ABREVIATACTAcoustic TileAFFAbove FinishALTAlternateBLDGBuildingBMBench MarkBTMBottomCBCatch BasinCTCeramic TileCJControl JointCLGCeilingCMUConcrete MasCONCConcrete	GA	Gauge D Gypsum Board Hollow Metal High Point Heating	R RD REINF REQ'D REV RO	Radius Roof Drain Reinforcement Required	<ul> <li>Patch or repair as required existing surfaces not scheduled to be removed that damaged by work.</li> <li>Where areas of ceilings are demolished: Repair remaining areas of ceiling th by demolition by providing new ceiling to match existing. Affected rooms or ar have a uniform, consistent appearance coordinate bracing support for lighting for seismic bracing as per code).</li> <li>Remove floor finishes and adhesive as shown on the drawings and prep (pate</li> </ul>
AFFAbove Finish ALTALTAlternateBLDGBuilding BMBMBench Mark BTMBTMBottomCBCatch Basin CTCTCeramic Tile CJCJControl Joint CLGCLGCeiling CMUCMUConcrete Mas	ed Floor GYP B HM HP HTG ID	D Gypsum Board Hollow Metal High Point Heating	RD REINF REQ'D REV	Roof Drain Reinforcement Required	<ul> <li>Where areas of ceilings are demolished: Repair remaining areas of ceiling th by demolition by providing new ceiling to match existing. Affected rooms or ar have a uniform, consistent appearance coordinate bracing support for lighting for seismic bracing as per code).</li> <li>Remove floor finishes and adhesive as shown on the drawings and prep (pate)</li> </ul>
BMBench MarkBTMBottomCBCatch BasinCTCeramic TileCJControl JointCLGCeilingCMUConcrete Mas	HP HTG ID	High Point Heating	REV		Remove floor finishes and adhesive as shown on the drawings and prep (pate
CT Ceramic Tile CJ Control Joint CLG Ceiling CMU Concrete Mas		Incide Diameter		Revision Rough Opening	to receive new finishes. Prepare floor surfaces for new finishes in accordance manufacturer's recommendations for the products to be installed. Level areas adjacent finishes that exceed a 1/2" height allowed by Accessibility Codes. ( <i>I</i> )
	INT JT sonry Unit LAV	Inside Diameter Insulation Interior Joint Lavatory	SF SIM SPEC S STL STD SUSP	Square Feet Similar Specifications Stainless steel Standard Suspended	<ul> <li>reclamation is part of project scope, see Carpet Reclamation notes below).</li> <li><u>SALVAGE ITEMS:</u></li> <li>Carefully remove and protect items noted to be re-used or salvaged for Owner or for building stock.</li> </ul>
CONT Continuous DF Drinking Four DIA Diameter	LP	Low Point Maximum Mechanical	TYP UON	Typical Unless Otherwise Noted	<ol> <li>Items not indicated to be re-used or salvaged shall be disposed of properly and ir with local regulations</li> <li><u>HEALTH, SAFETY, &amp; WELFARE</u></li> </ol>
	MO NIC emain	Metal Manufacturer Minimum Masonry Opening Not In Contract	VCT WC WD WWF	Vinyl Composition Tile Water Closet Wood Welded Wire Fabric	<ol> <li>Take all necessary precautions during demolition (and Construction) to protect an integrity and operation of existing or temporary life safety and emergency system and protect emergency egress from the project area. (temporary structure may be protection of health safety and welfare of the building occupants, contractor to de extents of enclosures; if not shown on drawings.)</li> <li>Coordinate with the architect and owner any existing telephone and security item removed or Re-Used and reinstalled as directed. (including all items that may be tenant or building contract)</li> </ol>
EXT Exterior FA Fire Alarm FD Floor Drain FE Fire Extinguis FEC Fire Extinguis	OD OH O/O OPNG sher OPP sher	Outside Diameter Overhead Out to Out Opening Opposite			<ol> <li>Provide egress enclosures as noted or implied.</li> <li>Waste Management: General Project requirements:</li> <li>Contractor is responsible for removal of all demolition (and Construction) debris Coordinate removal with Building Requirements and follow all building rules and not overload structure of floor assembly in any area. Take necessary precautions</li> </ol>
FIN FLR Finish Floor FRT Fire Retardar	PLBG nt Treated POL PTD	Plumbing Polished Painted			<ul> <li>existing building construction and finishes from damage through out the project s</li> <li>2. All items indicated to be removed and items not indicated to be re-used in the fut disposed of properly. coordinate with owner/landlord processes for access and r the building, and coordinate with any potential LEED waste management require project.</li> </ul>
1. DO NOT SCALE T	HE DRAWINGS.	VERIFY FIELD CONDIT	IONS PRIC	IR TO TE ALL SITE	<ol> <li>Verify LEED requirements for project, if any, with respect to disposition of demoli re-clamed materials.</li> </ol>
REQUIREMENTS, DISCREPANCIES,	ISSUES, AND UT	LITIES. NOTIFY ARCH ADA ISSUES.	IITECT OF /	ANY	GENERAL CONSTRUCTION NOTES CODES, PERMITS, AND REGULATIONS
FOR RESOLUTION BEYOND "STAND/ CLARIFICATION F DOCUMENTS IS C	N OF ALL DISCRE ARD ACCEPTED ( ROM MANAGEME ON CONTRACTOR	PANCIES PRIOR TO CO CONSTRUCTION PROC ENT AND NOT CONFOR 'S RISK TO PROCEED.	ONSTRUCT EDURE" W RMING TO (	ION. PROCEEDING ITHOUT CONSTRUCTION	<ol> <li>Contractor is responsible for securing all permits required by local authorities have</li> <li>Work shall comply with applicable codes, amendments, rules, regulations, ordin orders, approvals, etc., which are required by authorities having jurisdiction. In the conflict, the most stringent requirements shall govern. Requirements include, but necessarily limited to, the currently applicable editions or publications of the follow A. Ohio Building Code (OBC) based upon the International Building Code</li> </ol>
REMOVED FROM 4. LIGHT FIXTURES OR THE SUSPENI	SITE. SHALL BE SUPPO DED CEILING GRI	PRTED INDEPENDENT	LY OF SUS	PENDED CEILINGS, I SIX (6) INCHES OF	<ul> <li>B. National Fire Protection Association (NFPA)</li> <li>C. American National Standards Institute (ANSI)</li> <li>D. Other applicable local and municipal codes</li> <li>3. Upon completion, the Tenant/Owner is responsible for posting assembly area or a placard as approved by the authority having jurisdiction for the project area.</li> </ul>
AND FLOORS SEA	ALED WITH A MAT I GASSES WHEN	ERIAL CAPABLE OF P SUBJECT TO REQUIR	REVENTIN	G THE PASSAGE OF	4. Contractor shall submit to the local authority having jurisdiction, State Licensed of detailed plans for Sprinkler system work, and any additional work required for fire smoke detection not already included in these documents. Contractor is to coord for Owner contractors: i.e.: telephone and security.
"INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE	I MATERIALS" AC R. TECTORS INSTAL	CORDING TO CODE SI	HALL BE FI REQUIRED	RE PRESSURE AND SHALL BE	<ul> <li><u>CONTRACT DOCUMENT REQUIREMENTS</u></li> <li>The Contract Documents consist of the Drawings and Specifications, Addenda a Orders issued subsequent to contract award.</li> <li>The Contract Documents are instruments of service and shall remain the propert whether the project for which they are prepared is executed or not. The Contract not to be used by the Owner, Landlord, or Tenant for other projects or extensions</li> </ul>
GENERAL	DEMOLI	TION NOTE	S		<ul> <li>nor are they to be modified in any manner whatsoever except by agreement in w appropriate compensation to the Architect.</li> <li>3. Coordinate all portions of the work as described in the Contract Documents. Not in writing for resolution of all discrepancies prior to construction.</li> </ul>
<ol> <li>The existing conditi the demolition requ the responsibility of to accomplish the n</li> </ol>	ins shown on the ired for this project the Contractor to d wew design intent a	Demolition is not show coordinate and remove end work shown or reason	n in complet existing cons nably implie	e detail and it shall be struction as required d for construction of	<ol> <li>Contractor is responsible for obtaining current Contract Documents prior to commonly work. One set of Permit drawings for inspections and one Contractor up-to-date</li> </ol>
extent of demolition 2. Provide protection v and the public or oc	n required to perforn walls (and ceilings a ccupants may requi	n work intent. as needed) at means of			<ol> <li><u>SITE AND EXISTING CONDITIONS</u></li> <li>Site work: Contact the local Utilities Protection Service prior to performing any e</li> <li>Coordinate temporary enclosures for the protection of health safety and welfare means of egress.</li> <li>Contractor shall have visited the location of Work and become familiar with exist</li> </ol>
<ol> <li>Contractor shall vis Notify the architect demolition work. P including risk of including</li> </ol>	it the project site to immediately of any roceeding with the orrectly assuming A	discrepancies for resolution work is acceptance of contract of contract of the second	ution prior to onditions by m or a discr	commencement of the contractor, epancy.	<ul> <li>prior to submitting a proposal. Claims for additional compensation due to unfami existing conditions will not be considered</li> <li>a. Coordinate all site requirements, issues and utilities. Proceeding is acceptan Contractor. Review owner provided documents: Soils reports, Geotechnical spec or per request.</li> <li>4. Provide protection for existing or completed work and finishes including elevators</li> </ul>
noted on the B. Verify any qu limited to, co plumbing ele	drawings. See enguestionable items woncealed and unknown ments. Coordinate	ineering drawings for ac ith the Architect prior to wn architectural, electric with Architect on these	lditional info removal. Th cal, life-safet items prior	rmation his includes but is not y, mechanical or to proceeding.	<ul> <li>corridors. Take care to protect existing or completed finishes to remain.</li> <li>5. Patch and repair all existing or in place fire-proofing damaged or removed during of the work.</li> <li>4. Contractor shall coordinate site access, deliveries, parking, security, material storemoval with the Owner, and when applicable. The Owner or Landlord's building</li> </ul>
conduit, low- abandoned p MEP drawing D. Relocate exis must be mov	voltage cabling, du biping in the work a gs. sting electrical, mea red to accommodat	ctwork, hangers, ceiling rea, unless otherwise in chanical or plumbing wo e new construction or fu	tile, ceiling dicated and rk that is sch	grid, framing, and coordinated with the neduled to remain but	<ul> <li>adhered to at all times.</li> <li><u>ON A TENANT BUILD-OUT:</u> The building owner is responsible for building code outside of the project area such as public corridors, stairwells, restrooms and ele</li> <li>Maintain and protect existing life safety systems not scheduled for alteration as project.</li> <li>Contractor shall review the "BASE BUILDING" tenant criteria guidelines, and shared statements of the statement of the</li></ul>
<ol> <li>Unless work in core package or other w Maintain and/or rep components and ex</li> </ol>	or outside tenant ork:) Coordinate p air as required to p aterior insulated wa	space is clearly noted as er drawings any work at rovide consistency of co lls. Patch all exterior wa	the core or instruction for lls and wind	exterior as follows: or all core rated	<ul> <li>base building requirements, proceedures, and design criteria when interfacing wi components outside scope of work.</li> <li><u>GENERAL COORDINATION</u></li> <li>1. Coordinate all portions of the work as described in the Contract Documents. Not</li> </ul>
<ol> <li>Core borings and w work area: Contractimes and to limit di</li> <li>Coordinate extents of walls for new cat junction boxes, ME</li> </ol>	vork that effects adj ctor is to coordinate sruption of adjacer of demolition and p pinetry blocking req P items, etc.,	acent tenants, adjacent with building manager at space due to construc preparation for new cons uired for installation and	neighbor, al and adjacen tion for proje truction: re for electrica	t tenants for work ects scope of work. moval and patching al conduit and	<ul> <li>in writing for resolution of all discrepancies prior to construction; NOTE: proceed</li> <li>Notify the architect in writing of any deficiencies or discrepancies in prior to the configuration of work. Uncoordinated items will be the responsibility of the Contractor to correct satisfaction of the Architect. Contractors shall waive "COMMON PRACTICE" an USAGE" as construction criteria wherever details and contract documents or gov ordinances, etc, require greater quantity or better than common practice or common require.</li> </ul>
partitions, do noted in attac <u>BUILDING CONDITIO</u> 1. Existing constructio	ors and windows, o ched drawings). <u>NS</u> n not scheduled to	eilings, insulation, and o be removed shall be pro	openings (in otected as re	cluding al MEP as equired to prevent	3. In the event of conflict between information shown on drawings and information a Specifications, the Specifications shall govern. Detail drawings take precedence of larger scope. If, at any time, the Contractor discovers an error in a drawing or a discrepancy or variation between dimensions or drawings and measurements dimensions or other information, he shall not proceed with the work affected until been received from the architect. The Contractor assumes all responsibility for m work subsequently determined by the Architect to be in error.
<ul> <li>Contractor's expense of arrangements for</li> <li>Exercise care so demolished. Pro- the scope of wo</li> </ul>	se. Coordinate with r deliveries and der o that only construc otect any existing it rk area; damage to	n building representation nolition from the space. tion reasonably implied ems to remain intact. but these area (NIC) will be	to be remove mindful of the require	e and requirements ed shall be the extents outside	<ol> <li>Verify that no conflicts exist in locations of proposed walls. Coordinate all mecha communication, electrical, plumbing and sprinkler equipment to be removed, relo installed with each other and other new work. Verify that all required clearances and maintenance of equipment are provided.</li> <li>All existing materials, equipment, and construction are identified on the drawings existing or exist. Unless stated otherwise, all notes refer to new materials equipment construction installed under each contract.</li> </ol>
	ELEC Electrical ELEV Elevation EQ Equal ETR Existing to Re EXIST Existing EXT Exterior FA Fire Alarm FD Floor Drain FE Fire Extinguis Cabinet FIN FLR Finish Floor FRT Fire Retardar <b>CONTRACC</b> <b>1</b> . <u>DO NOT SCALE T</u> COMMENCEMENT REQUIREMENTS, DISCREPANCIES, 2. THE CONTRACTO DESCRIBED IN TH FOR RESOLUTION BEYOND "STAND, CLARIFICATION FD DOCUMENTS IS CO 3. ALL EXISTING UN REMOVED FROM 4. LIGHT FIXTURES OR THE SUSPENU EACH CORNER OR REVISION). 5. FIRE STOPPING SE AND FLOORS SE FLAMES AND HO STANDARD SPEC 6. WOOD PRODUCT "INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE LISTED FOR USE AND FLOORS SE AND FLOORS SE FLAMES AND HO STANDARD SPEC 6. WOOD PRODUCT "INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE LISTED FOR USE AND FLOORS SE AND FLOORS SE FLAMES AND HO STANDARD SPEC 6. WOOD PRODUCT "INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE LISTED FOR USE AND FLOORS SE AND FLOORS SE FLAMES AND HO STANDARD SPEC 6. WOOD PRODUCT "INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE LISTED FOR USE AND FLOORS SE AND FLOORS SE FLAMES AND HO STANDARD SPEC 6. WOOD PRODUCT "INTERIOR FINISH TREATED LUMBE 7. DUCT SMOKE DE LISTED FOR USE AND FLOORS SE AND FLOORS AND AND FLOORS SE AND FLOORS	ELEC         Electrical         MO           EQ         Equal         NIC           EX         Existing to Remain         EXIST           EXIST         Existing         OC           EXIST         Existing         OC           EXIST         Existing         OC           EXIST         Existing         OC           EXIST         Existing uisher         OPNG           Cabinet         PL         Fire Exinguisher         OPNG           Cabinet         PL         Fire Retardant Treated         POL           FIC         Fire Retardant Treated         POL         PTD           COMMENCEMENT OF EACH PORTI         REQUIREMENTS, ISSUES, AND UTD         DISCREPANCIES, INCLUDING ALL           DISCREPANCIES, INCLUDING ALL         COMMENCEMENT OF EACH PORTI         REMOVED           SCOMMENCIENTIS IS ON CONTRACTOR         SALL EXISTING UNUSED ELECTRIC/ REMOVED FROM SITE.         ALL EXISTING UNUSED ELECTRIC/ REMOVED FROM SITE.           4. LIGHT FIXTURES SHALL BE SUPPOND         AND FLOORS SEALED WITH A MAT FLAMES AND HOT GASSES WHEN STANDARD SPECIFIED FOR FIRES           5. FIRE STOPPING SHALL BE CONTRACT OD         COMMENCEMENT FLAMES AND HOT GASSES WHEN STANDARD SPECIFIED FOR FIRES           6. WOOD PRODUCTS USED FOR BLO         "INTERIOR FINISH MATERIALS" AC TREATED LUMBER.	ELEC         Elevision         Massony Opening           EQ         Equal         NIC         Not In Contract           EQ         Equal         NIC         Not In Contract           EXT         Existing to Remain         OC         On Center           EXT         Existing to Remain         OD         Outside Diameter           PA         Fire Alarm         O/O         Out to Out         OU           FE         Fire Exitinguisher         OP         Opposite         Eccasinet           FE         Fire Retardant Treated         POL         Polished         Propening           FRT         Fire Retardant Treated         POL         Polished         Propening           FRT         Fire Retardant Treated         POL         Polished         Propening           COMMENCEMENTS, ISSUES, AND UTLITIES, NOTFY ACR         Polished         Propening         Excenter Science (Science)           DISCREPANCES, INCLUDING ALL ADA ISSUES.         THE CONTRACTORS SCIENT OPTACIONS FIRE CONDUIT, AN REMOVED ISTANDARD ACCEPTED CONDTRUCTION PROC         Excenter Science (Science)           JUCAT FINITISS NO CONTRACTORS TISKIST O PROCEED         ALL EXISTING UNUSED ELECTRICAL WIRE CONDUIT, AN REMOVED FROM SITE.           JUCAT SCIENT SCIENCEMENT         CONDECONDENTSCIENCONDIT ACCERTED CONDIT CONCERS Science (Science)	ELEC         Elevision         WC           EQ         Equal         NIC         Not In Contract         WD           EQ         Equal         NIC         Not In Contract         WD           EXIT         Existing In Contract         OD         Outside Diameter         WD           EXIT         Existing International Contract         OP         Opposite         Environmentational Contract           FA         Fire Alarm         OV         Out to Out         OU         Outside Diameter           Exiting International Contract         OP         Opposite         Environmentational Contract         Outside Diameter           FIRT         Fire Retardant Treated         POL         Poliabed         Protect         Poliabed           COMMERCES         NCUMENCES         VERICY FIELD CONDITIONS PRIC         CONDITIONS CALLE THE DRAWINGS, VERICY FIELD CONDITIONS PRIC           COMMERCES         VERICUMENT SCHEDE CONDITION ACLE ALL PORTIONS OF THE WORK         DOCUMENTS, NOTEY THE ARCHIT           DISCREPANCIES         NICUMENTS, NOTEY THE ARCHIT         DOCUMENTS, SUSS, AND UTITIES, NOTEY THE ARCHIT           DESONITION OF ALL DISCREPANCIES PRICIDANT CONSTRUCTION         DOCUMENTS IS ON CONTRACTOR SCHEMENTS, NOTEY THE ARCHIT           FIRE STORE STANDARD ACCEPTED CONSTRUCTION         DOCUMENTS IS ON CONTRACTOR SCHEMENTS, NOTEY TH	ELEC         Electronial         MO         Masonry Opening         Water Claset           ELEV         Elevation         Nici         Nici In Contract         W/W         Water Claset           EXT         Exterior         OD         Outside Diameter         W/W         Wedded Wire Fabric           EXT         Externior         OD         Outside Diameter         W/W         Wedded Wire Fabric           EXT         Externior         OD         Outside Diameter         Openation         Wedded Wire Fabric           FIP         Fire Reinguidee         PL         Plate         Plate         Plate           FIP         Fire Reinguidee         PL         Plate         Plate         Plate           COMMENCEMENT OF EACH FORD THEID CONDITIONS OF HEW ORK AS         Plate Contract To PLATE NOTTON STATUTION STATUTI

neduled to be removed that may be
maining areas of ceiling that are affected sting. Affected rooms or areas should pracing support for lighting, etc (account
e drawings and prep (patch and repair) ew finishes in accordance with b be installed. Level areas and feather to by Accessibility Codes. <i>(If carpet</i> )

or salvaged for Owner or Landlord; or

sposed of properly and in accordance

onstruction) to protect and maintain the and emergency systems. Maintain mporary structure may be required for cupants, contractor to determine

phone and security items to be ling all items that may be under owner,

nd Construction) debris from the site. ow all building rules and regulations. Do e necessary precautions to protect through out the project schedule. to be re-used in the future shall be cesses for access and removal within

ste management requirements for the t to disposition of demolished or

ed by local authorities having jurisdiction. rules, regulations, ordinances, laws, s having jurisdiction. In the event of equirements include, but are not r publications of the following:

ernational Building Code (IBC)

osting assembly area occupant loads on n for the project area. diction, State Licensed contractor onal work required for fire alarm and

its. Contractor is to coordinate site work

pecifications, Addenda and Change

shall remain the property of the Architect uted or not. The Contract Documents are her projects or extensions to the project xcept by agreement in writing and with

ontract Documents. Notify the Architect ruction

Documents prior to commencement of e Contractor up-to-date "as built" completion; furnish "as built" drawings to

prior to performing any excavation work. ealth safety and welfare or maintaining

ecome familiar with existing conditions pensation due to unfamiliarity with

Proceeding is acceptance by General s reports, Geotechnical report provided in

ishes including elevators, lobbies and ishes to remain. naged or removed during the performance

ing, security, material storage, and debris ner or Landlord's building policies shall be

consible for building code compliance wells, restrooms and elevators. eduled for alteration as part of this

iteria guidelines, and shall comply with all teria when interfacing with base building

ontract Documents. Notify the Architect ruction; NOTE: proceeding = acceptance. epancies in prior to the commencement the Contractor to correct to the OMMON PRACTICE" and "COMMON ontract documents or governing codes, common practice or common usage would

rawings and information shown in the awings take precedence over drawings an error in a drawing or specification, or ings and measurements at site, or lack of ith the work affected until clarification has nes all responsibility for modification of all error

lls. Coordinate all mechanical, ment to be removed, relocated or all required clearances for installation

dentified on the drawings by the words r to new materials equipment and

Contractor shall adhere to all Building rules and requirements for construction, including, but not limited to, work hours, elevator and delivery access, protection of occupied spaces, security, and insurance.

Finished work shall be firm, well anchored, in true alignment, plumb, and level, with smooth, clean, uniform appearances without waves, distortions, holes, marks, cracks, stains, or discoloration. Joints shall be close fitting, neat and well scribed. Finish work shall have no exposed unsightly anchors or fasteners and shall not present hazardous, unsafe corners. All work shall have provisions for expansion, contraction, & shrinkage as necessary to prevent cracks, buckling & warping due to temperature and humidity conditions (based upon MFG recommendations).

All products and materials shall be installed in accordance with the manufacturer's instructions and recommendations, unless otherwise indicated in these documents. Any concerns, discrepancies or conflicts should be brought to the Architects attention before proceeding with the work.

a. Attachments, connections, or fastenings of any nature are to be properly and permanently secured in conformance with best practices and manufacturer's recommendations. The drawings show only special conditions to assist contractor. They do not illustrate every detailed connection.

- . No work defective in construction or quality or deficient in any requirements of the contract drawings and the specifications will be acceptable. Architect or Owner's failure to discover or point out defects or deficiencies during construction does not relieve the Contractor of responsibility for providing quality and progress of work as required by the Contract Documents. Defective work revealed within required time guarantees shall be replaced by work conforming to intent of contract. No payment, whether partial or final, shall be construed as an acceptance of defective work or of improper materials.
- 0. Materials and workmanship specified by reference to number, symbol, title of a specification such as commercial standards, federal specification, trade association standard, or other similar standard, shall comply with requirements in the latest edition or revision thereof and with any amendment or supplemental thereto in effect on date of origin of this project's contract documents. Such standard, except as modified herein, shall have the same force and effect as
- though included in the Contract Documents. 1. Keep the project site clean & orderly. Coordinate regular debris removal with trades. Burning materials not permitted.
- 12. Clean and protect installed materials in accordance with manufacturer's recommendations and as required to protect from ongoing construction activity. Clean all surfaces upon project completion, ready for Owner's occupancy. This cleaning shall include all surfaces whether existing or new, such as the inside face of exterior glazing.
- 3. Make all necessary provisions for items as indicated on the drawings to be furnished or installed by Owner. Provide protection for these provisions until completion of the project. 4. Work hours shall be established in coordination with the Owner and/or the Landlord.
- 15. Quality: The owner/achitect may flag contractor methods, equipment, or appliances as inefficient or inappropriate for securing quality work, or rate of progress intended by the contract documents; The owner/ architect may order the contractor to improve the quality or increase thier effeceincy. This does not alleviate the contractor from responsibilities, obligation to secure quality or work and rate of process specified in contract.
- 6. Contractor shall maintain a set of record documents at the site during work. Deviations and changes from the Contract Documents shall be recorded on this set. At completion of construction provide one hard copy and one PDF format (scanned) copy to Owner.
- 7. Provide a Project Manual to the Owner at projection completion containing warranties, operation manuals and maintenance instructions for equipment and materials used on the project.

DIMENSIONAL COORDINATION OF DRAWINGS:

- . Do not scale drawings; use written dimensions. Verify dimensions with field conditions. If discrepancies are discovered between field conditions and drawings or between drawings, contact the Architect for resolution before proceeding.
- Horizontal dimensions are to finished face of construction, unless otherwise indicated. Vertical dimensions are from top of finished floor slab, unless otherwise indicated. (A.F.F.) Note: see leveling below:
- . Dimensions shall not be modified without approval of Architect.
- . Contractors should be cognoscente of architectural and structural clearances for accessibility of equipment and mechanical and electrical systems. No allowance will be made for the Contractor's negligence to foresee means of installing equipment into position inside structures or proposed construction. The Contractor shall notify the Architect of any items that may cause a change from the dimensions outlined in the Contract Documents.
- Dimensions indicated as "HOLD" must be maintained. Review any discrepancies or variations in these dimensions with the Architect before proceeding with work. Dimensions noted "(VIF or Verify)" should be confirmed with the Architect as required.
- Doors and cased openings indicated adjacent to wall intersections shall be located with the edge of finish opening a minimum of four (4) inches [perpendicular] from the adjacent wall unless otherwise indicated. All other doors and cased openings shall be centered between nearest adjacent wall intersections, unless otherwise indicated.
- New finished floor slabs shall be leveled to a tolerance of +/- 1/8" slope in 10 feet. Verify slope of existing slabs and report any deviations from above stated tolerance that may impact new work to SIGNAGE:. the Architect prior to commencing the work. Alignment of door heads and other critical horizontal elements shall be maintained at a constant level and shall not follow variations in floor planes. Provide floor leveling to meet acceptable tolerances as required

MATERIALS AND SUBMITTALS

- Order and schedule delivery of materials in ample time to avoid delays in construction. If an item is found to be unavailable or have a lead time inconsistent with the project schedule
- requirements, contractor shall notify the architect immediately. Specified materials and products establish the standard of quality for the project. No substitution will be permitted without the approval of the Architect. Proposed substitutions shall be submitted with sufficient time to allow for consideration without impact to the project schedule. The Contractor shall provide substantiation as requested by the Architect as to the reason for the proposed substitution. References on the drawings to makes, brands, models etc. are to establish the type and quality of design product or material: Substitutions of products will NOT BE PERMITTED unless specifically noted otherwise substitution through the approved submittal process must including cost comparisons, quality, etc. (note substitutions will be charged to contractor proposing an HOURLY rate for architectural review of \$125.00 per hour unless coordinated otherwise.).
- Only new items of recent manufacture, of standard quality, and free from defects, will be permitted on the work. Rejected or non-conforming items shall be removed immediately from the work and replaced with items of the quality specified. Failure to remove rejected materials and equipment shall not relieve the Contractor from the responsibility for quality and character of items used nor from any other obligation imposed by the Contract.
- Mechanical, electrical, plumbing, and fire protection system shop drawings and layouts shall be submitted to Architects team as soon as possible after award of contract. No construction shall proceed until approval of these submittals. Contractor shall submit drawings in a reasonable time frame for architect to review for coordination.
- . Submit manufacturer's specifications, shop drawings, and samples for review prior to ordering or proceeding with the work. Manufacturer's recommended installation instructions or recommendations are not required to be submitted. However, Contractor should obtain, review and follow such instructions. If any of these documents are contrary to the contract document requirements, Contractor shall notify Architect, in writing, immediately to resolve discrepancies prior to proceeding with the Work.
- Contractor shall prepare a list of proposed submittals for Architect's review. Architect may elect to waive submittal requirements for items on this list. Confirm the quantity of each submittal that will be required for review.
- Where practicable, provide submittals in electronic format; PDF format documents are preferred. Submittals shall be reviewed and coordinated by the Contractor prior to submission to the Architect. Submittals are required to have the review stamp, date and signature confirming Contractors's review and acknowledgement of responsibilities. Submittals not bearing a Contractor review stamp will be returned marked "Not Reviewed". Un-required submittals will not be reviewed by the Architect.
- . Submit to the Architect as shop drawings are prepared (phased submittals are acceptable). The Architect shall not be responsible for delays caused by the receipt of a large quantity in short time period, due to lack of scheduling review.
- . The Architect SHALL to rely upon the Contractor's representation that information within the submittal is correct and accurate, and in conformance with the requirements of the Contract Documents.
- 2. Architect's review of submittals is only for general conformance with the design of the project and general compliance with the Contract Documents. Any action shown is subject to the requirements of the Contract Documents. Items shown do not relieve the Contractor from corrections, comments or compliance with the requirements of the Contract Documents. Contractor is responsible for: dimensions to be confirmed at site; means, methods, techniques, sequences & procedures of construction; coordination of the Work of all trades; and for performing all work in a safe and satisfactory manner.

## GENERAL CONSTRUCTION PLAN

- . Resolve any layout discrepancies with Architect prior to start of partiti 2. Prepare existing surfaces as required to receive new finishes shown See Finish Plan(s) for additional information.
- . Review ceiling plans for additional information and coordination with 4. Partition types above doors are to be same as the partition in which t otherwise indicated.
- a. Verify door undercuts with architect and engineer prior to insta 2010 SAD require a minimum of 18" clear on the pull side of th width clear (but, if provided with a closer 12" clear) at all acces Partitions intersecting exterior window mullions or columns are
- elements unless otherwise indicated
- c. New partitions are Type \_, unless otherwise indicated. d. See Partition Type Details for information on partition construction secured or braced to structure, at a minimum of 8'-0" on center length (U.N.O.)
- e. Partitions extended to structure above are for acoustical separate
- rating, unless otherwise indicated as a rated partition. Verify new and existing structural penetrations to provide code requir
- as required with appropriate sealer or fire-stop material. . Any existing fire-proofing material removed or damaged during const achieve equivalent fire protection as previously existed. Notify the Are improper fire proofing materials at structural elements, penetrations a conditions
- . Provide blocking or backing in partitions or ceilings behind all mounte wall hung shelving, wood panels, Monitor/equipment, light fixtures, et for blocking to be fire retardant treated. Verify suitable blocking type v mounted. Provide blocking at all sides of recessed items that require properly sized are allowed as needed, coordinate flush wall surface).
- . Provide the following levels of gypsum board finishing at exposed wa Association document GA-214-96, unless otherwise indicated in thes Level 4: Final finish is wall-covering, or flat, eggshell or satis
- Level 5: Final finish is gloss or semi-gloss paint. . Assume existing wall surfaces are to receive new finishes unless other finish with Architect if not indicated on Finish Plan. Prepare existing s
- 4 or level 5 finish quality as required by final finish 10. Contractor to coordinate location of existing and new fire extinguisher compartments with fire extinguishers to be semi-recessed (should no wall face). Coordinate location as per cover code notes. Minimum of
- every 75 feet of travel. coordinate with local fire official. Contractor is to provide a minimum of (2) two extinguishers

CONTRACTOR NOTES

- 1. Do not scale the drawings: noted dimensions are to govern layout. Co conditions prior to commencement of each portion of the work. Notif discrepancies.
- . The following excerpts from the project specifications shall be applied applicability of other sections listed and/or not listed:
- a. The contractor shall coordinate all portions of the work as desc documents and notify the architect in writing for resolution of a construction.
- b. Light fixtures shall be supported independently of suspended of ceiling grid shall be supported within six (6) inches of each cor accordance with ASTM C-636-08 (or the latest revision)
- . Wood products used for blocking, etc. that are not classified a according to code shall be fire resistant lumber, unless allowed type (type A and B non-combustable).

3. Fire stopping shall be provided for penetrations through rated walls a material capable of preventing the passage of flames and hot gasses

- requirements of the test standard specified for fire stops ASTM: E- 81 I. Install Duct smoke detectors as required by code; minimum provided HVAC control unit. Reference NFPA 72 section 5.16.5.8 and as note
- protection notes; is sprinklers). . If building is provided with a fire alarm system: Duct smoke detectors building fire protective signaling system in accordance NFPA 72. (lat (duct smoke detectors) provided shall be listed for use with fire alarm
- NFPA 72 Section 4.4.2. (or the latest revision) 6. Coordinate a/v installation with architectural drawings prior to installat equipment, etc.

. Contractor to coordinate signage with owner and sign consultant: Pr and supports at the locations approximate per drawings and signage other trades' see electrical drawings

M E P COORDINATION ITEMS:

- . Coordinate and provide blocking/backing, boxes, and conduit in partie data work. Coordinate items and site access with the owner's represe provide the work (i.e. a/v, telephone and security).
- Coordinate and provide return air openings above ceiling in plenum t deck, size per mechanical drawings, notify architect of discrepancies not called out on Mechanical drawings provide a minimum opening o square feet inside room/space.
- Contractor to coordinate and review with architect the size and location penetrations prior to beginning any work. seal openings as detailed of to meet floor and wall ratings per code.
- Contractor to provide and install 3/4" fire treated plywood sheathing c rooms for installation of panels and equipment (paint white or match i

## Hazardous Materials

(REMOVE IF NOT An asbestos issue in the building.)

Cleveland Contractor/ discovery notice: ALL CONTRACTORS ARE HEREBY ADVISED THAT THIS BUILDING have ASBESTOS, A HAZARDOUS MATERIAL. CONTRACTORS MUS PRICING ACCOUNTING IN THEIR BIDS FOR POSSIBLE DELAYS IN L DUE TO THE RESULT OF SPOT ABATEMENT AND/OR BLANKET ABA SUBSTANCE OCCURS (note: DETAILED FOR AN ESTIMATED/POTEN WEEKLY BASIS, BREAK OUT PER EACH TRADE {ALL TRADES MAY TIME OF REMOVAL}). ALL CONTRACTORS ARE HEREBY ON ALEF DISCOVERY/SUSPECT OF SUSPICIOUS MATERIALS THAT MAYBE I UPON SUSPECTION/DISCOVERY OF THIS MATERIAL THE AFFECTE CEASE WORK AND NOTIFY THE GC, AND THE OWNER FOR FURTH AND THE ABATEMENT PROCESS WILL BE PROVIDED/COORDINATI UNDER SEPARATE CONTRACT. THE GC SHALL MAKE THIS WARN SUBCONTRACTORS ON THE PROJECT; TO BE INCLUDED IN UNIT NOTED.

NYC Owner Notification Notice:

In the event of Asbestos or other toxic substance exposure or the substan have the duty to inform t e architect of such risks known or reasonably kn asbestos, or any other toxic substance or risks to exposure thereto are di architect while performing services on the project the architect shall, in its right to suspend is services on the project. The client shall have the duty expert to safely remove or supervise the removal of such asbestos or oth shall indemnify and hold the architect is affiliates and sub-consultants and employees harmless from Any and all liability on the part of or damage to including the cost of legal fees and expenses as such fees and expenses result from asbestos or other toxic substance exposure on the project.

N NOTES	GENERAL FINISH NOTES	vocon.
tition work. n in the Contract Documents.	<ul> <li>General items:</li> <li>1. All finish materials shall be applied in accordance with manufacturer's instructions unless otherwise indicated. Advise Architect of any concerns or conflicts prior to proceeding with the</li> </ul>	
h partition layout. h they are located, unless	<ul><li>work.</li><li>2. Refer to provided elevations for design intent.</li></ul>	<b>cleveland.</b> 3142 Prospect Ave.
tallation. ANSI A 117.1 AND	3. Shop drawings and literature: submit three samples of each finish for final approval. samples of all finishes shall be submitted to Architect for approval in triplicate prior to commencement of the work. paint, carpet, wallcovering and wood finish samples to be a min. of 12" x 12"	Cleveland OH, 44115 216.588.0800
the door and push side door essible doors (typical). re to be centered on those	<ul> <li>Flooring and preparation:</li> <li>4. Contractor is responsible for substrate preparation required for specified materials, including concrete chopping, patching &amp; flashing. floor contractor is responsible for flash patching &amp; floor leveling.</li> </ul>	<b>new york.</b> Two Grand Central Tower, Suite 14A. 140 East 45th Street
iction. all partitions are to be er with two (2) braces per wall	5. general contractor is not permitted use any permanent gluing methods for all flooring. removeable glue is acceptable. broadloom to be used with tackless strip installation as per	New York, NY 10017 646.865.1200
aration or security, not for fire	<ul> <li>building rules and regulation</li> <li>Floor surfaces are to meet Accessible requirements, levels, and shall be prepped withproper leveling or feathering for installation of finish at each location with in spaces per</li> </ul>	vocon. partners ււշ.
ired fire protection rating. Seal	<ul><li>manufacturers standards for installation.</li><li>Flooring contractor is responsible for all floor preparation; prior to flooring installation. all carpet</li></ul>	
struction shall be replaced to wrchitect of any missing or and floor slab to exterior wall	<ul> <li>insets to align w/ tile grout joints, typ</li> <li>8. Carpeting: Typical carpet transition of finish or color are to be at door centerline. Transition shall be a seamless, and a straight edge cut. carpet contractor to level all carpets due to differences in thickness. Existing building core flooring materials to match and to be verified if the process in thickness.</li> </ul>	
ted or attached items. (i.e: etc.) Concealed wood used with provider of item to be e secure attachment. (plates	<ul> <li>with base building standards.</li> <li>9. flooring contractor to provide labor to prepare floors to receive flooring materials, including ramping to stone. general contractors and floor contractor to submit floor layout and seaming diagrams (stone flooring contractor to submit stone / tile layout) to architect for review. Provide latyout to include aligning flooring to ceiling above where applicable</li> </ul>	
). vall surfaces per Gypsum ese documents:	Transitions: 10. Provide Transition strips or joints as noted and detailed. See transition detail for carpet to VCT	
tin paint.	or vinyl at Center Line of door UNO. Also provide transition strips at carpet to tile locations per provided details and notes. 11. A carpet and seaming diagram noting the pattern direction shall be provided for architects	
herwise indicated. Verify surfaces as required to Level	<ul><li>review and approval prior to product ordering.</li><li>12. All finishing sealant work must match adjacent field color or must be paintable, unless</li></ul>	I hereby certify that this drawing, Specification, plan, or report was prepared by me or under my direct supervision and that I
ers: new fire extinguisher tot exceed 4" protruding from	otherwise noted 13. Tile and Grout joints are to be sealed at all areasper manufacturer's recommended standards submit specifications for approval. Coordinate edge terminations and transitions with metal	am a duly registered Architect (or Engineer, respectively) under the laws of the State of which govern this project. <u>WARNING</u> : per LAW No person may alter these documents unless person is
one (1) fire extinguisher for	as directed per architect. 14. Porcelain, ceramic and stone floor tile shall have epoxy type grout unless otherwise indicated.	" or under the direct supervision of " the licensed record architect (or Engineer, respectively). [including all copyrights; JCW] PROFESSIONAL SEAL:
	15. Provide Schluter Schiene edge trim, or Architect approved equivalent, at all tile and stone edges that abut other floor materials of the same height. Provide Schluter Reno-TK edge trim, or Architect approved equivalent, at all tile and stone edges that abut other floor materials of	
Contractor to verify all field tify architect of any	lower height. Confirm finish of trims with Architect. Base Conditions:	
ed but in no way limit the	<ul><li>16. Resilient wall base to be roll type. Locate seams at inside corners.</li><li>17. Resilient wall base to be flat (carpet) type at carpeted areas and cove type at hard surface flooring, unloss athenwise indicated.</li></ul>	
scribed in the contract all discrepancies prior to	<ul><li>flooring, unless otherwise indicated.</li><li>18. Rubber/vinyl wall base shall be installed over flat and smooth wall surfaces. Do not install over rough or irregular surfaces that will telegraph through base. Ensure adhesive application is</li></ul>	
ceilings or the suspended orner of the fixture in	uniform and smooth so finished base is without visible irregularities. 19. Miter wood base corners.	Date:
as "interior finish materials" ed by combustible building	<ul> <li>Glazing - Safety and Accessibility</li> <li>20. All glazing (doors, window/sidelites and any glazing panel more than eighteen inches in width immediately adjacent to any door within the sill of such glazed panel is less than twenty four</li> </ul>	John C. Workley Registration No: 03-62844-1 Expiration Date: 6/30/2015
and floors sealed with a	inches above the floor shall be considered a "hazardous location" and shall be glazed with safety glazing material". safety glass to meet ansi-z-97 (minimum of tempered glazing).	PROPOSED TENANT IMPROVEMENTS FOR:
s when subject to 14-10. (or the latest revision) d shall be listed for use with	Doors for accessibility cannot have glazing below 10" (SAD 404.2.10) Walls and ceilings 21. All interior wall and ceiling finish shall be applied directly and securely to a non-combustible	
ed in the mechanical (and fire	base or to furring / nailing strips not exceeding one inch in nominal thickness applied over a non-combustible base with all spaces behind the material filled with a non-combustible	
rs shall be connected to the atest revision). All firmware m control unit. reference	<ul> <li>material or fire-stopped at intervals not exceeding eight square feet in area.</li> <li>22. General contractor to provide <u>level 5 finish</u> to gypsum board substrate for all walls to receive wall covering or graphic walls per gypsum associations recommendations for substrate or</li> </ul>	KeyBank National
ation of a/v conduits, blocking,	material recommendation. graphic and image may be provided by others - refer to construction plan notes. All walls to receive wall covering are to have a level 5 finish	Association Forest Avenue Branch
	22.a. All walls new & existing shall be properly prepared (spackled, sanded & skim coated) to a smooth finish for painting or wall covering as per the finish plan & the manufacturers specification. wall surfaces which are to be painted shall receive (1) coat of primer and	400 Forest Ave. Portland, Maine 04101
rovide junction boxes, conduit e design. Coordinate with	<ul> <li>(2) coats of finish paint, (3) coats in total. all paints shall be applied in accordance with manufacturers specifications for the particular surface</li> <li>Painting:</li> </ul>	
	1. Provide a split color layout on door frame between opposing colors - inside corner at stop hinge side of door to be joint of opposing colors.	
itions for all telephone and sentative contracted to	<ol> <li>Painted surfaces shall consist of one coat primer and two finish coats of the specified color. Use only compatible products recommended by the manufacturer and applied in accordance with paint manufacturer's instructions.</li> <li>New drywall surfaces shall receive a first coat of USG Sheetrock First Coat Primer or Architect</li> </ol>	
to rooms with partitions to s and issues. if opening is of one (1) square inch to 10	<ul><li>approved equivalent high-solids drywall primer.</li><li>All drywall surfaces to receive gloss or semi-gloss paint, or applied graphics are to have a level</li></ul>	
ion of all slab and wall	<ol> <li>5 finish. Other finished drywall surfaces to have a level 4 finish if not otherwise indicated.</li> <li>Touch-up paint as required following carpet and furniture installation.</li> </ol>	
on drawings and as required over wall finish in equipment	<ol> <li>paint finishes: unless otherwise noted, all walls to be eggshell, all ceilings to be flat, all hm doors and hm frames to be semi-gloss</li> </ol>	
room finish).	PAINTED FINISHES PROVIDE ONE (1) COAT PRIMER, TWO (2) COATS PAINT. PROVIDE THE FOLLOWING SHERWIN WILLIAMS PAINT QUALITY SPECIFICATIONS FOR	DRAWING RELEASE
	<u>GYPSUM BOARD SURFACES.</u> <u>SHERWIN WILLIAMS LOW ODOR/LOW VOC - EG-SHEL/SATIN FINISH:</u> 1ST COAT: PROGREEN 200 INTERIOR LATEX PRIMER, B28W600	No.     Date     Description       1     05/28/2014     OWNER REVIEW
	2ND & 3RD COAT: DURATION HOME INTERIOR LATEX SATIN, A97-100 SERIES. SHERWIN WILLIAMS LOW ODOR/LOW VOC - FLAT FINISH:	
IS KNOWN TO HAVE or may	1ST COAT: PROGREEN 200 INTERIOR LATEX PRIMER, B28W600 2ND & 3RD COAT: PROGREEN 200 FLAT, B30-600 SERIES	
JST PROVIDE "UNIT" LABOR THAT MAY OCCUR BATEMENT WHERE THE	SHERWIN WILLIAMS LOW ODOR/LOW VOC - SEMI-GLOSS FINISH: 1ST COAT: PROGREEN 200 INTERIOR LATEX PRIMER, B28W600 2ND & 3RD COAT: PROGREEN 200 SEMI-GLOSS, B31-600 SERIES	
NTIAL DELAY COST ON A NOT BE EFFECTED AT RT: AT THE	PROVIDE THE FOLLOWING SHERWIN WILLIAMS PAINT QUALITY SPECIFICATIONS FOR	
IDENTIFIED AS ASBESTOS. ED CONTRACTOR SHALL	METAL SURFACES. SHERWIN WILLIAMS LOW OD OR/LOW VOC - SEMI-GLOSS FINISH:	
HER ACTION. TESTING TED BY THE OWNER NING AWARE TO ALL PRICING BREAK-OUT AS	1ST COAT: PRO INDUSTRIAL PRO-CRYL UNIVERSAL PRIMER, B66-310 SERIES.2ND & 3RD COAT: PRO INDUSTRIAL ZERO VOC ACRYLIC SEMI-GLOSS, B66-600 SERIES.PROVIDE THE FOLLOWING SHERWIN WILLIAMS PAINT QUALITY SPECIFICATIONS FOR	
	WOOD SURFACES. SHERWIN WILLIAMS LOW ODOR/LOW VOC - SEMI-GLOSS FINISH:	
antial risk thereof, client will nowable to the client. I f	1ST COAT: PREMIUM WALL & WOOD PRIMER B28W8111 2ND & 3RD COAT: PRO INDUSTRIAL ZERO VOC ACRYLIC SEMI-GLOSS, B66-600 SERIES.	DRAWN BY: SDR
discovered or reported to the ts sole discretion have the y to promptly retain a qualified	Attic stock - Unless indicated otherwise in the Specifications, provide the following extra materials, clearly labeled as to product name and project finish designation:	CHECKED BY: SDW
her toxic substance. the client nd their officers agents and	<ul> <li>Acoustical ceiling tile: 2% of each installed type; 8 tiles minimum, 80 tiles maximum.</li> <li>Vinyl floor tile: 2% of each installed type; 5 SF minimum, 50 SF maximum.</li> </ul>	JOB NUMBER: 140480.00
o such entities or persons, s are incurred, which may	<ul> <li>Carpet, modular tile: 2% of each installed type; 1 carton minimum.</li> <li>Carpet, broadloom: Usable scrap pieces a minimum of 3 SF in area and 12" in width. Package in rolls, wrapped in kraft paper and labeled.</li> </ul>	DATE ISSUED FOR: x/x/2014 - CD APPROVAL
	<ul><li>Wallcovering: 5 lineal yards of each installed type.</li><li>Paint, wall: 1 gallon, unopened, of each color used.</li></ul>	SHEET TITLE:
	- Paint, trim: 1 quart, unopened, of each color used.	GENERAL
		CONSTRUCTION, DEMOLITION
		NOTES

SHEET NUMBER: