

SECTION 013233 - PHOTOGRAPHIC DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
 - 1. Preconstruction photographs.
 - 2. Concealed Work photographs.
 - 3. Periodic construction photographs.
 - 4. Final Completion construction photographs.
 - 5. Preconstruction video recordings.
 - 6. Periodic construction video recordings.
 - 7. Construction webcam.
- B. Related Requirements:
 - 1. Section 017700 "Closeout Procedures" for submitting photographic documentation as Project Record Documents at Project closeout.
 - 2. Section 017900 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.
 - 3. Section 024116 "Structure Demolition" for photographic documentation before building demolition operations commence.
 - 4. Section 024119 "Selective Demolition" for photographic documentation before selective demolition operations commence.
 - 5. Section 311000 "Site Clearing" for photographic documentation before site clearing operations commence.

1.3 INFORMATIONAL SUBMITTALS

- A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each photograph or video recording. Indicate elevation or story of construction. Include same information as corresponding photographic documentation.
- B. Digital Photographs: Submit image files within 3 days of taking photographs.

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1. Submit photos by uploading to electronic project management system. Include copy of key plan indicating each photograph's location and direction.
 2. Identification: Name each image file as described below:
 - a. Date photograph was taken.
 - b. Unique sequential identifier for the day.
 - c. Key plan note indicating photograph's location and direction.
 - d. File name example: 2020812-003-A
 - 1) Year: 2020
 - 2) Month: 08
 - 3) Day: 12
 - 4) Sequential identifier for the day: 003
 - e. For cameras and other devices that automatically name image files, submit file naming format for review by Construction Manager to be considered as substitution for the above file naming requirements.
- C. Printed Photographs: Not required.
- D. Video Recordings: Submit video recordings within 7 days of recording.
1. Submit video recordings by uploading to electronic project management system. Include copy of key plan indicating each video's location and direction.
 2. Identification: Name each recording as described below:
 - a. Video subject (example: PDU Training)
 - b. Date video was taken
 - c. File name example: PDU Training 20200812
 - 1) Subject: PDU Training
 - 2) Year: 2023
 - 3) Month: 08
 - 4) Day: 12

1.4 FORMATS AND MEDIA

- A. Digital Photographs: Provide color images in JPG format, produced by a digital camera with minimum sensor size of 12 megapixels, and at an image resolution of not less than 3200 x2400 pixels. Use flash in low light levels or backlit conditions.
- B. Digital Video Recordings: Provide high-resolution, digital video in MPEG format, produced by a digital camera with minimum sensor resolution of 12 megapixels and capable of recording in full high-definition mode. Provide supplemental lighting in low light levels or backlit conditions.
- C. Digital Images: Submit digital media as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image-editing software.
 1. Exception: Titles or other text may be added to images.

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- D. Metadata: Record accurate date and time from camera.

1.5 CONSTRUCTION PHOTOGRAPHS

- A. General: Take photographs with maximum depth of field and in focus.
 - 1. Maintain key plan with each set of construction photographs that identifies each photographic location.
- B. Preconstruction Photographs: Before commencement of the Work, Construction Manager will take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, to document existing conditions.
- C. Concealed Work Photographs: Before proceeding with installing work that will conceal other work, Contractor shall take photographs sufficient in number, with annotated descriptions, to record nature and location of concealed Work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

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