

SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Construction schedule and phasing.
4. Work by Owner.
5. Work under separate contracts.
6. Owner-furnished products.
7. Access to site.
8. Coordination with occupants.
9. Work restrictions.
10. Specification and drawing conventions.
11. Miscellaneous provisions.

B. Related Requirements:

1. Division 01 Section "Multiple Prime Contracts Summary" for multiple prime contract responsibilities.
2. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

- A. Project Identification: Cocalico Middle School Renovations. AEM Architects Project Number is 23001.00.

1. Project Location: 650 South 6th Street, Denver, PA 17517.

- B. Owner: Cocalico School District.

- C. Architect: AEM Architects, Inc., 3700 Perkiomen Avenue, Reading, PA 19606.

1. Architect's Consultants: The Architect has retained the following design professionals who have prepared designated portions of the Contract Documents:

- a. MEP Engineer: Consolidated Engineers, 1022 James Drive, Leesport, PA 19533.
- b. Structural Engineer: WZG Structural Consulting Engineers, Inc., 1137 North Gravel Pike, Zieglerville, PA 19492.

- c. Civil Engineer: Wilkinson Apex Engineering Group, LLC, 374 Circle of Progress Drive, Pottstown, PA 19464
 - d. Food Service Consultant: Singer Equipment Company, 150 South Twin Valley Road, Elverson, PA 19520.
 - e. Acoustics Consultant: Metropolitan Acoustics, 1628 JFK Blvd, 8 Penn Center, Suite 1902, Philadelphia, PA 19103
- D. Commissioning by an independent Agent Consultant: Commissioning Consultant will be engaged by the Owner to serve as the Commissioning Consultant for the Project.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following:
- 1. The existing building is over 160,000 square feet in area and is IBC Use Group E (educational). It is non-combustible, Type IIB construction and is presently a non-sprinklered building. The Work consists of extensive system upgrades with areas of limited renovation. The HVAC system is being fully upgraded, the building will be fully sprinkled, ceilings and lighting throughout the building are to be replaced and the entire building is to be painted. The auditorium area is to be completely renovated along with other selected educational areas. The crawlspace of the building will be provided with a vapor barrier and either stone fill or a concrete "floor" to prevent moisture drive through the exposed soils. New water service work for the fire protection is included on the site. The building will be occupied throughout the construction and an intensive phasing plan with shift and premium time work required is to be implemented to carry out the Work. Insert additional paragraphs for other major items of work. See Evaluations for model text.
- B. Type of Contract:
- 1. Project will be constructed under coordinated, concurrent multiple prime contracts. See Division 01 Section "Multiple Contract Summary" for a description of work included under each of the Prime Contracts to be performed concurrently with, and in close coordination to, work performed on the Project between the Owner and Prime Contractors. The Prime Contractors' bid includes all materials, labor, management, transportation, tools, equipment, and services for the Project as required for a complete and satisfactory job. Each Contractor shall coordinate its work with the other Contractors for the work to be performed in proper construction sequences, in accordance with the Project schedule to achieve project milestones and Substantial Completion dates.
 - a. Contract No. 1: General Construction
 - b. Contract No. 2: Plumbing Construction
 - c. Contract No. 3: HVAC Construction
 - d. Contract No. 4: Electrical Construction
- C. Summary by Reference: The work can be summarized by reference to the requirements of the various Contract Documents, which in turn make reference to the requirements of other applicable provisions which control or influence the work; and these references can be summarized but are not necessarily limited to the following:
- 1. The General Conditions, which are bound herewith.
 - 2. The Drawings, which are listed in a "Schedule of Drawings" as of the date of these Contract Documents, and bound herewith.
 - 3. The Specification Sections, which are bound herewith and are listed in the "Table of Contents" bound herewith.
 - 4. The Addenda and Modifications to the Contract Documents, which will be distributed electronically.

5. The documentation of separate contracts, which include Project work that is not work of this Contract, and are provided for reference to all bidders. Each Contractor shall become familiar with other Sections of the Specifications insofar as they apply hereto and affect their work and shall also cooperate to the fullest extent with other Contractors to permit orderly and expeditious procedure in executing the work.
6. Other work, by the Owner or by other separate contracts, which is in connection with the project and is related with the work of the prime contracts of this project.
7. Governing regulations, which have a bearing on the performance of the Work; copies can be obtained from or reviewed at the Local, State or Federal Agency responsible for the regulation in each case.
8. Submittals, copies of which shall be retained by the Contractor at the site.
9. Miscellaneous elements of information having a bearing on the performance of the work, such as weather forecasts and reports of general trade union negotiations; copies must be obtained by the Contractor through normal channels of information.
10. Measurements: When new work is to connect to existing work, verify dimensions and elevations of existing work. Any discrepancy between Drawings and/or Specifications and existing conditions shall be referred to Architect in writing for adjustment before work affected thereby has been performed. In event of Contractor's failure to give such notice, Contractor will be held responsible for results of any discrepancies and cost of rectifying same.

1.5 ADMINISTRATIVE SUBMITTALS SCHEDULE

- A. After issuance of the Notice to Proceed, the following administrative submittals shall be submitted in accordance with the following schedule:
 1. Submission of Schedule of Values: 14 days from issuance of the Notice to Proceed in accordance with Division 01 Section "Payment Procedures".
 2. Submission of Subcontractors and Suppliers: Initial list is due 14 days from issuance of the Notice to Proceed with the final list due 30 days from issuance of the Notice to Proceed in accordance with Division 01 Section "Project Management and Coordination".
 3. Submission of Key Personnel: 14 days from issuance of the Notice to Proceed in accordance with Division 1 Section "Project Management and Coordination".
 4. Letter certifying review of procurement schedule: 30 days from issuance of the Notice to Proceed in accordance with Division 01 Section "Project Management and Coordination".
 5. Submission of Submittals Schedule: 14 days from issuance of the Notice to Proceed in accordance with Division 01 Section "Submittal Procedures".
 6. Contractor's Quality Control Plan: 30 days from issuance of the Notice to Proceed in accordance with Division 01 Section "Quality Requirements".
- B. Contractors Applications for Payment will not be reviewed by the Architect until the administrative submittals listed in 1.5.A are complete and accepted by the Architect.

1.6 CONSTRUCTION SCHEDULE AND PHASING

- A. The Work shall be conducted in multiple phases, in accordance with the following schedule:
 1. Start submittal submission and project planning:
 - a. Ten days from Notice to Proceed.
 2. Start Date: Begin construction activities:
 - a. Refer to Phasing Plan and following narrative in this Section.

3. Completion of Coordination Drawings Milestone: The Coordination Drawings shall be complete, signed off by all Prime Contractors and approved by the Architect by this date:
 - a. January 24, 2025, for all Phase 1, 2, and 4 areas
 - b. February 28, 2025, for entire balance of building.
 - c. Liquidated Damages: \$100.00 per Contract per day for each milestone date listed above.

4. Completion of Submittals Milestones: All submittals shall be complete and approved by the Architect as follows:
 - a. Submittals Milestones:
 - 1) Color Selection/Samples Submittals: 90 days from Notice to Proceed.
 - 2) All Division 23 Submittals: 30 days from Notice to Proceed.
 - 3) Division 26, 27 and 28 Submittals: 60 days from Notice to Proceed.
 - 4) Section 26 13 23 Submittals: 30 days from Notice to Proceed.
 - 5) Balance of Submittals not listed above: 90 days from Notice to Proceed.

 - b. Submittals for work scheduled to be in place prior to this milestone shall be complete a minimum of one week prior to scheduled installation.
 - c. It is the Contractor's responsibility to ensure the submittal is complete and accurate prior to submission.
 - d. Architect reserves the right to backcharge the Contractor for all time expended for submittal review after dates listed above.

5. Phase 1: Corridors and Circulation Area Ceilings and Crawlspace Work
 - a. Start Date: December 9, 2024
 - b. Date of Substantial Completion: March 5, 2027

6. Phase 1A: Corridors and Circulation Area Ceiling Removal (all work shall occur on 2nd shift except for school holidays)
 - a. Commence removal: December 9, 2024
 - b. Removal of all ceilings and temporary support of remaining systems completed: January 3, 2025

7. Phase 1B: Corridors 151, 151A, and 152 (all work shall occur on 2nd shift except for school holidays)
 - a. Complete along with progress of Phases 2 and 4
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: September 26, 2025

8. Phase 1C: Corridors 155 (except for south end at Unit D), 160, 160A, 161 (Unit E to top of ramp and stair at Lobby 162), 242, 243, and Stairs 01, 02 and 02A (all work shall occur on 2nd shift except for school holidays)
 - a. Complete along with progress of Phases 5 through 8
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: April 17, 2026

9. Phase 1D: Corridors 155 (south end at Unit D) and 159 (all work shall occur on 2nd shift except for school holidays)

- a. Complete along with progress of Phases 11 and 12
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: August 14, 2026
10. Phase 1E: Corridors 154, 155 (Unit D), 156, 158, 161 (Unit D), 240, 241, Lobby 157, Vestibule 157A, Secure Vestibule 157B, and Stairs 03 and 04 (all work shall occur on 2nd shift except for school holidays)
- a. Complete along with progress of Phases 11 through 14
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: December 31, 2026
11. Phase 1F: Corridors 150 (all work shall occur on 2nd shift except for school holidays) and 153
- a. Complete along with progress of Phase 15
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: March 5, 2027
12. Phase 1G: Lobby 162 (including ramp and stairs to Corridor 161) and Corridor 163 (all work shall occur on 2nd shift except for school holidays)
- a. Complete along with progress of Phase 16
 - b. New ceilings installed including all devices and fixtures along, painting complete, along with other required work in these spaces: April 30, 2027
13. Phase 1H: Boilers
- a. Boiler replacement may occur in either summer of 2025 or 2026.
 - b. Boiler replacement shall be completed and boilers fully operational by either August 22, 2025 or August 14, 2026
14. Phase 2: Auditorium Renovations
- a. Start Date: February 17, 2025
 - b. Date of Substantial Completion: September 26, 2025
 - c. Liquidated Damages: \$500 per Contract per day
15. Phase 3: Kitchen and Cafeteria
- a. Start Date: May 12, 2025 (Dishwasher room demotion to start on 2nd shift only)
 - b. Work commences in balance of area: June 16, 2025
 - c. Date of Substantial Completion: August 22, 2025
 - d. Liquidated Damages: \$500 per Contract per day
16. Phase 4: Music Wing, Life Skills, and Denver Elementary Vestibule
- a. Start Date: May 19, 2025 (Work is limited to 2nd shift in Band and Chorus areas only)
 - b. Work commences in balance of area: June 16, 2025
 - c. Date of Substantial Completion: August 15, 2025
 - d. Liquidated Damages: \$500 per Contract per day
17. Phase 5: 1st and 2nd Floor West Classrooms and adjacent Bathrooms (all work shall occur on 2nd shift)
- a. Start Date: September 15, 2025
 - b. Date of Substantial Completion: November 14, 2025

- c. Liquidated Damages: \$500 per Contract per day
18. Phase 6: 1st and 2nd Floor Mid-west Classroom Renovations (all work shall occur on 2nd shift except for school holidays)
- a. Start Date: November 17, 2025
 - b. Date of Substantial Completion: January 2, 2026
 - c. Liquidated Damages: \$500 per Contract per day
19. Phase 7: 1st and 2nd Floor Mid-east Classrooms (all work shall occur on 2nd shift except for school holidays)
- a. Start Date: January 5, 2026
 - b. Date of Substantial Completion: February 27, 2026
 - c. Liquidated Damages: \$500 per Contract per day
20. Phase 8: 1st and 2nd Floor East Classrooms (all work shall occur on 2nd shift except for school holidays)
- a. Start Date: March 2, 2026
 - b. Date of Substantial Completion: April 17, 2026
 - c. Liquidated Damages: \$500 per Contract per day
21. Phase 9: Sitework
- a. Start Date: March 3, 2025
 - b. Complete all work except electric service upgrade: April 18, 2025
 - c. Commence all remaining sitework: June 16, 2025
 - d. Date of Substantial Completion: August 15, 2025
 - e. Liquidated Damages: \$500 per Contract per day
22. Phase 10: Locker Rooms and Bathrooms (all work shall occur on 2nd shift until school recesses for summer break)
- a. Start Date: April 20, 2026
 - b. Date of Substantial Completion: June 26, 2026
 - c. Liquidated Damages: \$500 per Contract per day
23. Phase 11: 2nd Floor East Classrooms above Library, Library Stack, and Storage (all work shall occur on 2nd shift until school recesses for summer break)
- a. Start Date: May 11, 2026
 - b. Date of Substantial Completion: July 3, 2026
 - c. Liquidated Damages: \$500 per Contract per day
24. Phase 12: Administration, Library, 2nd Floor Science and Tech Ed Classroom (1st and 2nd shift work required)
- a. Start Date: June 8, 2026
 - b. Date of Substantial Completion: August 14, 2026
 - c. Liquidated Damages: \$500 per Contract per day
25. Phase 13: 2nd Floor Southwest Classrooms (Art and Science), and 3 1st Floor Classrooms (day shift until fall classes resume and then all work shall occur on 2nd shift except for school holidays)

- a. Start Date: August 24, 2026
 - b. Date of Substantial Completion: October 23, 2026
 - c. Liquidated Damages: \$500 per Contract per day
26. Phase 14: Family & Consumer Science, 2nd Floor Bathrooms, and 1st Floor Classroom adjacent to cafeteria (day shift until fall classes resume and then all work shall occur on 2nd shift except for school holidays)
- Note: Bathrooms must be kept open during this phase to be used during the school day. Contractors shall be responsible for daily cleaning at the end of each workday.
- a. Start Date: October 26, 2026
 - b. Date of Substantial Completion: January 1, 2027
 - c. Liquidated Damages: \$500 per Contract per day
27. Phase 15: Classroom Wing and Bathrooms across from auditorium (1st and 2nd shift work required)
- a. Start Date: January 4, 2027
 - b. Date of Substantial Completion: March 5, 2027
 - c. Liquidated Damages: \$500 per Contract per day
28. Phase 16: Gymnasium and Auxiliary Gym (2nd shift work required)
- Note: Both gymnasiums must be usable during the school day. Contractors shall be responsible for daily cleaning at the end of each workday.
- a. Start Date: March 8, 2027
 - b. Date of Substantial Completion: April 30, 2027
 - c. Liquidated Damages: \$500 per Contract per day
29. Phase 17: Masonry Repair, Restoration, Cleaning and Sealing
- a. Start Date: June 16, 2025
 - b. If all work cannot be completed by August 22, 2025, work shall be suspended until the following summer and recommence on June 8, 2026
 - c. Date of Substantial Completion: August 14, 2026
30. Phase 17: Roof Replacement
- a. Start Date: June 16, 2025
 - b. Date of Substantial Completion: August 122, 2025
 - c. Liquidated Damages: \$500 per day (Roofing Construction Contractor)
- Note: All Contractors shall coordinate roof penetration work for all phases during this summer to place all new curbs, rails, and penetrations for future phases. Work that absolutely cannot be pre planned for placing during this summer shall be coordinated with the Roofing Contractor for completion in the related phase or the following summer (2026). Roofing Contractor Shall include all costs for this work regardless of Phase.
31. Substantial Completion: All work is complete in accordance with the requirements for Substantial Completion.
- a. April 30, 2027
 - b. Liquidated Damages \$500.00 per contract per day.

32. Final Completion: All work is complete including punchlist and administrative closeout work:
- a. May 14, 2027
 - b. Architect reserves the right to backcharge the Contractor for time expended beyond this date for review of punchlist work and other time expended due to incomplete work.

B. Before commencing Work of each phase, submit an updated copy of Contractor's construction schedule showing the sequence, commencement and completion dates for all phases of the Work.

C. Conditions Review: Ten days prior to the start of a new phase, each Prime Contractor shall thoroughly review the existing conditions of the upcoming phase as follows:

1. Review existing conditions.
2. Remove ceiling tiles where required or perform destructive testing to confirm adequate space exists for scheduled work to be installed and to fully understand the existing conditions.
3. Perform work around the Owner's schedule.
4. Premium time required for a thorough review to be performed shall be included in each Contractor's bid.
5. Any conflict or issue realized during this review shall be brought to the Architect's attention immediately.
6. No extension of time will be granted for issues realized and not identified prior to the work of the phase starting.

D. Contractor's bids shall contain all premium time required to complete the work in accordance with the phasing of the schedule. The work of this project will require premium time to be utilized to complete the work in accordance with requirements of the phasing plan and associated narrative.

1.7 WORK BY OWNER

A. General: Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.

B. Concurrent Work: Owner will perform the following construction operations at Project site. Those operations will be conducted simultaneously with work under this Contract.

1. Roofing Construction included in the Bidding Documents.

1.8 WORK UNDER SEPARATE CONTRACTS

A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under separate contracts.

B. Concurrent Work: Owner will award separate contract(s) for the construction operations at Project site. Those operations will be conducted simultaneously with work under this Contract. The extent of each prime contract is indicated in the Contract Documents. Except where no other more specific description is contained in the Contract Documents, general names and terminology on the Drawings and in Specification Sections determine which prime contract includes a specific element of work.

1.9 OWNER-FURNISHED PRODUCTS

- A. Owner will furnish products indicated on the Drawings. The Work includes receiving, unloading, handling, storing, protecting, and installing Owner-furnished products and making building services connections.

1.10 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
- B. Use of Site: Limit use of Project site to work in areas within the Contract limits as indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Limits: Confine construction operations to areas indicated in the Contract Documents.
 - 2. Driveways, Walkways and Entrances: Keep driveways and loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

1.11 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site and existing and adjacent building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
 - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
 - 2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.
- B. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.
 - 1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner acceptance of the completed Work.
 - 2. Obtain a Certificate of Occupancy from authorities having jurisdiction before limited Owner occupancy.
 - 3. Before limited Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of Work.
 - 4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of Work.

1.12 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 7:00 a.m. to 4:00 p.m., Monday through Friday, unless otherwise indicated.
 - 1. Weekend Hours: As required by the Project schedule and in accordance with local ordinances and regulations.
 - 2. Early Morning Hours: As required by the Project schedule and in accordance with local ordinances and regulations.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 - 1. Notify Architect and Owner's Representative not less than two days in advance of proposed utility interruptions.
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
 - 1. Notify Architect and Owner's Representative not less than two days in advance of proposed disruptive operations.
- E. Controlled Substances: Use of tobacco products and other controlled substances on Project site is not permitted.
- F. Employee Identification: Owner will provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times.
- G. Employee Screening: Comply with requirements for background screening of Contractor personnel working on Project site.
 - 1. Maintain list of approved screened personnel with Owner's representative.

1.13 SPECIFICATION AND DRAWING CONVENTIONS

- A. 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:
 - 1. Imperative mood and streamlined language are generally used in the Specifications. 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.
 - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in

detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:

1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
2. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings.

1.14 MISCELLANEOUS PROVISIONS

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 10 00