

## SECTION 01100 – SUMMARY OF WORK

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

#### 1.2 SECTION INCLUDES

- A. Work Covered by Contract Documents
- B. Contract Method
- C. Contractor's Use of Premises
- D. Work Under Other Contracts
- E. Specification Formats and Conventions
- F. Drawings Furnished
- G. Examination of the Site Contractor's Duties
- I. Completion Date
- J. Start Date
- K. Miscellaneous Provisions

#### 1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Project consists of replacement of the existing kitchen range exhaust hood with an NFPA 96 compliant hood complete with all related work. The various items of work for this project are hereinafter specified under the respective branch headings of the work or shown on the accompanying drawings and shall be included in the contracts made for the completion of any respective divisions of the work. Such contracts shall also include necessary details reasonably incidental to the proper execution and completion of such work.
  - 1. Project Location: Portland, Maine
  - 2. Owner: Unum Provident Corporation
- B. Whenever a conflict, contradiction, or discrepancy between any statutes, regulations, plans or specifications, or if the Contractor request clarification of his responsibilities hereunder, it is the Contractor's responsibility to obtain the advance written approval of the Engineer prior to deviating from any of the specifications.

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- C. Asbestos Abatement is NOT a part of this contract. Should the Contractor encounter asbestos during the course of his work, he shall immediately stop work in that area and notify the Owner's Representative before proceeding further.
- D. Engineer Identification: The Contract Documents were prepared for Project by: Allied Engineering, Inc., One Westbrook Common, Westbrook, Maine 04092.
- E. Project Coordinator: Nick Najafinia has been appointed by Owner to serve as Project Coordinator.

#### 1.4 CONTRACTOR'S USE OF PREMISES

- A. General: Contractor shall have full use of premises for construction operations, including use of Project site, during construction period. Contractor's use of premises is limited only by Owner's right to perform work or to retain other contractors on portions of Project.
- B. Confine operations at site to areas permitted by:
  - 1. Law, Ordinances, Permits, Contract Documents.
  - 2. As defined by limit of work line on Site Plan.
  - 3. As designated by Owner for location of office and storage of material areas.
- C. Do not unreasonably encumber site with materials or equipment.
- D. Do not load structure with weight that will endanger structure
- E. Assume full responsibility for protection and safekeeping of products stored on premises
- F. Obtain and pay for use of additional storage or work areas needed for operations
- G. Contractor shall limit use of premises to allow Owner occupancy

#### 1.5 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 16-division format and CSI/CSC's "MasterFormat" numbering system.
  - 1. Section Identification: The Specifications use section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of sections in the Contract Documents.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:

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1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
  - a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

#### 1.6 DRAWINGS FURNISHED

- A. The Owner will issue to the Contractor copies of the "Contract Drawings and Specifications" for use in his office and on the job. The Owner will also furnish such additional copies as may be required for submission to public authorities to accompany applications for permits
- B. Additional copies of drawings and specifications will be issued at cost of reproduction.
- C. It is the intention that these specifications and the drawings accompanying same shall provide for work to be completed in all its respective parts. Any work shown on the drawings and not particularly described in the specifications, or vice versa, shall be furnished by the Contractor as part of his contract.

#### 1.7 EXAMINATION OF THE SITE

- A. All Contractors' submitting proposals for the work shall first examine the site and all conditions thereon. All proposals shall take into consideration all such conditions as may affect the work under this contract.

#### 1.8 CONTRACTORS DUTIES

- A. Contractors shall agree in writing to the Terms and Conditions of the **UnumProvident Contractor Safety Agreement**.
- B. Contractors shall agree in writing to the Terms and Conditions of the **UnumProvident Hazardous Substance Regulations**.
- C. Asbestos-Free Materials: Contractor shall provide certification that all materials used for construction under this contract are 100% asbestos-free.
- D. Except as specifically noted, provide and pay for:
  1. Labor, materials and equipment.

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2. Tools, construction equipment and machinery
  3. Other facilities and services necessary for proper execution and completion of work
- E. Secure and pay for all construction permits, government fees, and licenses that are applicable at the time of bid for proper execution and completion of the work
- F. Promptly submit written notice to the Engineer of observed variance of Contract Documents from legal requirements.
1. Appropriate Modifications to Contract Documents will adjust necessary changes to comply with Codes and Regulations.
  2. Assume responsibility for work known to be contrary to such requirements without notice
- G. Enforce strict discipline and good order among employees. Do not employ unfit persons not skilled in assigned task.
- H. Contractor's employees shall not transport, drink, or have in their possession on the job site any intoxicating beverage. Possession of any controlled substances without a physician's prescription is also prohibited. Any Contractor's employee appearing to be under the influence of an intoxicating beverage or narcotics will be escorted off the property and turned over to a competent escort as determined by the Engineer's Representative. Any vehicle found to contain controlled substances or controlled substance residue will be reported to the State Police for investigation.
- I. Use or possession of firearms, ammunition and/or explosives is prohibited. Where explosives are required due to construction requirements, specific handling requirements and approvals are required.
- J. Work Permit or Citizenship: The contractor shall certify, in writing, that all employees of the Contractor and Subcontractor are citizens of the United States.
- K. Motor Vehicles:
1. Vehicles must be locked at all times and parking will be in areas designated by the Facility Representative. Commercial/Contractor-owned vehicles required for direct support of contract work will have vehicle markings. The vehicle marking shall consist of permanent painting, the use of magnetic sign or semi-permanent signs. Cardboard or lesser materials taped to the vehicle will not be acceptable.
  2. All employees operating motor vehicles shall have a valid Operator's License. All vehicles shall display a valid state license plate and inspection sticker if required in the state in which the vehicle is registered.

## PART 2 - PRODUCTS

### 2.1 MATERIALS:

- A. All materials used for construction under this contract shall be 100% asbestos-free

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PART 3 - EXECUTION – Not Used

END OF SECTION 01100

**SUMMARY OF WORK**

**UNUM PROVIDENT  
DAYCARE CENTER-KITCHEN HOOD REPLACEMENT**

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