR LINEMAN	All	ALL		53.09	56.60	1.5	1.5	2.0	2.0	8.09	14.86	0.00	0.80		
ELECTRIC PWR TRK DRV	All	ALL		34.02	56.60	1.5	1.5	2.0	2.0	7.52	9.53	0.00	0.51		
ELECTRICIAN	All	BLD		33.00	35.50	1.5	1.5	2.0	2.0	8.00	10.61	0.00	0.80		
ELECTRONIC SYSTEM TECH	All	BLD		30.65	32.65	1.5	1.5	2.0	2.0	7.70	12.77	0.00	0.40		
ELEVATOR CONSTRUCTOR	All	BLD		49.32	55.49	2.0	2.0	2.0	2.0	15.87	19.31	3.95	0.64		
GLAZIER	All	BLD		36.51	38.51	1.5	1.5	2.0	2.0	6.45	11.45	0.00	0.68		
HEAT/FROST INSULATOR	All	BLD		39.38	40.38	1.5	1.5	2.0	2.0	10.79	13.10	0.00	0.80		
IRON WORKER	All	ALL		27.65	29.90	1.5	1.5	2.0	2.0	8.69	14.63	0.00	0.88		
LABORER	All	BLD		25.45	27.20	1.5	1.5	2.0	2.0	9.75	12.73	0.00	0.80		
LABORER	All	HWY		29.50	31.00	1.5	1.5	2.0	2.0	9.75	15.55	0.00	0.80		
LATHER	All	BLD		33.58	35.83	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.74		
MACHINIST	All	BLD		49.68	52.18	1.5	1.5	2.0	2.0	7.93	8.95	1.85	1.47		
MARBLE FINISHER	All	BLD		32.13		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30		
MARBLE MASON	All	BLD		33.65		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30		
MILLWRIGHT	All	BLD		33.60	35.85	1.5	1.5	2.0	2.0	9.20	20.44	0.00	0.74		
MILLWRIGHT	All	HWY		37.36	39.11	1.5	1.5	2.0	2.0	9.20	21.21	0.00	0.71		
OPERATING ENGINEER	All	BLD	1	38.76	40.37	1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50		
OPERATING ENGINEER	All	BLD	2	36.23	40.37	1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50		
OPERATING ENGINEER	All	BLD	3	32.35	40.37	1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50		
OPERATING ENGINEER	All	BLD	4	40.37	40.37	1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50		

OPERATING ENGINEER	All	HWY	1	45.28		1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50
OPERATING ENGINEER	All	HWY	2	40.41		1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50
OPERATING ENGINEER	All	HWY	3	32.93		1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50
OPERATING ENGINEER	All	HWY	4	46.78		1.5	1.5	2.0	2.0	11.25	11.55	0.00	2.50
PAINTER	All	ALL		31.98	33.48	1.5	1.5	2.0	2.0	6.45	12.38	0.00	0.65
PAINTER OVER 30 FT.	All	ALL		32.98	34.48	1.5	1.5	2.0	2.0	6.45	12.38	0.00	0.65
PAINTER PWR EQMT	All	ALL		32.98	34.48	1.5	1.5	2.0	2.0	6.45	12.38	0.00	0.65
PILEDRIIVER	All	BLD		34.58	36.83	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.74
PILEDRIIVER	All	HWY		35.62	37.37	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.71
PIPEFITTER	All	ALL		41.00	45.10	1.5	1.5	2.0	2.0	7.70	15.35	0.00	1.54
PLASTERER	All	BLD		32.90	34.65	1.5	1.5	2.0	2.0	9.00	15.19	0.00	0.90
PLUMBER	All	ALL		41.00	45.10	1.5	1.5	2.0	2.0	7.70	15.35	0.00	1.54
ROOFER	All	BLD		31.86	34.71	1.5	1.5	2.0	2.0	10.40	10.41	0.00	0.56
SHEETMETAL WORKER	All	BLD		31.19	33.34	1.5	1.5	2.0	2.0	7.14	12.61	0.00	0.83
SPRINKLER FITTER	All	BLD		41.97	44.72	1.5	1.5	2.0	2.0	10.23	14.02	0.00	0.52
STONE MASON	All	BLD		31.91	33.51	1.5	1.5	2.0	2.0	9.50	11.55	0.00	0.88
TERRAZZO FINISHER	All	BLD		32.13		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30
TERRAZZO MASON	All	BLD		33.65		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30
TILE LAYER	All	BLD		33.58	35.83	1.5	1.5	2.0	2.0	9.20	20.00	0.00	0.74
TILE MASON	All	BLD		33.65		1.5	1.5	2.0	2.0	8.60	11.80	0.00	0.30
TRUCK DRIVER	All	ALL	1	39.96	44.32	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	ALL	2	40.54	44.32	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	ALL	3	40.86	44.32	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	ALL	4	41.21	44.32	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	ALL	5	42.32	44.32	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	O&C	1	31.97	35.46	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	O&C	2	32.43	35.46	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	O&C	3	32.69	35.46	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	O&C	4	32.97	35.46	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TRUCK DRIVER	All	O&C	5	33.86	35.46	1.5	1.5	2.0	2.0	14.02	7.14	0.00	0.25
TUCKPOINTER	All	BLD		31.91	33.51	1.5	1.5	2.0	2.0	9.50	11.55	0.00	0.88

Legend

Rg Region

Type Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers

Class

Base Base Wage Rate

OT M-F Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OT Sa Overtime pay required for every hour worked on Saturdays

OT Su Overtime pay required for every hour worked on Sundays

OT Hol Overtime pay required for every hour worked on Holidays

H/W Health/Welfare benefit

Vac Vacation

Trng Training

Other Ins Employer hourly cost for any other type(s) of insurance provided for benefit of worker.

Explanations ADAMS COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length **TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION**

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vactor trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

OPERATING ENGINEERS - BUILDING

CLASS 1. Asphalt Screed Man; Aspcos Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backfillers, Crane Type; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Cherry Pickers; Clam Shells; C.M.I. & similar type autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Pumps; Derricks; Derrick Boats; Draglines; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Orange Peels; Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Pushdozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Rotomill; Scoops, Skimmer, two cu. yd. capacity and under; Scoops, All or Tournapull; Sheep-Foot Roller (Self Propelled); Shovels; Skid Steer; Skimmer Scoops; Temporary Concrete Plant Operators; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Sideboom; Trenching or Ditching Machine; Tunnelluggers; Vermeer Type Saws; Water Blaster Cutting Head; Wheel Type End Loaders; Winch Cat.

CLASS 2. Air Compressors (six to eight)*; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Oiler on Two Paving Mixers When Used in Tandem; Boom or Winch Trucks; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)*; Generators (six to eight)*; Gravel or Stone Spreader, Power Operated; Hoist (with One Drum and One Load Line); Light Plants (six to eight)*; Mechanical Heaters (six to eight)*; Mud Jacks; Post Hole Digger, Mechanical; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in this Classification; Road or Street Sweeper, Self Propelled; Rollers (except bituminous concrete); Seaman Tiller; Straw Machine; Vibratory Compactor; Water Blaster, Power Unit; Welding Machines (six to eight)*; Well Drill Machines.

CLASS 3. Air Compressors(one to five)*; Air Compressors, Track or Self-Propelled; Automatic Hoist; Building Elevators; Bulk Cement Batching Plants; Conveyors (one to five)*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)*; Greasers; Helper on Single Paving Mixer; Hoist, Automatic; Light Plants (one to five)*; Mechanic Helpers; Mechanical Heaters (one to five)*; Oilers; Power Form Graders; Power Sub-Graders; Robotic Controlled Equipment in this Classification;

Scissors Hoist; Tractors without power attachments regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)*; Welding Machines (1/300 Amp. or over)*; Welding machines (one to five)*

CLASS 4. Lattice Boom Crawler Cranes; Lattice Boom Truck Cranes; Telescopic Truck-Mounted Cranes; Tower Cranes.

* Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants, or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

OPERATING ENGINEERS - HIGHWAY

CLASS 1. Asphalt Screed Man; Asphco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Carry Deck Pickers; Cherry Pickers (Rough Terrain); C.M.I. & similar type-autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Plant Operators; Concrete Pumps; Derricks; Derrick Boats; Dewatering Systems; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Grout Pump; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Hydro Jet or Hydro Laser; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Multi-Point Power Lifting Equipment; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Push-dozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Roto-Mill; Scoops, Skimmer, two cu. yd. capacity and under; Sheep-Foot Roller (Self Pro-pelled); Shovels; Skid Steer; Skimmer Scoops; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Side-boom; Trenching or Ditching Machine; Tunnelluggers; Vermeer-Type Saws; Wheel Type End Loaders; Winch Cat; Scoops, All or Tournapull.

CLASS 2. Air Compressors (six to eight)*; Articulated Dumps; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Boom or Winch Trucks; Building Elevators; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)*; Generators (six to eight)*; Gravel or Stone Spreader, Power Operated; Hoist, Automatic; Hoist with One Drum and One Load Line; Light Plants (six to eight)*; Mechanical Heaters (six to eight)*; Mud Jacks; Off Road Water Wagons; Oiler on Two Paving Mixers When Used in Tandem; Post Hole Digger, Mechanical; Robotic Controlled Equipment in This Classification; Road or Street Sweeper, Self-Propelled; Rollers (except bituminous concrete); Scissor Hoist; Sea-man Tiller; Straw Machine; Vibratory Compactor; Water Pumps (six to eight)*; Well Drill Machines.

CLASS 3. Air Compressors (one to five)*; Air Compressors, Track or Self-Propelled; Bulk Cement Batching Plants; Conveyors (one to five)*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)*; Greasers; Helper on Single Paving Mixer; Light Plants (one to five)*; Mechanic Helpers; Mechanical Heaters (one to five)*; Oilers; Power Form Graders; Power Sub-Graders; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in This Classification; Tractors without power attachments, regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)*; Welding Machines (one 300 Amp. or over)*; Welding Machines (one to five)*.

CLASS 4. Lattice Boom Crawler Crane; Lattice Boom Truck Crane; Telescopic Truck-Mounted Crane; Tower Crane.

*Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any

classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

Illinois Capital Development Board

PROJECT LABOR AGREEMENT

This Project Labor Agreement ("PLA" or "Agreement") is entered into this 18th day of December, 2020, by and between the Illinois Capital Development Board ("CDB" or "Board") in its proprietary capacity, and each relevant Illinois AFL-CIO Building Trades signatory hereto as determined by the Illinois AFL-CIO Statewide Project Labor Agreement Committee on behalf of each of its affiliated members (individually and collectively, the "Unions"). This PLA shall apply to Construction Work (as defined herein) to be performed by CDB's Prime Contractor(s) and all Subcontractors of whatever tier ("Subcontractor" or "Subcontractors") on Project No. 040-010-122, Department of Veterans' Affairs, Quincy Veterans' Home, Replace Roofing Systems, Adams County, Illinois (hereinafter, the "Project").

ARTICLE 1 - INTENT AND PURPOSES

- 1.1 This PLA is entered into in accordance with the Project Labor Agreement Act ("Act", 30 ILCS 571). It is mutually understood and agreed that the terms and conditions of this PLA are intended to promote the public interest in obtaining timely and economical completion of the Project by encouraging productive and efficient construction operations; by establishing a spirit of harmony and cooperation among the parties; and by providing for peaceful and prompt settlement of any and all labor grievances or jurisdictional disputes of any kind without strikes, lockouts, slowdowns, delays, or other disruptions to the prosecution of the work. The parties acknowledge the obligations of the Contractors and Subcontractors to comply with the provisions of the Act. The parties will work with the Contractors and Subcontractors within the parameters of other statutory and regulatory requirements to implement the Act's goals and objectives.
- 1.2 As a condition of the award of the contract for performance of work on the Project, CDB's Prime Contractor(s) and all its Subcontractors shall execute a "Contractor Letter of Assent", in the form attached hereto as Exhibit A, prior to commencing Construction Work on the Project. The Prime Contractor(s) shall submit their Subcontractor's Contractor Letter of Assent to the Board prior to the Subcontractor's performance of Construction Work on the Project. Upon request copies of the applicable collective bargaining agreements will be provided by the appropriate signatory labor organization consistent with this Agreement and at the pre-job conference referenced in Article III, Section 3.1.
- 1.3 Each Union affiliate and separate local representing workers engaged in Construction Work on the Project in accordance with this PLA are bound to this agreement by the Illinois AFL-CIO Statewide Project Labor Agreement Committee which is the central committee established with full authority to negotiate and sign PLAs with the State on behalf of all respective crafts. Upon their signing the Contractor Letter of Assent, the Prime Contractor(s), each Subcontractor, and the individual Unions shall thereafter be deemed a party to this PLA. No party signatory to this PLA shall contract or subcontract, nor permit any other person, firm, company, or entity to contract or subcontract for the performance of Construction Work for the Project to any person, firm, company, or entity that does not agree in writing to become bound for the term of this Project by the terms of this PLA prior to commencing such work and to the applicable area-wide collective bargaining agreement(s) with the Union(s) signatory hereto.
- 1.4 It is understood that the Prime Contractor(s) and each Subcontractor will be considered and accepted by the Unions as separate employers for the purposes of collective bargaining, and it is further agreed that the employees working under this PLA shall constitute a bargaining unit separate and distinct from all others. The parties hereto also agree that this PLA shall be applicable solely

with respect to this Project, and shall have no bearing on the interpretation of any other collective bargaining agreement or as to the recognition of any bargaining unit other than for the specific purposes of this Project.

- 1.5 In the event of a variance or conflict, whether explicit or implicit, between the terms and conditions of this PLA and the provisions of any other applicable national, area, or local collective bargaining agreement, the terms and conditions of this PLA shall supersede and control. For any work performed under the NTL Articles of Agreement, the National Stack/Chimney Agreement, the National Cooling Tower Agreement, the National Agreement of the International Union of Elevator Constructors, and for any instrument calibration work and loop checking performed under the UA/IBEW Joint National Agreement for Instrument and Control Systems Technicians, the preceding sentence shall apply only with respect to Articles I, II, V, VI, and VII.
- 1.6 Subject to the provisions of paragraph 1.5 of this Article, it is the parties' intent to respect the provisions of any other collective bargaining agreements that may now or hereafter pertain, whether between the Prime Contractor and one or more of the Unions or between a Subcontractor and one or more of the Unions. Accordingly, except and to the extent of any contrary provision set forth in this PLA, the Prime Contractor(s) and all Subcontractors agrees to be bound and abide by the terms of the following in order of precedence: (a) the applicable collective bargaining agreement between the Prime Contractor and one or more of the Unions made signatory hereto; (b) the applicable collective bargaining agreement between a Subcontractor and one or more of the Unions made signatory hereto; or (c) the current applicable area collective bargaining agreement for the relevant Union that is the agreement certified by the Illinois Department of Labor for purposes of establishing the Prevailing Wage applicable to the Project. The Union will provide copies of the applicable collective bargaining agreements pursuant to part (c) of the preceding sentence to the Prime Contractor. Assignments by the Contractors or Subcontractors amongst the trades shall be consistent with area practices; in the event of unresolved disagreements as to the propriety of such assignments, the provisions of Article VI shall apply.
- 1.7 Subject to the limitations of paragraphs 1.4 to 1.6 of this Article, the terms of each applicable collective bargaining agreement as determined in accordance with paragraph 1.6 are incorporated herein by reference, and the terms of this PLA shall be deemed incorporated into such other applicable collective bargaining agreements only for purposes of their application to the Project.
- 1.8 To the extent necessary to comply with the requirements of any fringe benefit fund to which the Prime Contractor or Subcontractor is required to contribute under the terms of an applicable collective bargaining agreement pursuant to the preceding paragraph, the Prime Contractor or Subcontractor shall execute all "Participation Agreements" as may be reasonably required by the Union to accomplish such purpose; provided, however, that such Participation Agreements shall, when applicable to the Prime Contractor or Subcontractor solely as a result of this PLA, be amended as reasonably necessary to reflect such fact. Upon written notice in the form of a lien of a Contractor's or Subcontractor's delinquency from any applicable fringe benefit fund, CDB will withhold from the Contractor's periodic pay request an amount sufficient to extinguish any delinquency obligation of the Contractor or Subcontractor arising out of the Project.
- 1.9 In the event that the applicable collective bargaining agreement between a Prime Contractor and the Union or between the Subcontractor and the Union expires prior to the completion of this Project, the expired applicable contract's terms will be maintained until a new applicable collective bargaining agreement is ratified. The wages and fringe benefits included in any new applicable collective bargaining agreement will apply on and after the effective date of the newly negotiated collective bargaining agreement, except to the extent wage and fringe benefit retroactivity is specifically agreed upon by the relevant bargaining parties.

ARTICLE II — APPLICABILITY, RECOGNITION, AND COMMITMENTS

- 2.1 The term Construction Work as used herein shall include all "construction, demolition, rehabilitation, renovation, or repair" work performed by a "laborer or mechanic" at the "site of the work" for the purpose of "building" the specific structures and improvements that constitute the Project. Terms appearing within quotation marks in the preceding sentence shall have the meaning ascribed to them pursuant to 29 CFR Part 5 and Illinois labor laws.
- 2.2 By executing the Letters of Assent, Prime Contractor(s) and all its Subcontractors recognizes the Unions signatory to this PLA as the sole and exclusive bargaining representatives for their craft employees employed on the job-site for this Project. Unions who are signatory to this PLA will have recognition on the Project for their craft.
- 2.3 The Prime Contractor and all its Subcontractors retains and shall be permitted to exercise full and exclusive authority and responsibility for the management of its operations, except as expressly limited by the terms of this PLA or by the terms and conditions of the applicable collective bargaining agreement.
- 2.4 Except to the extent contrary to an express provision of the relevant collective bargaining agreement, equipment or materials used in the Project may be pre-assembled or prefabricated, and there shall be no refusal by the Union to handle, transport, install, or connect such equipment or materials. Equipment or materials delivered to the job-site will be unloaded and handled promptly without regard to potential jurisdictional disputes; any such disputes shall be handled in accordance with the provisions of this PLA.
- 2.5 The parties are mutually committed to promoting a safe working environment for all personnel at the job-site. It shall be the responsibility of each employer to which this PLA applies to provide and maintain safe working conditions for its employees, and to comply with all applicable federal, state, and local health and safety laws and regulations.
- 2.6 The use or furnishing of alcohol or drugs and the conduct of any other illegal activity at the job-site is strictly prohibited. The parties shall take every practical measure consistent with the terms of applicable collective bargaining agreements to ensure that the job-site is free of alcohol and drugs.
- 2.7 All parties to this PLA agree that they will not discriminate against any employee based on race, creed, religion, color, national origin, Union activity, age, gender or sexual orientation and shall comply with all applicable federal, state, and local laws.
- 2.8 In accordance with the Act and to promote diversity in employment, CDB will establish, in cooperation with other parties, the apprenticeship hours which are to be performed by minorities and females on the Project. CDB shall consider the total hours to be performed by these underrepresented groups, as a percentage of the workforce, and create aspirational goals for each Project, based on the level of underutilization for the service area of the Project. Pursuant to the Project Labor Agreement Act (30 ILCS 571) CDB shall provide a quarterly report to the Illinois Department of Labor regarding the racial and gender composition of the workforce on the Project.

Consistent with the Project Labor Agreement Act (30 ILCS 571) and the aspirational apprenticeship goals in the Illinois Works Jobs Program Act (30 ILCS 559), the parties agree that all Prime Contractors and Subcontractors working on the Project shall be encouraged to utilize the maximum number of apprentices as permitted under the terms of the applicable collective bargaining

agreements.

The Unions shall assist the Prime Contractors and each Subcontractor in efforts to satisfy the aspirational goals. The application of this section shall be consistent with all local Union collective bargaining agreements, and the hiring hall rules and regulations established for the hiring of personnel, as well as the apprenticeship standards set forth by each individual Union.

- 2.9 The parties hereto agree that engineering/architectural/surveying consultants' materials testing employees are subject to the terms of this PLA for Construction Work performed for a Contractor or Subcontractor on this Project. These workers shall be fully expected to objectively and responsibly perform their duties and obligations owed to the Board without regard to the potential Union affiliation of such employees or of other employees on the Project.

ARTICLE III - ADMINISTRATION OF AGREEMENT

- 3.1 In order to assure that all parties have a clear understanding of the PLA, and to promote harmony, at the request of the Unions a post-award pre-job conference will be held among the Prime Contractor(s), all Subcontractors and Union representatives prior to the start of any Construction Work on the Project. No later than the conclusion of such pre-job conference, the parties shall, among other matters, provide to one another contact information for their respective representatives (including name, address, phone number, facsimile number, e- mail). Nothing herein shall be construed to limit the right of the Board to discuss or explain the purpose and intent of this PLA with prospective bidders or other interested parties prior to or following its award of the job.
- 3.2 Representatives of the Prime Contractor and the Unions shall meet as often as reasonably necessary following award until completion of the Project to assure the effective implementation of this PLA.
- 3.3 Any notice contemplated under Article VI and VII of this Agreement to a signatory labor organization shall be made in writing to the Local Union with copies to the local Union's International Representative.

ARTICLE IV - HOURS OF WORK AND GENERAL CONDITIONS

- 4.1 The standard work day and work week for Construction Work on the Project shall be consistent with the respective collective bargaining agreements. In the event Project site or other job conditions dictate a change in the established starting time and/or a staggered lunch period for portions of the Project or for specific crafts, the CDB, the Prime Contractor, relevant Subcontractors and business managers of the specific crafts involved shall confer and mutually agree to such changes as appropriate. If proposed work schedule changes cannot be mutually agreed upon between the parties, the hours fixed at the time of the pre-job meeting shall prevail.
- 4.2 Shift work may be established and directed by the Prime Contractor or relevant Subcontractor as reasonably necessary or appropriate to fulfill the terms of its contract with the Board. If used, shift hours, rates and conditions shall be as provided in the applicable collective bargaining agreement.
- 4.3 The parties agree that chronic and/or unexcused absenteeism is undesirable and must be controlled in accordance with procedures established by the applicable collective bargaining agreement. Any employee disciplined for absenteeism in accordance with such procedures shall be suspended from all work on the Project for not less than the maximum period permitted under the applicable collective bargaining agreement.

- 4.4 Except as may be otherwise expressly provided by the applicable collective bargaining agreement, employment begins and ends at the Project site; employees shall be at their place of work at the starting time; and employees shall remain at their place of work until quitting time.
- 4.5 Except as may be otherwise expressly provided by the applicable collective bargaining agreement, there shall be no limit on production by workmen, no restrictions on the full use of tools or equipment, and no restrictions on efficient use of manpower or techniques of construction other than as may be required by safety regulations.
- 4.6 The parties recognize that specialized or unusual equipment may be installed on the Project. In such cases, the Union recognizes the right of the Prime Contractor or Subcontractor to involve the equipment supplier or vendor's personnel in supervising the setting up of the equipment, making modifications and final alignment, and performing similar activities that may be reasonably necessary prior to and during the start-up procedure in order to protect factory warranties. The Prime Contractor or Subcontractor shall notify the Union representatives in advance of any work at the job-site by such vendor personnel in order to promote a harmonious relationship between the equipment vendor's personnel and other Project employees.
- 4.7 For the purpose of promoting full and effective implementation of this PLA, authorized Union representatives shall have access to the Project job-site during scheduled work hours. Such access shall be conditioned upon adherence to all reasonable visitor and security rules of general applicability that may be established for the Project site at the pre-job conference or from time to time thereafter.

ARTICLE V — GRIEVANCE PROCEDURES FOR DISPUTES ARISING UNDER A PARTICULAR COLLECTIVE BARGAINING AGREEMENT

- 5.1 In the event a dispute arises under a particular collective bargaining agreement specifically not including jurisdictional disputes referenced in Article VI below, said dispute shall be resolved by the Grievance/Arbitration procedure of the applicable collective bargaining agreement. The resulting determination from this process shall be final and binding on all parties bound to its process.
- 5.2 Employers covered under this Agreement shall have the right to discharge or discipline any employee who violates the provisions of this Agreement. Such discharge or discipline by a contractor or subcontractor shall be subject to Grievance/Arbitration procedure of the applicable collective bargaining agreement only as to the fact of such violation of this agreement. If such fact is established, the penalty imposed shall not be disturbed. Work at the Project site shall continue without disruption or hindrance of any kind as a result of a Grievance/Arbitration procedure under this Article.
- 5.3 In the event there is a deadlock in the foregoing procedure, the parties agree that the matter shall be submitted to arbitration for the selection and decision of an Arbitrator governed under paragraph 6.8.

ARTICLE VI — DISPUTES: GENERAL PRINCIPLES

- 6.1 This Agreement is entered into to prevent strikes, lost time, lockouts and to facilitate the peaceful adjustment of jurisdictional disputes in the building and construction industry and to prevent waste and unnecessary avoidable delays and expense, and for the further purpose of at all times securing for the employer sufficient skilled workers.

- 6.2 A panel of Permanent Arbitrators are attached as Exhibit (B) to this agreement. By mutual agreement between CDB and the Unions, the parties can open this section of the agreement as needed to make changes to the list of permanent arbitrators.
- 6.3 The PLA Jurisdictional Dispute Resolution Process ("Process") sets forth the procedures below to resolve jurisdictional disputes between and among Contractors, Subcontractors, and Unions engaged in the building and construction industry. Further, the Process will be followed for any grievance or dispute arising out of the interpretation or application of this PLA by the parties except for the prohibition on attorneys contained in 6.11. All decisions made through the Process are final and binding upon all parties.

DISPUTE PROCESS

- 6.4 Administrative functions under the Process shall be performed through the offices of the President and/or Secretary-Treasurer of the Illinois AFL-CIO, or their designated representative, called the Administrator. In no event shall any officer, employee, agent, attorney, or other representative of the Illinois AFL-CIO be subject to any subpoena to appear or testify at any jurisdictional dispute hearing.
- 6.5 There shall be no abandonment of work during any case participating in this Process or in violation of the arbitration decision. All parties to this Process release the Illinois AFL-CIO from any liability arising from its action or inaction and covenant not to sue the Illinois AFL-CIO, nor its officers, employees, agents or attorneys.
- 6.6 In the event of a dispute relating to trade or work jurisdiction, all parties, including the employers, Contractors or Subcontractors, agree that a final and binding resolution of the dispute shall be resolved as follows:
- (a) Representatives of the affected trades and the Contractor or Subcontractor shall meet on the job-site within two (2) business days after receiving written notice in an effort to resolve the dispute. (In the event there is a dispute between local Unions affiliated with the same International Union, the decision of the General President, or his/her designee, as the internal jurisdictional authority of that International Union, shall constitute a final and binding decision and determination as to the jurisdiction of work.)
 - (b) If no settlement is achieved subsequent to the preceding Paragraph, the matter shall be referred to the local area Building & Construction Trades Council, which shall meet with the affected trades within two (2) business days subsequent to receiving written notice. In the event the parties do not wish to avail themselves of the local Building & Construction Trades Council, the parties may elect to invoke the services of their respective International Representatives with no extension of the time limitations. An agreement reached at this Step shall be final and binding upon all parties.
 - (c) If no settlement agreement is reached during the proceedings contemplated by Paragraphs "a" or "b" above, the matter shall be immediately referred to the Illinois Jurisdictional Dispute Process for final and binding resolution of said dispute. Said referral submission shall be in writing and served upon the Illinois AFL-CIO, or the Administrator, pursuant to paragraph 6.4 of this agreement. The Administrator shall, within three (3) days, provide for the selection of an available Arbitrator to hear said dispute within this time period. Upon good cause shown and determined by the Administrator, an additional three (3) day extension for said hearing shall be

granted at the sole discretion of the Administrator. Only upon mutual agreement of all parties may the Administrator extend the hearing for a period in excess of the time frames contemplated under this Paragraph. Business days are defined as Monday through Friday, excluding contract holidays.

- 6.7 The primary concern of the Process shall be the adjustment of jurisdictional disputes arising out of the Project. A sufficient number of Arbitrators shall be selected from list of approved Arbitrators as referenced Sec. 6.2 and shall be assigned per Sec. 6.8. Decisions shall be only for the Project and shall become effective immediately upon issuance and complied with by all parties. The authority of the Arbitrator shall be restricted and limited specifically to the terms and provisions of Article VI and generally to this Agreement as a whole.
- 6.8 The Arbitrator chosen shall be randomly selected based on the list of Arbitrators in Sec.6.2 and geographical location of the jurisdictional dispute and upon his/her availability, and ability to conduct a Hearing within two (2) business days of said notice. The Arbitrator may issue a "bench" decision immediately following the Hearing or he/she may elect to only issue a written decision, said decision must be issued within two (2) business days subsequent to the completion of the Hearing. Copies of all notices, pleadings, supporting memoranda, decisions, etc. shall be provided to all disputing parties and the Illinois State Federation of Labor.

Any written decision shall be in accordance with this Process and shall be final and binding upon all parties to the dispute and may be a "short form" decision. Fees and costs of the arbitrator shall be divided evenly between the contesting parties except that any party wishing a full opinion and decision beyond the short form decision shall bear the reasonable fees and costs of such full opinion. The decision of the Arbitrator shall be final and binding upon the parties hereto, their members, and affiliates.

In cases of jurisdictional disputes or other disputes between a signatory labor organization and another labor organization, both of which is an affiliate or member of the same International Union, the matter or dispute shall be settled in the manner set forth by their International Constitution and/or as determined by the International Union's General President whose decision shall be final and binding upon all parties. In no event shall there be an abandonment of work.

- 6.9 In rendering a decision, the Arbitrator shall determine:
- (a) First, whether a previous agreement of record or applicable agreement, including a disclaimer agreement, between National or International Unions to the dispute or agreements between local Unions involved in the dispute, governs;
 - (b) Only if the Arbitrator finds that the dispute is not covered by an appropriate or applicable agreement of record or agreement between the crafts to the dispute, he shall then consider the established trade practice in the industry and prevailing practice in the locality. Where there is a previous decision of record governing the case, the Arbitrator shall give equal weight to such decision of record, unless the prevailing practice in the locality in the past ten years favors one craft. In that case, the Arbitrator shall base his decision on the prevailing practice in the locality. Except, that if the Arbitrator finds that a craft has improperly obtained the prevailing practice in the locality through raiding, the undercutting of wages or by the use of vertical agreements, the Arbitrator shall rely on the decision of record and established trade practice in the industry rather than the prevailing practice in the locality; and,
 - (c) Only if none of the above criteria is found to exist, the Arbitrator shall then consider that because efficiency, cost or continuity and good management are essential to the well being of the

industry, the interests of the consumer or the past practices of the employer shall not be ignored.

- 6.10 The Arbitrator shall set forth the basis for his/her decision and shall explain his/her findings regarding the applicability of the above criteria. If lower ranked criteria are relied upon, the Arbitrator shall explain why the higher-ranked criteria were not deemed applicable. The Arbitrator's decision shall only apply to the Project. Agreements of Record, for other PLA projects, are applicable only to those parties signatory to such agreements. Decisions of Record are those that were either attested to by the former Impartial Jurisdictional Disputes Board or adopted by the National Arbitration Panel.
- 6.11 All interested parties, as determined by the Arbitrator, shall be entitled to make presentations to the Arbitrator. Any interested labor organization affiliated to the PLA Committee and party present at the Hearing, whether making a presentation or not, by such presence shall be deemed to accept the jurisdiction of the Arbitrator and to agree to be bound by its decision. In addition to the representative of the local labor organization, a representative of the labor organization's International Union may appear on behalf of the parties. Each party is responsible for arranging for its witnesses. In the event an Arbitrator's subpoena is required, the party requiring said subpoena shall prepare the subpoena for the Arbitrator to execute. Service of the subpoena upon any witness shall be the responsibility of the issuing party. Attorneys shall not be permitted to attend or participate in any portion of a Hearing. The parties are encouraged to determine, prior to Hearing, documentary evidence which may be presented to the Arbitrator on a joint basis.
- 6.12 The Order of Presentation in all Hearings before an Arbitrator shall be
- I. Identification and Stipulation of the Parties
 - II. Unions(s) claiming the disputed work presents its case
 - III. Union(s) assigned the disputed work presents its case
 - IV. Employer assigning the disputed work presents its case
 - V. Evidence from other interested parties (i.e., general contractor, project manager, owner)
 - VI. Rebuttal by Union(s) claiming the disputed work
 - VII. Additional submissions permitted and requested by Arbitrator
 - VIII. Closing arguments by the parties
- 6.13 All parties bound to the provisions of this Process hereby release the Illinois AFL-CIO and CDB, their respective officers, agents, employees or designated representatives, specifically including any Arbitrator participating in said Process, from any and all liability or claim, of whatsoever nature, and specifically incorporating the protections provided in the Illinois Arbitration Act, as amended from time to time.
- 6.14 Neither the Process, as an arbitration panel, nor its Administrator, shall have any authority to undertake any action to enforce its decision(s). Rather, it shall be the responsibility of the prevailing party to seek appropriate enforcement of a decision, including findings, orders or awards of the Arbitrator or Administrator determining non-compliance with a prior award or decision.
- 6.15 If at any time there is a question as to the jurisdiction of the Illinois Jurisdictional Dispute Resolution Process, the primary responsibility for any determination of the arbitrability of a dispute and the jurisdiction of the Arbitrator shall be borne by the party requesting the Arbitrator to hear the underlying jurisdictional dispute. The affected party or parties may proceed before the Arbitrator even in the absence or one or more stipulated parties with the issue of jurisdiction as an additional item to be decided by the Arbitrator. The Administrator may participate in proceedings seeking a declaration or determination that the underlying dispute is subject to the jurisdiction and process of the Illinois Jurisdictional Dispute Resolution Process. In any such proceedings, the non-prevailing

party and/or the party challenging the jurisdiction of the Illinois Jurisdictional Dispute Resolution Process shall bear all the costs, expenses and attorneys' fees incurred by the Illinois Jurisdictional Dispute Resolution Process and/or its Administrator in establishing its jurisdiction.

ARTICLE VII - WORK STOPPAGES AND LOCKOUTS

- 7.1 During the term of this PLA, no Union or any of its members, officers, stewards, employees, agents or representatives shall instigate, support, sanction, maintain, or participate in any strike, picketing, walkout, work stoppage, slow down or other activity that interferes with the routine and timely prosecution of work at the Project site or at any other contractor's or supplier's facility that is necessary to performance of work at the Project site. Hand billing at the Project site during the designated lunch period and before commencement or following conclusion of the established standard workday shall not, in itself, be deemed an activity that interferes with the routine and timely prosecution of work on the Project.
- 7.2 Should any activity prohibited by paragraph 7.1 of this Article occur, the Union shall undertake all steps reasonably necessary to promptly end such prohibited activities.
- (a) No Union complying with its obligations under this Article shall be liable for acts of employees for which it has no responsibility or for the unauthorized acts of employees it represents. Any employee who participates or encourages any activity prohibited by paragraph 7.1 shall be immediately suspended from all work on the Project for a period equal to the greater of (a) 60 days; or (b) the maximum disciplinary period allowed under the applicable collective bargaining agreement for engaging in comparable unauthorized or prohibited activity.
- (b) Neither the PLA Committee nor its affiliates shall be liable for acts of employees for which it has no responsibility. The principal officer or officers of the PLA Committee will immediately instruct, order and use the best efforts of his office to cause the affiliated Union or Unions to cease any violations of this Article. The PLA Committee in its compliance with this obligation shall not be liable for acts of its affiliates. The principal officer or officers of any involved affiliate will immediately instruct, order or use the best effort of his office to cause the employees the Union represents to cease any violations of this Article. A Union complying with this obligation shall not be liable for unauthorized acts of employees it represents. The failure of the Contractor to exercise its rights in any instance shall not be deemed a waiver of its rights in any other instance. During the term of this PLA, the Prime Contractor and its Subcontractors shall not engage in any lockout at the Project site of employees covered by this Agreement.
- 7.3 Upon notification of violations of this Article, the principal officer or officers of the local area Building and Construction Trades Council, and the Illinois AFL-CIO Statewide Project Labor Agreement Committee as appropriate, will immediately instruct, order and use their best efforts to cause the affiliated Union or Unions to cease any violations of this Article. A Trades Council and the Committee otherwise in compliance with the obligations under this paragraph shall not be liable for unauthorized acts of its affiliates.
- 7.4 In the event that activities in violation of this Article are not immediately halted through the efforts of the parties, any aggrieved party may invoke the special arbitration provisions set forth in paragraph 7.5 of this Article.
- 7.5 Upon written notice to the other involved parties by the most expeditious means available, any aggrieved party may institute the following special arbitration procedure when a breach of this Article is alleged:

- (a) The party invoking this procedure shall notify the individual designated as the Permanent Arbitrator pursuant to paragraph 6.8 of the nature of the alleged violation; such notice shall be by the most expeditious means possible. The initiating party may also furnish such additional factual information as may be reasonably necessary for the Permanent Arbitrator to understand the relevant circumstances. Copies of any written materials provided to the arbitrator shall also be contemporaneously provided by the most expeditious means possible to the party alleged to be in violation and to all other involved parties.
- (b) Upon receipt of said notice the Permanent Arbitrator shall set and hold a hearing within twenty-four (24) hours if it is contended the violation is ongoing, but not before twenty-four (24) hours after the written notice to all parties involved as required above.
- (c) The Permanent Arbitrator shall notify the parties by facsimile or any other effective written means, of the place and time chosen by the Permanent Arbitrator for this hearing. Said hearing shall be completed in one session. A failure of any party or parties to attend said hearing shall not delay the hearing of evidence or issuance of an Award by the Permanent Arbitrator.
- (d) The sole issue at the hearing shall be whether a violation of this Article has, in fact, occurred. An Award shall be issued in writing within three (3) hours after the close of the hearing, and may be issued without a written opinion. If any party desires a written opinion, one shall be issued within fifteen (15) days, but its issuance shall not delay compliance with, or enforcement of, the Award. The Permanent Arbitrator may order cessation of the violation of this Article, and such Award shall be served on all parties by hand or registered mail upon issuance.
- (e) Such Award may be enforced by any court of competent jurisdiction upon the filing of the Award and such other relevant documents as may be required. Facsimile or other hardcopy written notice of the filing of such enforcement proceedings shall be given to the other relevant parties. In a proceeding to obtain a temporary order enforcing the Permanent Arbitrator's Award as issued under this Article, all parties waive the right to a hearing and agree that such proceedings may be ex parte. Such agreement does not waive any party's right to participate in a hearing for a final order of enforcement. The Court's order or orders enforcing the Permanent Arbitrator's Award shall be served on all parties by hand or by delivery to their last known address or by registered mail.

- 7.6 Individuals found to have violated the provisions of this Article are subject to immediate termination. In addition, CDB reserves the right to terminate this PLA as to any party found to have violated the provisions of this Article.
- 7.7 Any rights created by statute or law governing arbitration proceedings inconsistent with the above procedure or which interfere with compliance therewith are hereby waived by parties to whom they accrue.
- 7.8 The fees and expenses of the Permanent Arbitrator shall be borne by the party or parties found in violation, or in the event no violation is found, such fees and expenses shall be borne by the moving party.

ARTICLE VIII — TERMS OF AGREEMENT

- 8.1 If any Article or provision of this Agreement shall be declared invalid, inoperative or unenforceable by operation of law or by any of the above mentioned tribunals of competent jurisdiction, the remainder of this Agreement or the application of such Article or provision to persons or

circumstances other than those as to which it has been held invalid, inoperative or unenforceable shall not be affected thereby.

- 8.2 This Agreement shall be in full force as of and from the date of the Authorization to Proceed until the Project contract is closed.
- 8.3 This PLA may not be changed or modified except by the subsequent written agreement of the parties. All parties represent that they have the full legal authority to enter into this PLA. This PLA may be executed by the parties in one or more counterparts.
- 8.4 Any liability arising out of this PLA shall be severable and not joint. CDB shall not be liable to any person or other party for any violation of this PLA by any other party, and no Contractor or Union shall be liable for any violation of this PLA by any other Contractor or Union.
- 8.5 The failure or refusal of a party to exercise its rights hereunder in one or more instances shall not be deemed a waiver of any such rights in respect of a separate instance of the same or similar nature.

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Execution Page

Illinois Capital Development Board



Jim Underwood, Executive Director

Illinois AFL-CIO Statewide Project Labor Agreement Committee, representing the Unions listed below:

List Unions:



Jim Allen
Bricklayers




William P. Meyers Jr.
United Association

*

Ed Christensen
Elevator Constructors



Ryan Anderson
IUPAT



Pat Gleason
Teamsters



Terrence Healy
LIUNA



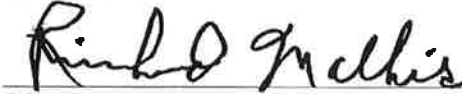
David Beard
Iron Workers




Patrick J. LaCassa
OPCMIA



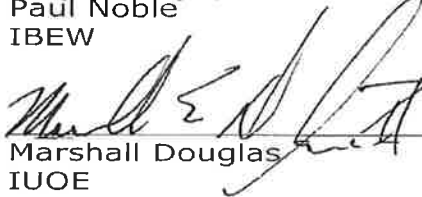
William Mangin
Heat & Frost Insulators & Allied Workers



Richard Mathis
Roofers



Paul Noble
IBEW



Marshall Douglas
IUOE



Gary Perinar Jr.
Carpenters



Daniel M. Ahern
Sheet Metal Workers



Eric S. Davis
Boilermakers

*Elevator Constructors master agreement language must be attached to PLA

Exhibit A - Contractor Letter of Assent

(Date) _____

To All Parties:

In accordance with the terms and conditions of the contract(s) for Construction Work on Project No. 040-010-122, this Letter of Assent hereby confirms that the undersigned Prime Contractor or Subcontractor agrees to be bound by the terms and conditions of the Project Labor Agreement established and entered into by the Illinois Capital Development Board in connection with said Project.

It is the understanding and intent of the undersigned party that this Project Labor Agreement shall pertain only to the identified Project. In the event it is necessary for the undersigned party to become signatory to a collective bargaining agreement to which it is not otherwise a party in order that it may lawfully make certain required contributions to applicable fringe benefit funds, the undersigned party hereby expressly conditions its acceptance of and limits its participation in such collective bargaining agreement to its work on the Project.

(Authorized Company Officer)

(Company)

1. ILLINOIS WORKS APPRENTICESHIP INITIATIVE

The Contractor shall comply with the requirements of the Apprenticeship Initiative in the Illinois Works Jobs Program Act (30 ILCS 559/20-20).

2. REQUIREMENTS

The Illinois Works Jobs Program Act requires that apprentices perform either 10% of the actual total labor hours worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less.

CDB has determined that the following option is applicable to this project:

- The project has received \$500,000 or more of appropriated capital funds:
 - ☐ The State's contribution to the project amount is 50% or more of the total estimated cost for the public works project, and therefore the 10% apprenticeship goal applies to all prevailing wage eligible work performed by the contractors and subcontractors on the public works project.
 - ☐ The State's contribution to the project is less than 50% of the total estimated cost for the public works project, and therefore the 10% apprenticeship goal applies only to prevailing wage eligible work being funded by state funds.
- The project has received less than \$500,000 of appropriated capital funds, but the estimated total project cost is \$500,000 or more:
 - ☐ The State's contribution represents 50% or more of the total cost, therefore the 10% apprenticeship goal applies to all prevailing wage eligible work performed by the contractors and subcontractors on the project.
 - ☐ The State's contribution represents less than 50% of the total cost, therefore the 10% apprenticeship goal does not apply.
- The estimated total project cost is less than \$500,000:
 - ☒ The 10% apprenticeship goal does not apply.

3. BUDGET SUPPLEMENT

Completion of the Illinois Works Jobs Program Act Apprenticeship Initiative Budget Supplement shall be a post-award requirement. Special consideration should be made by the contractor to provide a complete and thorough estimate of all the project labor hours for the project. Total labor hours should be listed by prevailing wage category.

4. REQUEST FOR WAIVER

If the Contractor learns that the required number of apprentice hours for a prevailing wage category cannot be fulfilled, a request for a reduction or waiver of the goal shall be completed and submitted. This request can be made at any time during the duration of the project. Supporting documentation verifying the situation may be required.

5. ONGOING PROJECT REPORTING

The Contractor shall submit monthly reports of its hourly workforce utilization including all apprenticeship hours to CDB's Office of Fair Employment Practices on Illinois Works Apprenticeship Initiative Reporting Form.

6. CERTIFICATION OF COMPLIANCE

Upon completion of the work set forth in the contract, the Contractor must submit a certification demonstrating that it has met the 10% apprenticeship goal or received a reduction or waiver of the 10% apprenticeship goal for each prevailing wage classification.

Forms related to compliance with the Illinois Works Apprenticeship Initiative are available in the reference library located on CDB's website.

END 00 43 44

DIVISION 1 - GENERAL REQUIREMENTS
01 11 00 – Project Summary

1. **STANDARD DOCUMENTS FOR CONSTRUCTION:** CDB's 2009 edition of the Standard Documents for Construction (SDC) and the Supplement to Standard Documents for Construction (Section 01 11 01) shall apply to this project.
2. **GENERAL PROJECT INFORMATION: PHASE ONE**
 - A. **DESCRIPTION: Base Bid work will include:**
 1. Removal and replacement of the roofing on the existing Tradesman Workshop (W0623) and Ehle Laundry (W0645) buildings: resulting in new roofs, insulation, flashings, and any necessary accessories, as shown on the Project Drawings, and as specified in the appropriate specification sections.
 - B. **EXISTING CONDITIONS:**

Work will take place at an occupied facility. The existing facilities are located on grounds of the Illinois Veterans Home, 1707 North 12th Street, in Quincy, Adams County, Illinois.
3. **CONTRACT TIME:** Refer to Articles 00 72 10 and 01 32 00 of the Standard Documents for Construction.

The Contractor shall complete all work through Substantial Completion in accord with the contract within 120 consecutive calendar days from the date of the Authorization to Proceed and shall complete all remaining work in accordance with the contract (Final Acceptance) within 60 consecutive calendar days from the date of Substantial Completion.
4. **CONTRACT(S).** Construct project under general contract. All work shown on the bidding documents is the responsibility of the contractor, regardless of the trade or specialty involved.
5. **PRE-BID CONFERENCE.** The pre-bid meeting will be as indicated in 00 11 13. Bidders are strongly urged to attend this meeting. See SDC 00 21 10 and 00 25 00.
6. **CONSTRUCTION ADMINISTRATION FEE:** A construction administration fee (CAF) is applicable to each contract in accordance with Article 00 21 40 of the Standard Documents for Construction.

The contractor will be assessed three percent (3%) of their awarded contract (base bid plus any awarded alternates). The assessed amount will be included in the Notice of Award Letter. Bidders shall include an allowance for the CAF assessment in their bid.
7. **BID SECURITY:** Bid security must be submitted with each bid equal to 10% of the base bid and must be in the form of a CDB bid bond, certified check, cashier's check or bank draft. Refer to Article 00 43 13 of the Standard Documents for Construction.

8. **BUILDERS RISK INSURANCE, DESIGNATED PURCHASER.** The contractor shall purchase and maintain builder's risk insurance in accord with Article 00 73 19 of the Standard Documents for Construction.

9. **PROCUREMENT OF DOMESTIC PRODUCTS ACT.**
 - A. The Procurement of Domestic Products Act, 30 ILCS 517/30, requires each purchasing agency making purchases of procured products to promote the purchase of and give preference to manufactured articles, materials, and supplies that have been manufactured in the United States.
 - B. "Manufactured in the United States" means, in the case of assembled articles, materials, or supplies, that design, final assembly, processing, packaging, testing, or other process that adds value, quality, or reliability occurs in the United States.
 - C. As the A/E of Record, our determination is the promotion and preferences required are being applied to this project. Bidders may request preference on document 00 41 00 – Bid Form.

END OF SECTION 01 11 00

DIVISION 1 - GENERAL REQUIREMENTS
01 11 01 – Supplement to SDC and SDC-CM

The Standard Documents for Construction and Standard Documents for Construction for Projects with a Construction Manager are hereby changed. The following articles replace those in the 2006 and 2009 editions. All other articles remain applicable. **General revision: any reference to “MBE/FBE” shall mean “MBE/WBE/PBE/VBE.”**

00 21 05 PREQUALIFICATION

.7 Single Prime Delivery Method Projects. The protected subcontractors, as identified on Document 00 41 00 bid form, shall be prequalified with CDB under the same requirements listed in 00 21 05 .1 -.6 for the bidder.

00 21 50 WORK WITH OWN STAFF

.1 General. For Single Prime Delivery Method Projects: The Prime Bidding Contractor and the designated protected subcontractors shall perform the work at the site employing not less than the following amount of its own forces. For purposes of this Article, the work includes direct labor and supervision, as well as material purchases where the material is installed by the Prime Bidding Contractor/Protected Subcontractors.

A. When General Trade is the Prime Bidding Trade: The General trade shall perform 20% of the following amount: total value of awarded amount less total value of designated protected trade work identified on the bid form, and less the cost of CAF, insurance and bonds.

Each designated protected trade work: 40% of the value of the respective designated protected trade work identified on the bid form.

B. When a trade other than the General is the Prime Bidding Trade: the Prime Bidding Trade shall do 40% of the following amount: total value of awarded amount less total value of designated protected trade work identified on the bid form, and less the cost of CAF, insurance and bonds. Each designated protected trade work: 20% of the value of the General Trade work, and 40% of the value of the remaining respective designated protected trade work identified on the bid form.

.2 Subcontractors and Suppliers

C. Subcontract/Supplier Disclosure. The Contractor shall submit with his/her bid the names and CDB issued identification (ID) numbers (prequalification ID number or registration ID number), if known, of all first tier subcontractors and suppliers with a subcontract value greater than \$50,000 to be utilized by the Contractor in the performance of this contract and any lower tier subcontractor/supplier with a subcontract value greater than \$50,000 and where the subcontractor/supplier is either named in the specifications or is one over whom the Contractor retains the right to approve and/or make payments for work. The subcontract shall include reference for compliance with Illinois Procurement Code 30 ILCS 500/20-120. Financial and Conflict of Interest disclosures and standard certifications for each subcontractor over \$50,000 must be submitted to CDB by the contractor within 20 days of the execution of a contract with CDB or 20 days of the execution of the subcontract,

whichever is later. The Contractor shall promptly notify the State in writing of any additional or substitute subcontractors meeting the above criteria hired during the term of this contract (names, addresses, expected contract amount and CDB ID nos.). Upon request by the CPO, the Contractor shall provide CDB a copy of each subcontractor's subcontract. No work can be performed by these subcontractors until the Certifications and Disclosures have been reviewed and approved by the State Purchasing Officer.

00 21 55 USE OF ILLINOIS LABOR

- .1 The Employment of Illinois Workers on Public Works Act mandates that during a period of excessive unemployment at least 90% of the total labor hours on State construction projects must be performed by persons who have resided in Illinois for at least thirty (30) days and intend to become or remain Illinois residents. (30 ILCS 570/3). 'A period of excessive unemployment' means any month immediately following two (2) consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded 5% as measured by the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures. (30 ILCS 570/1).
- .2 Contractors are required to incorporate the above provisions into all subcontracts for subcontractors who will have workers at the project site.
- .3 To verify that this requirement is being met, contractors must submit Certified Payroll forms for themselves and their subcontractors each month for the duration of the contract/subcontract.
 - A. The Certified Payroll form(s) must include the name and address of each worker on the project site during the time period covered by the form.
 - B. For subcontractors, the contractor will include the beginning and ending dates of the subcontract on the Certified Payroll form.
 - C. If Certified Payroll forms are not submitted timely, payment may be reduced or withheld until Certified Payroll submittals are brought up to date.

00 43 30 BUY ILLINOIS PROGRAM

- .1 **General.** The Buy Illinois Program encourages contractors to incorporate products manufactured, fabricated or assembled in the State of Illinois. It is a voluntary program; there is no incentive provision affecting the award of the contract nor is there a required percent of the contract that must be Illinois products.
- .2 Illinois products will be indicated in the project manual with (IL) preceding the item in the specification paragraph. Typically, only specifications that are prescriptive, those listing three or more manufacturers, will be in the program. Contractors should consider these products when procuring the materials and equipment for the project. If the contractor is aware of an Illinois product not listed, the contractor is encouraged to advise the A/E prior to bidding or offer a product substitution with the bid. CDB will verify that the product meets the definition of an Illinois product and add it to CDB's Buy Illinois product directory.
- .3 Contractors should provide the total value of Illinois products on the Contractor's Schedule of Values (CSV) in the space provided. The individual items included in the total should be identified by putting "IL" in front of their descriptions on the CSV.
- .4 Where material is specified by standards and/or codes and not by a list of acceptable manufacturers, contractors are still encouraged to purchase Illinois products. However, the contractor should not include these materials in the computation of the total dollars for Illinois products on the CSV.

00 43 39 MINORITY, WOMEN, PERSONS WITH DISABILITIES, AND VETERAN BUSINESS

ENTERPRISE PARTICIPATION

- .1 Certification.** CDB will only accept Minority, Women, Persons with Disabilities, and Veteran Business Enterprise (MBE/WBE/PBE/VBE) firms certified by the Illinois Department of Central Management Services (CMS). The MBE/WBE/PBE/VBE's certification with CMS shall be in good standing prior to the bid opening date.
- .2 Designated Projects.** CDB may designate projects with "MBE/WBE/PBE/VBE participation goals." See the bid form, Section 00 41 05 of the project manual, for applicable goals for first and second tier (level) subcontractors and supplier MBE/WBE/PBE/VBE participation. For Single Prime Delivery Method Projects: participation of certified MBE/WBE/PBE/VBE second level subcontractors and suppliers is permissible for meeting applicable goals.
- .3 Bid Form.** Each bidder shall name, on the bid form, Section 00 41 05, the minority, women, persons with disabilities, and veteran owned businesses it intends to use to meet the specified goals. If no eligible participation is listed on the 00 41 05 Form, then the bidder must submit documentation of its good faith efforts to achieve the goals with its bid. If eligible participation is included on the 00 41 05 Form, but the specified goals are not met, within ten (10) calendar days from the date of notification the bidder shall: (1) cure the deficiency in the bid by adding participation to meet the goals, or (2) request a waiver of the specified goals including documentation of its good faith efforts to achieve the goals.
- .4 MBE/WBE/PBE/VBE Bidder.** If the bidder is a minority, woman, person with disability or veteran owned business then the bidder shall indicate the work proposed to be done with own forces on the 00 41 05 Form. CDB encourages MBE/WBE/PBE/VBE prime bidders to use MBE/WBE/PBE/VBE subcontractors/suppliers.
- .5 Joint Venture.** If the bidder is a joint venture, the MBE/WBE/PBE/VBE joint venturer may be used to meet the MBE/WBE/PBE/VBE goal for the contract, consistent with the provisions of subsection .11(g).
- .6 Subcontracts.** Subcontracting of work to a lower tier non-MBE/WBE/PBE/VBE firm which would reduce the proceeds received by the subcontracting MBE/WBE/PBE/VBE firm below the specified goal is prohibited. CDB may, in such cases, reject the bid or terminate the contract.
- .7 Request for Assistance.** If the bidder needs assistance in locating subcontractors or suppliers to meet the goals, bidder shall contact CDB's Fair Employment Practices Unit (FEP) both prior to the submittal of the bid, and, if applicable, during the 10-day cure period.
- .8 Submittal of Good Faith Effort documentation for a waiver request. Good Faith Effort documentation must include the following:**
 - A. All information indicating why the specified goal cannot be met.
 - B. A list of all MBE/WBE/PBE/VBE firms the bidder has used in the current and prior fiscal years, if available. The fiscal year is from July 1 until June 30.
 - C. A list of all certified MBE/WBE/PBE/VBE firms eligible to perform the work, if available. To be eligible to perform the work, a firm must be certified by CMS.
 - D. A clear determination that the number of certified MBE/WBE/PBE/VBE firms eligible to perform the work is insufficient to ensure adequate competition, if available.
 - E. Demonstrated proof that the MBE/WBE/PBE/VBE firms' prices were unreasonable, if available.
 - F. A list of all MBE/WBE/PBE/VBE firms contacted and the dates they were contacted, including documentation from those firms. Documentation shall include, when applicable:
 1. A log of telephone contacts including date and time of call, telephone number, name of person called, and the outcome of the call;

2. Copies of written or electronic email correspondence showing the date, postal or email address, name of person contacted, and subsequent correspondence that reflects the outcome.
- G. Copies of all bid solicitation letters or electronic email correspondence to MBE/WBE/PBE/VBE firms. Letters shall contain, at a minimum:
- 1) project title and location;
 - 2) classification of work items for which quotations are requested;
 - 3) date, time, and place quotations are due; and
 - 4) returnable acknowledgment of the solicitation.
- H. All other evidence of good faith efforts made by the bidder to secure eligible MBE/WBE/PBE/VBE firms to meet the specified goal including documentation that demonstrates the following:
- 1) A reasonable number of MBE/WBE/PBE/VBE firms were contacted.
 - 2) The work selected by the bidder for allocation to MBE/WBE/PBE/VBE firms was selected in order to increase the likelihood of achieving the specified goal.
 - 3) The bidder negotiated, in good faith, with the potential MBE/WBE/PBE/VBE firms by not imposing any conditions which are not similarly imposed on all other subcontractors and suppliers, or by denying benefits ordinarily conferred on subcontractors or suppliers for the type of work for which bids were solicited.
 - 4) The bidder engaged with FEP for assistance in its efforts to achieve the specified participation.
 - 5) The bidder attended the CDB pre-bid meeting for the project.
- I. All actions taken to solicit MBE/WBE/PBE/VBE firms both pre-bid opening date and post-bid opening date.
- J. A revised 00 41 05 Form, if MBE/WBE/PBE/VBE participation increases during the 10-day cure period but goals are not met.
- K. Other relevant information in support of the waiver request.
- .9 Replacement of MBE/WBE/PBE/VBE Subcontractor or Supplier.** If it can be demonstrated that the MBE/WBE/PBE/VBE subcontractor or supplier cannot perform the work, or if a MBE/WBE/PBE/VBE loses its CMS certification after the bid opening, then the Contractor shall make a good faith effort to replace, in-kind, the MBE/WBE/PBE/VBE. The contractor shall identify the replacement MBE/WBE/PBE/VBE or provide evidence of good faith effort to find a replacement on the Contractor's letterhead and submit with documented evidence of cause to CDB's FEP Unit. CDB will review the submittal and may authorize the replacement or approve the good faith effort.
- .10 Calculation of MBE/WBE/PBE/VBE Participation as a Material Supplier or Subcontractor**
- A. MBE/WBE/PBE/VBE as a material supplier: A 100 percent goal credit is allowed for the cost of materials or purchases from a MBE/WBE/PBE/VBE manufacturer or supplier.
 - B. MBE/WBE/PBE/VBE as a subcontractor: A 100 percent goal credit is allowed for the work of the subcontract performed by the MBE/WBE/PBE/VBE's own forces (performing, managing and supervising the work), including the cost of materials and supplies, excluding the purchase of materials and supplies or the lease of equipment by the MBE/WBE/PBE/VBE subcontractor from the prime Contractor or its affiliates. Work that a MBE/WBE/PBE/VBE subcontractor in turn subcontracts to a non-

MBE/WBE/PBE/VBE does not count toward the MBE/WBE/PBE/VBE goal.

.11 Work to be Completed by Certified Firms. To be credited towards goals for Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Persons with Disabilities Business Enterprise (PBE) and Veteran Business Enterprise (VBE) participation, work must be performed by an entity certified by CMS pursuant to the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575/5) and the Illinois Procurement Code (30 ILCS 500/45-57).

- a) The entire amount of contractual work performed by a MBE, WBE, PBE, or VBE's own forces will be credited towards MBE/WBE/PBE/VBE goals, including the cost of supplies, materials, and equipment obtained by the MBE, WBE, PBE, or VBE for this work (except supplies and equipment the MBE/WBE/PBE/VBE obtains from the prime contractor or its affiliate).
- b) The entire amount of fees or commissions charged by a MBE/WBE/PBE/VBE firm for providing a bona fide service, such as professional, technical, consultant, or managerial services will be credited towards MBE/WBE/PBE/VBE goals provided such fees are reasonable and not excessive as compared to fees customarily allowed for similar services. Services for materials and supplies are defined in Section 00 43 39.14 and are not considered to be professional, technical, consultant, or managerial services.
- c) Work subcontracted by a MBE/WBE/PBE/VBE to another firm will not be credited towards goals unless the subcontractor performing the work is also certified by CMS as a MBE/WBE/PBE/VBE. Work that a MBE/WBE/PBE/VBE subcontracts to a firm not certified as a MBE/WBE/PBE/VBE does not count toward the goal. For example, if a MBE firm has a subcontract to perform \$100,000 worth of work and subcontracts \$10,000 of that work to a non-MBE firm, only the \$90,000 worth of work performed by the MBE firm will be credited toward the goal.
- d) If a firm is not certified as a MBE/WBE/PBE/VBE at the time of the bid opening, the firm's participation will not be counted toward any goals.
- e) The dollar value of work performed under a contract with a firm after it has ceased to be certified will not be counted toward the overall goal.
- f) The participation of a MBE/WBE/PBE/VBE subcontractor will not be counted toward a Contractor's final compliance with its MBE/WBE/PBE/VBE obligations on a contract until the amount being counted has actually been paid to the MBE/WBE/PBE/VBE.
- g) When a MBE/WBE/PBE/VBE performs as a participant in a joint venture, a portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work of the contract that the MBE/WBE/PBE/VBE performs with its own forces may be counted toward MBE/WBE/PBE/VBE goals.

.12 Commercially Useful Function. Expenditures to a MBE/WBE/PBE/VBE will only be credited towards MBE/WBE/PBE/VBE goals if the MBE/WBE/PBE/VBE performs a commercially useful function on that contract. A MBE/WBE/PBE/VBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the MBE/WBE/PBE/VBE must also be responsible, with respect to materials and supplies used on the contract, for negotiating price, determining quality and quantity, ordering material, and installing (where applicable) and paying for the material itself.

- a) Factors to be used in determining whether a MBE/WBE/PBE/VBE is performing a

commercially useful function include, but are not limited to, the amount of the work subcontracted, industry practices, and whether the amount the firm is paid is commensurate with the work it is performing and the MBE/WBE/PBE/VBE credit claimed for its performance of the work.

- b) A MBE/WBE/PBE/VBE does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of MBE/WBE/PBE/VBE participation. In determining whether a MBE/WBE/PBE/VBE is such an extra participant, similar transactions, particularly those in which MBE/WBE/PBE/VBEs do not participate, will be examined.
- c) If a MBE/WBE/PBE/VBE does not perform at least 30 percent of the total cost of its contract with its own work force, or the MBE/WBE/PBE/VBE subcontracts a greater portion of the work than would be expected on the basis of normal industry practice for the type of work involved, a presumption will arise that the MBE/WBE/PBE/VBE is not performing a commercially useful function. A MBE/WBE/PBE/VBE firm may present evidence to CDB to rebut this presumption. The MBE/WBE/PBE/VBE must provide such evidence to rebut the presumption within 7 business days of being notified that the presumption will be applied.
- d) A prime contractor that is a MBE/WBE/PBE/VBE will still be required to meet the goals required on the contract. In determining whether the MBE/WBE/PBE/VBE prime contractor has met the goal, the work the MBE/WFBE/PBE/VBE prime contractor actually performs with its own forces will be credited, as well as work performed by MBE/WBE/PBE/VBE subcontractors or suppliers, consistent with the terms of Section 00 43 39. The presumption in .12(c) above will not attach if the MBE/WBE/PBE/VBE is the prime contractor and satisfies the "Work With Own Staff" requirement in Section 00 21 50.
- e) A bidder's efforts to exercise Good Faith Efforts by providing assistance in advance of the bid to a MBE/WBE/PBE/VBE firm in making purchases, obtaining bonding, obtaining credit, or providing equipment will not invalidate the commercially useful function of a MBE/WBE/PBE/VBE, provided that the MBE/WBE/PBE/VBE has otherwise performed a commercially useful function consistent with the terms of Section 00 43 39. Credit will only be given for work performed by, purchases made by, and equipment obtained by the MBE/WBE/PBE/VBE, consistent with the terms of Section 00 43 39. A bidder's efforts to assist the MBE/WBE/PBE/VBE will not be credited.

.13 Trucking Company. To be credited towards MBE/WBE/PBE/VBE goals, a trucking company or major construction equipment rental (MCER) must be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular contract, and there cannot be a contrived arrangement for the purpose of meeting MBE/WBE/PBE/VBE goals.

- a) The MBE/WBE/PBE/VBE must itself own and operate at least one fully licensed, insured, and operational truck or major construction equipment unit (MCEU) used on the contract.
- b) The entire value of transportation services a MBE/WBE/PBE/VBE provides on the contract using trucks or MCEUs it owns, insures, and operates using drivers it employs will be credited towards MBE/WBE/PBE/VBE goals.
- c) If a MBE/WBE/PBE/VBE leases trucks or MCEUs from another MBE/WBE/PBE/VBE, the entire value of the services provided by the lessee will be credited.

- d) If a MBE/WBE/PBE/VBE leases trucks or MCEUs from a company that is not a MBE/WBE/PBE/VBE, the total value of transportation services provided by the lessee is not to exceed the value of transportation services provided by MBE/WBE/PBE/VBE owned trucks or MCEUs on the contract.
- e) For purposes of this section, a lease must indicate that the MBE/WBE/PBE/VBE has exclusive use of and control over the truck(s) or MCEU(s). This does not preclude the leased truck from working for others during the term of the lease with the consent of the MBE/WBE/PBE/VBE, so long as the lease gives the MBE/WBE/PBE/VBE absolute priority for the leased truck(s) or MCEU(s). Leased trucks and MCEUs must display the name and identification number of the MBE/WBE/PBE/VBE.
- f) The MBE/WBE/PBE/VBE must be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular contract, and there cannot be a contrived arrangement for the purpose of meeting MBE/WBE/PBE/VBE goals.

.14 Materials and Supplies

- a) Credit towards goals will be given for materials purchased from a MBE/WBE/PBE/VBE supplier or manufacturer that is certified by CMS.
- b) For purposes of this section, a manufacturer is a firm that operates and maintains a factory or establishment that produces, on the premises, the materials, supplies, articles, or equipment required under the contract and of the general character described in the specifications.
- c) For the purposes of this section, a supplier is a firm that owns, operates, or maintains a store, warehouse, or other establishment in which materials, supplies, articles or equipment of the general character described by the specifications and required under the contract are bought, kept in stock, and regularly sold or leased to the public in the usual course of business.
 - 1) A supplier must be an established, regular business that engages as its principal business and under its own name, in the purchase and sale or lease of the products in question.
 - 2) A person may be a supplier in such bulk items as steel, cement, gravel, stone, petroleum products, or asphalt without owning, operating, or maintaining a place of business as provided in this paragraph c if the person both owns and operated distribution equipment for the products. Any supplementing of a supplier's own distribution equipment shall be by a long-term lease agreement and not on an ad hoc or contract-by-contract basis.
 - 3) Brokers, packagers, manufacturers' representatives, or other persons who arrange or expedite transactions are not suppliers within the meaning of this section.

00 43 44 ILLINOIS WORKS APPRENTICESHIP INITIATIVE

.1 Apprenticeship Goal. The goal of the Illinois Works Apprenticeship Initiative is that, for projects estimated to cost \$500,000 or more, apprentices will perform either 10% of the total labor hours actually worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less. See Section 00 43 44 of the project manual for applicable apprenticeship goals.

.2 Illinois Works Budget Supplement. Submission of the Illinois Works Jobs Program Act Apprenticeship Initiative Budget Supplement shall be a post-award requirement. The Budget Supplement shall contain a complete and thorough estimate of all the labor hours to be performed by

the Contractor and all of its subcontractors for the project, broken down by prevailing wage category. The Budget Supplement shall be used in determining the appropriate number of hours to be performed by apprentices.

.3 Reporting Requirements. The Contractor shall submit monthly reports of its hourly workforce utilization including all apprenticeship hours to CDB's Fair Employment Practices Unit on Illinois Works Apprenticeship Initiative Reporting Forms.

.4 Reduction or Waiver of Goal. If, at any point during the project, the Contractor determines that it may not meet the apprenticeship goal for any prevailing wage classification, the Contractor shall submit a request for a reduction or waiver of that particular goal, indicating why the goal may not be met. The Contractor shall include all documentation supporting the request. The request for a reduction or waiver of the goal shall be reviewed pursuant to 30 ILCS 559/20-20(b).

.5 Certification of Completion. Upon completion of the work set forth in the contract, the Contractor shall submit a certification demonstrating that it has met the 10% apprenticeship goal or received a reduction or waiver of the 10% apprenticeship goal for each prevailing wage classification.

00 45 00 CERTIFICATIONS OF COMPLIANCE WITH APPLICABLE LAWS

.14 Recertification. If the contract extends over multiple years, vendor (A/E or Contractor) and its subcontractors shall certify, by January 1 of each fiscal year covered by the contract after the initial fiscal year, of any changes that affect its ability to meet the requirements for being awarded a contract under Article 50 of the Illinois Procurement Code. Failure to do so may result in voiding the contract by operation of law or rendering the contract voidable at the option of the State without additional compensation. Violations of certain provisions may also be deemed a civil or criminal offense. If a vendor or subcontractor continues to meet all the requirements of the Illinois Procurement Code, it shall not be required to submit any certification.

.15 Illinois Works Apprenticeship Initiative. The Contractor will comply with the Illinois Works Jobs Program Act Apprenticeship Initiative (30 ILCS 559/20-20(a)(2)).

00 51 20 ACCEPTANCE AND REJECTION OF BIDS

.1 CDB's Rights. When, in its opinion, it is in the best interest of the State, CDB reserves the right to:

- A. Accept any bid
- B. Reject any or all bids
- C. Waive technical deficiencies and irregularities
- D. Allow bidder to remedy technical deficiencies or irregularities within a stated time
- E. Rescind any notice of award if CDB determines the notice of award was issued in error
- F. Rescind any notice of award when it is in the best interest of the State
- G. Rebid any contract

.2 Bid Rejection.

A. Bids will be rejected for the following material deficiencies:

- 1) Failure to be prequalified with CDB no later than the close of business the day before the bid opening (Article 00 21 05) or being determined non-responsible after bid opening.
- 2) Submission of a bid late (Paragraph 00 51 10.1).
- 3) Failure to submit bid and/or bid modifications to appropriate bid opening office.

- 4) Submission of a bid in a manner that reveals the bid price prior to the bid opening (example: by fax). (Paragraph 00 41 10.4).
 - 5) Use of a bid envelope, which is received by CDB unsealed, or marked in a manner that does not reasonably identify the project and/or contract for which it is intended (Paragraph 00 41 10.3).
 - 6) Omission of a base bid price, alternate bid price or unit price (Paragraph 00 41 10.1).
 - 7) Submission of a bid price that cannot be determined.
 - 8) Deletion of original signatures to the extent that an intent to be bound by the bid is not apparent.
 - 9) When CDB does not accept the unit price(s), when those prices are an integral part of the base bid, the bidder shall be rejected.
 - 10) Failure to attend a mandatory pre-bid meeting.
 - 11) Bids not in substantial conformance with the bidding documents and whose non-conformance is determined to be material and unresponsive.
 - 12) Failure to submit Bidder Disclosure(s) form and Certifications with bid, when the bidder is not registered with the Illinois Procurement Gateway (IPG).
 - 13) Failure to be registered with the State Board of Elections, prior to bid opening date, when applicable.
 - 14) Failure to submit documentation of the bidder's good faith efforts to meet applicable MBE/WBE/PBE/VBE goals at time of bid when no eligible participation is listed on the 00 41 05 Form.
 - 15) Any other material deficiency specifically identified in the project bid documents.
 - 16) For Single Prime Contract Bids (as defined by 30 ILCS 500/30-30(a)): failure to provide names and bid proposal costs for required protected subcontractor trades or providing more than one protected subcontractor for each trade.
 - 17) For Single Prime Contract Bids: failure of identified protected subcontractor to be properly prequalified with CDB, licensed and certified, at the time of bidding, to perform the identified trade.
- B. Failure to remedy the following technical deficiencies with seven (7) calendar days after the bid opening shall result in rejection of the bid. These technical deficiencies are:
- 1) Failure to use a revised bid form when bid forms have been changed by addenda.
 - 2) Failure to acknowledge an addendum, however adjustment of the bid amount will not be allowed.
 - 3) Failure to provide USDOL Apprenticeship and Training Certification for bidder and all

known subcontractors.

- 4) Failure to submit bidder's Certificate of Registration in an approved apprenticeship and training program.
 - 5) Failure to supply subcontractor and/or supplier names and Taxpayer Identification Numbers as required on Document 00 41 01.
 - 6) Submission of a bid bond not on CDB's form (Paragraphs 00 43 13.1 and 00 43 13.2).
 - 7) Submission of a bid security in a form other than a bid bond, certified check, cashier's check or bank draft (Paragraph 00 43 13.1).
 - 8) Omission of the signature of the officer of the surety or any other required signatures except the signature in Paragraph 00 51 20.2.A.8, submission of those signatures in pencil or submission of a non-original signature.
 - 9) Replacement of a bid security from an unacceptable surety with one from a surety acceptable to CDB (Paragraph 00 43 13.4).
 - 10) Failure to furnish and/or complete the 00 41 04 Form (Illinois Department of Human Rights (DHR) Form PC-2).
 - 11) Failure to submit a signed affidavit stating that the bidder will maintain an Illinois office as the primary place of employment for persons employed in the construction authorized by the contract.
 - 12) Failure to submit Certificate of Registration with State Board of Elections in accord with 30 ILCS 500/20-160.
 - 13) Failure to submit Disclosure of Business Operations with Government of Iran form in accord with 30 ILCS 500/50-36.
 - 14) Any other technical deficiency specifically identified in the project bid documents.
- C. MBE/WBE/PBE/VBE goal compliance deficiencies. Failure to remedy the following deficiencies within ten (10) calendar days after the date of notification shall result in rejection of the bid. These deficiencies are:
- 1) When applicable, failure to submit a revised 00 41 05 Form, documenting achievement of goals.
 - 2) When applicable, failure to submit documentation acceptable by CDB of good faith efforts to meet MBE/WBE/PBE/VBE goals.
- D. CDB at its sole discretion and without conferring any rights on any bidder may waive bid technical deficiencies or irregularities that are not in conformance with the bidding documents but whose non-conformance is non-material or minor.
- E. Submittal of conditions or qualifying statements contrary to CDB's contract terms is not acceptable and, unless rescinded, the bid shall be rejected.

00 51 28 MBE/WBE/PBE/VBE BUSINESS CERTIFICATION, POST AWARD REQUIREMENTS

- .1 Post Award Submittal.** See Article 00 51 40. The contract awardee shall submit CDB's MBE/WBE/PBE/VBE Subcontractor Supplier Certification Form, Document 00665 (available in the Reference Library on CDB's website), for each of the MBE/WBE/PBE/VBE subcontractor(s) and/or supplier(s) being utilized to meet the designated participation goals as specified on the bid form and in Section 01 11 00 of the project manual. The form must be signed by the MBE/WBE/PBE/VBE subcontractor or supplier and shall be submitted to CDB's FEP Unit.

Completion of the 00665 form is not required if the Contractor is an MBE, WBE, PBE, or VBE firm. MBE/WBE/PBE/VBE prime contractors are encouraged to utilize MBE/WBE/PBE/VBE subcontractors/suppliers. If goals are split (separate MBE, WBE, PBE, and VBE goals), then an MBE, WBE, PBE, or VBE firm must supply 00665 forms for the subcontractor firm(s) utilized to meet the MBE, WBE, PBE, or VBE goal, respectively.

- .2 Listed Firms.** The 00665 certification form shall be completed and submitted for each MBE/WBE/PBE/VBE firm listed on the 00 41 05 bid form.
- .3 Compliance.** The MBE/WBE/PBE/VBE participation goal dollar value is based upon the total contract sum (including awarded alternates). The participation goal percentage amount(s) shall meet or exceed the goal(s) as specified on the bid form (and in Section 01 11 00 of the project manual), or in an approved change/waiver request (refer to Article 00 43 39 herein).
- .4 Voluntary Participation.** Contractors are encouraged to utilize MBE/WBE/PBE/VBE subcontractors/suppliers for those projects that are not designated for MBE/WBE/PBE/VBE participation and complete the 00665 certification form for each MBE/WBE/PBE/VBE firm. MBE/WBE/PBE/VBE subcontractors/suppliers may be added at any time during the project.
- .5 Subcontracts/Supplier Agreements.** Copies of subcontracts or supplier agreements (to correspond with each 00665 form) are required to be submitted within ten (10) calendar days of the Notice of Award.

00 51 40 POST AWARD REQUIREMENTS

- .1 Contractor's Duty to Comply.** The Contractor may not proceed with the work until the following post award requirements are met. These requirements are part of the contract and failure to comply with these requirements shall constitute a breach of the contract. CDB shall issue Authorization to Proceed upon successful completion of these post award requirements.
- .2 Submittals.** Within ten (10) calendar days from the date of the notice of award letter, the Contractor shall furnish, on CDB forms, the following:
 - A. Contract executed by the Contractor;
 - B. Performance Bond;
 - C. Labor and Material Payment Bond;
 - D. Certificates of Insurance;
 - E. Builder's Risk Insurance Policy (if applicable);
 - F. MBE/WBE/PBE/VBE Subcontractor Supplier Certifications, Form 00665 and MBE/WBE/PBE/VBE Subcontractor/Supplier agreements (if applicable);
 - G. Completed Substance Abuse Prevention Certification form and Contractor's substance abuse plan (if applicable);
 - H. DHR PC-2 accepted by FEP Technician;
 - I. Project Labor Agreement signature sheets for the Contractor and known Subcontractors (if applicable); and
 - J. Illinois Works Jobs Program Act Apprenticeship Initiative Budget Supplement.
- .3 Cancellation of Award.** All post award requirements are mandatory. Noncompliance shall be cause for CDB to cancel the notice of award and make a claim against the bid security.

- .4 Post Award Extensions.** CDB may extend the time limitations for good cause. No extension shall operate as a waiver of post award requirements, nor shall it extend the contract completion date.
- .5 Delays.** Any delays to the commencement of the work due to the Contractor's failure to meet the post award requirements shall be the responsibility of the Contractor and its surety. Contractor and its surety shall be responsible for the costs of any such delays.

00 71 00 DEFINITIONS

- .12 Protected Subcontractors.** For a Single Prime Delivery Method Project, a subcontractor identified for a protected trade on the 00 41 00 Bid Form. The subcontractor shall be prequalified with CDB, be properly licensed and certified (if applicable), and perform the minimum amount of the identified trade with its own forces by furnishing and installing the work on-site.
- .13 Prime Bidding Contractor (Trade):** For a Single Prime Delivery Method Project, one of the identified protected trades that submits the bid with the intent of entering into the prime construction contract with CDB as the Contractor.

00 72 10 TIME

- .5 Approval Authority.** Changes in contract time are subject to approval at or above the CDB Regional Manager level.

00 72 25 CDB - RIGHTS AND RESPONSIBILITIES

.4 Right to Terminate the Contract for Cause.

- A. CDB may terminate the Contractor's right to proceed with the work if the Contractor fails or refuses to perform the work with such diligence as to allow timely completion of performance in accordance with the current progress schedule or fails to complete the work in accordance with the documents or commits a breach of any other provision of the contract documents.
- B. In such case, CDB will give the Contractor and its surety written notice of intention to terminate and the reason therefore, and, unless within ten calendar days the delay or violation shall cease or satisfactory arrangement of correction made, CDB may issue a written termination notice to the Contractor and its surety.
- C. The Contractor shall stop work and vacate the construction site immediately upon receipt of notice of termination. However, the Contractor shall not remove tools, appliances, construction equipment and machinery, or materials or equipment for which CDB has paid, wherever stored, without the written consent of CDB. Any material stored off-site, and which have been paid for by CDB, shall be immediately delivered to CDB or its designated representative upon request. CDB reserves the right either to have the material delivered to the site and deduct the cost of the delivery from contract balance or to abandon the material and deduct the cost of the materials from the contract balance.
- D. The surety shall complete the work upon demand by CDB in accordance with the contract documents. Such completion may include, but not be limited to, the use of a completing contractor selected by CDB pursuant to a written takeover agreement with the surety, or

payment of a sum of money required to allow CDB to complete the work, or other arrangements agreed to by the CDB and surety.

- E. If within ten calendar days the surety fails to act on CDB's demand, CDB may take over the work and take possession of all of the Contractor's tools, appliances, construction equipment, and machinery at the site and use the same to the full extent they could have been used by the Contractor (without liability for trespass or conversion), incorporate into the work all materials and equipment stored at the site or for which CDB has paid the Contractor but which are stored elsewhere, and finish the work by selecting the most advantageous method identified in the Illinois Procurement Code or in other relevant procurement laws and administrative rules. In such case the Contractor shall not be entitled to receive any further payment until the work is finished. If CDB's expenses in completing the work exceed the unpaid balance of the contract sum, the Contractor and/or the surety shall pay the difference to CDB.

.6 Availability of Appropriation; Sufficiency of Funds. The contract is contingent upon and subject to the availability of sufficient funds. CDB may terminate or suspend the contract, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for the contract have not been appropriated or otherwise made available to CDB by the State or the Federal funding source, (ii) the Governor or CDB reserves funds, or (iii) the Governor or CDB determines that funds will not or may not be available for payment. CDB shall provide notice, in writing, to the Contractor of any such funding failure and its election to terminate or suspend the contract as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice, unless otherwise indicated.

.7 Right to Suspend the Contract Without Cause. CDB may, without cause, order the Contractor in writing to suspend, delay or interrupt the work in whole or in part for such a period of time as CDB may determine, not to exceed 90 days. At the expiration of 90 days, the contract may continue upon written agreement of the parties or may be terminated in writing by either party. The contract may remain suspended at the expiration of 90 days until the parties either agree in writing to continue the contract or until either party terminates the contract in writing. If the parties enter into a written agreement to continue the contract, the contract may remain suspended after the expiration of 90 days.

- A. The contract time will be adjusted for increases in time caused by the suspension, delay or interruption as described in Article 00 72 10.
- B. CDB may decide to terminate the contract under Article 00 72 25 at any time during the period of suspension, delay or interruption.

00 73 17 BONDS, GENERAL

.1 Requirements. The Contractor shall furnish a performance bond and a labor and material payment bond covering the faithful performance of the contract and the payment of all obligations arising thereunder, in accordance with the Public Construction Bond Act (30 ILCS 550). Each bond shall be in the full amount of the contract on forms provided by CDB and executed by a surety acceptable to CDB.

.3 Acceptability. Bonds that meet the requirements of Paragraph 00 73 17.1 shall be acceptable to CDB when issued by a surety that meets all of the following standards:

- A. Has a current financial strength of at least "A-" as rated by A.M. Best Company, Inc., Moody's Investor Service, Standard & Poor's Corporation, or similar rating agency (30 ILCS 550/1); and a current Best's financial class of at least "V".
- B. Is duly licensed in the state of Illinois by the Department of Insurance (30 ILCS 550/1) and does not have an unacceptable record of improper conduct or financial problems with the Illinois Department of Insurance.

00 73 40 LICENSING

.1 For Single Prime Delivery Method Projects: When licensure and/or certification is required for an identified trade, the identified protected subcontractors or the Prime Bidder, if self-performing the work, shall be properly licensed and certified at the time of bid to perform the work for the identified trade.

01 29 73.1 SCHEDULE OF VALUES

- F. Provide CDB prequalification/registration ID numbers on the CSV form for subcontractors/suppliers described in 00 21 50.2C.
- G. Identify work performed by MBE/WBE/PBE/VBE subcontractors and suppliers on the CSV form.
- H. Revise and resubmit CSV for approval if any substitution or replacement of subcontractors or suppliers occurs.
- I. Revise and resubmit CSV for approval if any change in the contract amount of subcontractors or suppliers other than a change resulting from a change order occurs.

01 29 76 PROGRESS PAYMENT PROCEDURES

.5 Payments to Subcontractors and Suppliers.

D. Subcontractors (as described in 00 21 50.2C.) who have not obtained a CDB ID number and/or have not submitted the required Disclosures and Certifications may have their payment amounts withheld by CDB in addition to any other remedy provided by this contract or by law. No work can be performed by these subcontractors until the Certifications and Disclosure documents have been reviewed and approved by the State Purchasing Officer.

01 77 19.2 FINAL COMPLETION

F. Certification of Compliance with the Illinois Works Jobs Program Act Apprenticeship Initiative.

DIVISION 1 - GENERAL REQUIREMENTS
01 22 00 – Unit Prices

1. GENERAL

Each Contractor reference Article 00 43 22 Unit Price in the CDB Standard Documents for Construction, for the use of unit prices.

For unit prices inside the base bid; follow these procedures:

- On the bid form provide the unit price for that work in the UNIT PRICE BID line.
- Multiply the unit price bid by the ESTIMATED QUANTITY and enter that cost in the COST EXTENSION.
- Sum those cost extensions and enter that cost in the SUM OF ALL UNIT PRICE COST EXTENSIONS TO BE INCLUDED IN THE BASE BID line provided.
- Add that cost to your base bid.
- For unit prices in an Alternate Bid use the same procedures as above, but add the cost in the SUM OF ALL COST UNIT PRICE COST EXTENSIONS TO BE INCLUDED IN THE ALTERNATE BID line to your alternate bid.

1.1 REQUIREMENTS INCLUDE:

- A. General Contractor: Provide unit prices on Bid Form for specified items.
- B. General Contractor coordinate all related and required work necessary to perform work specified for unit prices, when accepted and awarded.

1.2 RELATED REQUIREMENTS SPECIFIED ELSEWHERE

- A. Standard Documents for Construction, Article 00 43 22
- B. Bid Forms Document, 00 41 00
- C. Sections 04 22 00 – Vitrified Clay Wall Coping.

1.3 DEFINITIONS

- A Unit Price means a fixed price, including all overhead, profit and all other costs of whatever nature and character, for a specified unit of work. Unit prices in the Bid Form, when accepted by CDB and incorporated into the Contract, shall be the same for additional, deducted, or omitted units of work.

2. UNIT PRICE ITEM SCHEDULE

2.1 General Contract

A. Base Bid : Provide new terra cotta clay wall coping to replace existing as required. Contractor shall include in his price the replacement of ten (10) coping units.

1. Pertinent work specified elsewhere

- a. Section 07 19 00
- b. Section 07 54 23

END 01 22 00

DIVISION 1 – GENERAL REQUIREMENTS

01 32 00 – Construction Schedule

Non-CPM Option

1. General

1.1 REQUIREMENTS INCLUDE:

- A. The contractor shall prepare and maintain a detailed project schedule as described below.
- B. The project schedule shall be the contractor's working schedule; used to execute the work and record and report actual progress. It shall show how the contractor plans to complete the work within the contract time and meet any contractually specified intermediate milestone dates.

1.2 RELATED REQUIREMENTS

- A. Specified Elsewhere:
 - 1. SDC 01 29 00 - Payment
 - 2. 01 11 00 - Project Summary
 - 3. 01 33 23 - Shop Drawings, Product Data and Samples

1.3 FORM OF SCHEDULE

- A. The project schedule shall be in the form of a bar graph for each task, and each area of work.
- B. The schedule shall provide sufficient detail and clarity so that the contractor can plan and control the work and CDB and the A/E can readily monitor and follow the progress of all portions of the work. The critical activities must be clearly shown. The degree of detail must be satisfactory to the A/E and CDB.

1.4 CONTENTS OF SCHEDULE

- A. The schedule must be inclusive of all installation tasks of the work.
- B. Submittal and approval of shop drawings and material samples as well as delivery dates of major equipment shall be included in the project schedule.
- C. Activity duration shall be in whole working days.
- D. There should be at least one activity for each specification section.

1.5 UPDATING

- A. The project schedule shall be updated monthly.
- B. Actual activity completion dates shall be reported and recorded on the schedule.
- C. Progress on uncompleted activities shall be reported.

DIVISION 1 – GENERAL REQUIREMENTS

01 32 00 – Construction Schedule

Non-CPM Option

- D. Projected completion dates and activities shall be reviewed and revised if necessary.

1.6 REPORTS AND SUBMITTALS

- A. Within 30 days of the Authorization to Proceed, the contractor shall submit the project schedule to the A/E and CDB.
- B. Five (5) days prior to the pay/progress meeting, the contractor shall submit the current updated schedule to the A/E and CDB.
- C. The schedule shall be presented on "*" by "*" sheets. Each sheet shall be clearly titled. Intermediate milestones shall be clearly indicated.
- D. A management narrative report indicating the progress of the work, any revisions since last reporting period, any lost time required to be made up and the contractors' plan to maintain the schedule and meet the milestone dates and contract completion will accompany the updated schedule. The report will identify any potential delays and problem areas and their impact on project completion.

1.7 REVIEWS

- A. The A/E and CDB shall review and may comment on the schedule at the pay/progress meeting. They may also attend the update meetings. The contractor(s) shall revise the schedule as directed by the A/E for compliance with the requirements herein.
- B. Payment and reduction of retainage may be denied by CDB for failure to submit a proper schedule and maintaining work progress according to the project schedule.
- C. Neither the A/E's nor CDB's review and/or comments shall indicate approval/disapproval of the schedule. Since the schedule is dependent on the contractors' proprietary information and commitments, the A/E and CDB cannot and will not warrant the schedule to be correct and sufficient to meet the required contract dates.

END 01 32 00.

DIVISION 1 – GENERAL REQUIREMENTS
01 33 23 – Shop Drawings, Product Data & Samples

1. GENERAL

1.1 REQUIREMENTS INCLUDE

- A. General Contractor make submittals to Architect/Engineer.
Architect/Engineer shall maintain a master list of submittals.

1.2 RELATED REQUIREMENTS

- A. Specified elsewhere:
1. 02 41 16 - Minor Demolition
 2. 05 50 00 – Metal Fabrications
 3. 07 54 23 – TPO Membrane Roofing
 4. 07 62 00 – Sheet Metal Flashing and Trim
 5. 07 90 05 – Joint Sealers
 6. 09 90 00 - Painting and Coatings
 7. 23 05 00 - Mechanical General Provisions
 8. 26 05 00 - Electrical General Provisions

1.3 DEFINITIONS

- A. Shop drawings: Shop drawings are original drawings prepared by Contractor, subcontractor, sub-subcontractor, supplier or distributor, which illustrate some portion of the work, showing fabrication, layout, setting or erection details.

1. Prepared by qualified detailer.
2. Identify details by reference to sheet and detail numbers shown on contract drawings.
3. Maximum sheet size: 36" x 24".
4. Reproductions for submittals: Reproducible Bond
5. Submit (5) copies.

B. Product data:

1. Manufacturer's standard schematic drawings, edited to fit this project.
2. Manufacturer's catalog sheets, brochures, diagrams, schedules, performance charts, illustrations and other standard descriptive data.
 - a. Clearly mark each copy to identify pertinent materials, products or models.
 - b. Show dimensions and clearances.
 - c. Show wiring diagrams and controls.

- C. Samples: Physical samples to illustrate materials, equipment or workmanship. Approved samples establish standards by which complete work is judged. Maintain at site as directed. Protect until no longer needed.

1. Office samples: Of sufficient size to clearly illustrate:
 - a. Functional characteristics of product or material.
 - b. Full range of color samples.

DIVISION 1 – GENERAL REQUIREMENTS

01 33 23 – Shop Drawings, Product Data & Samples

- c. After review, samples may be used on construction of project.

2. Field samples and mock-ups:

- a. Erect at project site at location approved by Architect/Engineer.
- b. Construct each sample or mock-up complete, including work of all crafts required in finished work.
- c. Remove as directed.

1.4 SCHEDULE SUBMITTAL

A. Submit schedule of all exhibits to Architect/Engineer within 30 business days after preconstruction meeting.

1. Prepare schedule in bar chart format. Include:

- a. Exhibit identification.
- b. Specification section and page number.
- c. Date of submittal to Architect/Engineer.
- d. Latest date for final approval.
- e. Fabrication time.
- f. Date of installation.

2. Architect/Engineer will review and comment on exhibit schedule and will advise the contractor as to which submittals require longer review durations.

Submit number of copies of shop drawings, product data and samples which contractor requires for distribution plus (5) copies which will be retained by Architect/Engineer.

B. Accompany submittals with transmittal letter, in duplicate, containing:

1. Date.
2. Project title and number.
3. Contractor's name and address.
4. The number of shop drawings, product data and samples submitted.
5. Notification of deviations from Contract.
6. Other pertinent data.

C. Submittals shall include:

1. Date and revision dates.
2. Project title and number.
3. Names of:
 - a. Architect/Engineer.
 - b. Subcontractor.
 - c. Sub-subcontractor.
 - d. Supplier.
 - e. Manufacturer.
 - f. Separate detailer when pertinent.

DIVISION 1 – GENERAL REQUIREMENTS
01 33 23 – Shop Drawings, Product Data & Samples

4. Identification of product or material.
5. Relation to adjacent structure or material.
6. Field dimensions, clearly identified as such.
7. Specification section and page number.
8. Specified standards, such as ASTM number or ANSI.
9. A blank space, 3" x 4", for Architect/Engineer's stamp.
10. Identification of previously approved deviation(s) from contract documents.
11. Contractor's stamp, initialed or signed, certifying to review of submittal, verification of field measurements and compliance with Contract.
12. Space for Contractor's approval stamp.

1.5 RESUBMISSION REQUIREMENTS

- A. Resubmit all shop drawings, product data, and samples as requested by the contractor and/or A/E.

1.6 RESPONSIBILITIES

- A. Review shop drawings, product data and samples prior to submission to the next level of authority.

B. Verify:

1. Field dimensions.
2. Field construction criteria.
3. Catalog numbers and similar data.

C. Coordinate each submittal with requirements of:

1. The work.
2. The contract documents.

- D. Contractor's responsibility for errors, omissions or deviation from contract documents in submittals is not relieved by Architect/Engineer's review of submittals.

- E. Prior to submission, notify Architect/Engineer and CDB in writing of all proposed deviations in submittals from contract requirements. Substitution of materials or equipment may only be approved by change order.

- F. Do not begin any work which requires submittals without Architect/Engineer's approval.

- G. After Architect/Engineer's review, make response required by A/E's stamp and distribute copies. Indicate by transmittal that copy of approved data has been delivered to installer.

DIVISION 1 – GENERAL REQUIREMENTS
01 33 23 – Shop Drawings, Product Data & Samples

1.7 ARCHITECT/ENGINEER'S DUTIES

- A. Review submittals within 14 calendar days.
1. Review for:
 - a. Design concept of project.
 - b. Compliance with contract documents.
 2. Review all requests for proposed deviations. Obtain CDB's concurrence and respond to Contractor's request.
 3. Affix stamp, date and initials or signature certifying to review of submittal, and with instructions for contractor response.
 4. Return submittals to sender for response or distribution.

1.8 SUBMITTALS SCHEDULE

- A. General Contractor shall provide submittals for the following sections:
1. 02 41 16 - Minor Demolition
 - a. Demolition and Removal Procedures/Schedule.
 2. 05 50 00 – Metal Fabrications
 - a. Product data
 - b. Shop Drawings
 3. 07 54 23 – TPO Membrane Roofing
 - a. Product Data
 - b. Shop Drawings
 - c. Warranty
 - d. Samples
 4. 07 62 00 – Sheet Metal Flashing and Trim
 - a. Product Data
 - b. Samples
 5. 07 90 05 – Joint Sealers
 - a. Product Data
 6. 09 90 00 - Paintings and Coatings
 - a. Product Data
 - b. Samples
 7. 23 05 00 - Mechanical General Provisions
 - a. Product Data
 8. 26 05 00 - Electrical General Provisions
 - a. Product Data

END 01 33 23

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor:

1. Coordinate work of employees and subcontractors.
2. Schedule elements of remodeling and renovation work to expedite completion.
3. Schedule noisy or hazardous work to avoid problems with Using Agency's operations.
4. In addition to demolition, cut, move or remove existing construction to provide access or to allow remodeling and new work to proceed. Include:
 - a. Repair or remove hazardous or unsanitary conditions.
 - b. Remove abandoned piping, conduit and wiring.
 - c. Remove unsuitable or extraneous materials not marked for salvage, such as abandoned furnishings and equipment, and debris such as rotted wood, rusted metals and deteriorated concrete.
 - d. Clean surfaces. Remove surface finishes to install new work and finishes.
5. Patch, repair and refinish existing items to remain, to the specified condition for each material, with a neat transition to adjacent new construction.
6. Note or record existing project conditions before beginning work to minimize later disputes.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01 32 00 - Construction Schedules.
2. 01 51 00 - Temporary Utilities.
3. 01 54 00 - Construction Aids
4. 01 73 29 - Cutting & Patching
5. 01 74 13 - Construction Cleaning
6. 01 74 23 - Final Cleaning.

1.3 SEQUENCE AND SCHEDULES

A. Submit separate detailed sub-schedule for alterations work, coordinated with Construction Schedule. Show:

1. Each stage of work; occupancy dates of areas.
2. Date of Substantial Completion for each area of alteration work.
3. Crafts and subcontractors employed in each stage.

DIVISION 1 – GENERAL REQUIREMENTS

01 35 16 – Remodeling Project Procedures

1.4 ALTERATIONS, CUTTING AND PROTECTION

- A. Cut finish surfaces such as masonry, tile, plaster or metals, by methods to terminate surfaces in a straight line at a natural point of division.
- B. Protect existing and new work from weather and temperature extremes.
 - 1. Maintain existing interior work above 60 degrees F.
 - 2. Provide weather protection, waterproofing, heat and humidity control to prevent damage to remaining existing work and to new work.
- C. Provide temporary enclosures specified in 01 54 00, to separate work areas from existing building and from areas occupied by Using Agency, and to provide weather protection.
- D. Items of construction, furnishings and articles having a historic or private value discovered during progress of the work shall remain in the Using Agency's possession and ownership.
 - 1. Promptly notify Architect/Engineer.
 - 2. Protect items from damage from weather and work.
 - 3. Architect/Engineer will promptly transmit CDB's decision for disposition of discovery.
 - 4. Store items to be retained by owner in a safe, dry place on site. Dispose of items which CDB releases.

2. PRODUCTS

2.1 MATERIALS FOR PATCHING, EXTENDING AND MATCHING

- A. Ensure that work is complete:
 - 1. Provide same materials or types of construction as that in existing structure, to patch, extend or match existing work.

3. EXECUTION

3.1 REMOVE EXISTING CONSTRUCTION

- A. Remove and dispose of: Existing roofing membrane/coating and insulation.

3.2 PERFORMANCE. Patch and extend existing work using skilled craftsmen capable of matching existing quality of workmanship. For patched or extended work, provide quality equal to that specified for new work.

3.3 ADJUSTMENTS

- A. Where partitions are removed, patch floors, walls and ceilings with finish materials to match existing as closely as possible.
 - 1. Where removal of partitions results in adjacent spaces becoming one, rework floors and ceilings to provide smooth planes without breaks, steps or bulkheads.

DIVISION 1 – GENERAL REQUIREMENTS

01 35 16 – Remodeling Project Procedures

2. Where extreme change of plane of (*two inches) or more occurs, request instructions from Architect/Engineer.

B. Trim and refinish existing doors to clear new floors.

3.4 DAMAGED SURFACES

A. Patch and replace all portions of existing finished surfaces found to be damaged, lifted, discolored or showing other imperfections, with matching material.

1. Provide adequate support prior to patching the finish.
2. Refinish patched portions of painted or coated surfaces in a manner to produce uniform color and texture over entire surface.
3. When existing surface cannot be matched, refinish entire surface to nearest intersections.

3.5 TRANSITION FROM EXISTING TO NEW WORK

A. When new work abuts or finishes flush with existing work, make a smooth transition. Patched work shall match existing adjacent work in texture and appearance as closely as possible.

1. When finished surfaces are cut in such a way that a smooth transition with new work is not possible, terminate existing surface in a neat manner along a straight line at a natural line of division, and provide trim appropriate to finished surface.

3.6 CLEANING

A. Perform construction cleaning as specified in 01 74 13.

1. Clean User occupied areas daily.
2. Clean all spillage, overspray or heavy dust collections in User occupied areas immediately.

B. At completion of work of each craft, clean area and make surfaces ready for work of successive crafts.

C. At completion of alterations work in each area, provide final cleaning in accord with 01 74 23 and return space to a condition suitable for use of User.

END 01 35 16.

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor comply with all laws, rules and regulations governing the work.

1. When Contractor observes that contract documents are at variance with specified codes, notify Architect/Engineer in writing immediately. Architect/Engineer will process changes in accord with General Conditions.
2. When Contractor performs any work knowing or having reason to know that the work is contrary to such laws, rules and regulations and fails to so notify the Architect/Engineer, Contractor shall pay all costs arising therefrom. However, it will not be the Contractor's primary responsibility to make certain that the contract documents are in accord with such laws, rules and regulations.

1.2 DEFINITIONS & ABBREVIATIONS

A. Definitions:

1. Dates: Reference Codes, Regulations and Standards are the issue current at date of bidding documents unless otherwise specified.
2. Codes: Codes are rules, regulations or statutory requirements of government agencies.
3. Standards: Standards are requirements set by authorities, custom or general consent and established as accepted criteria.

B. Abbreviations:

- | | | |
|-----|--------|--|
| 1. | ADA | Americans with Disabilities Act. |
| 2. | AGCI | Associated General Contractors in Illinois. |
| 3. | ANSI | American National Standards Institute. |
| 4. | ASHRAE | American Society of Heating, Refrigeration and Air-Conditioning Engineers. |
| 5. | ASTM | American Society for Testing and Materials. |
| 6. | CDB | Capital Development Board. |
| 7. | FED | Federal Agencies. |
| 8. | FM | Factory Mutual Engineering Corp. |
| 9. | IBHE | Illinois Board of Higher Education. |
| 10. | IDOL | Illinois Department of Labor. |
| 11. | IDPH | Illinois Department of Public Health |
| 12. | IEPA | Illinois Environmental Protection Agency. |
| 13. | IDPR | Illinois Department of Professional Regulation. |
| 14. | ISPE | Illinois Society of Professional Engineers. |
| 15. | NFPA | National Fire Protection Association. |
| 16. | OSFM | Office of State Fire Marshal. |
| 17. | UL | Underwriters Laboratories, Inc. |

1.3 QUALITY ASSURANCE

A. Architect/Engineer has designed the project with full knowledge of code requirements and has copies of all specified codes available for Contractor's inspection.

B. Contractor:

1. Ensure that copies of specified codes and standards are readily available to Contractor's personnel. Copies are available at Contractor's expense from source or publisher.
2. Ensure that Contractor's personnel are familiar with workmanship and installation requirements of specified codes and standards.

1.4 REGULATORY REQUIREMENTS

A. Source and requirements:

1. CDB:

- a. Illinois Accessibility Code
- b. Illinois Energy Conservation Code

2. State of Illinois:

- a. Illinois Steel Products Procurement Act, as amended (30 ILCS 565/1 et seq.).
- b. Illinois Procurement Code, as amended (30 ILCS 500/1 et seq.).
- c. Illinois Domestic Products Act, as amended (30 ILCS 517 et seq.).

3. IDPH:

- a. Illinois State Plumbing Code.
 - 1.) Illinois Asbestos Abatement Act (105 ILCS 105/1 et seq.).
 - 2.) Rules and Regulations for the Asbestos Abatement Act - Title 77, ch. I, subch. p. Part 855.

4. IDPR: Illinois Roofing Industry Licensing Act, as amended (225 ILCS 335/1 et. seq.).

5. IEPA

- a. Air Pollution Standards.
- b. Noise Pollution Standards.
- c. Solid Waste Standards.
- d. Hazardous Waste Crane and Hoisting Equipment Operators Licensing Act, 225 ILCS 220/1 et. seq.

DIVISION 1 – GENERAL REQUIREMENTS

01 41 00 – Regulatory Requirements

- e. Hazardous Waste Laborers Licensing Act, 225 ILCS 221/1 et. seq.
Toxic Substance Control Act.

6. STANDARDS:

- a. ASHRAE No. 90.1-2001, Energy Standard for Buildings Except Low-Rise Residential Buildings.

7. NFPA: National Fire Codes

- a. 70-2017, National Electrical Code
- b. 101-2015, Life Safety Code

8. 2015 International Building Code (IBC)

- B. The Architect/Engineer or CDB may reference other codes or standards throughout the Project Manual when deemed appropriate for proper compliance with regulatory requirements.

END 01 41 00.

1. GENERAL

1.1 REQUIREMENTS INCLUDE. Designated contractor provide and maintain specified temporary utilities during construction period.

A. General Contractor Provide:

1. Toilets.

A. Each Contractor:

1. All utilities required in excess of those specified, or exceed capacity of existing or permanent system(s).
2. Hoses and fittings from temporary standpipes or water service connection.
3. Drinking water for own forces.

1.2 RELATED REQUIREMENTS

A. Furnished by others:

1. Using Agency will authorize use of existing facilities or services for temporary use.
 - a. Electrical power service.
 - b. Water service.
2. Contractor requiring Using Agency furnished services provide and pay for extension or modification of services to perform the work, and for restoration of services at completion of work.

1.3 DEFINITIONS

- A. Temporary Enclosure: Sufficient enclosure of an area, structure or building to prevent entrance or infiltration of rainwater, wind or other natural elements, and which will prevent undue heat loss from within enclosed areas.
- B. Permanent Enclosure: Stage of construction at which all moisture and weather protection elements of construction have been installed in accord with the contract for the building or part thereof. The A/E may certify in writing that the building or defined portion thereof is substantially permanently enclosed when walls, windows, and roof are complete and openings left for construction access are adequately closed with movable material having an "R" value equivalent to the finished opening.

1.4 DESCRIPTION OF TEMPORARY UTILITY SYSTEMS

A. Water service:

DIVISION 1 – GENERAL REQUIREMENTS

01 51 00 – Temporary Utilities

1. Provide and maintain temporary water service throughout construction period.

- a. For construction purposes:

- 1.) Provide service standpipe.
- 2.) Provide a water service connection on each floor or where shown on drawings.
- 3.) Minimum discharge at water service connection not required for fire protection: 25 psi.
- 4.) Provide backflow protection.
- 5.) Each contractor and subcontractor shall provide their own water hoses from hose bibbs to point of his operations.

A. Toilets:

1. Provide temporary toilet facilities for use of all workmen and authorized parties throughout construction period.
2. Provide a minimum number of enclosed combination toilet and urinal units for construction personnel:
 - a. One for every 20 employees, or fraction thereof.

1.5 REQUIREMENTS OF REGULATORY AGENCIES

A. Only on CDB's prior written authorization, obtain:

1. Permits and inspections.

1.6 USE OF PERMANENT SYSTEMS FOR CONSTRUCTION PURPOSES

A. Obtain CDB's prior written authorization for system to be used. Request for authorization shall indicate:

1. Reason for use.
2. Conditions of use.
3. Parts of system to be used.
4. Modifications necessary.
5. Isolation of elements not authorized for use.
6. Approval of installing contractor.

B. Modifications necessary shall be at contractor's expense, since use of permanent systems is for contractor's benefit.

C. Upon completion of need to use permanent system, or when directed by A/E restore permanent system to specified condition prior to substantial completion.

1. Repair or restore all damaged parts or components.

D. CDB's authorization for use of permanent systems will not relieve Contractors' responsibility for warranties in accordance with the General Conditions.

- E. NOTE: The above does not prohibit installing contractor from normal test and check out of system.

1.7 USE OF USING AGENCY'S EXISTING SYSTEMS

- A. Make written arrangements with Using Agency's representative.
- B. General Contractor shall modify, supplement and extend system to meet temporary utility requirements for project, subject to approval of Architect/Engineer and Using Agency.
- C. Limitations:
1. Do not overload systems. When project requirements exceed system capacity, provide separate system to meet needs.
 2. Prevent interference with Using Agency's normal use of system.
- D. Maintain strict supervision of use of temporary facilities.
1. Enforce conformance with Using Agency's regulations.
 2. Use only designated facilities, systems or portions thereof.
- E. Upon completion of need to use existing systems, or when directed by Architect/Engineer, restore existing systems to specified permanent condition.

2. PRODUCTS

- 2.1 MATERIALS. May be new or used, but shall be adequate for purposes used, shall not create unsafe or unsanitary conditions, nor violate applicable codes.

3. EXECUTION

3.1 INSTALLATION

A. Electrical:

1. Do not run branch circuits on floor or on ground.
2. Verify proper operation of all safety devices.

B. Water service:

1. Do not run piping on floor or on ground.
2. Provide drip pan under each water service connection located within building.
3. Provide insulation, or other means, to prevent pipes from freezing.
4. When necessary to maintain pressure, provide temporary pumps, tanks and compressors.

C. Toilets:

1. Service regularly.

DIVISION 1 – GENERAL REQUIREMENTS

01 51 00 – Temporary Utilities

3.2 REMOVAL

- A. Upon CDB's prior written authorization, completely remove temporary materials and equipment.
- B. Repair all damage caused by temporary utilities' installation. Restore to original conditions.

3.3 MAINTENANCE

- A. Maintenance of permanent system when used for construction purposes:
 - 1. Permanent systems shall be maintained by installing contractor so as to prevent any damage thereto.

END 01 51 00.

DIVISION 1 – GENERAL REQUIREMENTS

01 51 50 – Use of Existing Facilities

1. GENERAL

1.1 The project will be constructed at an occupied facility. These requirements supplement the Standard Documents for Construction and other sections of the Project Manual.

1.2 The Using Agency will occupy area(s) for purpose of office areas, classes and meetings.

1.3 REQUIREMENTS INCLUDE General Contractor provide:

- A. Scheduling
- B. Security and site regulations
- C. Entrances
- D. Construction aids
- E. Temporary enclosures and barriers
- F. Fences
- G. Temporary utilities
- H. Access roads & parking areas
- I. Traffic regulation
- J. Construction Cleaning
- K. Storage
- L. Close-out

1.4 RELATED REQUIREMENTS

- A. Specified elsewhere:
 - 1. 01 35 16 - Remodeling Project Procedures

2. EXECUTION

2.1 SCHEDULING

A. Schedule the work to allow the User Agency to conduct normal operations with as minimum interruptions as possible. Submit separate detailed subschedule showing:

- 1. Each stage of work; occupancy dates of areas.
- 2. Date of Substantial Completion for each area of work.

B. Schedule noisy or hazardous work to avoid problems with Using Agency's operations.

2.2 SECURITY AND SITE REGULATIONS

A. Confer with the Using Agency's representative and obtain full knowledge of all site rules and regulations affecting work.

B. Provide control of all persons and vehicles entering and leaving project site.

DIVISION 1 – GENERAL REQUIREMENTS

01 51 50 – Use of Existing Facilities

- C. Do not take photographs of any kind except with prior written authorization from CDB and Using Agency.
- 2.3 ENTRANCES Contractor shall use main entrance to the site or buildings that are not restricted for construction use.
- 2.4 CONSTRUCTION AIDS Contractor provide and maintain construction aids and equipment for common use and to facilitate execution of the work.
 - A. All stairs in existing building may be used by construction personnel.
 - B. Elevators in existing building may be used for construction purposes:
- 2.1 TEMPORARY ENCLOSURES AND BARRIERS General Contractor:
 - A. Provide temporary enclosures to separate work areas from existing building and from areas occupied by Using Agency.
 - B. Provide and maintain suitable barriers to prevent unauthorized entry, and to protect the work.
- 2.2 TEMPORARY UTILITIES
 - A. Using Agency will authorize use of existing facilities or services:
 - 1. Electrical power service.
 - 2. Normal lighting.
 - 3. Water service.
 - B. Make written arrangements with Using Agency's representative.
 - C. Prevent interference with Using Agency's normal use of system.
 - D. General Contractor shall modify, supplement and extend systems to meet temporary utility requirements for project, subject to approval of Architect/Engineer and Using Agency. Modifications shall be at contractor's expense.
 - E. Using Agency will pay all costs of consumables (except toll calls) used for construction purposes for utilities it furnishes.
 - F. Contractor requiring facilities or services beyond those available from the User shall provide and pay for extension or modification of services to perform the work, and for restoration of services at completion of work.
- 2.3 ACCESS ROADS & PARKING AREAS
 - A. Existing on-site streets and driveways may be used for construction traffic. Maintain existing condition.
 - B. Designated areas of existing parking facilities may be used for parking of construction personnel's private vehicles and of contractor's lightweight (not exceeding a B plate) vehicles.

DIVISION 1 – GENERAL REQUIREMENTS

01 51 50 – Use of Existing Facilities

- C. Maintain roads, walks and parking areas in a sound, clean condition. Restore to original condition upon work completion prior to Final Acceptance.
- D. Control vehicular parking to preclude interference with public traffic or parking, access by emergency vehicles, Using Agency's operations or construction operations.
- 2.4 TRAFFIC REGULATION General Contractor provide traffic control and directional signs, mounted on barricades or standard posts:
 - A. At each change of direction of a roadway and at parking areas.
- 2.5 CONSTRUCTION CLEANING
 - A. General Contractor provide cleaning and disposal of waste materials, debris and rubbish during construction.
 - B. General Contractor provide covered containers for deposit of waste materials, debris and rubbish.
 - C. Clean User occupied areas daily.
- 2.6 FIELD OFFICES
 - A. Make arrangements with User Agency Representative for use of Conference Room for project meetings.
- 2.1 STORAGE Make arrangements with Using Agency's Representative for any on-site storage of materials and equipment to be installed in project. Protection and security for stored materials and equipment is solely contractor's responsibility.
- 2.2 CLOSEOUT
 - A. Upon completion of need to use existing user-provided facilities, or when directed by Architect/Engineer, restore each to original or specified condition.
 - B. At completion of work in each area, provide final cleaning and return space to a condition suitable for use of User.

END 01 51 50

GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor: Provide and maintain construction aids and equipment for common use and to facilitate execution of the work:

1. Chutes.
2. Cranes.
3. Hoists.
4. Platforms.
5. Railings.
6. Ramps.
7. Runways.
8. Stairs.
9. Temporary enclosures.

B. General Contractor: Provide and maintain for his own forces all other construction aids required to complete his work.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01 56 00 - Barriers.

2. PRODUCTS

2.1 MATERIALS. Materials may be new or used. Comply with specified codes and standards.

2.2 CONSTRUCTION AIDS

A. Stairs in existing building may be used by construction personnel:

B. When permanent stair framing is in place, provide temporary treads, platforms and railings for use by construction personnel.

C. Elevators in existing building may be used for construction purposes:

2.1 TEMPORARY ENCLOSURES

A. Provide temporary weather-tight enclosure of exterior walls for successive areas of building as work progresses, to provide acceptable working conditions, provide weather protection for materials, allow for effective construction heating, and to prevent entry of unauthorized persons.

1. Provide temporary exterior doors with self-closing hardware and padlocks.

DIVISION 1 – GENERAL REQUIREMENTS

01 54 00 – Construction Aids

2. Provide other enclosures, removable, for work and handling of materials.

B. Provide temporary enclosures to separate work areas from existing areas occupied by Using Agency.

1. Temporary partition and ceiling enclosures.

- a. Close joints between sheet materials and seal edges and intersections with existing surfaces to prevent penetration of dust, fumes or moisture.
- b. In locations where fire protection is required, paint both sides of partitions with noncombustible paint.

C. Provide temporary protection measures for elevators if they are to be utilized for material handling.

3. EXECUTION

3.1 PREPARATION. Consult with Architect/Engineer, review site conditions and factors which affect construction procedures and construction aids, including adjacent properties and public facilities which may be affected by execution of the work.

3.2 REMOVAL

A. Remove temporary materials, equipment and services.

1. When construction needs can be met by authorized use of permanent construction or when authorized by the A/E.

B. Clean and repair damage caused by installation or use of temporary facilities.

C. Restore facilities used for temporary purposes to original condition.

END 01 54 00.

DIVISION 1 – GENERAL REQUIREMENTS
01 56 00 - Barriers

1. GENERAL

1.1 Work Includes:

A. Base Bid:

1. General Contractor provide fencing
 - a. 6'-0" high open mesh chain link fence.
2. Maintain fences and barriers during entire construction period. Relocate as construction progresses.

END 01 56 00

DIVISION 1 – GENERAL REQUIREMENTS
01 66 00 – Storage & Protection

1. GENERAL

A. REQUIREMENTS INCLUDE

1. Work includes: General Contractor provide and maintain:

- a. Storage for materials and equipment to be installed in Project.
- b. Protection and security for stored materials and equipment, on and off site.

B. OFF-SITE AUTHORIZATION. Payment for materials/equipment stored off-site will be permitted only on CDB's prior written authorization, per Standard Documents for Construction.

2. PRODUCTS

A. PROTECTIVE MATERIALS

- 1. For duration of storage period, provide materials which will provide proper protection against the elements or other harmful environmental conditions.

3. EXECUTION

A. LOCATION.

- 1. Where shown on drawings, or where authorized by Using Agency.
- 2. General Contractor will resolve conflicts in storage requirements of all contractors.

B. PREPARATION. Fill and grade sites for temporary storage sheds to provide drainage.

C. INSTALLATION

- 1. Construct storage sheds on adequate foundations, with connections for utilities.
 - a. Raise portable buildings, when used.
 - b. Provide steps, landings or ramps at entrances.
- 2. Mount fire extinguishers in prominent locations with clear access to use.
- 3. Mount identifying signs adjacent to entrance doors, in conspicuous locations.

A. MAINTENANCE AND CLEANING

- 1. Provide continuous maintenance for all temporary structures.

DIVISION 1 – GENERAL REQUIREMENTS

01 66 00 – Storage & Protection

B. REMOVAL

1. When project is substantially closed in, with utilities and services suitable for use, and upon CDB's prior written authorization, move stored materials or equipment into designated areas of building(s). Remove temporary structures.
2. Remove foundations, debris; grade to indicated elevations and clean area.

END 01 66 00

DIVISION 1 – GENERAL REQUIREMENTS

01 73 29 – Cutting & Patching

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor:

1. Execute cutting, filling or patching of work to:
 - a. Install specified work.
 - b. Remove samples of installed work specified for testing.
 - c. Remove and replace defective work.
2. In addition, upon written instructions of Architect/Engineer or CDB:
 - a. Uncover work to provide for observation of covered work.
 - b. Remove samples of installed materials for testing.
 - c. Remove work to provide for alteration of existing work.
3. Do not cut or alter work of another contractor without written consent of Architect/Engineer.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. Section 06 10 00 – Carpentry
2. Section 07 54 23 – TPO Membrane Roofing
3. Section 07 71 00 – Roof Accessories
4. Section 07 90 05 - Joint Sealers

1.3 SUBMITTALS

A. Prior to cutting which affects structural members or work of another contractor, submit written notice to Architect/Engineer requesting consent to proceed with cutting, including:

1. Project identification.
2. Description of affected work.
3. Necessity for cutting.
4. Effect on other work, on structural integrity of project.
5. Description of proposed work. Designate:
 - a. Scope of cutting and patching.
 - b. General Contractor and Crafts to execute the work.
 - c. Products proposed to be used.
 - d. Extent of refinishing.
6. Alternatives to cutting and patching.
7. Designation of party responsible for cost of cutting and patching.

DIVISION 1 – GENERAL REQUIREMENTS

01 73 29 – Cutting & Patching

- B. Prior to cutting and patching done on instruction of Architect/ Engineer, submit cost estimate.
- C. When conditions of work, or schedule, indicate change of materials or methods, submit recommendation to Architect/Engineer, including:
 - 1. Condition indicating change.
 - 2. Recommendation for alternative materials or methods.
 - 3. Submittals specified for substitutions.
- D. Submit written notice to Architect/Engineer, designating time work will be uncovered, to provide for observation.

1.4 PAYMENT FOR COSTS

- A. Costs caused by ill-timed or defective work, or work not conforming to contract documents, including costs for additional services of Architect/Engineer: Party responsible for ill-timed, rejected or non-conforming work.
- B. Work done on instructions of Architect/Engineer (by change order), other than defective or non-conforming work: CDB.

2. PRODUCTS

- 1.1 MATERIALS. For replacement of work removed: Comply with specifications for type of work to be performed.

3. EXECUTION

1.1 INSPECTION

- A. Inspect existing conditions of work, including elements subject to movement or damage during:
 - 1. Cutting and patching.
- B. After uncovering work, inspect conditions affecting installation of new products.

1.2 PREPARATION

- A. Prior to cutting:
 - 1. Provide shoring, bracing and support to maintain structural integrity of project.
 - 2. Provide protection for other portions of the project.
 - 3. Provide protection from elements.

1.3 PERFORMANCE

- A. Execute fitting and adjustment of products to provide finished installation to comply with specified tolerances, finishes.

DIVISION 1 – GENERAL REQUIREMENTS

01 73 29 – Cutting & Patching

- B. Execute cutting and demolition by methods which will prevent damage to other work, and will provide proper surfaces to receive installation of repairs and new work.
- A. Restore work which has been cut or removed; install new products to provide completed work in accord with contract documents.
- B. Refinish entire surfaces to provide an even finish.
 - 1. Continuous surfaces: To nearest intersection(s).
 - 2. Assembly: Entire refinishing.

END 01 73 29.

DIVISION 1 – GENERAL REQUIREMENTS

01 74 13 – Construction Cleaning

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor: Supervise and coordinate cleaning operations of all assigned Contractors.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01 35 16 - Remodeling Project Procedures: cleaning Using Agency occupied spaces.

2. Individual Specification Sections: specific cleaning for product or work.

2. PRODUCTS

A. None

3. EXECUTION

3.1 CLEANING

A. General Contractor coordinate and supervise cleanup of areas disturbed construction.

3.2 DISPOSAL

Dispose of all construction waste: haul off-site for depositing in an approved landfill.

END 01 74 13.

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. General Contractor: Provide final cleaning:

1. At completion of work, or at such other times as directed by the Architect/Engineer, remove all waste, debris, rubbish, tools, equipment, machinery and surplus materials. Clean all sight exposed surfaces; leave work clean and ready for occupancy.

B. General Contractor:

1. Supervise and coordinate the cleaning operations of all Assigned Contractors.
2. At project completion, leave project clean, ready for occupancy.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01 74 13 - Construction Cleaning.

2. PRODUCTS

2.1 None

3. EXECUTION

3.1 FINAL CLEANING

A. Employ experienced workmen for final cleaning.

B. Remove grease, dust, dirt, stains, labels, fingerprints, protection and other foreign materials from sight-exposed interior and exterior finished surfaces; polish surfaces so designated to specified finish.

1. In preparation for substantial completion or occupancy, conduct final inspection of sight-exposed interior and exterior surfaces, and of concealed spaces to ensure performance.

C. Repair, patch and touch up marred surfaces to specified finish, to match adjacent surfaces.

D. General Contractor soft broom clean all exposed concrete surfaces clean; other paved areas with soft or stiff broom as directed. Rake clean other surfaces on grounds.

E. General Contractor sweep and mop clean all resilient flooring.

DIVISION 1 – GENERAL REQUIREMENTS

01 74 23 – Final Cleaning

- F. General Contractor vacuum clean all carpet.
- G. General Contractor maintain finally cleaned areas until project, or designated portion thereof, is accepted by CDB.

END 01 74 23.

DIVISION 1 – GENERAL REQUIREMENTS
01 78 23 – Operating & Maintenance Data

1. GENERAL

1.1 REQUIREMENTS INCLUDE

- A. Each Contractor provide Operating and Maintenance Data in accordance with Article 01 78 23 of the Standard Documents for Construction and the Project Manual.

2. REQUIRED SUBMITTALS

2.1 General Contractor provide:

A. Section 07 54 23 – TPO Membrane Roofing

- 1. Product data
- 2. As-installed color coding charts and diagrams
- 3. Manufacturer's instructions for maintenance, and service and care
- 4. Shop drawings
- 5. Warranties & bonds
- 6. Overall system diagrams for use by operations and maintenance personnel

B. Section 07 90 05 – Joint Sealers

- 1. Product data
- 2. As-installed color coding charts and diagrams
- 3. Manufacturer's instructions for maintenance, and service and care
- 4. Warranties & bonds
- 5. Overall system records for use by operations and maintenance personnel

C. Section 09 90 00 - Paints and Coating

- 1. Product data
- 2. As-installed color coding charts and diagrams
- 3. Manufacturer's instructions for maintenance, and service and care
- 4. Shop drawings
- 5. Warranties & bonds

END 01 78 23.

DIVISION 1 - GENERAL REQUIREMENTS
01 78 36 - Extended Warranties & Bonds

1. GENERAL

1.1 REQUIREMENTS INCLUDE

- A. General Contractor shall warrant their work in accordance with the Standard Documents for Construction. In addition, the following extended Warranties and Bonds shall be provided as specified.

2. EXTENDED WARRANTIES AND BONDS

2.1 General Contractor Provide:

- A. Section 07 54 23 – TPO Membrane Roofing
 - 1. 2 years in accord with the Standard Documents for Construction Section 01 78 36.
 - 2. Manufacturer's 20 years.
- B. Section 07 90 05 – Joint Sealers
 - 1. 10 years

END 01 78 36.

DIVISION 1 – GENERAL REQUIREMENTS

01 78 39 – Project Record Documents

1. GENERAL

1.1 REQUIREMENTS INCLUDE

A. Each Contractor:

1. At project site, maintain one record copy of
 - a. Contract drawings, including separate volume(s) of details.
 - b. Project Manual.
 - c. Interpretations and supplemental instructions.
 - d. Addenda.
 - e. Reviewed, approved shop drawings and product data.
 - f. Other modifications to contract.
 - g. Field test records.
 - h. All schedules.
 - i. Correspondence file.
2. Store documents with Construction Foreman, apart from documents used for field construction.
3. File documents in format in accord with Project Manual Table of Contents.
4. Maintain documents in clean, dry, legible condition.
5. Do not use record documents for field construction purposes.
6. Make documents available at all times for inspection by Architect/Engineer and CDB.

1.2 RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01 33 23 - Shop Drawings, Product Data & Samples.
2. 01 78 23 - Operating & Maintenance Data.
3. 01 78 36 - Warranties & Bonds.

1.3 RECORDING

- A. Label each document "PROJECT RECORD DOCUMENTS" in 2" high printed letters.
- B. Keep record documents current.
- C. Do not permanently conceal any work until specified information has been recorded.
- D. Contract drawings: Legibly mark to record actual construction:
 1. Field changes of dimension and detail.
 2. Changes made by change order.
 3. Details not on original contract drawings.

DIVISION 1 – GENERAL REQUIREMENTS

01 78 39 – Project Record Documents

E. Specifications and addenda: Legibly mark up each section to record:

1. Manufacturer, trade name, catalog number, and supplier of each product and item of equipment actually installed.
2. Changes made by change order or field order.
3. Other matters not originally specified.

F. Shop drawings: Maintain as record documents; legibly annotate drawings to record changes made after review.

G. A/E will periodically review documents to confirm they are up-to-date. Contractor payment may be withheld or reduced if record documents are not current.

1.4 SUBMITTAL

A. At completion of project, deliver record documents to A/E.

B. Accompany submittal with transmittal letter, in duplicate, containing:

1. Date.
2. Project title and number.
3. Contractor's name and address.
4. Title and number of each record document.
5. Certification that each document submitted is complete and accurate.
6. Signature of contractor, or his authorized representative.

END 01 78 39.

DIVISION 2 – EXISTING CONDITIONS
Section 02 08 00– Abatement of Hazardous Material

PART 1 - GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor:
 - a. The abatement of asbestos containing material as identified herein.
 - b. The proper disposal of asbestos containing material.
 - c. The proper notification and documentation of an asbestos abatement project.

1.2 SPECIAL INSTRUCTIONS NOT CONTAINED HEREIN

- A. Categories of asbestos containing material:** (The Illinois Environmental Protection Agency (I.E.P.A.) and the Illinois Department of Public Health (I.D.P.H.) is henceforth referred to as "The Department")
1. Friable asbestos containing material which is any material containing more than one percent asbestos that, when dry, can be crumbled, pulverized or reduced to powder by hand pressure. Examples of friable materials include sprayed or troweled materials such as acoustical ceiling spray or boiler insulation, paper pipe insulation and drop-in ceiling tile.
 2. Category 1 nonfriable asbestos containing material which is asbestos containing packings, gaskets, *resilient floor covering and asphalt roofing products containing more than one percent asbestos. *(Any vapor barrier on resilient floor coverings such as sheet vinyl or tile is considered friable asbestos.)
 3. Category II nonfriable asbestos containing material which is any nonfriable material, other than category 1 materials, that contain more than one percent asbestos. Examples of category II materials include asbestos cement wall or roof shingles and cement pipe.
- B. Depending on the type or category of the asbestos containing materials identified at a project and the forces that will eventually act upon them during demolition and renovation, the materials may or may not be regulated by the department's asbestos requirements. To determine the applicability of the department's asbestos requirements, one must determine if the asbestos from your project will meet the definition of Regulates Asbestos Containing Material (RACM).**
- C. Regulated Asbestos Containing Material (RACM) includes friable asbestos containing materials; category 1 nonfriable materials that have become or will become friable or**

have been subject to sanding, grinding, cutting, burning, or abrading; or category II nonfriable materials that have a high probability of becoming or that have become crumbled, pulverized or reduced to powder by the work practices utilized during the course of demolition or renovation.

1.3 REGULATORY REQUIREMENTS

A. Federal Requirements

1. NESHAP – National Emissions Standards for Hazardous Air Pollutants
 - a. Notification
 - b. Disposal
2. OSHA – Occupational Safety and Health Administration, 200 Constitution Avenue, Washington, DC 20210
3. EPA Rules and Regulations

B. State Requirements

1. IDPH Rules and Regulations
2. IEPA Rules and Regulations

1.4 SUBMITTALS

A. All required forms to be submitted to the I.E.P.A. are included herein.

1. Prepare letter to I.E.P.A. stating dates when removed; if non-friable, asbestos will occur.
 - a. IL Environmental Protection Agency
P.O. Box 19276
1021 N. Grand Ave East
Springfield, IL 62794-9276
2. Submit a copy of the notification letter to the I.E.P.A. to the Architect.

1.5 THRESHOLD FOR ABATEMENT

- A. If the asbestos inspection conducted for your renovation or demolition project indicates 160 square feet, 260 linear feet, 35 cubic feet, or more of RACM (threshold quantities) will be impacted by demolition or renovation activities, then all of the RACM must be removed. This removal must be performed by an Illinois registered asbestos abatement contractor.
- B. In the event that a building is structurally unsound and it is unsafe to either inspect the building to confirm that no asbestos is present or to remove any RACM identified, the building can be demolished without being inspected or having the RACM removed. However, the demolition must be performed using wet methods and must be performed by an Illinois registered asbestos abatement contractor. Upon completion of the

demolition, the debris must be inspected by an Illinois-certified asbestos inspector or assumed to contain RACM. If the asbestos inspection reveals that no RACM is present in the debris, then the debris can be handled as normal demolition waste and be removed by a general demolition contractor. If the asbestos inspection reveals that RACM is present or it is assumed that RACM is present, then all of the demolition debris must be handled as asbestos containing waste, unless the RACM can be isolated from the rest of the debris. All asbestos containing waste must be kept wet until the debris is properly disposed of at an approved sanitary landfill. A registered asbestos abatement contractor must perform the removal of the debris. Upon completion of the debris removal, a site assessment must be done to determine that the area surrounding the demolition site has not been contaminated with asbestos.

PART 2 - PRODUCTS - NOT USED

PART 3 - EXECUTION

3.1 REMOVAL OF ASBESTOS

- A. All removal or abatement shall be performed by an abatement contractor licensed in the State by I.E.P.A., and I.D.P.H.
- B. Most nonfriable materials are not considered RACM, unless they are in poor condition or are rendered friable by improper work practices during demolition or renovation. Category 1 nonfriable materials can generally be left in place during demolition activities, provided the method of demolition will not make the material friable. Category 1 materials, such as floor tile and linoleum, must be removed prior to demolition as these materials could easily be rendered friable during the demolition process. Leaving these materials in place will increase the amount of material considered as asbestos waste and will increase the cost of disposal. If category 1 ACM is left in place, work practices must be implemented to ensure the material being subject to sanding, grinding, cutting, abrading, or burning will cause the material to become subject to regulation, depending on the quantity of RACM involved.
- C. If threshold quantities of category II materials will be impacted, then they must be removed prior to demolition or renovation activities. This removal must be performed in a manner that does not render the material friable. IF the material is crumbled, pulverized or reduced to powder during the demolition or removal process, the material may become subject to regulation depending on the quantity of RACM involved.
- D. The Occupational Safety and Health Administration (OSHA) has specific work practice standards for friable and nonfriable Category 1 and Category II asbestos containing materials. This material still poses a safety risk if handled improperly. For any project involving asbestos, whether regulated or not, the use of trained asbestos professionals that are familiar with the OSHA standards for any asbestos removal work is required.

- E. In addition, non-regulated asbestos containing material is still considered a solid waste and must be properly disposed of at an approved landfill or transfer facility in accordance with the I.E.P.A. and I.D.P.H..

3.2 ASBESTOS WASTE DISPOSAL REQUIREMENTS

- A. Asbestos waste from regulated projects involving threshold quantities of RACM must be handled in strict accordance with requirements for asbestos waste disposal. Wastes from these projects must be handled by registered asbestos abatement contractors, who are trained in the provisions for proper waste disposal. These requirements include packaging the material in leak tight containers or wrapping and properly marking and labeling the bags with an asbestos warning label and the information for the generator of the waste. The material must be taken to an approved sanitary landfill or transfer station that accepts asbestos containing waste.
- B. Nonfriable asbestos containing materials that are not made friable are not regulated by asbestos requirements. However, this material is still considered a solid waste and must be disposed of at an approved landfill or transfer facility in accordance with the I.E.P.A. and I.D.P.H.
- C. Disposal: On a per building basis, for each individual building, label all bags or containers containing asbestos debris similar to herein listed as follows: Mt. Sterling, Brown County, Illinois
- D. Whenever trucks or dumpsters are being loaded or unloaded with asbestos waste, post signs in accord with the NESHAP STANDARD – DANGER – ASBESTOS DUST HAZARD, CANCER AND LUNG DISEASE HAZARD – AUTHORIZED PERSONNEL ONLY.
- E. Transport all waste to an IEPA approved landfill. Complete a waste shipment record for each load of waste in accord with the NESHAP STANDARD. Return the record, signed by waste disposal site owner/operator to APM.
- F. Upon completion of work, leave area in clean condition.

3.3 NOTIFICATION REQUIREMENTS

- A. The notification required in regard to demolition and renovation projects, asbestos abatement project notification and demolition project notification. Asbestos abatement project notifications must be submitted to the I.E.P.A. department at least 10 working days prior to the start of a regulated asbestos abatement project.
- B. Demolition notification must be provided to the department at least 10 working days prior to the demolition of any regulated structure. This notice is required even if there is no asbestos identified on your project. This notification period provides the department the opportunity to inspect the structure prior to demolition to ensure that all asbestos issues have been properly addressed. A copy of the asbestos inspection report must

accompany this notification. In the event a structure is in danger of imminent collapse and has been ordered demolished by a state or local government agency, the department can waive the 10 working day notification period. In this case, notice should be provided as early as possible before, but no later than the following working day. A copy of the government order must also be included with the notification.

- C. It is the obligation of both the owner and any contractors involved to ensure that these notices are provided to the department. Failure to submit the notification is in violation of the department's requirements. The department will issue an approval letter for all asbestos abatement and demolition project notifications for regulated projects. Owners or contractors performing these types of projects should not proceed with the project without this approval.

END OF SECTION 02 08 00

DIVISION 2 – EXISTING CONDITIONS
Section 02 26 25 – Asbestos Roof Removal

PART 1 GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor:

- a. Remove and dispose of designated existing roofing, including non-friable asbestos containing materials.
- b. Perform Area Air Monitoring

1.2 REGULATORY REQUIREMENTS

A. Federal Requirements:

- 1. NESHAP - National Emissions Standards for Hazardous Air Pollutants.
 - a. Notifications
 - b. Disposal
- 2. OSHA-Occupational Safety and Health Administration, 200 Constitution Avenue, Washington, DC 20210.
 - a. Exposure Limits
 - b. Respiratory and Personal Protective Equipment.
 - c. Removing roofing material which contains asbestos containing materials.

1.3 EXISTING CONDITIONS

- A. The roofing removal portion of the project scope of work consists of the tear-off of all existing roofing materials (including asbestos containing roof insulation) as designated on the Drawings. The asbestos containing roofs are as noted on the Drawings. See the Asbestos Analysis Report following for locations of asbestos containing roof layers.

1.4 QUALITY CONTROL

A. Air Monitoring:

- 1. Area air monitoring will be performed by an independent air sampling professional (ASP) employed by the General Contractor to determine if airborne concentrations of asbestos in the regulated area(s) are in excess of 0.1 f/cc [8-hour time weighted average permissible exposure limit (PEL)] or 1.0 f/cc [30-minute Excursion Limit (EL)].
- 2. Ventilation systems must be shut down during non-friable asbestos roof removal.

3. If the initial air monitoring reveals that employee exposure is below the permissible exposure limit and excursion limit, sampling will be discontinued. Air sampling shall be resumed any time the method of removal changes or power equipment is used in the removal process.

1.5 SUBMITTALS

A. Complete the Notification of Demolition and Renovation Form. Ensure notification is postmarked or hand delivered to IEPA at least ten working days prior to the start of any construction.

1. IL Environmental Protection Agency
P.O. Box 19276
1021 N. Grand Ave East
Springfield, IL 62794-9276

2. Submit a copy of the EPA notification form to A/E.

PART 2 PRODUCTS – NOT USED

PART 3 EXECUTION

3.1 PREPARATION

A. Shut down ventilation system and protect rooftop ventilation system intakes and exhausts by covering with one layer of 6-mil poly.

B. Protect existing items not indicated to be demolished.

C. Restricted Area:

1. Establish a restricted area in all work areas where non-friable roofing ACM is to be removed. Post and limit access to the restricted area to authorized persons.
2. Allow no eating, drinking, smoking, tobacco or gum chewing, or application of cosmetics.

3.2 RESPIRATORS

A. Upon request of the worker, the contractor shall provide the worker with a respirator and protective clothing.

B. Whenever respirators are used, provide evidence of worker training, respirator fit testing, and medical surveillance programs.

3.3 NON-FRIABLE ASBESTOS REMOVAL

A. Remove all designated asbestos containing roofing material in accordance with 29 CFR 1926.1101(g)(8)(ii) including, but not limited to:

1. Roofing material shall be removed in an intact state to the extent feasible.
2. Wet methods shall be used to remove roofing materials that are not intact, or that will be rendered not intact during removal, unless such wet methods are not feasible or will create safety hazards.

3. Cutting machines shall be continuously misted during use, unless a competent person determines that misting substantially decreases worker safety.

4. When removing built-up roofs with asbestos-containing roofing felts and an aggregate surface using a power roof cutter, all dust resulting from the cutting operation shall be collected by a HEPA dust collector, or shall be HEPA vacuumed by vacuuming along the cut line. When removing built-up roofs with asbestos-containing roofing felts and a smooth surface using a power roof cutter, the dust resulting from the cutting operation shall be collected either by a HEPA dust collector or HEPA vacuuming along the cut line, or by gently sweeping and then carefully and completely wiping up the still-wet dust and debris left along the cut line.

5. Asbestos containing material that has been removed from a roof shall not be dropped or thrown to the ground. Unless the material is carried or passed to the ground by hand, it shall be lowered to the ground via covered, dust-tight chute, crane or hoist.

6. Any asbestos containing material that is not intact shall be lowered to the ground as soon as is practicable, but in any event no later than the end of the work shift. While the material remains on the roof it shall either be kept wet, placed in an impermeable waste bag, or wrapped in plastic sheeting.

7. Intact asbestos containing material shall be lowered to the ground as soon as is practicable, but in any event no later than the end of the work shift.

8. Upon being lowered, unwrapped material shall be transferred to a closed receptacle in such manner so as to preclude the dispersion of dust.

9. Roof level heating and ventilation air intake sources shall be isolated or the ventilation system shall be shut down.

B. Cooperate with A/E in conducting air sampling.

C. Cease work and change work methods when advised that air quality samples exceed OSHA limits.

D. The use of powered tools or high speed abrasive disc saws must be approved by the A/E and must be equipped with engineering controls that eliminate dust.

E. Whenever trucks or dumpsters are being loaded or unloaded with asbestos waste, post signs in accordance with NESHAP and OSHA requirements.

F. Transport all waste to an approved landfill for asbestos waste in an enclosed truck or dumpster. Complete a waste shipment record for each load of waste in accord with the 1990 NESHAP STANDARD. Return the record, signed by waste disposal site owner/operator to A/E.

G. Upon completion of work, leave area in clean condition.

END OF SECTION 02 26 25

NOTIFICATION OF DEMOLITION AND RENOVATION

Operator Project #	Postmark	Date Received	Notification #		
I. Type of Notification (O=Original R=Revised C=Canceled)					
II. FACILITY INFORMATION (Identify owner, removal contractor, and other operator)					
OWNER NAME:					
Address:					
City:	State:	Zip:			
Contact:		Tel:			
REMOVAL CONTRACTOR:					
Address:					
City:	State:	Zip:			
Contact:		Tel:			
OTHER OPERATOR:					
Address:					
City:	State:	Zip:			
Contact:		Tel:			
III. TYPE OF OPERATION (D=Demo O= Ordered Demo R=Renovation E=Emer. Renovation)					
IV. IS ASBESTOS PRESENT? (Yes/No)					
V. FACILITY DESCRIPTION (Include building name, number and floor or room number)					
Bldg. Name:					
Address:					
City:	State:	County:			
Site Location:					
Building Size:	# of Floors:	Age in Years:			
Present Use:	Prior Use:				
VI. PROCEDURE, INCLUDING ANALYTICAL METHOD, IF APPROPRIATE, USED TO DETECT THE PRESENCE OF ASBESTOS MATERIAL:					
VII. APPROXIMATE AMOUNT OF ASBESTOS INCLUDING: 1. Regulated ACM to be Removed 2. Category I ACM Not Removed 3. Category II ACM Not Removed	RACM To Be Removed	Nonfriable Asbestos Material Not To Be Removed		Indicate Unit of Measurement Below	
		Category I	Category II	UNIT	
Pipes				Ln Ft:	Ln M:
Surface Area				Sq Ft:	Sq M:
Vol RACM Off Facility Component				Cu Ft:	Cu M:
VIII. SCHEDULED DATES ASBESTOS REMOVAL (MM/DD/YY) Start:				Complete:	
IX. SCHEDULED DATES DEMO/RENOVATION (MM/DD/YY) Start:				Complete:	

X. DESCRIPTION OF PLANNED DEMOLITION OR RENOVATION WORK, AND METHOD(S) TO BE USED:**XI. DESCRIPTION OF WORK PRACTICES AND ENGINEERING CONTROLS TO BE USED TO PREVENT EMISSIONS OF ASBESTOS AT THE DEMOLITION OR RENOVATION SITE:****XII. WASTE TRANSPORTER #1**

Name:

Address:

City:

State:

Zip:

Contact Person:

Tel:

WASTE TRANSPORTER #2

Name:

Address:

City:

State:

Zip:

Contact Person:

Tel:

XIII. WASTE DISPOSAL SITE

Name:

Address:

City:

State:

Zip:

Tel:

XIV. IF DEMOLITION ORDERED BY A GOVERNMENT AGENCY, PLEASE IDENTIFY THE AGENCY BELOW:

Name:

Title:

Authority:

Date of Order (MM/DD/YY):

Date Ordered to Begin (MM/DD/YY):

XV. FOR EMERGENCY RENOVATIONS:

Date and Hour of Emergency (MM/DD/YY):

Description of the sudden unexpected event:

Explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden:

XVI. DESCRIPTION OF PROCEDURES TO BE FOLLOWED IN THE EVENT THAT UNEXPECTED ASBESTOS IS FOUND OR PREVIOUSLY NONFRIABLE ASBESTOS MATERIAL BECOMES CRUMBLED, PULVERIZED, OR REDUCED TO POWDER:

XVII. I CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF THIS REGULATION (40 CFR PART 61, SUBPART M) WILL BE ON-SITE DURING THE DEMOLITION OR RENOVATION, AND EVIDENCE THAT THE REQUIRED TRAINING HAS BEEN ACCOMPLISHED BY THIS PERSON WILL BE AVAILABLE FOR INSPECTION DURING NORMAL BUSINESS HOURS.

(Signature of Owner/Operator)

(Date)

XVIII. I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT:

(Signature of Owner/Operator)

(Date)

SUPPLEMENTAL ASBESTOS SAMPLING INSPECTION REPORT

CDB PROJECT NUMBER 040-010-122

**ILLINIOIS VETERAN'S HOME
TRADESMEN WORKSHOP
CDB BUILDING # W0623
1707 NORTH 12TH STREET
QUINCY, ADAMS COUNTY, ILLINOIS 62301**

STATE OF ILLINOIS

CAPITAL DEVELOPMENT BOARD
SPRINGFIELD, ILLINOIS

**BY:
RELIABLE ENVIRONMENTAL SOLUTIONS, INC.
4211 WESTGATE DRIVE
SPRINGFIELD, ILLINOIS 62711
217-787-9800**



DATE OF
SUBMITTAL: March 22, 2021

DATE SIGNED: March 22, 2021

EXP. DATE: November 5, 2021
(A/E LICENSE)

IDPH LICENSE: 100 - 00019

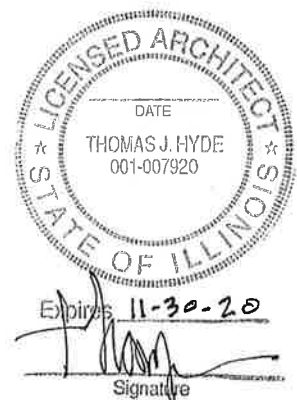


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- SECTION 1: Introduction
- SECTION 2: Summary of Findings
- SECTION 3: Drawings and Photographs of Sampling Locations
- SECTION 4: Laboratory Results and Credentials
- SECTION 5: Inspector's Credentials

INTRODUCTION

I. SCOPE

Reliable Environmental Solutions, Inc. (RES) performed a supplemental asbestos inspection of the Tradesmen Workshop Building #W0623 at Illinois Veteran's Home located at 1707 N. 12th Street, Quincy, Illinois. RES performed the inspection on February 23, 2021. The purpose of the inspection was to identify asbestos containing materials to facilitate renovation.

II. INSPECTION PROTOCOL

The inspection was performed in accordance with the Asbestos Hazard Emergency Response Act (AHERA), the National Emission Standards for Hazardous Air Pollutants (NESHAP) and Occupational Safety and Health Administration (OSHA) regulations. Personnel performing the inspection are accredited by the Asbestos School Hazard Abatement Reauthorization Act (ASHARA). Credentials of the on-site licensed inspector are located in Section 5 of this report.

The intent of the inspection is to survey all areas; however, inaccessible areas that would require destructive methods to uncover suspect materials may not have been surveyed. Any suspect material discovered during a renovation or demolition that has not been identified in this report must be sampled.

III. SAMPLING PROTOCOL

Bulk samples of materials suspected of containing asbestos were collected in a random manner. The Summary of Findings located in Section 2 of this report identifies these suspect materials and the number of samples collected for each suspect material. Materials which tested positive or were assumed to be positive for asbestos are highlighted in yellow.

Between three and seven samples were collected from each homogeneous material. A homogeneous material is a material that is uniform in color and texture and installed at the same time. The number of samples collected is dictated by AHERA based on the type of material sampled. Materials are grouped in one of three categories including Surfacing, Thermal and Miscellaneous.

State of the art practices require three negative results to state that a material is negative; whereas, one positive result will result in the entire homogeneous area being identified as positive.

IV. ANALYSIS PROTOCOL

Samples were analyzed by TEM Environmental, Inc. of Glendale Heights, Illinois. TEM Environmental, Inc. is a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory. Credentials for the laboratory is located in Section 5 of this report. Samples were analyzed by Polarized Light Microscopy (PLM) according to AHERA protocol.

Friable materials found to contain less than ten percent asbestos are recommended to be point counted according to the NESHAP regulations. The Transmission Electron Microscopy (TEM) method has proven to be a more reliable method for a similar cost; therefore, RES recommends utilizing TEM in lieu of point counting if additional testing is performed.

Certain non-friable materials are difficult to properly ascertain the asbestos content with the PLM method; therefore, in some circumstances the laboratory will recommend TEM analysis to determine if these materials are actually negative. Some state regulatory agencies will use TEM analysis to determine if a material contains asbestos; therefore, the laboratory has recommended that the non-friable materials identified with double asterisks (**) be further analyzed by TEM.

V. SUMMARY

The Tradesmen Workshop Building #W0623 at Illinois Veteran's Home located at 1707 N. 12th Street Quincy, Illinois was inspected for asbestos containing materials located at the above referenced building. The following materials were found to contain asbestos.

- **MMF – Built Up Roof Insulation contains 1-2% Chrysotile asbestos as analyzed by Polarized Light Microscopy.**

**Illinois Veteran's Home
CDB Building #W0623
1707 N. 12th Street
Quincy, Illinois 62301**

SUMMARY OF FINDINGS BY PLM ANALYSIS

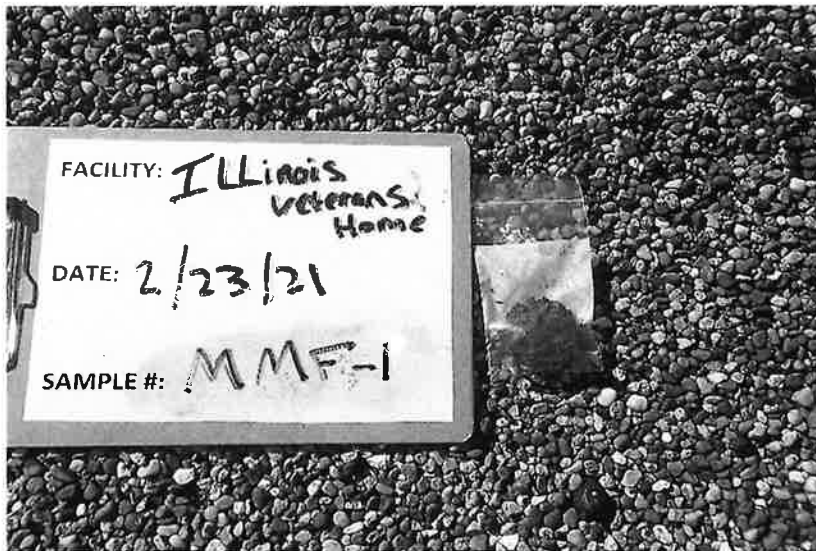
HOMO AREAS	DESCRIPTION	ACM			NOTES
		ASSUMED	POS	NEG	
MMF	Built Up Roof Insulation		3		
MMG	Caulking			3	
MMH	Flashing			3	

****EPA recommends that bulk materials found negative for asbestos or less than one percent asbestos by Polarized Light Microscopy (PLM) that fall into one of five dominantly non-friable categories by reanalyzed by an additional method, such as Transmission Electron Microscopy (TEM) (EPA Notice of Advisory, FR Vol. 59, No. 146 & Test Method EPA 600/R-93/116).**



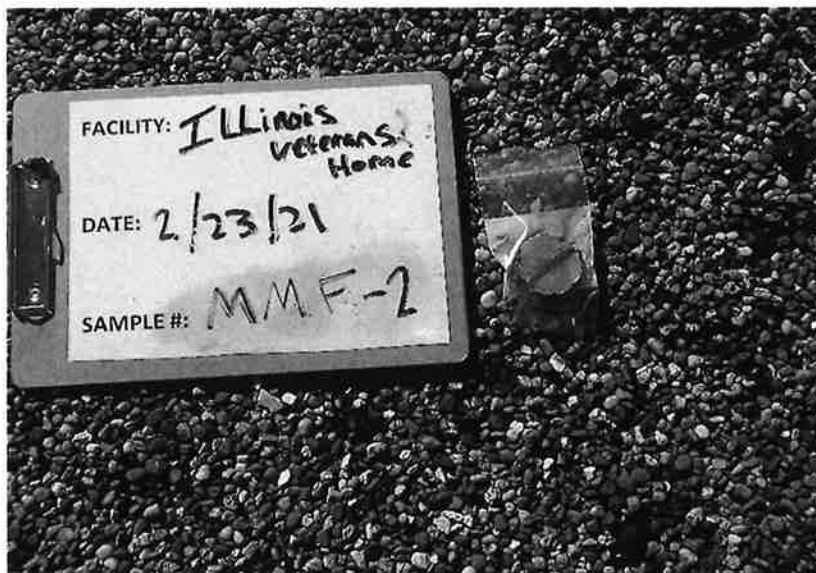
HOMOGENEOUS AREA - MMF
BUILT-UP ROOFING

[illegible]



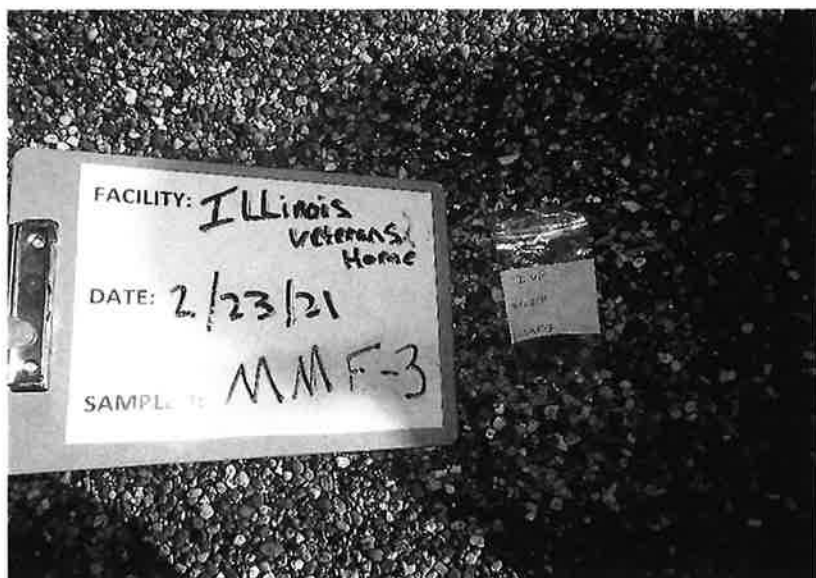
MMF-1

Built Up Roof (Tradesmen Workshop)



MMF-2

Built Up Roof (Tradesmen Workshop)



MMF-3

Built Up Roof (Tradesmen Workshop)

FORM 11
BULK SAMPLE LABORATORY ANALYSIS REPORT

1. FACILITY: Illinois Veterans Home 2. CDB BUILDING # W0623
3. BUILDING: Tradesmen Workshop 4. CLIENT (A/E): Reliable Environmental So
5. ADDRESS: 1707 N. 12th Street, Quincy, IL 6. CDB PROJECT #: 21126

HOMOGENEOUS AREA (ONLY 1 PER FORM) MMF

8. Location	Roof	Roof	Roof
9. Date Collected:	2/23/2021	2/23/2021	2/23/2021
10. Sample No.	MMF-1	MMF-2	MMF-3
11. Date Recieved	2/25/2021	2/25/2021	2/25/2021
12. Lab Sample No.	401992	401993	401994
13. Color	Black	Black	Black
14. Fibrous?			
15. Layers?			
16. Contains Asbestos?	Yes	Yes	Yes
17. TYPE and % Asbestos			
Chrysotile	1-2	1-2	Trace
Amosite			
Crocidolite			
Other			
Total Asbestos %			
18. OTHER MATERIAL %			
Fibrous Glass			
Cellulose	80-85	80-85	80-90
Synthetic Fibers			
Gypsum			
Calcite			
Quartz			
Perlite			
Vermiculite			
Others	13-19	13-19	10-20
19. Date Analyzed	3/2/2021	3/2/2021	3/2/2021
20. Analyzed By	Lori Boersma	Lori Boersma	Lori Boersma

All samples analyzed by polarized light microscopy with dispersion stainin

21. Report approved By: 

22. Date: 3/2/2021

23. Laboratory Name: TEM, Incorporated (NVLAP ID. 101130):



W0623-MMG-1

W0623-MMG-2

W0623-MMG-3

MATERIAL KEY

HOMOGENEOUS AREA - MMG
EXTERIOR CAULKING

NOTE: DIMENSIONS SHALL BE GIVEN AND NOTED ON DRAWINGS AND CONDITIONS OF WORK SHALL BE PARTS OF CONTRACT FOR WORK

REVISIONS



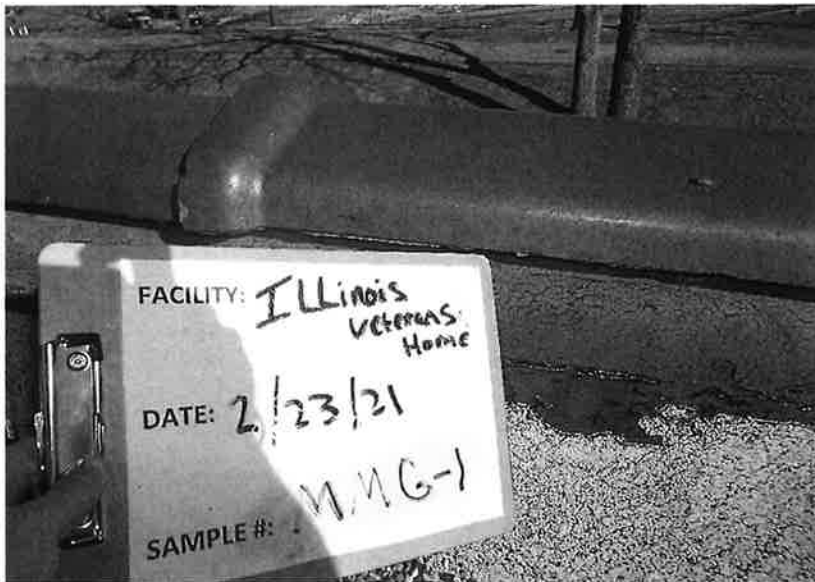
AMERICAN ENGINEERING ASSOCIATION
1110 N. LAKE STREET
CHICAGO, ILLINOIS 60610
TEL: (312) 427-1234
FAX: (312) 427-1235
WWW.AEA-USA.ORG



State of Illinois
JB PRITZKER, GOVERNOR
Illinois Capital Development Board

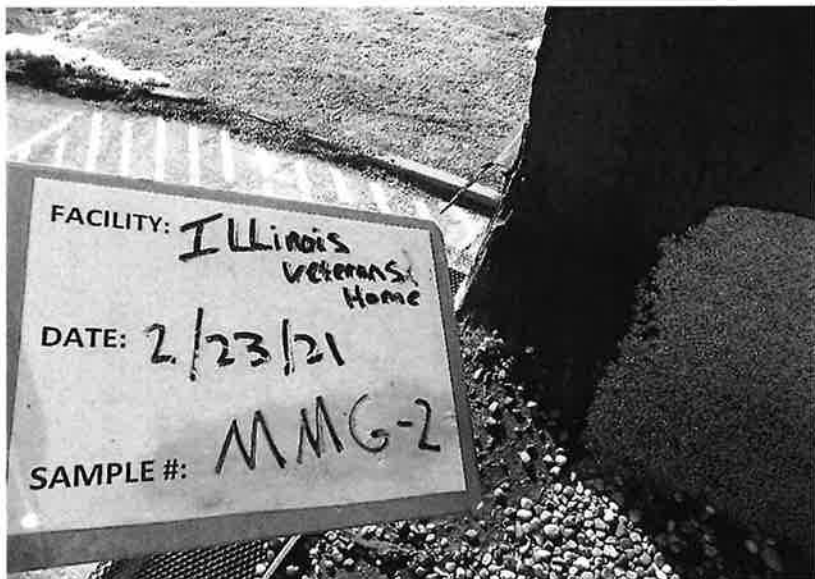
ASBESTOS INSPECTION
REPLACE ROOFING SYSTEMS
DEPARTMENT OF VETERANS AFFAIRS
ILLINOIS VETERANS HOME
QUINCY, ADAMS COUNTY

Sheet No. **A1**



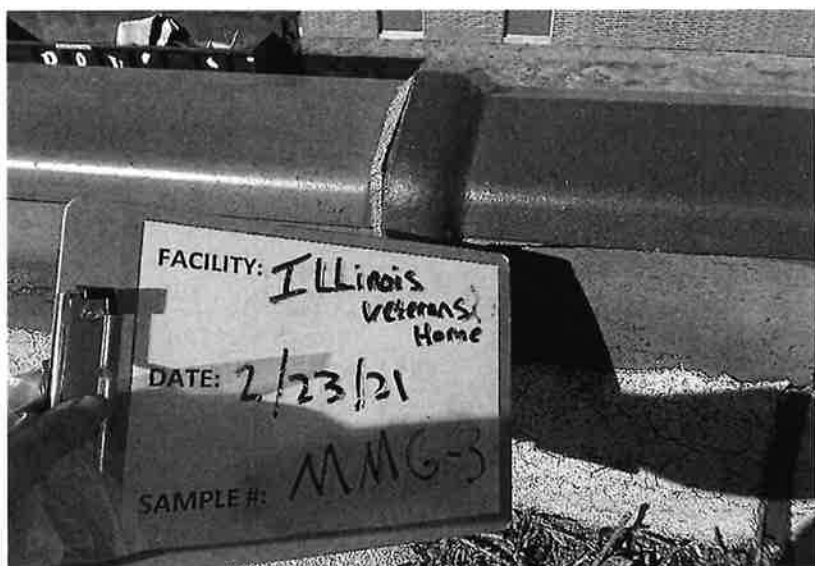
MMG-1

Caulking (Tradesmen Workshop)



MMG-2

Caulking (Tradesmen Workshop)



MMG-3

Caulking (Tradesmen Workshop)

FORM 11
BULK SAMPLE LABORATORY ANALYSIS REPORT

1. FACILITY: Illinois Veterans Home 2. CDB BUILDING # W0623
3. BUILDING: Tradesmen Workshop 4. CLIENT (A/E): Reliable Environmental So
5. ADDRESS: 1707 N. 12th Street, Quincy, IL 6. CDB PROJECT #: 21126

HOMOGENEOUS AREA (ONLY 1 PER FORM) MMG

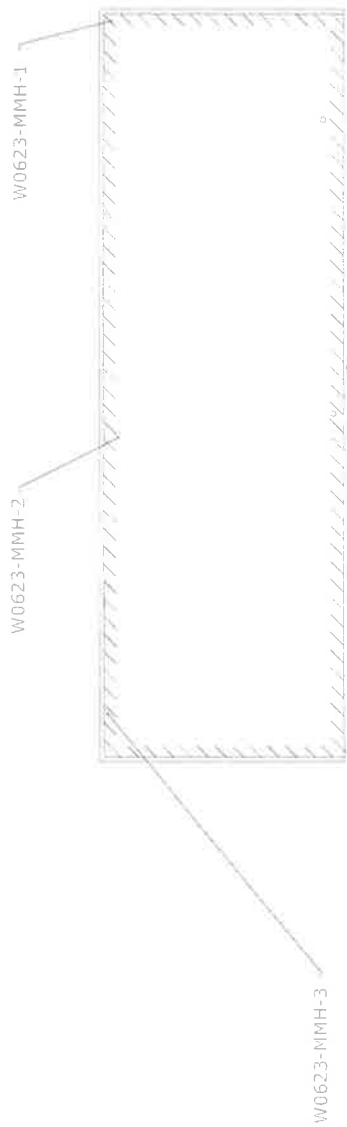
8. Location	Roof	Roof	Roof
9. Date Collected:	2/23/2021	2/23/2021	2/23/2021
10. Sample No.	MMG-1	MMG-2	MMG-3
11. Date Recieved	2/25/2021	2/25/2021	2/25/2021
12. Lab Sample No.	401995	401996	401997
13. Color	Gray	Gray	Gray
14. Fibrous?			
15. Layers?			
16. Contains Asbestos?	None Detected	None Detected	None Detected
17. TYPE and % Asbestos			
Chrysotile			
Amosite			
Crocidolite			
Other			
Total Asbestos %			
18. OTHER MATERIAL %			
Fibrous Glass			
Cellulose			
Synthetic Fibers			
Gypsum			
Calcite			
Quartz			
Perlite			
Vermiculite			
Others	90-100	90-100	90-100
19. Date Analyzed	3/2/2021	3/2/2021	3/2/2021
20. Analyzed By	Lori Boersma	Lori Boersma	Lori Boersma

All samples analyzed by polarized light microscopy with dispersion stainin

21. Report approved By: 

22. Date: 3/2/2021

23. Laboratory Name: TEM, Incorporated (NVLAP ID. 101130):



MATERIAL KEY

HOMOGENEOUS AREA - MMH
ROOF FLASHING

NOTES: CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND IDENTIFY ALL JOBS ARE THE SAME TO ENSURE PROPER ROOF FLASHING.

REVISIONS



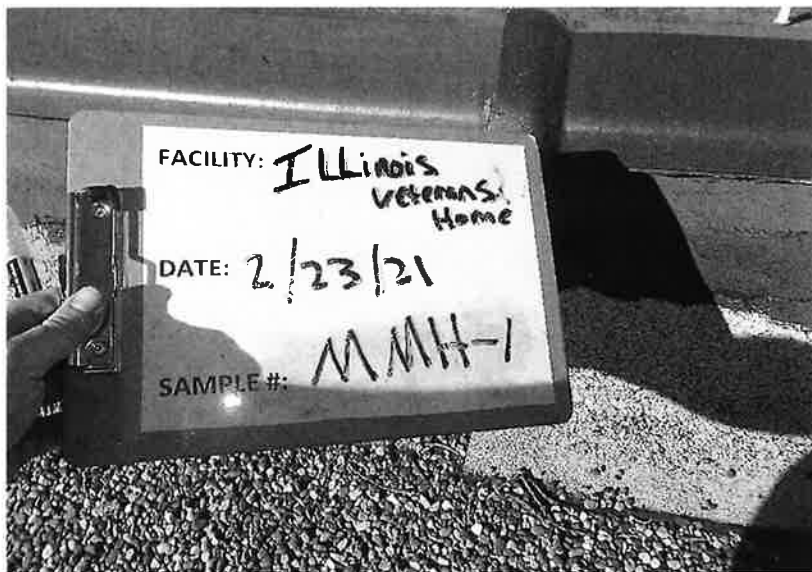
APPROVED FOR
SUBMITTAL TO THE
STATE OF ILLINOIS
BY: [Signature]
DATE: 01/11/2017
PROJECT: W0623-MMH-3



State of Illinois
JB PRITZKER, GOVERNOR
Illinois Capital Development Board

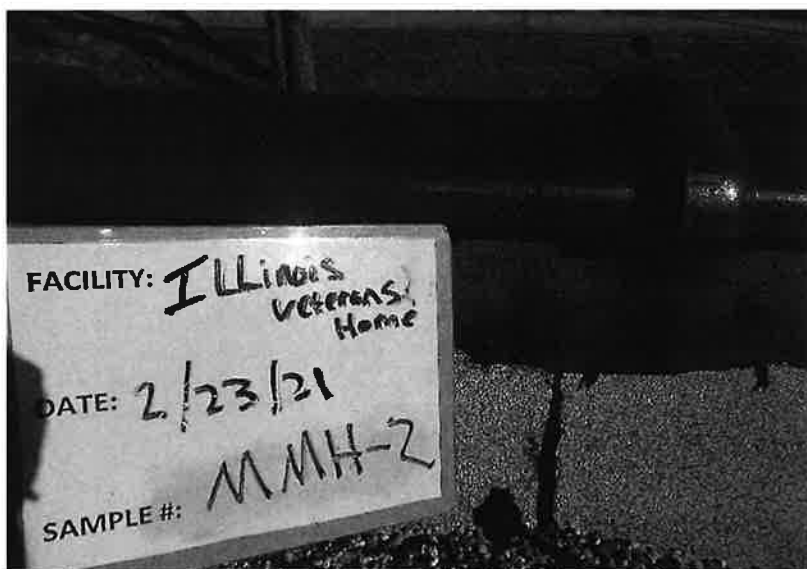
ASBESTOS INSPECTION
REPLACE ROOFING SYSTEMS
DEPARTMENT OF VETERANS AFFAIRS
ILLINOIS VETERANS HOME
QUINCY, ADAMS COUNTY

A1



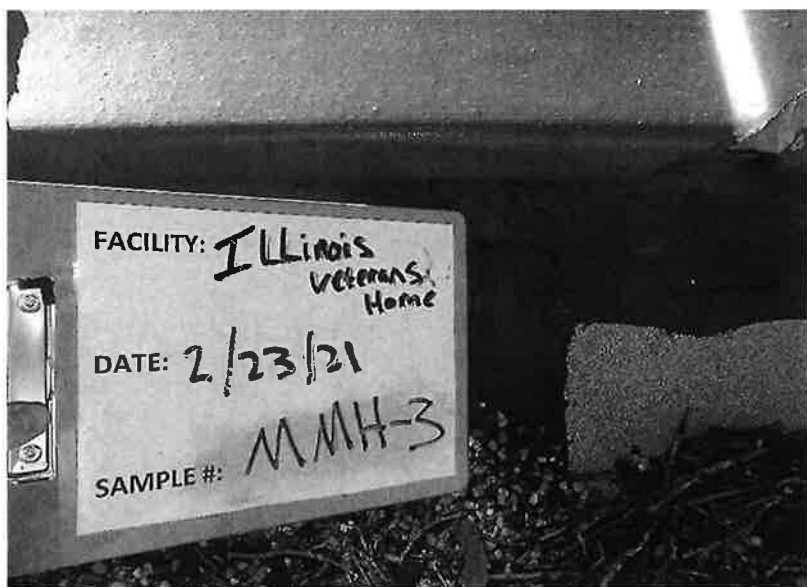
MMH-1

Flashing (Tradesmen Workshop)



MMH-2

Flashing (Tradesmen Workshop)



MMH-3

Flashing (Tradesmen Workshop)


FORM 11
BULK SAMPLE LABORATORY ANALYSIS REPORT

1. FACILITY: Illinois Veterans Home 2. CDB BUILDING # W0623
3. BUILDING: Tradesmen Workshop 4. CLIENT (A/E): Reliable Environmental So
5. ADDRESS: 1707 N. 12th Street, Quincy, IL 6. CDB PROJECT #: 21126

HOMOGENEOUS AREA (ONLY 1 PER FORM) MMH

8. Location	Roof	Roof	Roof
9. Date Collected:	2/23/2021	2/23/2021	2/23/2021
10. Sample No.	MMH-1	MMH-2	MMH-3
11. Date Recieved	2/25/2021	2/25/2021	2/25/2021
12. Lab Sample No.	401998	401999	402000
13. Color	Black	Black	Black
14. Fibrous?			
15. Layers?			
16. Contains Asbestos?	None Detected	None Detected	None Detected
17. TYPE and % Asbestos			
Chrysotile			
Amosite			
Crocidolite			
Other			
Total Asbestos %			
18. OTHER MATERIAL %			
Fibrous Glass			
Cellulose	20-30	20-30	20-30
Synthetic Fibers			
Gypsum			
Calcite			
Quartz			
Perlite			
Vermiculite			
Others	70-80	70-80	70-80
19. Date Analyzed	3/2/2021	3/2/2021	3/2/2021
20. Analyzed By	Lori Boersma	Lori Boersma	Lori Boersma

All samples analyzed by polarized light microscopy with dispersion stainin

21. Report approved By: 

22. Date: 3/2/2021

23. Laboratory Name: TEM, Incorporated (NVLAP ID. 101130):

CHAIN OF CUSTODY RECORD FOR ASBESTOS BULK SAMPLES

1. CDB Building #: W0623 & W0645 2. Batch #: 1
 3. Facility Name: IL Veterans Home 4. Project #: 040-010-122
 5. Building Name: Ehle Laundry & Tradesman Workshop 6. Date Collected: 02/23/21
 7. Inspectors Name: Matt Foote 8. Project Name: Roof Replacement
 9. License #: 100-18826 10. Sample Numbers: MMA-1,2,3; MMB-1,2,3;
MMC-1,2,3; MMD-1,2,3; MME-1,2,3; MMF-1,2,3; MMG-1,2,3; MMH-1,2,3;
 11. Total # Samples: 24

12. Sample Numbers Relinquished: see above Turn Around Time: 4 Day
 Relinquished by: Matt Foote Representing: Reliable Environmental Solutions, Inc.
 Signature: _____
 Method of Transmission: United Postal Service
 Date and Time: 02/24/21 5:00 PM
 Sample Numbers Received: see above
 Received by: Tom, Bar Representing: Tom, Bar
 Signature: [Signature]
 Conditions of Samples upon Receipt: OK
 Date and Time: 2-25-2021 12:00 PM
 Reason for obtaining Samples: For analysis

13. Sample Numbers Relinquished: _____
 Relinquished by: _____ Representing: _____
 Signature: _____
 Method of Transmission: _____
 Date and Time: _____
 Sample Numbers Received: _____
 Received by: _____ Representing: _____
 Signature: _____
 Conditions of Samples upon Receipt: _____
 Date and Time: _____
 Reason for obtaining Samples: _____

14. Sample Numbers Relinquished: _____
 Relinquished by: _____ Representing: _____
 Signature: _____
 Method of Transmission: _____
 Date and Time: _____
 Sample Numbers Received: _____
 Received by: _____ Representing: _____
 Signature: _____
 Conditions of Samples upon Receipt: _____
 Date and Time: _____

Reason for obtaining Samples: _____

Form 15 CHAIN OF CUSTODY RECORD FOR ASBESTOS BULK SAMPLES - Page 2

15. BLDG. #: Q0204 16. BATCH #: 1 17. PAGE #: 2

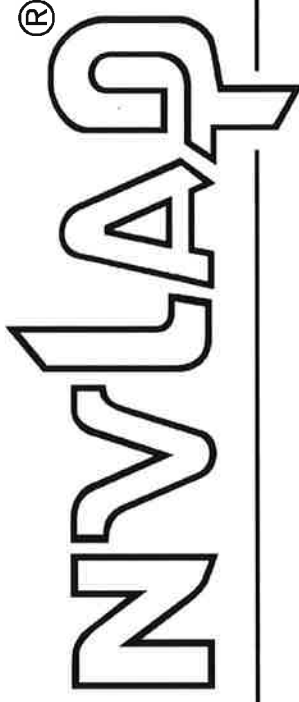
18. Sample Numbers _____
Relinquished by: _____ Representing: _____
Signature: _____
Method of Transmission: _____
Date and Time: _____
Sample Numbers Received: _____
Received by: _____ Representing: _____
Signature: _____
Conditions of Samples upon Receipt: _____
Date and Time: _____
Reason for obtaining Samples: _____

19. Sample Numbers _____
Relinquished by: _____ Representing: _____
Signature: _____
Method of Transmission: _____
Date and Time: _____
Sample Numbers Received: _____
Received by: _____ Representing: _____
Signature: _____
Conditions of Samples upon Receipt: _____
Date and Time: _____
Reason for obtaining Samples: _____

20.8 Sample Numbers _____
Relinquished by: _____ Representing: _____
Signature: _____
Method of Transmission: _____
Date and Time: _____
Sample Numbers Received: _____
Received by: _____ Representing: _____
Signature: _____
Conditions of Samples upon Receipt: _____
Date and Time: _____
Reason for obtaining Samples: _____

Chain of Custody is completed with delivery of samples to a CDB Sample Custodian. Project Manager shall make arrangements for delivery.

United States Department of Commerce
National Institute of Standards and Technology



Certificate of Accreditation to ISO/IEC 17025:2017

NVLAP LAB CODE: 101130-0

TEM Environmental, Inc.

Glendale Heights, IL

is accredited by the National Voluntary Laboratory Accreditation Program for specific services,
listed on the Scope of Accreditation, for:

Asbestos Fiber Analysis

*This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2017.
This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality
management system (refer to joint ISO-ILAC-IAF Communiqué dated January 2009).*

2020-10-01 through 2021-09-30

Effective Dates



A handwritten signature in dark ink, appearing to read "Peter E. Landon".

For the National Voluntary Laboratory Accreditation Program

SCOPE OF ACCREDITATION TO ISO/IEC 17025:2017

TEM Environmental, Inc.

174 North Brandon Drive
Glendale Heights, IL 60139
Mr. James Tuinenga
Phone: 630-790-0880 Fax: 630-790-0882
Email: jimt@tem-inc.com
<http://www.tem-inc.com>

ASBESTOS FIBER ANALYSIS

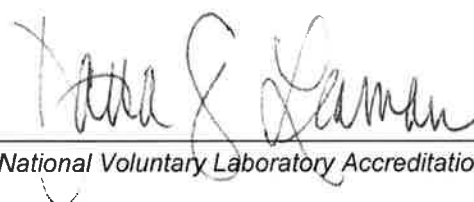
NVLAP LAB CODE 101130-0

Bulk Asbestos Analysis

<u>Code</u>	<u>Description</u>
18/A01	EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples
18/A03	EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

Airborne Asbestos Analysis

<u>Code</u>	<u>Description</u>
18/A02	U.S. EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory-and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A.



For the National Voluntary Laboratory Accreditation Program



**ASBESTOS
PROFESSIONAL
LICENSE**

ID NUMBER
100 - 18826

ISSUED
8/28/2020

EXPIRES
05/15/2021

MATTHEW W FOOTE
102 EAST ROWE ST
ROODHOUSE, IL 62082
Environmental Health



ENDORSEMENTS

TC EXPIRES

INSPECTOR

12/12/2020

PROJECT MANAGER
AIR SAMPLING PROFESSIONAL

11/22/2020

Alteration of this license shall result in legal action
This license issued under authority of the State of Illinois
Department of Public Health

This license is valid only when accompanied by a valid
training course certificate.

Reliable
Environmental
Solutions, Inc. RES

This is to certify that

Matt Foote

*has on 12/02/20, in Springfield, Illinois,
completed the requirements for asbestos accreditation under Section 206 of TSCA Title II*

Asbestos Building Inspector Refresher Training

*as accredited by the State of Illinois and approved by the U.S.E.P.A. under 40 CFR 763 (AHERA)
and passed the associated examination with a score of 70% or higher*

Course Date: December 2, 2020

COURSE LENGTH: 4 HOURS

Examination Date: December 2, 2020

Expiration Date: December 2, 2021

Certificate Number: BIR/0919

William S. Williams

Training Program Manager, William S. Williams

4211 Westgate Drive, Springfield, Illinois ☐ **217.787.9800** ☐ **217.787.9801 FAX** ☐ **www.ReliableEnv.com**

DIVISION 2 – EXISTING CONDITIONS

Section 02 41 16 – Minor Demolition

1. GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor Provide:

- a. Remove and dispose of designated portions of existing roofing membrane, edge flashings, etc., as indicated on the project drawings.
- b. Remove and salvage existing roof ballast rock and salvage/stockpile for owner. See Dwg. G000 Campus Map for location. Coordinate with owner.
- c. Remove and dispose of existing rooftop mechanical equipment, and close roof openings as indicated on the project drawings.
- d. Relocation/reinstallation of existing equipment including any required roof curb extensions as indicated on the project drawings.
- f. Remove and dispose of rubbish and debris resulting from own demolition operations.
- g. Identification of utilities encountered.
- h. Provide to the Architect/Engineer signed waste disposal receipts.

1.2 RELATED WORK

A. Specified Elsewhere

1. 01 11 00 - Project Summary
2. 01 35 16 – Remodeling Project Procedures
3. 01 54 00 – Construction Aids
4. 01 56 00 – Barriers & Enclosures
5. 06 10 00 – Carpentry
6. 07 54 23 – TPO Membrane Roofing

1.3 SUBMITTALS

- A. Submit demolition and removal procedures and schedule in accord with 01 33 23.
- B. Submit record drawings in accord with 01 78 39.

1.4 EXISTING CONDITIONS

- A. Conduct demolition to minimize interference with adjacent and occupied building areas.
- B. Provide, erect, and maintain temporary barriers and security devices in accord with 01 56 00.

2. PRODUCTS – NOT USED

3. EXECUTION

3.1 PREPARATION

- A. Erect and maintain weatherproof closures for exterior openings in accord with 01 56 00.
- B. Protect existing items not indicated to be demolished.

3.2 EXECUTION

- A. Demolish in an orderly and careful manner. Protect existing construction and finishes that remain.
- B. Except where noted otherwise, immediately remove demolished materials from site.
- C. Remove materials to be reinstalled or retained in manner to prevent damage. Store and protect in accord with 01 66 00.
- D. Remove and promptly dispose of contaminated, vermin infested, or dangerous materials encountered.
- E. Do not burn or bury materials on site.
- F. Remove demolished materials from site as work progresses. Upon completion of work, leave areas in clean condition.

END 02 41 16

DIVISION 4 - MASONRY
SECTION 04 22 00 - Vitrified Clay Wall Coping

PART 1 GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. Provide replacement coping to match existing as indicated on Drawings.
2. Mortaring and pointing of clay coping joints as required.

1.2 RELATED SECTIONS

A. Specified Elsewhere

1. Section 07 54 23: TPO Membrane Roofing

1.3 SUBMITTALS

A. Submit under provisions of Section 01 33 23.

B. Submit manufactures product literature including drawing indicating design of coping with overall unit dimensional information.

C. Samples:

1. Submit one 4 inch by 4 inch sample showing clay body, glaze color and texture for approval.

D. Material Testing:

1. Testing in accordance with ASTM standards. Use a certified laboratory for testing. Manufacture to supply current test data.

1.4 PRODUCT HANDLING, STORAGE, AND DELIVERY

A. Delivery shall be made to correspond to sequencing as directed by customer unless otherwise stated.

B. The contractor shall become responsible for the product at time it is received.

C. The contractor has a 72-hour window for inspecting delivery. Any non-conformity must be communicated immediately in writing to the seller, within that time frame.

D. If damaged in transit, the seller shall be notified in writing. The responsibility for cost of such replacement shall be determined at the point of delivery. The customer shall assume the responsibility for necessary proof.

E. Storage at job site.

1. Units shall stay in their original packing material until ready to use.
2. Pallets shall not be stacked and remain in upright position.
3. Store on firm, level and smooth surface, protect from weather to prevent staining.

1.5 JOB CONDITIONS

A. Cold Weather: Perform work in accordance with ACI 530.1 current edition.

B. Hot Weather: Perform work in accordance with ACI 530.1 current edition.

C. At the end of each workday, or during rainy weather, cover masonry work exposed to weather with waterproof coverage and securely anchor as necessary.

PART 2 PRODUCTS

2.1 MATERIALS

A. Terra Cotta wall coping, to match existing size, shape and color, verify at project site.

1. Manufacturers:

- a. Superior Clay Corporation – Custom Size Double Slant
- b. Logan Clay Products – Double Slant Wall Coping
- c. Budding Company – Custom Size Double Slant

B. Quality Control:

1. Wall Coping shall conform to the physical requirements listed below as performed in accordance with ASTM specifications

- a. Absorption- C67
- b. Freeze Thaw- C67
- c. Compressive Strength- C67

2. Dimension Tolerance: Variation in dimensions shall not exceed +/- 5% in any direction from dimension specified. ASTM-C1167

3. Finish faces that will be exposed when installed shall be free from chips, blisters or other imperfections detracting from the appearance when viewed for a distance of 40 ft. ASTM-C1167

C. Material Specifications: Test Average (based on 5 samples) Method Criteria

1. Absorption (5 hour boil) - 8% ASTM-C67 ASTM-C212
2. Freeze/Thaw Resistance ASTM-C67 ASTM-C1167
3. Compressive Strength-8000psi ASTM-C67 ASTM-C212

2.2 MORTARS

A. Mortars shall comply with ASTM C270

B. Grouts shall comply to ASTM C476

C. Cementitious Materials:

1. Portland Cement: ASTM C150, Type II or I: Low-alkali per ASTM C150, table 2.
2. Hydrated Lime: ASTM C207, Type S.

D. Aggregates:

1. Sand: Clean, washed natural or manufactured silica sand graded according to ASTM C144. Sand contains no more than 50 parts per million of chloride ions and shall be free of organic contaminants.
2. Coarse Aggregates: ASTM C404 with a maximum size of 3/8" diameter. Aggregates shall contain no more than 50 parts per million of chloride ions and shall be free of organic contaminants.

E. Water: Potable, clean and free from injurious amounts of oil, alkali, organic matter or other deleterious material. .

PART 3 EXECUTION

3.1 INSTALLATION GENERAL

A. Establish lines, levels and coursing. Protect from disturbance.

B. Coping shall be set in bed of mortar laid upon existing or new wall. Head joints may be either of mortar or approved caulking.

C. Exposed free standing construction, subject to absorption of water through mortar joints and liable to injury from subsequent freezing, or expansion of improper filling material, should generally be left unfilled and should be ventilated by means of small, inconspicuously placed weep holes.

D. Maintain uniform joint widths.

E. All anchors shall be either stainless steel or non corrosive metals.

F. Flash per methods as required by referenced standards.

3.2 MIXING MORTAR

A. Mixing and proportion cementitious materials for site made setting beds:

1. Setting Mortar: Use Type M mortar, in accordance with ASTM C270 with the following material mix proportion by volume:
 - a. Portland cement: 1 part
 - b. Hydrated Lime: ¼ part
 - c. Sand: 3 ½ parts

2. Color of mortar shall match building's existing cleaned mortar, or as specified by the architect.
3. Use colored sand to obtain desired mortar color.

B. Pointing Mortar: Use setting mortar for new construction. If new construction is adjacent to existing, match color of mortar.

1. Mortar for pointing: Use Type N mortar, in accordance with ASTM C270, with the following partial mix proportion by volume:
 - a. Portland Cement: 1 part
 - b. Hydrated Lime: 1 part
 - c. Sand: 6 parts
2. Color of mortar shall match building existing cleaned mortar, or as specified by architect.
3. Use color sand to obtain mortar color.

3.3 POINTING JOINTS

A. Pointing

1. Refer to ASI 530.1 current edition for hot and cold weather construction.
2. Wet joint thoroughly prior to pointing and between pointing lifts. Allow water to soak in so that no free standing water is visible.
3. Point in two lifts, pack joints to within 3/8" of surface on first lift; allow first lift to set prior to pointing second lift.
4. As soon as mortar has taken its initial set, tool joint surfaces to be slightly concave.
 - a. After initial 24 hour set, moisten until cured. Allow mortar to cure completely prior to cleaning operations, minimum 30 days.
 - b. Clean up after pointing operations are complete. Remove mortar stains, excess mortar, etc., from all surrounding surfaces. Do not use acids, rinse thoroughly after clean up operations.

B. Caulked Joints:

1. Use approved sealant as specified.
 - a. Rake joints out 1/2". Install backer rods and sealant per manufacturers specifications.

3.4 CUTTING AND FITTING

A. Cutting and fitting of coping may be required at site. Cutting shall be done by the installation contractor.

END OF SECTION 04 22 00

DIVISION 5 – METALS
Section 05 50 00 – Metal Fabrications

PART 1 - GENERAL

1.1 WORK INCLUDES

- A. Base Bid:
 - 1. General Contractor to provide/install:
 - a. Steel framing and supports for applications where framing and supports are not specified in other Sections.
 - b. Products furnished, but not installed, under this Section include the following: anchor bolts, knee wall connectors, steel pipe sleeves, slotted-channel inserts, and wedge-type inserts indicated to be cast into concrete.

1.2 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 metal fabrications that are anchored to or that receive other work. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

1.3 ACTION SUBMITTALS

- A. Product Data: For the following:
 - 1. Paint products.
 - 2. Grout.
- B. Shop Drawings: Show fabrication and installation details. Include plans, elevations, sections, and details of metal fabrications and their connections. Show anchorage and accessory items. Provide Shop Drawings for the following:
 - 1. Steel framing and supports for applications where framing and supports are not specified in other Sections.

1.4 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to the following:
 - 1. AWS D1.1/D1.1M, "Structural Welding Code - Steel."
 - 2. AWS D1.2/D1.2M, "Structural Welding Code - Aluminum."
 - 3. AWS D1.6/D1.6M, "Structural Welding Code - Stainless Steel."

1.5 FIELD CONDITIONS

- A. Field Measurements: Verify actual locations of walls and other construction contiguous with metal fabrications by field measurements before fabrication.

PART 2 - PRODUCTS

2.1 METALS

- A. Metal Surfaces, General: Provide materials with smooth, flat surfaces unless otherwise indicated. For metal fabrications exposed to view in the completed Work, provide materials without seam marks, roller marks, rolled trade names, or blemishes.
- B. Steel Plates, Shapes, and Bars: ASTM A36/A36M.
- C. Steel Tubing: ASTM A500/A500M, cold-formed steel tubing.
- D. Steel Pipe: ASTM A53/A53M, Standard Weight (Schedule 40) unless otherwise indicated.
- E. Cast Iron: Either gray iron, ASTM A48/A48M, or malleable iron, ASTM A47/A47M, unless otherwise indicated.

2.2 FASTENERS

- A. General: Unless otherwise indicated, provide Type 304 stainless-steel fasteners for exterior use and zinc-plated fasteners with coating complying with ASTM B 633 or ASTM F 1941, Class Fe/Zn 5, at exterior walls. Select fasteners for type, grade, and class required.
- B. Steel Bolts and Nuts: Regular hexagon-head bolts, ASTM A 307, Grade A; with hex nuts, ASTM A 563; and, where indicated, flat washers.
- C. Steel Bolts and Nuts: Regular hexagon-head bolts, ASTM A 325, Type 3; with hex nuts, ASTM A 563, Grade C3; and, where indicated, flat washers.
- D. Stainless-Steel Bolts and Nuts: Regular hexagon-head annealed stainless-steel bolts, ASTM F 593; with hex nuts, ASTM F 594; and, where indicated, flat washers; Alloy Group 1.
- E. Anchor Bolts: ASTM F 1554, Grade 36, of dimensions indicated; with nuts, ASTM A 563; and, where indicated, flat washers.
 - 1. Hot-dip galvanize or provide mechanically deposited, zinc coating where item being fastened is indicated to be galvanized.

- F. Anchors, General: Anchors capable of sustaining, without failure, a load equal to six times the load imposed when installed in unit masonry and four times the load imposed when installed in concrete, as determined by testing according to ASTM E 488/E 488M, conducted by a qualified independent testing agency.
- G. Cast-in-Place Anchors in Concrete: Either threaded type or wedge type unless otherwise indicated; galvanized ferrous castings, either ASTM A 47/A 47M malleable iron or ASTM A 27/A 27M cast steel. Provide bolts, washers, and shims as needed, all hot-dip galvanized per ASTM F 2329.
- H. Post-Installed Anchors: Torque-controlled expansion anchors or chemical anchors.
 - 1. Material for Interior Locations: Carbon-steel components zinc plated to comply with ASTM B 633 or ASTM F 1941, Class Fe/Zn 5, unless otherwise indicated.
 - 2. Material for Exterior Locations and Where Stainless Steel Is Indicated: Alloy Group 1 stainless-steel bolts, ASTM F 593, and nuts, ASTM F 594.
- I. Kneewall Connectors: 7 gauge clip, follow manufacturer's guidelines for connections to wall studs and sill/base, see Drawings for clip spacing and locations.
 - 1. Manufacturers:
 - a. Simpson Strong Tie
 - b. ClarkDietrich
 - c. Grove Hardware

2.3 MISCELLANEOUS MATERIALS

- A. Shop Primers: Provide primers that comply with Section 09 90 00 "Painting."
- B. Shop Primer for Galvanized Steel: Primer formulated for exterior use over zinc-coated metal and compatible with finish paint systems indicated.
- C. Nonshrink, Nonmetallic Grout: Factory-packaged, nonstaining, noncorrosive, nongaseous grout complying with ASTM C 1107/C 1107M. Provide grout specifically recommended by manufacturer for interior and exterior applications.

2.4 FABRICATION, GENERAL

- A. Shop Assembly: Preassemble items in the shop to greatest extent possible. Disassemble units only as necessary for shipping and handling limitations. Use connections that maintain structural value of joined pieces. Clearly mark units for reassembly and coordinated installation.
- B. Cut, drill, and punch metals cleanly and accurately. Remove burrs and ease edges to a radius of approximately 1/32 inch unless otherwise indicated. Remove sharp or rough areas on exposed surfaces.

- C. Form bent-metal corners to smallest radius possible without causing grain separation or otherwise impairing work.
- D. Form exposed work with accurate angles and surfaces and straight edges.
- E. Weld corners and seams continuously to comply with the following:
 - 1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
 - 2. Obtain fusion without undercut or overlap.
 - 3. Remove welding flux immediately.
 - 4. At exposed connections, finish exposed welds and surfaces smooth and blended so no roughness shows after finishing and contour of welded surface matches that of adjacent surface.
- F. Form exposed connections with hairline joints, flush and smooth, using concealed fasteners or welds where possible. Where exposed fasteners are required, use Phillips flat-head (countersunk) fasteners unless otherwise indicated. Locate joints where least conspicuous.
- G. Fabricate seams and other connections that are exposed to weather in a manner to exclude water. Provide weep holes where water may accumulate.
- H. Cut, reinforce, drill, and tap metal fabrications as indicated to receive finish hardware, screws, and similar items.
- I. Provide for anchorage of type indicated; coordinate with supporting structure. Space anchoring devices to secure fabrications rigidly in place and to support indicated loads.
- J. Where units are indicated to be cast into concrete or built into masonry, equip with integrally welded steel strap anchors, 1/8 by 1-1/2 inches, with a minimum 6-inch embedment and 2-inch hook, not less than 8 inches from ends and corners of units and 24 inches o.c., unless otherwise indicated.

2.5 MISCELLANEOUS FRAMING AND SUPPORTS

- A. General: Provide steel framing and supports not specified in other Sections as needed to complete the Work.
- B. Fabricate units from steel shapes, plates, and bars of welded construction unless otherwise indicated. Fabricate to sizes, shapes, and profiles indicated and as necessary to receive adjacent construction.
 - 1. Fabricate units from slotted channel framing where indicated.
 - 2. Furnish inserts for units installed after concrete is placed.
- C. Galvanize miscellaneous framing and supports where indicated.

- D. Prime miscellaneous framing and supports with primer specified in Section 09 90 00 "Painting" where indicated.

2.6 FINISHES, GENERAL

- A. Finish metal fabrications after assembly.
- B. Finish exposed surfaces to remove tool and die marks and stretch lines, and to blend into surrounding surface.

2.7 STEEL AND IRON FINISHES

- A. Galvanizing: Hot-dip galvanize items as indicated to comply with ASTM A 153/A 153M for steel and iron hardware and with ASTM A 123/A 123M for other steel and iron products.
 - 1. Do not quench or apply post galvanizing treatments that might interfere with paint adhesion.
- B. Preparation for Shop Priming Galvanized Items: After galvanizing, thoroughly clean railings of grease, dirt, oil, flux, and other foreign matter, and treat with metallic phosphate process.
- C. Shop prime iron and steel items unless they are to be embedded in concrete, sprayed-on fireproofing, or masonry, or unless otherwise indicated.
 - 1. Shop prime with primers specified in Section 09 90 00 "Painting".
- D. Preparation for Shop Priming: Prepare surfaces to comply with requirements indicated below:
 - 1. Exterior Items: SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."
 - 2. Items Indicated to Receive Zinc-Rich Primer: SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."
 - 3. Other Items: SSPC-SP 3, "Power Tool Cleaning."
- E. Shop Priming: Apply shop primer to comply with SSPC-PA 1, "Paint Application Specification No. 1: Shop, Field, and Maintenance Painting of Steel," for shop painting.
 - 1. Stripe paint corners, crevices, bolts, welds, and sharp edges.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installing metal fabrications. Set metal fabrications accurately in location, alignment, and elevation; with edges and surfaces level, plumb, true, and free of rack; and measured from established lines and levels.

- B. Fit exposed connections accurately together to form hairline joints. Weld connections that are not to be left as exposed joints but cannot be shop welded because of shipping size limitations. Do not weld, cut, or abrade surfaces of exterior units that have been hot-dip galvanized after fabrication and are for bolted or screwed field connections.
- C. Field Welding: Comply with the following requirements:
 - 1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
 - 2. Obtain fusion without undercut or overlap.
 - 3. Remove welding flux immediately.
 - 4. At exposed connections, finish exposed welds and surfaces smooth and blended so no roughness shows after finishing and contour of welded surface matches that of adjacent surface.
- D. Fastening to In-Place Construction: Provide anchorage devices and fasteners where metal fabrications are required to be fastened to in-place construction. Provide threaded fasteners for use with concrete and masonry inserts, toggle bolts, through bolts, lag screws, wood screws, and other connectors.
- E. Provide temporary bracing or anchors in formwork for items that are to be built into concrete, masonry, or similar construction.
- F. Corrosion Protection: Coat concealed surfaces of aluminum that come into contact with grout, concrete, masonry, wood, or dissimilar metals with the following:
 - 1. Cast Aluminum: Heavy coat of bituminous paint.
 - 2. Extruded Aluminum: Two coats of clear lacquer.

3.2 INSTALLING MISCELLANEOUS FRAMING AND SUPPORTS

- A. General: Install framing and supports to comply with requirements of items being supported, including manufacturers' written instructions and requirements indicated on Shop Drawings.

3.3 ADJUSTING AND CLEANING

- A. Touchup Priming: Immediately after erection, clean field welds, bolted connections, and abraded areas. Prime uncoated and abraded areas with the same material as used for shop painting to comply with SSPC-PA 1 for touching up shop-painted surfaces.
 - 1. Apply by brush or spray to provide a minimum 2.0-mil dry film thickness.
- B. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas and repair galvanizing to comply with ASTM A780/A780M.

END OF SECTION 05 50 00

DIVISION 6 - WOOD & PLASTICS

Section 06 10 00- Carpentry

1. GENERAL

1.1 WORK INCLUDES

A. Base Bid:

- 1. General Contractor Provide and Install:**
 - a. Installation of roof deck closures where gravity vents and other equipment are to be removed.
 - b. Installation of miscellaneous framing, bracing, blocking, grounds, curbs, headers, etc.

1.2 QUALITY ASSURANCE

A. Grading rules of the following associations apply to materials furnished under this section:

1. Southern Pine Inspection Bureau (SPIB).
2. West Coast Lumber Inspection Bureau (WCLIB).
3. Western Wood Products Association (WWPA).
4. American Plywood Association (APA).
5. U.S. Product Standard.
6. Commercial Standard (CS).
7. The Architectural Woodwork Institute (AWI).
8. American Hardwood Association (AHA).

B. Grade Marks:

1. All lumber shall be grade stamped indicating symbol of grading agency, mill number, grade of lumber, species, rules under which graded.
2. All plywood shall be identified with the appropriate grade-trade-mark of the APA.

C. Preservative treated lumber shall bear the Quality Mark of the American Wood Preservers Bureau, LP2.

1.3 DELIVERY, STORAGE AND HANDLING

A. Immediately upon delivery of job site:

1. Store materials a minimum of 6 inches above ground, on blocking.

2. Cover with protective waterproof cover providing for adequate air circulation or ventilation.
- B. Do not store seasoned materials in wet or damp areas.
- C. The woodwork manufacturer and the general contractor shall be jointly responsible to make certain that woodwork is not delivered until the building and storage areas are sufficiently dry, so that the woodwork will not be damaged by excessive changes in moisture content.

2. PRODUCTS

2.1 MATERIALS

A. Lumber:

1. Dimensions shown and/or specified are nominal.
2. Maximum moisture content of lumber 2 inches or less in thickness represented as kiln dried shall be dried to 15%, and over 2 inches to 19%.
3. Surface four sides (S4S) unless specified or shown otherwise.
4. Lumber for blocking, grounds and curbs shall be #2 or better Southern Yellow Pine.

- B. Pressure Treated Wood Products indicated on Drawings as "treated" shall be impregnated with Chromated Copper Arsenate (CCA) conforming to American Wood Preservers Association (AWPA) Standard P5. The preservative shall be applied in a closed cylinder by pressure process in accordance with AWPA Standard C2. Retention of CCA dry salts shall be .23 pounds per cubic foot.

3. EXECUTION

3.1 CONDITIONS OF SURFACES

- A. Verify that surfaces to receive rough carpentry materials are prepared to exact grades and dimensions.

END 06 10 00

1. GENERAL

A WORK INCLUDES

1. Base Bid:

- a) General/Roofing Contractor provide single-ply TPO fully adhered membrane roofing and flashing system as shown and herein specified.

1. Remove existing construction:

- (a) Sheet metal (copper) roofing.
- (b) Roofing felts.
- (c) Vent pipe flashings.
- (d) Drip-edge & rake metal.
- (e) Metal gutter linings
- (f) Counterflashings.
- (g) Roof drain flashings.
- (h) Downspouts.
- (i) Base flashings.
- (j) Cants.
- (k) Insulation.
- (l) Roof projection flashings.
- (m) Portions of wood roof deck where required to comply with warranty:
General Contractor contact A/E for verification and approval prior to proceeding with deck removal.

2. Install new:

- (a) Vapor retarder.
- (b) Insulation/Coverboard.
- (c) Coverboard.
- (d) TPO Roof membrane
- (e) Base flashing.
- (f) Vent pipe flashing.
- (g) Roof projection flashings.
- (h) Gutters and downspouts.
- (i) Termination bar.
- (j) Counterflashing.
- (k) Wood roof deck, if existing damaged areas are removed when approved prior to removal and installation.

B RELATED WORK

1. Specified elsewhere:

- a) 02 82 15 - Minor Demolition.
- b) 06 10 00 - Carpentry.
- c) 07 72 00 - Roof Accessories.
- d) 07 90 05 - Joint Sealers

C DEFINITIONS Roofing System Manufacturer: Any of the manufacturers whose systems are specified under "Acceptable Roofing System Manufacturers" in this section hereinafter called "manufacturer."

D QUALITY ASSURANCE

1. Qualifications:

- a) The installing contractor shall be approved or franchised by the roofing system manufacturer.
- b) The job foreman shall be trained by the manufacturer in the installation of the specified system.
- c) The installing contractor shall comply with the Illinois Roofing Industry Licensing Act.

2. Manufacturer's Qualifications: The CDB RSMC and RSMW forms for review and certification are not applicable for small roof areas under 500 square feet, and therefore are not required on this project.

- a) The CDB has prequalified each of the specified manufacturers stating:

(1) The manufacturer will issue the specified manufacturer's NDL warranty.

E REFERENCES

1. Cited Standards and specified manufacturers' catalogs, current at the date of bidding documents, unless otherwise specified, are incorporated herein by reference and govern the work. If conflict is discovered between referenced Standards or catalogs and the project specifications, request written clarification from the A/E. Do not proceed with the work until receiving clarification.

2. Standards:

- a) American Society for Testing and Materials (ASTM).
- b) Factory Mutual Laboratories (FM).
- c) Underwriters Laboratories (UL)
- d) Sheet Metal and Air Conditioning Contractors National Assoc. (SMACNA)
- e) EPA - Energy Star Roof Products
- f) Cool Roof Ratings Council

F SUBMITTALS

1. Make all submittals in accord with the Standard Documents for Construction, Section 01 33 23.
2. Endorsement of Roofing Firm: Contractor: Within 15 days of receiving the Notice of Award, submit the manufacturer's endorsement of the installing firm.
3. Shop Drawings:
 - a) Submit shop drawings to the manufacturer for review and comment.
 - b) Submit only manufacturer reviewed shop drawings to the A/E.
 - c) Minimum Scale for Roof Plan: $1/8" = 1' 0"$.
 - d) Minimum Scale for Details: $1-1/2" = 1' 0"$.
 - e) Submit the following:
 - (1) Insulation/Coverboard (Recovery Board) fastener pattern.
 - (2) Base flashings.
 - (3) Membrane terminations.
 - (4) Roof projection flashings.
 - (5) Sheet metal :
 - (a) Counterflashing.
 - (b) Fascia
 - (c) Termination Bar
 - (d) Gutters and downspouts.
4. Samples:
 - a) Insulation/Coverboard (Recovery Board) fastener and plate, 2 of each.
 - b) TPO membrane, 4" x 6", 3 pieces.
 - c) Sheet Metal:
 - (1) Metal used with roofing, 4" x 4" of each type, 3 pieces
5. Product Data:
 - a) Manufacturer's specifications for roofing system, 2 sets.
 - b) Roof Insulation/Recovery board specifications, 2 sets.

G DELIVERY, STORAGE AND HANDLING

1. Per roofing manufacturer's recommendations.
2. Deliver materials requiring fire resistant classifications packaged with labels intact and legible.

H JOB CONDITIONS

1. Existing Construction:

- a) Tradesman Workshop – Existing roofing consists of built-up roofing atop 1" rigid insulation over plywood roof deck.
- b) Ehle Laundry – Original Building – Existing roofing consists of ballasted EPDM membrane atop 1 1/2" rigid insulation over concrete roof deck.
- c) Ehle Laundry – Addition – Existing roofing consists of ballasted EPDM membrane atop 1 1/2" min. sloped rigid insulation over concrete roof deck.

2. Existing Asbestos Containing Material:

- a) The existing roof insulation at the Tradesman Workshop has been tested and contains asbestos. See Section 02 26 25.

3. Protection:

- a) Protect roof membrane, building surfaces, paving, and landscaping from traffic and roofing equipment.
- b) Restore or replace all work or materials damaged by the roofing operation.
- c) Remove protection materials upon completion of the work.

4. Sequencing, Scheduling Coordination: In accord with the Standard Documents for Construction, Section 01 35 16.

5. Comply with all regulations imposed by the using agency at the job site.

I WARRANTY

- 1. General Contractor: Two years in accord with the Standard Documents for Construction, Section 01 78 36.
- 2. Manufacturer: Execute CDB's Roofing System Manufacturer's Warranty - CDB Form RSMW. See the final pages of this section.

2. PRODUCTS

- A MATERIALS For the entire roofing system provide adhesives, sealants, pre-molded and field fabricated flashings, fasteners, and other related components manufactured or recommended by the selected manufacturer.

B ACCEPTABLE ROOFING SYSTEM MANUFACTURERS

<u>CODE</u>	<u>BRAND</u>	<u>MANUFACTURER</u>
1. CAR	Sure-Weld	Carlisle SynTec System, Carlisle, PA
2. FIR	UltraPly	Firestone Building Products, Indianapolis, IN

- | | | |
|--------|-----------|---|
| 3. GAF | EverGuard | GAF Building Materials Corp, Wayne, NJ. |
| 4. GEN | Gen TPO | GenFlex Roofing Systems, Indianapolis, IN |
| 5. MAN | JM TPO | Johns-Manville, Denver, CO. |
| 6. MHP | Mule-Hide | Mule-Hide Products Co., Inc., Beloit, WI |
| 7. VER | VersiWeld | Versico Inc., Akron, OH |

C ACCEPTABLE SYSTEMS

1. Fully Adhered .060 TPO

- a) CAR Sure-Weld
- b) FIR UltraPly
- c) GAF EverGuard
- d) GEN Gen TPO
- e) MAN JM TPO
- f) MHP TPO-c
- g) VER VersiWeld

D ROOF INSULATION

1. INSULATION TYPE

- | | | |
|-------------------------------|-------------|---------------|
| a) BASE INSULATION | <u>ASTM</u> | <u>R/INCH</u> |
| (1) Polyisocyanurate | C1289 | 5.70 |
| b) COVERBOARD (1/2") | | |
| (1) Isogard HD – Firestone | | |
| (2) Invinsa – Johns Manville | | |
| (3) SecurShield HD – Carlisle | | |
| (4) H-Shield – Hunter Panels | | |

2. Roof Insulation for Tapered Areas:

- a) Minimum Thickness: 4.8 inches Slope: 1/4 in./ft. except as noted on plans.
- b) Crickets & Saddles: Slope: 1/2 in./ft. (min.)
- c) 1/2" coverboard.

E INSULATION ATTACHMENT

- 1. Fasteners manufactured or approved by the roofing system manufacturer, and that have Factory Mutual approval.

2. Adhesive manufactured or approved by the roofing system manufacturer, and that have Factory Mutual approval.
3. CDB requires that the first layer shall be mechanically attached to wood and steel decking and subsequent layers set in adhesive. For concrete decking, all layers must be adhered. For insulation depths greater than 2-1/2 inches, use multiple layers of no more than 2-1/2 inches each. Break all seams between layers.
4. CDB requires that where wood decking occurs, the vapor barrier shall be applied to a 1/2" layer of exterior sheathing which will then be mechanically fastened to the deck.

F OTHER MATERIALS

1. Wood Nailers: Wood shall be No. 2 or better construction grade lumber.
2. Manufacturer's TPO Flashing.
3. Manufacturer's Vapor Retarder – Peel and stick type.
4. Manufacturer's Termination Bar: Required by CDB on all wall terminations. **Attach 6" o.c.**
 - a) .040" x 1" aluminum bar under counterflashing or other restricted spaces.
 - b) 1/8" x 1-1/2" aluminum bar with 45° sealant pocket where space permits.

G. METAL FLASHINGS

1. Counterflashing: 24 gauge metal, manufacturer's standard pre-finish. Factory-made, 2-piece that can be removed and reused for repairs or next re-roof, with metal wedges in reglets.
2. Gravel stop/fascia: Factory-made, 2-piece with water dam and snap-on cover, product labeled by Roofing Manufacturer. See section 07 71 00.
3. Gutters & Downspouts:
 - a) Gutters: .032 prefinished aluminum, 5" x 6" box gutters, Color: Match existing historic color as closely as possible with manufacturers standard color selections.
 - b) Downspouts: .024 prefinished aluminum, 4" x 5" corrugated, Color: Match existing historic color as closely as possible with manufacturers standard color selections.

3. EXECUTION

A. ENVIRONMENTAL CONDITIONS

1. Remove existing roofing only in dry weather.

2. Install roofing only in dry weather.
3. Comply with manufacturer's climatic restrictions.

B. REMOVE EXISTING CONSTRUCTION

1. Permanent Removals:

- a) Remove all existing roof materials, roof insulation, flashing, and related components down to the roof deck on the areas indicated on the drawings.

C. INSPECTION

1. Examine all surfaces for inadequate anchorage, foreign material, moisture, unevenness, or other conditions which could prevent the best quality and longevity of roofing, flashing, and accessory components. Notify the A/E of all deficiencies.
2. Do not proceed with the work until all deficiencies have been corrected to the satisfaction of the A/E and the roofing manufacturer, and as per 07 54 23.2.E.

D. PREPARATION

1. Ensure that all surfaces are clean and dry before starting and during performance of work.
2. Verify that all work of other contractors and subcontractors which penetrates the roof deck or requires men and equipment to traverse the roof deck has been completed.

E. INSTALLATION

1. Install the roof insulation with end joints staggered at mid-point in each layer. Offset all joints between layers a minimum of six inches.
 - a) Attach insulation per manufacturer's recommendations.
2. Install the roofing and flashing system and all accessory items in accord with the manufacturer's printed instructions.
3. Weld all field seams using the manufacturer's approved welding equipment and in accord with the manufacturer's recommendations.
4. Install rigid insulation infill and wood blocking around perimeter of existing roof area to provide approved roof edge, as shown on project drawings.

F. FIELD QUALITY CONTROL

1. The A/E will provide onsite observation during installation.

2. The roofing manufacturer will provide onsite observation and instruction as they deem necessary.

G. ADJUST AND CLEAN

1. Carefully inspect all completed work and correct all defects.
2. Remove from the job site and legally dispose of all debris.
3. Remove all tools, equipment, and construction aids.
4. Prevent storage of materials and equipment on the completed roof.
5. Accompany the manufacturer's technical inspector and assist with equipment and workmen if necessary to provide access to the roof. Correct all defects noted during the inspection.

NOTE: The RSMW is on the next two pages of this Section. Complete the known information and edit the Weathertight Warranty length before inserting as the final pages of Section 07 54 23.

State of Illinois
CAPITAL DEVELOPMENT BOARD

RSMW

Roofing System Manufacturer's Warranty

Manufacturer's Warranty Number(s):

Effective Date:

Ending Date:

Metal Finish Warranty Length:

Watertight Warranty Length: (*20) Years

Manufacturer Name:

CDB Project No. 040-010-122

Telephone #:

Fax #:

CDB Project Manager: Chris MacGibbon

E-Mail:

Agent: Capital Development Board, 3rd Floor,
William G. Stratton Building, Springfield, IL 62706

Address:

Roof Specification-System Name:

Using Agency: Illinois Veterans Home

Total Warranty - Square Footage:

Site Address: 1707 North 12th Street, Quincy

Building Square Footage: (List per CDB Bldg. #)

Building Name: Ehle Laundry

CDB Building No.: W0645

Identify Area of Work: Roof

Building # - s.f.

Building # - s.f.

Additional Building(s): 1707 North 12th Street, Quincy

Building # - s.f.

Building Name: Tradesman Workshop

CDB Building No.: W0623

Identify Area of Work: Roof

in. Ft. Flashing:

Insulation Type(s):

Building Name:

CDB Building No.:

Identify Area of Work:

Roofing Contractor:

Address:

Telephone No.:

Fax #:

Note: Contractor - Complete information above and Section II below.

Note: A/E - Edit Warranty length & complete information above.

WARRANTY

I. The Roofing System Manufacturer hereinafter called "Manufacturer" acknowledges that it has previously reviewed the drawings and specifications for the roofing system and certified that the design is acceptable for this Warranty. The Manufacturer warrants to the Building Owner named above, that, subject to the provisions of this document, the Manufacturer will, at its own expense, make or cause to be made all repairs necessary to maintain the roofing system in a watertight condition during the warranty period stated above which commences on the date of Substantial Completion of the roofing system. System includes:

A. Membrane(s).

B. Flashings (except metal or components not furnished by the Manufacturer as part of its advertised system).

C. Insulation.

D. Fasteners and adhesives.

II. Limitation: The Manufacturer's liability under this Warranty shall be limited to (\$) which is the Owner's original cost of the installed roofing system per CDB Contractor Schedule of Values (CSV).

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CDB 040-010-122

III. OWNER'S RESPONSIBILITY: The Owner will notify the Manufacturer if repairs covered by the Warranty are required. The notice will be by, Telephone, Fax, E-mail, or Mail, to the Manufacturer's office specified in the Manufacturer's Maintenance Manual within 30 days of discovery of leaks or other defects in the roofing system. The Owner will provide the Manufacturer free access to the building during regular business hours over the life of the Warranty. The Owner acknowledges that the Manufacturer has provided its Roofing Maintenance Manual, including instructions necessary for the Owner to inspect and maintain the roofing system during the warranty period.

IV. EXCLUSIONS: The following are excluded from this Warranty:

- A. Roof maintenance for corrections of conditions other than leaks.
- B. Damage to any part of the building (other than the roofing system) or to its contents.
- C. Damage resulting from repairs made to the roofing system without the Manufacturer's prior authorization.
- D. Damage resulting from any one of the following:
 - 1. Settlement, expansion, contraction, cracking, warping, deflection or movement of roof deck, walls, coping structural members or building foundation.
 - 2. Natural disasters (i.e., windstorm, hail, flood, hurricane, cyclone, lighting, tornado or earthquake).
 - 3. Changes in building usage; new installations on, through or adjacent to the roofing system made after the effective date of this Warranty, unless the Manufacturer has given prior written approval of such changes in building usage or new installations.
 - 4. Accidents, vandalism or other uncontrollable events.
 - 5. Lack of positive drainage (standing water) for asphalt built-up systems.
 - 6. Chemical attacks on the membrane from sources unknown or not present at time of roofing installation.
 - 7. Falling objects, misuse or abuse of the roofing system, traffic, recreational activities or storage of material on the roofing system.
 - 8. Infiltration or condensation of moisture in, through or around walls, copings, building structure or underlying or surrounding areas.
 - 9. Movement or deterioration of metal components adjacent to the roof (except where such components are a part of the Manufacturer's advertised roofing system).
 - 10. Failure of materials supplied by others (except where such materials are a part of the specified roofing system certified by the Manufacturer prior to bidding the roofing work).
 - 11. Tests or test cuts not authorized by the Manufacturer.
 - 12. Failure of the Owner to provide maintenance in accord with the Roofing Maintenance Manual.
 - 13. Failure of the Owner to notify the Manufacturer of leaks or other defects within 30 days of discovery.
- E. The implied warranties of merchantability and fitness for a particular purpose are excluded.

In Witness Whereof: Manufacturer and Owner have caused this Warranty to be duly executed on the dates below.

MANUFACTURER: _____,

a State of _____ Corporation with principal office at:

BY: _____

TITLE: _____

DATE: _____

OWNER

Address: _____

BY: _____

TITLE: _____

DATE: _____

E-MAIL THIS FORM: This form may be submitted to CDB electronically for review. Attach a completed form to an e-mail addressed to the CDB Project Manage and/or Roofing Team member. All CDB e-mail addresses are available on our website: www.illinois.gov/cdb

Note: To meet contractual requirements, the form submitted to CDB must have original signatures.

DIVISION 7 – THERMAL & MOISTURE PROTECTION
SECTION 07 62 00 - SHEET METAL FLASHING AND TRIM

PART 1 - GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor to provide and install:
 - a. Formed low-slope roof sheet metal fabrications.
 - b. Formed wall sheet metal fabrications.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Samples: For each exposed product and for each color and texture specified.

1.3 INFORMATIONAL SUBMITTALS

- A. Product certificates.
- B. Product test reports.
- C. Sample warranty.

1.4 CLOSEOUT SUBMITTALS

- A. Maintenance data.

1.5 QUALITY ASSURANCE

- A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. General: Sheet metal flashing and trim assemblies shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.
- B. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes.
 - 1. Temperature Change: 120 deg F, ambient; 180 deg F, material surfaces.

2.2 SHEET METALS

- A. General: Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.
- B. Aluminum Sheet: ASTM B 209, alloy as standard with manufacturer for finish required, with temper as required to suit forming operations and performance required.
 - 1. Exposed Coil-Coated Finish:
 - a. Two-Coat Fluoropolymer: AAMA 2605. Fluoropolymer finish containing not less than 70 percent PVDF resin by weight in color coat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
 - 2. Color: As selected by Architect from manufacturer's full range.
- C. Metallic-Coated Steel Sheet: Provide zinc-coated (galvanized) steel sheet according to ASTM A 653/A 653M, G90 coating designation; prepainted by coil-coating process to comply with ASTM A 755/A 755M.
 - 1. Exposed Coil-Coated Finish:
 - a. Two-Coat Fluoropolymer: AAMA 621. Fluoropolymer finish containing not less than 70 percent PVDF resin by weight in color coat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
 - 2. Color: As selected by Architect from manufacturer's full range.

2.3 MISCELLANEOUS MATERIALS

- A. General: Provide materials and types of fasteners, solder, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal or manufactured item unless otherwise indicated.
- B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal or manufactured item.
 - 1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.
 - a. Exposed Fasteners: Heads matching color of sheet metal using plastic caps or factory-applied coating. Provide metal-backed EPDM or PVC sealing washers under heads of exposed fasteners bearing on weather side of metal.
 - b. Blind Fasteners: High-strength aluminum or stainless-steel rivets suitable for metal being fastened.
 - c. Spikes and Ferrules: Same material as gutter; with spike with ferrule matching internal gutter width.
 - 2. Fasteners for Aluminum Sheet: Aluminum or Series 300 stainless steel.
 - 3. Fasteners for Zinc-Coated (Galvanized) Steel Sheet: Series 300 stainless steel or hot-dip galvanized steel according to ASTM A 153/A 153M or ASTM F 2329.
- C. Solder:
 - 1. For Zinc-Coated (Galvanized) Steel: ASTM B 32, Grade Sn50, 50 percent tin and 50 percent lead or Grade Sn60, 60 percent tin and 40 percent lead.
- D. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape 1/2 inch wide and 1/8 inch thick.
- E. Butyl Sealant: ASTM C 1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for hooked-type expansion joints with limited movement.

2.4 FABRICATION, GENERAL

- A. General: Custom fabricate sheet metal flashing and trim to comply with details shown and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
 - 1. Obtain field measurements for accurate fit before shop fabrication.
 - 2. Form sheet metal flashing and trim to fit substrates without excessive oil canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
 - 3. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.

- B. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
 - 1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with butyl sealant concealed within joints.
 - 2. Use lapped expansion joints only where indicated on Drawings.
- C. Sealant Joints: Where movable, nonexpansion-type joints are required, form metal to provide for proper installation of elastomeric sealant according to cited sheet metal standard.
- D. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.
- E. Fabricate cleats and attachment devices of sizes as recommended by cited sheet metal standard for application, but not less than thickness of metal being secured.
- F. Seams: Fabricate nonmoving seams with flat-lock seams. Tin edges to be seamed, form seams, and solder.
- G. Seams: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with elastomeric sealant unless otherwise recommended by sealant manufacturer for intended use. Rivet joints where necessary for strength.
- H. Seams for Aluminum: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with epoxy seam sealer. Rivet joints where necessary for strength.

2.5 WALL SHEET METAL FABRICATIONS

- A. Through-Wall Flashing: Fabricate continuous flashings in minimum 96-inch-long, but not exceeding 12-foot-long, sections, under copings, and at shelf angles. Fabricate discontinuous lintel, sill, and similar flashings to extend 6 inches beyond each side of wall openings; and form with 2-inch-high, end dams. Fabricate from the following materials:
 - 1. Stainless Steel: 0.016 inch thick.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
 - 1. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.

2. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
 3. Space cleats not more than 12 inches apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
 4. Install exposed sheet metal flashing and trim with limited oil canning, and free of buckling and tool marks.
 5. Torch cutting of sheet metal flashing and trim is not permitted.
- B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
1. Coat concealed side of uncoated-aluminum and stainless-steel sheet metal flashing and trim with bituminous coating where flashing and trim contact wood, ferrous metal, or cementitious construction.
 2. Underlayment: Where installing sheet metal flashing and trim directly on cementitious or wood substrates, install underlayment and cover with slip sheet.
- C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at maximum of 10 feet with no joints within 24 inches of corner or intersection.
1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with sealant concealed within joints.
 2. Use lapped expansion joints only where indicated on Drawings.
- D. Fasteners: Use fastener sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.
- E. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.
- F. Seal joints as required for watertight construction. Prepare joints and apply sealants to comply with requirements in Section 07 90 05 "Joint Sealers."
- G. Rivets: Rivet joints in uncoated aluminum where necessary for strength.

3.2 ROOF FLASHING INSTALLATION

- A. General: Install sheet metal flashing and trim to comply with performance requirements and cited sheet metal standard. Provide concealed fasteners where possible, and set units true to line, levels, and slopes. Install work with laps, joints, and seams that are permanently watertight and weather resistant.

- B. Roof Edge Flashing: Anchor to resist uplift and outward forces according to recommendations in cited sheet metal standard unless otherwise indicated. Interlock bottom edge of roof edge flashing with continuous cleat anchored to substrate.
- C. Pipe or Post Counterflashing: Install counterflashing umbrella with close-fitting collar with top edge flared for elastomeric sealant, extending minimum of 4 inches over base flashing. Install stainless-steel draw band and tighten.
- D. Counterflashing: Coordinate installation of counterflashing with installation of base flashing. Insert counterflashing in reglets or receivers and fit tightly to base flashing. Extend counterflashing 4 inches over base flashing. Lap counterflashing joints minimum of 4 inches.
- E. Roof-Penetration Flashing: Coordinate installation of roof-penetration flashing with installation of roofing and other items penetrating roof. Seal with butyl sealant and clamp flashing to pipes that penetrate roof.

3.3 WALL FLASHING INSTALLATION

- A. General: Install sheet metal wall flashing to intercept and exclude penetrating moisture according to cited sheet metal standard unless otherwise indicated. Coordinate installation of wall flashing with installation of wall-opening components such as windows, doors, and louvers.
- B. Opening Flashings in Frame Construction: Install continuous head, sill, and similar flashings to extend 4 inches beyond wall openings.

3.4 CLEANING AND PROTECTION

- A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
- B. Clean and neutralize flux materials. Clean off excess solder.
- C. Clean off excess sealants.
- D. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions.

END OF SECTION 07 62 00

DIVISION 7 – THERMAL & MOISTURE PROTECTION
SECTION 07 71 00 – ROOF SPECIALTIES

PART 1 - GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. Roof-edge specialties.
2. Roof-edge drainage systems.

B. Related Requirements:

1. Section 06 10 00 "Rough Carpentry" for wood nailers, curbs, and blocking.
2. Section 07 62 00 "Sheet Metal Flashing and Trim" for custom- and site-fabricated sheet metal flashing and trim.
3. Section 07 92 00 "Joint Sealants" for field-applied sealants between roof specialties and adjacent materials.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes.

1.3 QUALITY ASSURANCE

A. Source Limitations: Obtain roof specialties approved by manufacturer providing roofing-system warranty specified in Section 07 54 23 "TPO Roofing".

1.4 DELIVERY, STORAGE, AND HANDLING

- A.** Do not store roof specialties in contact with other materials that might cause staining, denting, or other surface damage. Store roof specialties away from uncured concrete and masonry.
- B.** Protect strippable protective covering on roof specialties from exposure to sunlight and high humidity, except to extent necessary for the period of roof-specialty installation.

1.5 FIELD CONDITIONS

- A. Field Measurements: Verify profiles and tolerances of roof-specialty substrates by field measurements before fabrication, and indicate measurements on Shop Drawings.
- B. Coordination: Coordinate roof specialties with flashing, trim, and construction of parapets, roof deck, roof and wall panels, and other adjoining work to provide a leakproof, secure, and noncorrosive installation.

1.6 WARRANTY

- A. Manufacturer's standard 30 year finish warranty and 20 year wind warranty.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. General Performance: Roof specialties shall withstand exposure to weather and resist thermally induced movement without failure, rattling, leaking, or fastener disengagement due to defective manufacture, fabrication, installation, or other defects in construction.
- B. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes to prevent buckling, opening of joints, hole elongation, overstressing of components, failure of joint sealants, failure of connections, and other detrimental effects. Provide clips that resist rotation and avoid shear stress as a result of thermal movements. Base calculations on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
 - 1. Temperature Change (Range): 120 deg F, ambient; 180 deg F, material surfaces.

2.2 COPINGS

- A. Metal Copings: Manufactured coping system consisting of metal coping cap in section lengths not exceeding 12 feet, concealed anchorage; with corner units, end cap units, and concealed splice plates with finish matching coping caps.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Carlisle – SecurEdge 300
 - b. Firestone, GenFlex – Metal-Era Perma-Tite
 - c. GAF – M-Weld Premier
 - d. Johns Manville – Presto Lock

- e. Mule Hide – Canted Coping
 - f. Versico – VersiTrim 300
2. Metallic-Coated Steel Sheet Coping Caps: Zinc-coated (galvanized) steel, nominal 0.028-inch thickness.
 - a. Surface: Smooth, flat finish.
 - b. Finish: Three-coat fluoropolymer.
 - c. Color: As selected by Architect from manufacturer's full range.
 3. Corners: Factory mitered and soldered continuously welded.
 4. Coping-Cap Attachment Method: Snap-on or face leg hooked to continuous cleat with back leg fastener exposed, fabricated from coping-cap material.
 - a. Snap-on Coping Anchor Plates: Concealed, galvanized-steel sheet, 12 inches wide, with integral cleats.
 - b. Face-Leg Cleats: Concealed, continuous galvanized-steel sheet.

2.3 ROOF-EDGE SPECIALTIES

- A. Roof-Edge Fascia: Manufactured, two-piece, roof-edge fascia consisting of snap-on metal fascia cover in section lengths not exceeding 12 feet and a continuous metal receiver with integral drip-edge cleat to engage fascia cover and secure single-ply roof membrane. Provide matching corner units. Provide extender as required to cover existing construction.
 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Carlisle – SecurEdge
 - b. Firestone, GenFlex – Metal-Era Anchor-Tite
 - c. GAF – EverGuard Drip Edge
 - d. Johns Manville – Drip Edge
 - e. Mule Hide – Drip Edge
 - f. Versico – VersiTrim Drip Edge Fascia
 2. Formed Aluminum Sheet Fascia Covers: Aluminum sheet, 0.040 inch thick.
 - a. Surface: Smooth, flat finish.
 - b. Finish: Two-coat fluoropolymer.
 - c. Color: As selected by Architect from manufacturer's full range.
 3. Corners: Factory mitered and mechanically clinched and sealed watertight.
 4. Splice Plates: Concealed, of same material, finish, and shape as fascia cover.
 5. Receiver: Manufacturer's standard material and thickness.

2.4 ROOF-EDGE DRAINAGE SYSTEMS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Architectural Products Company.
 - 2. ATAS International, Inc.
 - 3. Metal-Era, Inc.
 - 4. SAF (Southern Aluminum Finishing Company, Inc.).
- B. Gutters: Manufactured in uniform section lengths not exceeding 12 feet , with matching corner units, ends, outlet tubes, and other accessories. Elevate back edge at least 1 inch above front edge. Furnish flat-stock gutter straps, gutter brackets, expansion joints, and expansion-joint covers fabricated from same metal as gutters.
 - 1. Aluminum Sheet: 0.032 inch thick.
 - 2. Gutter Profile: Style B as indicated according to SMACNA's "Architectural Sheet Metal Manual."
 - 3. Corners: Factory mitered and continuously welded .
 - 4. Gutter Supports: Gutter brackets Manufacturer's standard supports as selected by Architect with finish matching the gutters.
- C. Downspouts: Open-face rectangular complete with mitered elbows, manufactured from the following exposed metal. Furnish with metal hangers, from same material as downspouts, and anchors.
 - 1. Formed Aluminum: 0.032 inch thick.
- D. Zinc-Coated Steel Finish: Three-coat fluoropolymer.
 - 1. Color: As selected by Architect from manufacturer's full range.
- E. Aluminum Finish: Three-coat fluoropolymer.
 - 1. Color: As selected by Architect from manufacturer's full range.

2.5 MATERIALS

- A. Zinc-Coated (Galvanized) Steel Sheet: ASTM A 653/A 653M, G90 coating designation.
- B. Aluminum Sheet: ASTM B 209, alloy as standard with manufacturer for finish required, with temper to suit forming operations and performance required.
- C. Aluminum Extrusions: ASTM B 221, alloy and temper recommended by manufacturer for type of use and finish indicated, finished as follows:

2.6 MISCELLANEOUS MATERIALS

- A. Fasteners: Manufacturer's recommended fasteners, suitable for application and designed to meet performance requirements. Furnish the following unless otherwise indicated:
 - 1. Exposed Penetrating Fasteners: Gasketed screws with hex washer heads matching color of sheet metal.
 - 2. Fasteners for Aluminum: Aluminum or Series 300 stainless steel.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, to verify actual locations, dimensions, and other conditions affecting performance of the Work.
- B. Examine walls, roof edges, and parapets for suitable conditions for roof specialties.
- C. Verify that substrate is sound, dry, smooth, clean, sloped for drainage where applicable, and securely anchored.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

- A. General: Install roof specialties according to manufacturer's written instructions. Anchor roof specialties securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, underlayments, sealants, and other miscellaneous items as required to complete roof-specialty systems.
 - 1. Install roof specialties level, plumb, true to line and elevation; with limited oil-canning and without warping, jogs in alignment, buckling, or tool marks.
 - 2. Provide uniform, neat seams with minimum exposure of solder and sealant.
 - 3. Install roof specialties to fit substrates and to result in weathertight performance. Verify shapes and dimensions of surfaces to be covered before manufacture.
 - 4. Torch cutting of roof specialties is not permitted.
 - 5. Do not use graphite pencils to mark metal surfaces.
- B. Metal Protection: Protect metals against galvanic action by separating dissimilar metals from contact with each other or with corrosive substrates by painting contact surfaces with bituminous coating or by other permanent separation as recommended by manufacturer.

1. Bed flanges in thick coat of asphalt roofing cement where required by manufacturers of roof specialties for waterproof performance.
- C. Expansion Provisions: Allow for thermal expansion of exposed roof specialties.
1. Space movement joints at a maximum of 12 feet with no joints within 18 inches of corners or intersections unless otherwise indicated on Drawings.
 2. When ambient temperature at time of installation is between 40 and 70 deg F, set joint members for 50 percent movement each way. Adjust setting proportionately for installation at higher ambient temperatures.
- D. Fastener Sizes: Use fasteners of sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance .
- E. Seal concealed joints with butyl sealant as required by roofing-specialty manufacturer.
- F. Seal joints as required for weathertight construction. Place sealant to be completely concealed in joint. Do not install sealants at temperatures below 40 deg F.
- G. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter. Pre-tin edges of sheets to be soldered to a width of 1-1/2 inches; however, reduce pre-tinning where pre-tinned surface would show in completed Work. Tin edges of uncoated copper sheets using solder for copper. Do not use torches for soldering. Heat surfaces to receive solder and flow solder into joint. Fill joint completely. Completely remove flux and spatter from exposed surfaces.

3.3 COPING INSTALLATION

- A. Install cleats, anchor plates, and other anchoring and attachment accessories and devices with concealed fasteners.
- B. Anchor copings with manufacturer's required devices, fasteners, and fastener spacing to meet performance requirements.
1. Interlock face and back leg drip edges of snap-on coping cap into cleated anchor plates anchored to substrate at 30-inch centers .

3.4 ROOF-EDGE SPECIALITIES INSTALLATION

- A. Install cleats, cants, and other anchoring and attachment accessories and devices with concealed fasteners.
- B. Anchor roof edgings with manufacturer's required devices, fasteners, and fastener spacing to meet performance requirements.

3.5 ROOF-EDGE DRAINAGE-SYSTEM INSTALLATION

- A. General: Install components to produce a complete roof-edge drainage system according to manufacturer's written instructions. Coordinate installation of roof perimeter flashing with installation of roof-edge drainage system.
- B. Gutters: Join and seal gutter lengths. Allow for thermal expansion. Attach gutters to firmly anchored gutter supports spaced not more than 30 inches apart. Attach ends with rivets and solder to make watertight. Slope to downspouts.
 - 1. Install gutter with expansion joints at locations indicated but not exceeding 50 feet apart. Install expansion-joint caps.
- C. Downspouts: Join sections with manufacturer's standard telescoping joints. Provide hangers with fasteners designed to hold downspouts securely to walls and 1 inch away from walls; locate fasteners at top and bottom and at approximately 60 inches o.c.
 - 1. Provide elbows at base of downspouts at grade to direct water away from building.
 - 2. Connect downspouts to underground drainage system indicated.

3.6 CLEANING AND PROTECTION

- A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
- B. Clean and neutralize flux materials. Clean off excess solder and sealants.
- C. Remove temporary protective coverings and strippable films as roof specialties are installed. On completion of installation, clean finished surfaces, including removing unused fasteners, metal filings, pop rivet stems, and pieces of flashing. Maintain roof specialties in a clean condition during construction.
- D. Replace roof specialties that have been damaged or that cannot be successfully repaired by finish touchup or similar minor repair procedures.

END OF SECTION 07 71 00

DIVISION 7- THERMAL & MOISTURE PROTECTION

Section 07 90 05 - Joint Sealers

1. GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General contractor provide:

- a. Removal and cleaning of any existing backer sealant as required.
- b. Install sealing and caulking of joints, including joint fillers and accessories as shown on the drawings and specified herein.

1.2 RELATED SECTIONS

A. Specified elsewhere:

- 2. Section 01 33 23 – Shop Drawings, Product Data, & Samples Schedule
- 3. Section 07 54 23 – TPO Membrane Roofing
- 4. Section 09 90 00 – Painting and Coatings

1.3 REFERENCES

- A. ASTM C804 — Recommended Practice for Use of Solvent Release Type Sealers.
- B. ASTM C920 - Standard Specification for Elastomeric Joint Sealants.
- C. ASTM C1193 - Standard Guide for Use of Joint Sealants.
- D. ASTM D1056 - Flexible Cellular Materials--Vinyl Chloride Polymers and Copolymers (Open-Cell Foam).
- E. ASTM D1667 - Standard Specification for Flexible Cellular Materials—Vinyl Chloride Polymers and Copolymers (Closed-Cell Foam).

1.4 SUBMITTALS FOR REVIEW

- A. Submit under provisions of Section 01 33 23.
- B. Product Data: Manufacturer's data on each product including sealer, primer, and cleaners and installation instructions.

- C. Samples for each color to be selected from manufacturer's custom line to match existing colors.

1.5 QUALITY ASSURANCE

- A. Installer to be experienced in a minimum of ten projects of similar size and scope.
- B. Obtain materials from a single manufacturer.
- C. Certificate: From manufacturer of product's compliance with specification requirements and suitability for use in their applications.

1.6 ENVIRONMENTAL REQUIREMENTS

- A. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

1.7 WARRANTY

- A. Correct defective work within a ten year period after Date of Substantial Completion, see section 017836
- B. Warranty: Include coverage for material and labor to replace installed sealants and accessories which fail to achieve watertight seal, exhibit loss of adhesion or cohesion, or do not cure.

2. PRODUCTS

2.1 MANUFACTURER

A SEALANT / SEALER

- 1. DOW - Dow Chemical Co.
- 2. SIKA — Sika Corporation.
- 3. PECO — Pecora Chemical Corporation.
- 4. SON — Sonneborn Building Products.

2.2 MATERIALS

- A Provide joint sealers, joint fillers, and other related materials that are compatible with one another and with substrates under conditions of service and application, as demonstrated by sealer manufacturer based on testing and field experience.

1. Sealer: Two component urethane, gun grade, polyurethane sealant.
Use in exterior construction and expansion joints at concrete beams and columns and masonry walls.. New Backer Rods shall be compatible with Sealer.
 - a. DOW, 790 / 795.
 - b. SON, MasterSeal NP-2.
 - c. SIKA, Sikaflex 15-LM.
2. Mortar / Grout: Air Entrained Structural Mortar / grout with capability for hydraulic placement.

B. Colors: from manufacturer's full range for products of type required.

2.3 ACCESSORIES

- A. Primer: Non-staining type, recommended by sealant manufacturer to suit application.
- B. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
- C. Joint Backing: Round foam rod compatible with sealant; ASTM D1667, closed cell PVC.
- D. Joint Backing in Horizontal Concrete Joints: Dry Oakum – Natural jute rope; federal standard HHP-117.
- E. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

3. EXECUTION

3.1 EXAMINATION

- A. Verify that joint openings are ready to receive work.
- B. Verify that joint backing and release tapes are compatible with sealant.
- C. Verify joint widths are in accordance with manufacturer's recommendations.

3.2 PREPARATION

- A. Remove loose materials and foreign matter which might impair adhesion of sealant.

- B. Clean and prime joints in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Protect elements surrounding the work of this section from damage or disfiguration.

3.3 INSTALLATION

- A. Perform installation in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Perform installation in accordance with ASTM CII 93.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific dimensions are indicated.
- D. Install bond breaker where joint backing is not used.
- E. Install sealant free of air pockets, foreign embedded matter, ridges, and sags, and tool joint as per manufacturer's recommendations.
- F. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.

3.4 CLEANING

- A. Clean adjacent soiled surfaces.
- B. Remove damaged or defective work.

3.5 PROTECTION OF FINISHED WORK

- A. Protect sealants until cured from damage or contamination

END OF SECTION 07 90 05

DIVISION 9 - FINISHES

Section 09 90 00 - Painting and Coatings

1. GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor provide material and labor to finish paint:
 - a. Surfaces that are scheduled to be finished and noted to receive finish on the project drawings and specifications.
 - b. Touch-up work on any affected areas, such as exterior trim, wall surfaces, adjacent surfaces, and/or related surfaces, etc.

1.2 RELATED WORK

A. Specified elsewhere:

1. 01 11 00 - Project Summary.
2. 01 33 23 - Shop Drawings.
3. 06 10 00 - Carpentry

1.3 SUBMITTALS: Make in accord with 01 33 23.

- A. Materials List: Complete list of all painting and finish materials proposed for use.
- B. Unsuitability of Materials: No claim by the Contractor concerning unsuitability of any material specified, or his ability to produce first-class work with same, will be entertained unless such claim is made in writing to the Architect/Engineer prior to starting work.
- C. All paint materials shall meet Class A, 0-25 flame spread rating.

1.4 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver all material to the site in manufacturer's original containers with labels intact and seals unbroken. Store in well-ventilated space, secure against theft and vandalism.
Receive, open, and mix all paint in this space. If this space is on the building premises, the Contractor shall protect the floor with drop cloths or building paper. Keep storage clean and neat. Remove soiled paint rags daily. Any damaged or otherwise unacceptable products or containers shall also be removed daily. Take all precautions to avoid fires.

1.5 ENVIRONMENTAL CONDITIONS

- A. Paint surfaces only when they are free from moisture, or properly dry such surfaces before painting. Do not paint exterior surfaces less than 72 hours after a rain, nor during periods of dew or fog unless specifically approved by the paint manufacturer. Do not paint when ambient temperature is below 50 degrees F unless directed otherwise in writing by the Architect/Engineer. Comply with manufacturer's recommendations as to conditions under which coatings or a coating system can be applied. Do not apply paint in areas where dust is being generated.

1.6 SCAFFOLDING AND PROTECTION

- A. Provide and maintain all scaffolding, staging, ladders, planks, and drop cloths required for proper execution of work. Remove when no longer needed. If necessary, temporarily remove such items to avoid interference with work of other trades and relocated at no additional expense to the Project. Protect all other surfaces, items, and the work of all other trades from damage and/or staining due to painting operations. Likewise, protect painted and finished surfaces from damage or defacement due to other work in the building. Contractor will be responsible for restoring, repairing and/or replacing all work damaged either by painting operations or by failure to provide and maintain protection against damage to his own work.

2. PRODUCTS

2.1 MANUFACTURERS

- A. Materials are specified by brand names to establish quality standard; or by performance requirements and general product description. Do not deliver any but approved materials to the job. Materials selected for coating systems for each type surface shall be products of a single manufacturer, except for shop-primed items.

2.2 MATERIALS

A. INFORMATION CONTAINED IN OR ON THE PROJECT DRAWINGS:

The accompanying drawings will indicate the finishing of such surfaces as exterior wood trim, wood components, and touch-up of metal assemblies.

B. SCHEDULE OF FINISHES AND FINISH DESIGNATIONS

The following schedule of finishes and finish designations will explain the finish system used in these specifications and on the drawings:

PAINT SYSTEMS - EXTERIOR:

Hardboard / Wood / Composite Material, Opaque, Latex, 2 coats.

1. One coat of latex enamel (thinned)
2. One coat of latex enamel; sheen as directed.

Concrete / Masonry, Opaque, Alkyd, 2 coats.

1. One coat of block filler (tinted)
2. One coat of alkyd enamel; Sheen as directed.

Concrete / Masonry, Opaque, latex, 2 coats.

1. One coat of block filler (tinted).
2. One coat of latex enamel; Sheen as directed.

Ferrous Metals, Unprimed, Opaque, latex, 3 coats.

1. One coat of alkyd primer.
2. Two coats of alkyd enamel; Sheen as directed.

Ferrous Metals, Primed, Opaque, Alkyd, 2 coats.

1. Touch-up with alkyd primer.
2. Two coats of alkyd enamel; Sheen as directed.

Galvanized Metals, Opaque, Alkyd, 3 coats.

1. One coat galvanize primer.
2. Two coats of alkyd enamel; Sheen as directed.

Gypsum Board/Plaster, Opaque, Alkyd, 3 coats.

1. One coat of alkyd primer sealer.
2. Two coats of alkyd enamel; Sheen as directed.

Gypsum Board/Plaster, Opaque, Epoxy, 3 coats.

1. One coat of latex primer sealer
2. Two coats of two component washable chemical resistant, water based, epoxy/finish coating; Sheen as directed.

Gypsum Board / Plaster, Opaque, acrylic, 3 coats.

1. One coat of latex primer sealer.
2. Two coats of acrylic enamel; Sheen as directed.

C. General Painting Specifications: Manufacturers

1. Designations: Following abbreviations to identify listed manufacturers:
 - a. P&L.....Pratt & Lambert, Chicago, IL.
 - b. S-W.....The Sherwin-William Co., Cleveland, OH.
 - c. BM.....Benjamin Moore & Co., Montvale, NJ.
 - d. D.....Devoe & Raynolds Co., Louisville, KY.
 - e. MAB.....M.A. Bruder & Sons, Inc., Broomall, PA

2. Prime Coats: Paint all exposed surfaces one coat. Where surfaces have been shop-primed, spot prime only to touch-up damaged areas.
 - a. Metal Surfaces:
 - 1) Not Galvanized:
 - a) P&L.....Effecto Rust Inhibiting Primer.
 - b) S-W.....Kromick Metal Primer.
 - c) BM.....Ironclad Retardo Rust-Inhibitive Paint.
 - 2) Galvanized:
 - a) P&L.....Galvanized Metal Latex Primer.
 - b) S-W.....Zinc Chromate Primer.
 - c) BM.....Ironclad Galvanized Metal Primer.
 - b. Gypsum Wallboard / Plaster / Wood / Composite Materials:
 - 1) All types:
 - a) P&L.....Vapex Primer.
 - b) S-W.....Latex Primer.
 - c) BM.....Latex Quick Dry Prime Seal.
 - c. Concrete Block Surfaces:
 - a) P&L.....Primafil.
 - b) S-W.....Heavy Duty Block Filler.
 - c) BM.....Block Filler 145.
3. Finish Coats: All surfaces shall receive two (2) finish coats unless noted otherwise. All surfaces shall not have a "flat" sheen; surface must be "semi-gloss".
 - a. Exterior Surfaces: Match Existing adjacent Colors
 - 1) Metal Frames, Steel (W2) Satin:
 - a) P&L.....Aqua Satin Enamel.
 - b) S-W.....ProMar 200 Latex Enamel.
 - c) BM.....Moorcraft Latex Enamel.
 - 2) Gypsum Wallboard / Plaster: Match Existing Adjacent Color
 - a) P&L.....One coat-Vitra-Shield Stippling Eggshell.
 - b) S-W..... Promar 200 Alkyd Eggshell Enamel.
 - c) D.....Velour Interior Alkyd Eggshell Enamel.
 - 3) Concrete Block: Match Existing Adjacent Color
Adjacent Surfaces
 - a) P&L.....One coat Vitra-Shield Stippling Eggshell.
 - b) S-W.....One coat Promar 200 Alkyd Eggshell Enamel.
 - c) D.....One coat Velour Interior Alkyd Eggshell Enamel.

D. Materials for General Use:

1. Thinner: Follow manufacturer's recommendation for respective product.
2. Linseed Oil: Pure first quality, ASTM D260.
3. Putty: Pure linseed oil putty of standard manufacture with 25% white lead and sufficient varnish, thoroughly mixed to minimize shrinkage. Match final finish color of adjoining surface.
4. Coloring: Use tinting colors recommended by paint manufacturer for intended purpose.
5. Shellac: Type I, Bleached, No. 4, cut with pure grain alcohol. ASTM D207.

3. EXECUTION

3.1 SURFACE PREPARATION

- A. This Contractor shall be solely responsible for the finished appearance of his work and, therefore, he shall not commence any painting until surfaces are in proper condition. Only nominal cleaning and minor patching are expected of this Contractor. If a surface requires major repair or cannot be painted as specified, the Architect/Engineer must be notified immediately in writing. Starting of work constitutes Contractor's acceptance of surfaces involved. Contractor will be required to replace all unsatisfactory work caused by improper or defective preparation, at no additional cost to the Project.
- B. Make sure all surfaces are free from dust, dirt, and any other substances which might interfere with functioning and proper application of paint system.
- C. Before painting, surfaces must be acceptable to and approved by the Architect/Engineer.
- D. All steel and ferrous metal surfaces will have been primed before installation as specified in other divisions. Wirebrush bolts, welds, and places where prime coat has been damaged. Remove all loose paint, rust, and scale. Apply one coat of specified primer.
- E. Hand sandpaper wood surfaces and dust clean. Seal knots and sappy portions with clear shellac. Putty all nail holes, cracks, after prime coat is dry.
- F. Wash galvanized surfaces with a vinegar solution or mineral spirits.
- G. Gypsum / Plaster surfaces shall be dry, clean and free of other contaminants, free of flaking, crumbling, or chalking. Dull glossy old paints by light sanding. Remove any loose, chipped, peeling or blistered old paint by scraping or sanding. Patch holes and cracks.

3.2 INSTALLATION/APPLICATION/PERFORMANCE

- A. Employ only skilled and experienced painters, working under supervision of capable foreman. All workmanship must be of highest quality, to the Architect/Engineer's satisfaction.
- B. Apply all materials in accord with manufacturer's current printed directions. Thin materials only for proper workability and only in compliance with such directions. Flow all materials on smoothly, without runs or sagging, and free from drops, ridges, laps and brush marks. Ensure that all coats are thoroughly dry before applying succeeding coats. Sand surfaces between coats as necessary to produce a smooth finish.
- C. Tinting and matching of colors shall be done to the satisfaction of the Architect/Engineer, by inspection of a test area on the actual surface.
- D. Painting includes all exposed surfaces of every member. Before installation, paint all parts which will be inaccessible after assembly.
- E. Complete surfaces shall be free of blistering, running, peeling, scaling, streaks and stains.
- F. Appropriate trades will remove hardware, lighting fixtures, and heating equipment as required to permit painting of surrounding surface. Upon completion of painting, they will replace and reconnect such items.
- G. Do not paint over UL labels.

3.3 ADJUST AND CLEAN

- A. Upon completion of work, carefully inspect all painted surfaces for defects needing retouching. Leave all other surfaces clean and free from all paint, stain, spatters, smears, and smudges resulting from painting work.
- B. Remove all scaffolding, tools, equipment and temporary protection. Remove surplus materials, containers, debris, and rubbish resulting from painting work.

END 09 90 00

PART 1 --- GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. General Contractor:

- i) Work contemplated under this section consists of the demolition, removal, and relocation / reinstallation of existing Mechanical (HVAC) systems as indicated on the accompanying drawings and specified hereafter or as directed by the Architect.

1.2 SPECIAL INSTRUCTIONS, NOT CONTAINED HEREIN

- A.** Contractors are referred to "Instructions to Bidders" for any special instructions that may affect work on this Project.

1.3 APPLICABLE CODES AND ORDINANCES

- A.** All Mechanical work on this project shall be done in accordance with the requirements of applicable Federal, Municipal, County, and State codes, ordinances, or statutes. Each Contractor shall be responsible for familiarizing himself with all such requirements applicable to his work on this Project.
- B.** Cited references, or specified portions thereof, current at date of bidding documents, unless otherwise specified, govern the work. In conflict between cited standards and project specifications, do not proceed with any work until Engineer issues written clarification.

1.4 LICENSES, PERMITS, AND INSPECTIONS

- A.** Contractors shall secure all licenses and permits required for work on this project and shall arrange and pay for all inspections prescribed by applicable codes and ordinances. All such expenses incurred shall be included in the bid or proposal for work on this project.

1.5 PROJECT CLEAN-UP

- A.** Upon completion of this project, contractors shall be required to:
- 1. Remove manufacturer's stickers, tags, marking, and other temporary identification from all equipment and accessories.
 - 2. Thoroughly clean all fixtures and other equipment provided as part of this project.
 - 3. Remove all markings on equipment and building surfaces placed during construction by this contractor.
 - 4. Remove all waste, scrap, excess, and offal entirely from this project.
 - 5. Provide any other clean-up service as required to present the best quality finished appearance a new project deserves.

1.6 SUBMITTALS

- A. Product data and Shop drawings: Submit as per Section 01 33 23.
- B. Substitutions: Manufacturers not named, or specified herein may be considered for use on this Project, upon request in writing to the Architect/Engineer, at least ten (10) days prior to the receipt of bids. Manufacturers not specifically named, or specified by Addenda, will not be considered for use on this Project. Also refer to Section 01 33 23.

1.7 WORK INCLUDES

- A. Modify, remove, and / or reinstall existing exhaust fans, roof hoods, combustion vent piping as required and install new insulated curbs and boots as required.

1.8 ELECTRICAL SERVICE CONNECTIONS BY OTHERS

- A. All mechanical equipment as required.

1.9 RELATED WORK BY OTHERS

- A. Mechanical equipment and vent terminal flashing
- B. Electric connections other than low voltage temperature control work
- C. Thermostat wall boxes and low voltage wiring empty conduit terminated "open" above ceilings

1.10 RELATED SECTIONS

- A. Specified elsewhere:
 - 1. Division 1 - General
 - 2. 07 90 05 - Joint Sealers
 - 3. Division 26 - Electrical

1.11 DELIVERY, STORAGE, AND HANDLING

- A. Materials shall be suitably packaged by manufacturer to prevent damage during shipment. Damaged materials will not be acceptable for use.
- B. Store materials on site in clean, dry storage area; when outside, elevated above grade and enclosed with durable watertight wrapping.
- C. Handle all materials carefully to prevent damage. Minor scratches, marks, or blemishes to finish shall be repaired to satisfaction of Engineer.

END OF SECTION 23 05 00

PART 1 GENERAL

1.1 SCOPE OF WORK

- A. Work contemplated under this section consists of the demolition, removal, and relocation / reinstallation of existing electrical conduits, circuits, etc as indicated on the accompanying drawings and specified hereafter or as directed by the Architect.

1.2 SPECIAL INSTRUCTIONS, NOT CONTAINED HEREIN

- A. The Electrical Contractor is referred to the "Procedural Documents" and "General Conditions" sections of this specification for any special instructions that may affect his bid or his work on this project.

1.3 APPLICABLE CODES AND ORDINANCES

- A. All electrical work on this Project shall be in compliance with the requirements of the NFPA 70 – National Electrical Code 2011. The Electrical Contractor shall be responsible for familiarizing himself with all such requirements applicable to electrical work on this Project.

1.4 REFERENCES

- A. Cited references, or specified portions thereof, current at the date of bidding documents, unless otherwise specified, govern the work. In conflict between cited standards and project specifications, do not proceed with any work until Architect issues written clarification.

1.5 LICENSES, PERMITS, AND INSPECTIONS

- A. See the "General Conditions" section of this specification.
- B. The Electrical Contractor shall secure all licenses and permits required for work on this Project and shall arrange for all inspections required by all codes and/or ordinances. All such fees or charges for licenses, permits, and inspections shall be paid for by the Electrical Contractor and shall be included in his bid.

1.6 PROJECT CLEAN-UP

- A. Upon completion of this Project, this Contractor shall be required to:
 - 1. Remove manufacturer's stickers, tags, marking, and other temporary identification from all equipment and accessories.
 - 2. Thoroughly clean all lighting fixtures, and other equipment provided by this contractor.
 - 3. Remove all markings on equipment and building surfaces placed during construction by this Contractor.
 - 4. Remove all waste, scrap, excess, and offal entirely from this project.
 - 5. Provide any other clean-up services as required to present the best-quality finished appearance a new Project deserves.

1.7 WORK INCLUDES

- A. Removal and relocation / reinstallation of existing electrical circuits, etc., as required.

1.8 SYSTEM DESCRIPTION

- A. Basic materials include:
 - 1. Wire and cables.
 - 2. Hangers, supports, anchors and fasteners.
 - 3. Conduit, raceways, and fittings.
- B. Provide all new materials, without blemish or defect, in accord with standards specified and labeled by a Nationally Recognized Testing Laboratory (NRTL).

1.9 DELIVERY, STORAGE, AND HANDLING

- A. See the "General Conditions" section of this specification, paragraph #17.
- B. Materials shall be suitably packaged by manufacturer to prevent damage during shipment. Damaged materials will not be acceptable for use.
- C. Store materials on site in clean, dry storage area; when outside, elevated above grade and enclosed with durable watertight wrapping.
- D. Handle all materials carefully to prevent damage. Minor scratches, marks, or blemishes to finish shall be repaired to satisfaction of Architect.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Standard manufactures to match existing "in-kind."

2.2 MATERIALS

- B. Standard materials to match existing "in-kind."

PART 3 EXECUTION

3.1 INSTALLATION

- A. Coordinate work schedules and procedures with Owner or Owner's representative.
- B. Cooperate with other Contractors working on Project.
- C. Coordinate work with other Contractors regarding location and size of pipes, raceways, ducts, openings, switches, and outlets.
- D. Install all equipment with ample space allowed for removal, repair, or changes to equipment.

- E. Where cutting or drilling is required to facilitate raceway penetrations, patch and repair surfaces to their original state. Do not cut or drill structural members without prior written approval of Architect.
- F. Layout holes in advance. Notify Architect prior to drilling through structural sections, for determination of proper layout.
- G. Make roof seals watertight. Use PVC sleeves in walls and floors for precast holes, or core drill walls and floors as approved by Architect for installation of conduit. Caulk and seal annular space around conduit as specified herein.
- H. At Project completion, clean all equipment to the original finish. Remove all shipping labels.

END OF SECTION 26 05 26