

SECTION 01 25 00 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Requirements:
 - 1. Section 01 23 00 "Alternates" for products selected under an alternate.
 - 2. Section 01 60 00 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.2 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
 - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
 - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

1.3 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use form provided at the end of this section.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
 - b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractor's, that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and

- requirements indicated. Indicate deviations, if any, from the Work specified.
- d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.
 - g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - i. Research reports evidencing compliance with building code in effect for Project, from 2009 International Building Code.
 - j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
 - k. Cost information, including a proposal of change, if any, in the Contract Sum.
 - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
 - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor through Construction Manager of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.
- 1.4 QUALITY ASSURANCE
- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.
- 1.5 PROCEDURES
- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Requested substitution provides sustainable design characteristics that specified product provided.
 - c. Substitution request is fully documented and properly submitted.
 - d. Requested substitution will not adversely affect Contractor's construction schedule.
 - e. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - f. Requested substitution is compatible with other portions of the Work.
 - g. Requested substitution has been coordinated with other portions of the Work.
 - h. Requested substitution provides specified warranty.
 - i. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Not allowed.

PART 3 - EXECUTION (Not Used)

END OF SECTION

Maine Medical Center
Bean 2 Roof Addition
For Construction
Issued for Permit

PERKINS+WILL
C140135461 (MMC) /152168.00 (P+W)
June 14, 2013
February 07, 2014

REQUEST FOR SUBSTITUTION

TO: Perkins+Will
225 Franklin Street, Suite 1100
Boston, MA 02110

FROM:

Name of manufacturer

Street address

City and state

Phone number and name of person to contact

PROJECT: Name: Maine Medical Center - Bean 2 Roof Addition
Portland Maine
MMC Job Number: C140135461
Architect's Job Number: 152168.00

1. Specification Section and Paragraph numbers of product specified
_____.
2. Proposed Substitute
 - A. Name and Model No.:
 - B. Description:
 - C. Attach applicable Submittals as required by the referenced Specification Section, i.e. Product Data, Materials List, Shop Drawings, Samples, Design Data, Test Reports, and Certificates. Attach Shop Drawings to the effect of the proposed substitution on adjacent components of the Work.
 - D. Insert Numbers of applicable reference standards:
 - E. Attach a color chart, if applicable.
 - F. Attach installation instructions.
3. Manufacturer's Reputation: Attach the following:
 - A. Evidence of reputation for prompt delivery.
 - B. Evidence of reputation for efficiency in servicing products.
4. Comparison: Attach an itemized comparison of the proposed substitution with product specified. Significant qualities may include elements such as size, weight, durability, performance, and visual effects.

5. Changes in Work: Attach data relating to changes required in other work to permit use of proposed substitution and changes required in construction schedule and overall contract time. Coordinate changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors that will be necessary to accommodate the proposed substitution.
6. Cost Data: Attach accurate cost data on proposed substitution in comparison with product specified.
7. Previous Installation: Provide the following information on similar projects on which proposed substitution was used, list projects in the locale of the project primarily and then in other areas that best represent its application on this project:

<u>Name and Address of Project</u>	<u>Date of Installation</u>	<u>Name, Address, and Phone # of Architect</u>
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- A.
 - B.
 - C.
 - D.
8. In making a request for substitution, the Manufacturer represents that:
 - A. He has examined the Drawings and Specifications and has determined that, to the best of his knowledge, the proposed substitution is appropriate for the use intended in the Drawings and Specifications.
 - B. He will provide the same or better warranty for substitution as for product or method specified.
 - C. The product is equal or better in quality and serviceability to the specified item.
 9. In making a request for substitution, the Installer and Contractor each represents that:
 - A. He will coordinate the installation of accepted substitution into the Work, making such changes as may be required for the Work to be complete in all respects.
 - B. He waives all claims for additional costs related to substitution which consequently become apparent.

- C. Cost data is complete and includes all related costs under his Contract, but excludes costs under separate contracts and the Architect's redesign costs.
- D. The substitution meets the requirements of the Contract Documents, regardless of the evidence submitted or any review or independent investigation by the Owner or the Architect.

Name of Manufacturer and signature of Manufacturer's Rep. Date

Name of Installer and signature of Installer's Rep. Date

Name of Contractor and signature of Contractor's Rep. Date

8. In making a request for substitution, the Manufacturer represents that:
- A. He has examined the Drawings and Specifications and has determined that, to the best of his knowledge, the proposed substitution is appropriate for the use intended in the Drawings and Specifications.
 - B. He will provide the same or better warranty for substitution as for product or method specified.
 - C. The product is equal or better in quality and serviceability to the specified item.

Name of Manufacturer and signature of Manufacturer's Rep. Date

Name of Contractor and signature Date