

~~~~~ **PROJECT NOTE** ~~~~~

AOR/EOR IS RESPONSIBLE FOR REVIEWING THIS SPECIFICATION SECTION IN DETAIL FOR COORDINATION WITH THE PROJECT SCOPE OF WORK.

ALL "PROJECT NOTE" TEXT IS TO BE REMOVED FOLLOWING REVIEW OF THE CONTENT OF EACH NOTE BY THE AOR/EOR.

EDIT THE DOCUMENT FOOTER TO INCLUDE THE PROJECT NAME AND NUMBER.

EDIT THE DOCUMENT HEADER TO INDICATE THE "AOR PROJECT ISSUE" DATE. THE "CPS CONTROL" DATE SHOULD NOT BE EDITED.

ALL DIVISION 00 AND DIVISION 01 SECTIONS ARE TO BE REVIEWED BY THE DESIGN MANAGER/CONSTRUCTION MANAGER FOR THE PROJECT. AOR/EOR TO COORDINATE ACCORDINGLY.

~~~ **END OF PROJECT NOTE** ~~~

**SECTION 01 10 00
SUMMARY OF WORK**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Project Information
- B. Contract Type
- C. Work Under Other Contracts
- D. Products Ordered in Advance
- E. Board Furnished Products
- F. Occupancy
- G. Building Permit
- H. Use of Site

1.02 PROJECT INFORMATION

~~~~~ **PROJECT NOTE** ~~~~~

ENTER PROJECT NAME AND ADDRESS BELOW

~~~ **END OF PROJECT NOTE** ~~~

A. Project Name: _____.

~~~~~ **PROJECT NOTE** ~~~~~

ENTER PROJECT NAME AND ADDRESS BELOW

~~~ **END OF PROJECT NOTE** ~~~

B. Project Address: _____.

C. Owner's Name and Address: The City of Chicago Board of Education: Chicago Public Schools, 42 West Madison Street, 9th floor, Chicago, Illinois 60602.

~~~~~ **PROJECT NOTE** ~~~~~  
ENTER AOR NAME AND ADDRESS BELOW  
~~~ **END OF PROJECT NOTE** ~~~~

D. Architect/Engineer of Record's Name and Address:

~~~~~ **PROJECT NOTE** ~~~~~  
ENTER OR INFORMATION BELOW  
~~~ **END OF PROJECT NOTE** ~~~~

E. Owner's Representative: _____ has been engaged as the Owner's Representative for this Project to serve as an advisor to the Board and to provide assistance in administering the Contract for Construction between the Board and Contractor, according to a separate contract between the Board and the Owner's Representative

~~~~~ **PROJECT NOTE** ~~~~~  
PROVIDE AN ABBREVIATED SUMMARY OF THE PROJECT BELOW  
~~~ **END OF PROJECT NOTE** ~~~~

F. The work consists of: _____

~~~~~ **PROJECT NOTE** ~~~~~  
PROVIDE A BRIEF LISTING OF THE MAJOR PRODUCTS AND SYSTEMS INCLUDED IN THE PROJECT BELOW  
~~~ **END OF PROJECT NOTE** ~~~~

G. The work includes: _____
1.03 CONTRACT DESCRIPTION

~~~~~ **PROJECT NOTE** ~~~~~  
EDIT PHASES BELOW AS APPROPRIATE  
~~~ **END OF PROJECT NOTE** ~~~~

- A. Phase 1: All work will be completed in one Phase.
- B. Refer to 01 14 11 - Construction Operations and Site Utilization Plan for additional requirements for schedule, phasing, durations, and milestone dates.

~~~~~ **PROJECT NOTE** ~~~~~  
DELETE ARTICLE "WORK UNDER OTHER CONTRACTS" IF NOT REQUIRED. EDIT LIST OF OTHER CONTRACTS IF APPROPRIATE.

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~~~ **END OF PROJECT NOTE** ~~~~

1.04 WORK UNDER OTHER CONTRACTS

- A. The Board has awarded a separate contract for performance of certain construction operations at Project site. Those operations shall be conducted simultaneously with work under this Contract. The separate contract includes the following work:
 - 1. xx
 - 2. xx
- B. Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract.
- C. Assigned Contracts: Separate bids for work to be assigned may be taken by the Board and such work may be assigned to the Contractor. Payment to assigned Subcontractor shall be direct from the Board.
 - 1. Upon an assignment, the Contractor is responsible for progress of the Work and is fully responsible to the Board for acts and omissions of the assigned Subcontractors and all persons either directly or indirectly employed by them as the Contractor is for the acts and omissions of Subcontractors with whom it has directly entered into subcontracts for other portions of the work.
 - 2. The Contractor is responsible for advising the Board in processing progress and final payment requests of the assigned Subcontractor.

~~~~~ **PROJECT NOTE** ~~~~~

DELETE ARTICLE "PRODUCTS ORDERED IN ADVANCE" IF NOT REQUIRED. EDIT LIST OF ORDERED PRODUCTS IF APPROPRIATE.

~~~ **END OF PROJECT NOTE** ~~~~

1.05 PRODUCTS ORDERED IN ADVANCE

- A. The Board has negotiated Purchase Orders with suppliers of the following products to be incorporated into the Work.
 - 1. xx
 - 2. xx
- B. The Board will assign these Purchase Orders to the Contractor. Costs for receiving, handling, storage (if required), and installation of material and equipment are to be included in the Contract Sum.
- C. Copies of the Purchase Orders and their conditions are made a part of the Contract Documents and will be made available through the Board's Representative. It shall be the Contractor's responsibility to review the scope of the pre-ordered products and provide all material and installation not provided in such scope for a complete product-in-place.
- D. Contractor's responsibilities are the same as if Contractor had negotiated Purchase Orders, including responsibility to assist the Board to renegotiate purchase if necessary.

~~~~~ **PROJECT NOTE** ~~~~~

DELETE ARTICLE "OWNER FURNISHED PRODUCTS" IF NOT REQUIRED. EDIT LIST OF PRODUCTS IF APPROPRIATE.

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~~~ **END OF PROJECT NOTE** ~~~~

1.06 BOARD FURNISHED PRODUCTS

- A. The Board will furnish the following products. The Contractor's Contract Sum is to include all support systems to receive these products and to make all connections for a complete product-in-place.
 - 1. xx
 - 2. xx
- B. The Board will arrange for and deliver Shop Drawings, Product Data, and Samples to Contractor.
- C. The Board will arrange and pay for delivery of Board-furnished items according to Contractor's Construction Schedule.
- D. After delivery, the Board will inspect delivered items for damage. Contractor shall be present for and assist in the Board's inspection.
- E. If the Board-furnished items are damaged, defective, or missing, the Board will arrange for replacement.
- F. The Board will arrange for manufacturer's field services and for delivery of manufacturer's warranties to Contractor.
- G. The Board will furnish Contractor the earliest possible delivery date for the Board-furnished products. Using the Board-furnished earliest possible delivery dates, Contractor shall designate delivery dates of the Board-furnished items in Contractor's Construction Schedule.
- H. Contractor shall review Shop Drawings, Product Data, and Samples and return them to the Architect/Engineer of Record noting discrepancies or anticipated problems in use of product.
- I. Contractor is responsible for receiving, unloading, installation and handling of the Board-furnished items at Project site.
- J. Contractor is responsible for protecting the Board-furnished items from damage during storage and handling, including damage from exposure to the elements.
- K. If the Board-furnished items are damaged as a result of Contractor's operations, Contractor shall repair or replace them.

1.07 BOARD OCCUPANCY

~~~~~ **PROJECT NOTE** ~~~~~

DELETE TWO OF THE THREE OCCUPANCY PARAGRAPHS BELOW AND EDIT TO SUIT PROJECT CONDITIONS.

~~~ **END OF PROJECT NOTE** ~~~~

- A. Board and User intend to occupy the existing site and building during the entire construction period.
- B. Board intends to occupy adjacent portions of the existing building during the entire construction period.
- C. Board intends to occupy the Project upon Preliminary Acceptance.
 - 1. The Board reserves the right to occupy and to place and install equipment in completed areas of building prior to Preliminary Acceptance provided such occupancy does not interfere with completion of the Work or applicable codes or permit requirements. Such placement of equipment and partial occupancy shall not constitute acceptance of the Work.

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2. Obtain a Certificate of Occupancy as may be required from authorities having jurisdiction before the Board occupancy.
 3. Before partial Board occupancy, mechanical, electrical, plumbing, fire alarm, and fire protection systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, the Board will operate and maintain systems serving occupied portions of building.
 4. On occupancy, the Board will assume responsibility for maintenance and custodial service for occupied portions of building.
 - D. Cooperate with Board to minimize conflict and to facilitate Board's operations.
 - E. Schedule the Work to accommodate Board occupancy as specified.
- 1.08 BUILDING PERMIT
- A. This project requires a building permit, and as such, no work subject to permit requirements is to begin until permit is obtained. The Contractor is responsible for obtaining the Building Permit, but will be assisted by the Board's Representative and Architect/Engineer of Record.
 - B. Within 7 days following Notice of Award, the Contractor is to provide information necessary for initial submission for permit and as requested by the Board's Representative.
 - C. Work not requiring permit is expected to commence upon issuance of Notice to Proceed. This includes processing of submittals and shop drawings, development and coordination of project schedules, coordination with school activities, and fabrication and ordering of approved materials. This shall also include advanced mobilization on the job site in anticipation of receipt of permit.
 - D. Except for the City of Chicago Building Permit, the Contractor's base price shall include all permits and fees applicable to their work. This includes all tap fees for water, sewer and storm lines.
- 1.09 CONTRACTOR USE OF SITE AND PREMISES
- A. Construction Operations: Confine construction operations to areas of construction and renovation. Refer to Section 01 14 11 - Construction Operations and Site Utilization Plan.
 - B. Provide access to and from site as required by law and by Board:
 1. Architect/Engineer of Record, Board's Representative, and CPS, their employees or representatives and the representative of any other authority having jurisdiction over the work shall at all times be allowed access to the work. The Contractor shall provide safe and proper facilities for access and inspection, including standby personnel as required.
 2. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 3. Do not obstruct roadways, sidewalks, or other public ways without permit.
 4. Keep driveways, entrances, and parking lots on the site clear and available to the Board, User's employees, and emergency vehicles at all times.
 - a. Schedule deliveries to minimize use of driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
 - C. Parking for the Contractor and Contractor's workforce is to be only in designated areas. Failure to comply shall result in the towing of offending vehicle by the Board. All costs incurred shall be paid by the Contractor.
 - D. Use of Existing Building: Maintain existing building in a weather tight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.
 1. During hours of User operations in building, Contractor must make every effort to minimize noise, dust and vibration at all times. Should the Contractor be directed by the Board's

- Representative or the Board to stop due to a complaint by User, the Contractor shall absorb all costs associated with this stoppage and arrange his work accordingly.
2. There is no use of personal radios within hearing range of existing occupied facilities during hours of operation.
 - E. Smoking is not allowed on school property by City Ordinance. Any person observed in violation of this Ordinance shall be reported to the proper authorities.
 - F. Contractor is responsible for the conduct of their employees and Subcontractors on the project. Under no circumstances are the Contractor's personnel to use CPS equipment or material, or be in undesignated areas of the site without prior approval by the Board's Representative or the Board. Failure to comply shall result in immediate dismissal of person or persons from the project.
 - G. The Contractor shall be responsible for the work and shall protect from damage, vandalism and theft all work until it is accepted
 - H. Vehicle Use: Keep all vehicles, mechanized or motorized equipment locked at all times when parked and unattended on Board's premises. Do not, under any circumstances, leave any vehicle unattended with motor or engine running, or with ignition key in place. These requirements are to be rigidly enforced.
 - I. Utility Outages and Shutdown: Do not interrupt utilities serving facilities occupied by the Board or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated.
 1. Planned shutdown(s) shall be coordinated with utility and Board Representative 6-8 weeks prior to required utility shutdown or upon issuance of Notice of Award.
 2. Notify User and Board's Representative not less than ten (10) business days in advance of proposed utility interruptions
 3. Do not proceed with utility interruptions without Board's Representative and User's written permission.
 4. Prevent accidental disruption of utility services to other facilities.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 STAIR TOWERS

- A. Temporary stair towers are to be provided and utilized for access to roof and upper masonry scope of work.

END OF SECTION

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