

SECTION 01 12 00**ALTERATION PROJECT PROCEDURES****PART 1 - GENERAL****1.1 SUMMARY**

- A. Division 1 - General Requirements of Project Manual governs the execution of all Specification Sections within Divisions 2 through 28.

1.2 RELATED REQUIREMENTS

- A. Section 01 01 00: Summary of Work.
- B. Section 01 04 50: Cutting and Patching.
- C. Section 01 30 00: Submittals.
- D. Section 01 50 00: Construction Facilities and Temporary Controls.
- E. Section 01 70 00: Contract Closeout.

1.3 SYSTEM DESCRIPTION

- A. Schedule Work in sequence and within time specified in Section 01 01 00.
- B. Submit separate detailed sub-schedule for alterations work, coordinate with Construction Schedules. Indicate the following as a minimum:
 - 1. Each stage of work and dates of occupancy of areas.
 - 2. Date of Substantial Completion for each area of alterations work, as appropriate.
 - 3. Trades and subcontractors employed in each stage.

1.4 QUALITY ASSURANCE

- A. Coordinate work of trades and schedule elements of alterations and renovation work by procedures and methods to expedite completion of Work.
- B. In addition to demolition work specified in Section 23 00 00 and that specifically shown, cut, move or remove items as necessary to provide access or to allow alterations and new work to proceed including items as follows:
 - 1. Repair or removal of unsanitary conditions.
 - 2. Removal of abandoned items and items serving no useful purpose, such as abandoned piping, conduit and wiring.

3. Removal of unsuitable or extraneous materials not indicated for salvage, such as abandoned furnishings and equipment, and debris, such as rotted wood, rusted metals and deteriorated concrete.
 4. Cleaning of surfaces, and removal of surface finishes as needed to install new work and finishes.
- C. Patch, repair and refinish existing items to remain, to specified condition for each material, with smooth transition to adjacent new items of construction.
 - D. Assign work of moving, removal, cutting and patching, to trades qualified to perform work in manner to cause least damage to each type of work and provide means of returning surfaces to appearance of new work.
 - E. Perform cutting and removal work to remove minimum necessary, and in manner to avoid damage to adjacent work. Cut finish surfaces such as masonry, tile, plaster or metals, by methods to terminate surfaces in straight line at natural point of division.
 - F. Perform cutting and patching as specified in Section 01 04 50.
 - G. Protect existing finishes, equipment and adjacent work which is scheduled to remain from damage. Protect existing and new work from weather and extremes of temperature. Maintain existing interior work above 60 degrees F. Provide weather protection, waterproofing, heat and humidity control as needed to prevent damage to remaining existing work and to new work.
 - H. Provide temporary enclosures to separate work areas from existing building and from areas occupied by Owner, and to provide weather protection.
 - I. Discoveries of construction, furnishings and articles having historic or private value shall remain in the possession of Owner.
 1. Promptly notify Engineer of discovery.
 2. Protect discovery from damage from elements of work.
 3. Engineer will promptly transmit Owner's decision for disposition of discovery.
 4. Contractor shall store items to be retained by Owner in safe, dry place on site, or shall dispose of items which Owner releases.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Salvage sufficient quantities of cut or removed material to replace damaged work of existing construction, when material is not readily obtainable on current market. Store salvaged items in dry, secure place on site.
- B. Items not required for use in repair of existing work shall remain property of Owner.

- C. Do not incorporate salvaged or used material in new construction except with permission of Engineer.

2.2 PRODUCTS FOR PATCHING, EXTENDING AND MATCHING

- A. Provide same products or types of construction as that in existing structure, as needed to patch, extend or match existing work. Generally Contract Documents will not define products or standards of workmanship present in existing construction. Contractor shall determine products by inspection and any necessary testing and by use of existing as sample of comparison.
- B. Presence of product, finish or type of construction, requires that patching, extending or matching shall be performed as necessary to make Work complete and consistent to identical standards of quality.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Contractor's Examination of Site:
 1. By executing contracts, Contractor and each subcontractor shall represent that they have:
 - a. Visited the site.
 - b. Made due allowances for difficulties and contingencies to be encountered.
 - c. Compared Contract Documents with work in place.
 - d. Informed themselves of existing conditions and work by others being performed.
 - e. Notified the Engineer of any ambiguity, inconsistency or error they have discovered within the Contract Documents or between the Contract Documents and existing conditions.
 2. Failure to visit site shall in no way relieve Contractor or subcontractor from furnishing materials or equipment or performing work that may be required to complete Work in accordance with Contract Documents at no additional cost.
 3. Contractor or subcontractors will not be given extra payment for work related to conditions which can be determined by examinations of the site conditions.
 4. Contractor or subcontractors will not be given extra payment for work related to ambiguities, inconsistencies or errors within the Contract Documents and the existing conditions, when such ambiguities, inconsistencies or errors are known or should have been known by Contractor or subcontractors prior to execution of Contract, unless Contractor or subcontractors have notified Engineer in writing of such condition prior to execution of Owner/Contractor Agreement.

3.2 PREPARATION

- A. Existing building will remain in use by Owner.
- B. Access by Contractor to portions of Owner's property beyond the actual area of Work under this Contract is denied, except where necessary to perform the Work, and then only with specific written approval from Owner for each incidence.
- C. Contractor shall accept site and existing building in condition in which they exist at time he is given access to begin the Work.
- D. While Work under this Contract is in progress, protect existing buildings, grounds, contents and occupants, including those on adjacent property, whether private or public, from damage or harm due to Work under this Contract.

3.3 APPLICATION

- A. Quality of patched or extended work shall not be less than that specified for new work.
- B. When new work abuts or finishes flush with existing work, make smooth transition. Patched work shall match existing adjacent work in texture and appearance so that patch or transition is invisible at distance of 5'.
- C. When finished surfaces are cut in such manner that smooth transition with new work is not possible, terminate existing surface in straight line at natural line of division, and provide trim appropriate to finished surface.

3.4 ADJUSTING

- A. Where extreme change of plane of 2" or more occurs, request instructions from Engineer as to method of making transition.
- B. Provide adequate support of substrate prior to patching finish.
- C. Refinish patched portions of painted or coated surfaces in manner to produce uniform color and texture over entire surface. When existing surface finish cannot be matched, refinish entire surface to nearest intersections.

3.5 CLEANING

- A. Perform periodic and final cleaning.
- B. At completion of work for each trade, clean area and make surfaces ready for work of successive trades.

- C. At completion of alterations work in each area, provide final cleaning and return space to condition suitable for use by Owner.

END OF SECTION