PROJECT MANUAL
FOR
Des Moines Public School
Merrill Middle School – Exterior Restoration Project

Quote No: Q8658

1917 Dean Avenue
Des Moines, Iowa 50316

Owner
Des Moines Independent Community School District
2100 Fleur Drive
Des Moines, Iowa 50321

Architect
Angelo Architectural Associates, LLC
12314 Ridgeview Drive
Urbandale, IA 50323
Phone: 515-250-6950
Email: mthiessena1@mchsi.com
November 18, 2021
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NOTICE IS HEREBY GIVEN: Sealed proposals will be received by the Purchasing Agent of the Des Moines Independent Community School District at his office, Des Moines Independent Community School District, 1917 Dean Avenue, Des Moines, Iowa 50316 until three o'clock p.m. on the 14th day of December 2021, for the construction/repair and/or installation of the following improvement(s):

Quote Number: Q8658 Merrill Middle School – Exterior Restoration

Comencing November 18, 2021 copies of the plans and specifications for the Project are on file with and available from Beeline and Blue 2507 Ingersoll Avenue, Des Moines, Iowa 50312. Plans may also be inspected at the following locations: Construction Update Internet plan room; F. W. Dodge Corporation scan services; or at the school district’s facility management office 1917 Dean Avenue, Des Moines, Iowa 50316. Bids must be submitted on the approved bid form available in the plans and specifications. No oral, facsimile, telegraphic or telephonic bids or modifications will be considered.

Bidders will be required to provide a security deposit, in the form of an approved Bid Bond, cashiers or certified check, or certified share draft in the amount of five percent (5%) of the amount of each bid, in a separate attached envelope.

A Mandatory Pre-Bid Conference will be held at 3:00 PM, Wednesday, December 1, 2021 at Merrill Middle School, 5301 Grand Avenue, Des Moines, IA 50312. Meet at the main office entrance. Note: Mandatory Pre-Bid attendance is required by the Owner for all Contractors desiring to submit a bid for this project, by having a company representative attend this Pre-Bid Meeting. If any Contractor desiring to submit a bid and cannot attend the scheduled Pre-Bid meeting, they may call the Owner at 515-204-8764 and speak with Dave Breese about scheduling another time prior to the December 1, 2021 Pre-Bid meeting. No additional Pre-bid meetings will be scheduled after December 1, 2021.

Lump-sum bids will be received under one contract as described in the specifications. Bids will be opened and read aloud immediately after specified closing time for receiving bids. All interested parties are invited to attend.

Consideration of the bids received and the award of contract or other action may be made by the Board of Directors of the Des Moines Independent Community School District upon the proposals received in accordance with the law and the plans and specifications at its meeting to be held at 6:00 p.m. on February 1, 2022 in the District Board Room at 1800 Grand Avenue Des Moines Iowa or at any other published and/or posted location of the Board meeting.

The Board of Directors may make the award to the lowest responsive, responsible bidder meeting specifications. The right is reserved to reject any or all bids, or any part thereof, and to waive informalities, and to enter into such contract or contracts as shall be deemed in the best interests of the Des Moines Independent Community School District.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor.

All bids will be governed by applicable provisions in the Iowa Code and Board Policies.

Secretary of the Board
Des Moines Independent Community School District
PART 1 - GENERAL

Des Moines Independent Community School District, State of Iowa, hereinafter called the “Owner,” has advertised for bids to be submitted for the construction work specified in the advertisement. Proposals to be entitled to consideration shall be in accordance with the following:

1.1 DEFINITIONS

A. The terms QUOTE(S) and BID(S) shall be used interchangeably throughout this document.
B. Bids are sums stipulated in Proposals for which Bidders propose to perform the Work.
B. Unit Prices are sums included in Proposals as Bids per unit measure of materials and/or services, as required in the Bidding Documents.
C. Proposals are complete, properly executed forms including all information requested by the Owner.
D. Bidders are qualified contractors who submit Proposals to the Owner for Work as Prime Contractors on the Project.
E. Alternate Prices are lump sum prices included in the Proposals for labor, materials and/or services that are not included in the base bid.

1.2 EXAMINATION OF SITE and DOCUMENTS

Each Bidder shall visit the site of the proposed work and shall completely inform himself relative to construction hazards, procedure, labor, and all other conditions and factors, local and otherwise, which would affect prosecution and completion of the work and its cost. All visits to the site shall be coordinated through the Owner’s Representative. Such considerations shall include, without limitations, the arrangement and condition of existing structures and facilities; the procedure necessary for maintenance of uninterrupted, safe operation, use and occupancy of existing facilities; the availability and cost of labor; and facilities for transportation, handling and storage of materials and equipment. All such factors shall be properly investigated and considered in the preparation of the bid. Each bidder shall so fully examine the plans and specifications and acquaint himself with their requirements and with the conditions surrounding the construction on the site that he shall be fully familiar with and informed of all facilities, difficulties, and problems associated with or which might be incurred in the prosecution of the work. In case of disagreement between drawings and specifications or within either document itself, the better quality or greater quantity of work shall be figured in the bid (see GC. 6.04). It shall be the responsibility of the Bidder to direct the attention of the Architect and Owner in writing and at least seventy-two (72) hours prior to the time set for the opening of the bids, any seeming inconsistencies, ambiguous requirements, omissions, or any other matter which seems to require explanation, and to request clarification. The submission of a bid shall be taken as prima facie evidence of compliance with this requirement and as an acknowledgment that the Bidder has received all the required documents and has visited the site. There will be no subsequent financial adjustment for lack of such prior information.

1.3 INTERPRETATION

No oral interpretations will be made by anyone to any Bidder as to the true meaning or requirements of any part of the drawings, specifications or other proposed Contract Documents. Every request for an interpretation shall be made in writing and addressed and forwarded to the Owner’s Representative not later than seven (7) calendar days before the date fixed for opening of bids. The person submitting the request shall be responsible for its prompt delivery. Every interpretation made to a Bidder will be in the form of an addendum to the Contract Documents, which, if issued, will be sent as promptly as is practicable to all persons to whom the drawings, specifications, and other proposed Contract Documents have been issued.
All such addenda shall become part of the Contract Documents and their receipt shall be acknowledged in the Bid Proposal. The Owner will not be responsible for any other explanations or interpretations of the proposed Contract Documents.

1.4 PROPOSAL FORMS

Proposal forms included in the specification may be copied and used for submitting proposals. Proposals shall be made upon the forms provided therefore. Refer to Document 00311 Proposal Form Instructions, and Document 00311 Proposal Form. Any Proposal NOT submitted on required forms may be rejected.

Attention is directed to the fact that the Contract Documents contain one complete set of bidding and contract forms; these are sample forms included for the information of Bidders. They are not to be detached from the Contract Documents, filled out or executed.

Special attention is directed to the Form of Bid Bond (Document 00410) included in the bidding documents. Additional copies of this form may be secured from the Owner’s Representative, but the use of this particular form is not mandatory. Any similar standard form of a recognized responsible surety which contains the same stipulations and guarantees, the same execution of the contract and indemnification of the Owner in case of default, will be acceptable.

1.5 PREPARATION OF PROPOSAL FORMS

All proposal forms must be prepared in single copy and in conformity with and be based upon and submitted subject to all requirements of the Contract Documents. They must be fully completed with all blanks appropriately filled in. Each bid shall be legibly written or printed in ink on the separate form provided. No alterations in bids, or in the printed forms therefore, by erasures, interpolations, or otherwise will be acceptable unless each such alteration is signed or initialed by the Bidder; if initialed, the Owner may require the Bidder to identify any alteration so initialed. No alteration in any bid, or in the form on which it is submitted, shall be made after the bid has been submitted.

It will be the Bidder’s responsibility to secure any and all addenda from the Architect. The Bidder will be required to acknowledge receipt of all addenda. Owner reserves the right to reject any bid which is received which has not been based upon all addenda issued by the Architect.

No Bidder may submit more than one bid. Multiple bids under different names will not be accepted from one firm or association.

The Bidder is required to bid on all alternates and complete all blanks on the bid form. If alternates are called for on a type or method of construction as to which the Bidder does not desire to bid, the Bidder shall insert the words “NO BID.” In case the Bidder desires to bid on an alternate, it shall set forth in the space provided therefore, the amount to be added or deducted from the base bid or in the event that the Bidder does not desire to make a change from the base bid, it shall so indicate by using the words “NO CHANGE.” In the selection of alternates, the Owner reserves the right to select or reject any or all alternates in the proposal if, in the judgment of the Board of Directors, or its designees, the best interest of the School District will be so served.

1.6 BID PERFORMANCE GUARANTIES

Bid security (single copy) in the form of a certified or cashier’s check, certified share draft, money or surety bond in the amount of at least five (5%) percent of the bid price, payable without condition or qualification to Des Moines Independent Community School District, shall accompany each bid in the OUTER envelope, as evidence of good faith and as a guarantee that if awarded the contract, the Bidder will execute the Contract and give bond as required. The Bidder assumes all responsibility for furnishing acceptable bid security. Bid security in the form of a bond (see Document 00410) will be accepted only if from a regularly established firm licensed to write such surety in the State of Iowa.

The bid security of each unsuccessful Bidder will be returned when the Construction Agreement is fully executed.
The bid security will be voided but retained by the Owner, if, after the Notice of Contract Award, the Bidder shall enter into a Contract and file a satisfactory performance bond, labor and material payment bond, and certificates of required insurance, all within ten (10) calendar days after the date such notice is given by the Owner. The bid security of the second and third lowest responsible Bidders may be retained for not to exceed forty-five (45) days after opening, pending the execution of the Construction Agreement and submission of bond by the successful Bidder.

This bid security may be retained by the Owner as liquidated damages, if the bid is accepted and a contract thereon is awarded but the successful Bidder fails to enter into a contract in the form prescribed with legally responsible sureties, within ten (10) calendar days after date of Notice of Contract Award is given by the Owner.

The Owner shall require the Bidder to whom a Contract is awarded to furnish to the Owner both Performance and Labor and Material Payment bonds in the amount of one hundred (100%) percent of the Contract price, covering the faithful performance of the Contract and the payment of all obligations arising thereunder, and the Bidder will further provide warranties as required by the specifications or General Conditions.

The bonds shall be executed on the forms included with the Contract Documents (forms shall not be removed from the Contract Documents; Bidders may use copies of the bond forms included in the specifications). Accompanying each bond form shall be a “Power of Attorney” authorizing the attorney in fact to bind the surety company and certified to include the date of the bond.

**1.7 LIST OF SUBCONTRACTORS AND SUPPLIERS OF LABOR AND MATERIAL**

The lowest bidder for each contract shall, within twenty-four (24) hours following the bid opening, provide the Owner with the signed List of Subcontractors and Suppliers of Labor and Material on the form provided in Section 00100 Instructions to Bidders. Subcontractor is any entity performing 1-1/2% or more of the contract value. The List shall detail the quotations used in the preparation of the bid and whose services are proposed to be used in construction of the project. The List must be complete showing all sections in the Construction Documents. Failure to submit the List may preclude the bid from further consideration by the Owner. The Owner reserves the right to either disclose or not disclose the List of the successful Bidder.

Each Bidder shall identify and fully disclose on the List all those subcontractors and suppliers proposed for the work with which the Bidder is connected either directly or indirectly as part owner, participant in profits and losses or in any other manner financially or economically.

**1.8 BACKGROUND INFORMATION**

The lowest bidder for each contract shall, within twenty-four (24) hours following the bid opening, provide the Owner with the Background Information included in Section 00100 Instructions to Bidders. The Contractor must complete and fully disclose all information requested in the Background Information. Failure to submit the Background Information may preclude the bid from further consideration by the Owner.

The Owner may make such investigations as deemed necessary to determine the ability and qualification of the Bidder. Bidders shall submit within twenty-four (24) hours, if requested by the Owner, such evidence of the Bidder’s competency and practical knowledge to do the particular work covered by his proposal and of the Bidder’s financial responsibility, resources, experience, organization and equipment to complete the proposed work. Failure to comply with this requirement may result in the rejection of consideration of such bid.
In determining the Bidder’s qualifications, the following factors, among others, will be considered: work previously completed by the Bidder; the qualifications of the proposed subcontractors for their work; Bidder references; and whether the Bidder (a) maintains a permanent place of business; (b) has adequate plant and equipment to do the work properly and expeditiously; (c) has the financial resources to meet all obligations incident to the work; (d) has appropriate technical experience; and (e) has adequate, competent, experienced staff and supervisors who will be committed to the work until completion.

Each Bidder may be required to show that he has handled former work and that no just claims have been prosecuted or are pending against such work. No bid will be accepted from a Bidder who is engaged on any work which would impair his ability to perform or finance this work or other work in progress.

The Owner reserves the right to reject any bid if the Owner determines, in its sole and absolute discretion, that the Bidder is not properly qualified to carry out the obligations of the Contract and/or to complete the work contemplated by the contract. Conditional bids will not be accepted.

1.9 PERMITS AND FEES

The School District shall secure and pay for the general building permit. Trade contractors will be responsible to obtain and pay for their specialty permits. The Owner is exempt from paying certain fees and it will be the contractor’s responsibility to acquaint himself with the laws and regulations governing said fees. Attention is directed to the requirements of the General Conditions regarding obtaining permits. The contractor shall obtain and pay for all fees associated with work in the Department of Transportation right of way.

1.10 TAXES

Sales and use taxes shall be excluded from the bid for all items incorporated into the final project. The Owner will provide sales tax exemption certificates as appropriate. See section 00700 General Conditions paragraph 12.04 for additional requirements.

1.11 SIGNATURE OF BIDDERS

Each Bidder shall sign and notarize the bid form, on the last page of the form and the bid bond if the Bidder is an individual, the Bidder must sign in individual capacity. Bids by partnerships shall be signed with the partnership name followed by the signature and designation of one of the partners or other authorized representative. Bids by corporations shall be signed with the name of the corporation followed by the signature and designation of the president or other person authorized to bind the corporation and attested to by the secretary with corporate seal (if available). Bids by joint ventures shall be signed by each participant in the joint venture or by an authorized agent of each participant. The names of all persons signing should also be typed or printed below the signature. A bid by a person who affixes to his signature the word “president,” “secretary,” “agent,” or other designation without disclosing his principal may be held to be the bid of the individual signing. When requested by the Owner, evidence of the authority of the person signing shall be furnished.

1.12 SUBMISSION OF BIDS

Bid Documents shall be enclosed in two envelopes (OUTER and INNER), each of which shall be sealed and clearly labeled “BID DOCUMENTS” and identified with the description of the work to which the proposal applies; the name of the project; the name and address of the Bidder; and the time of opening bids; all in prominent lettering so as to guard against opening prior to the stipulated time. The INNER envelope shall include the form of proposal (Document 00311) and shall be marked “BID ENCLOSED”. The “OUTER envelope” shall include the Bid Bond (Document 00410), along with the INNER envelope. If the OUTER envelope does NOT include the required document, the INNER “BID ENCLOSED” envelope will NOT be opened. No responsibility shall attach to any employee of the Owner for the premature opening of any bid not prominently identified.
The Bidder shall be responsible for placing his firm name and the name and number, if applicable, of the project and the time of the bidding on the outside of such bid envelope. The Bid Documents shall be submitted at the time and location as noted in the Invitation to Bid. Bids received after the specified time of closing will be returned unopened.

1.13 WITHDRAWAL OF BIDS

Any Bidder may withdraw his bid if written request for withdrawal signed in the same manner and by the same person who signed the Bid Form is received by the individual of the School District requesting the bids prior to the time established for the opening of the bids.

No Bidder may withdraw his bid for forty-five (45) days after the scheduled time set for the opening thereof, or before award of the Contract, unless said award is delayed for a period exceeding forty-five (45) calendar days.

1.14 MODIFICATIONS

No oral, telephonic, or telegraphic modifications will be considered.

1.15 ACCEPTANCE OF BIDS

The Owner reserves the right to accept the bid which in its judgment is the most responsive responsible and best bid or to reject any and all bids and alternatives and to waive or disregard irregularities or informalities in any bid as it may deem to be in the best interest of the School District. The Board of Directors or its designees may consider as irregular any bid on which there is an alteration of, or departure from, the bid form. All proposals received after the specified time of closing shall be returned unopened.

Final determination of compliance with specifications will rest with the Owner.

1.16 APPLICABLE LAWS AND REGULATIONS

Each Bidder shall familiarize himself with all state and local laws, codes, ordinances, and regulations which might in any manner affect the work to be done; the materials to be supplied; the taxes, permits and fees to be paid; or the labor to be employed in and about the work. Any claim of misunderstanding or ignorance on the part of any successful Bidder will not in any way excuse such Bidder from the necessity of full compliance with every such law, code, ordinance, or regulation. All state laws, codes and regulations and local ordinances, which are applicable, shall be complied with including but not limited to those specified in these documents.

1.17 INSURANCE

Throughout the life of the contract, the Contractor will be required to carry the types and amounts of insurance named in the General Conditions.

1.18 CONTRACTOR’S LICENSE

Any successful Bidder may be required by the Owner to obtain the necessary and applicable Contractor’s License from all appropriate governmental authorities and if required, shall not allow any subcontractor to commence work on his subcontract until all similar provisions required of the subcontractor have been obtained and approved.

1.19 POST-BID INTERVIEWS

Bidders in contention for contract awards may be asked to attend Post-Bid Interviews, submit Post-Bid Submittals in rough draft for review. (See Document 00500.)
LIST OF SUBCONTRACTORS AND SUPPLIERS OF LABOR AND MATERIAL

PROJECT: ___________________________  CONTRACTOR NAME: ___________________________

Pursuant to the provisions set forth in the Instructions to Bidders, The General Conditions, and the Proposal Form, the above-named contractor hereby designates below the names and locations of the place of business of each subcontractor. District may request subcontractor license number.

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Comments: ________________________________________________________________

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END OF DOCUMENT 00100
PART 1 - GENERAL
1.1 TIME OF COMPLETION
A. It is to be understood that time is of the essence for this Contract and the Contractor will be required to perform the Work within the allowable time set forth in the Contract. In this connection, attention is directed to the provisions of the General Conditions and Supplementary General Conditions, if any, relative to delays, extensions of time, and liquidated damages. The successful bidder/contractor shall, within ten (10) days after the Notice of Contract Award, prepare and submit for the Owner's approval, a Preliminary Construction Schedule. The schedule shall indicate the time of performance and the completion dates of the various portions of the Work, and the dates upon which the Owner may expect to be allowed to occupy all or portions of the Project.

B. The Owner and the Contractor shall agree mutually on any changes in either the schedule or the rate of performance of the Work which might either favorably or adversely affect such schedule dates. No additional compensation or fee shall be paid by the Owner, for any completion of all or any portions of the Work earlier than scheduled unless otherwise specifically noted in Bid Documents.

1.2 PRELIMINARY CONSTRUCTION SCHEDULE
A. The Preliminary Construction Schedule indicates planned Substantial Completion dates for significant activities during the construction period. Substantial Completion of an activity is considered to be when the work of subsequent activities can proceed in accordance with the Project Construction Schedule.

1.3 CONSTRUCTION PROGRESS SCHEDULE
A. A detailed Construction Progress Schedule shall be submitted by the Contractor prior to the submission of the first request for payment. No partial payment on account of work performed shall be made until such detailed Construction Progress Schedule has been approved by the Owner. Refer to Section 01310 for format requirements. Construction sequence or timing of schedules received from contractors may be adjusted in the Project Construction Progress Schedule by the Owner's Representative to facilitate sequencing and coordination of the overall Project.

B. During the construction period the Contractor is required to regularly provide information and input on scheduling and coordination of his work. The Construction Progress Schedule will detail the Contractor's performance between Project milestone dates. Construction Progress Schedules will be required with each Contractor's Application for Payment.

C. The mandatory Project milestones are listed in this section.

PROJECT MILESTONES
A. Project Release: November 18, 2021
B. Mandatory Pre-bid Meeting: December 1, 2021 @ 3:00 p.m.
C. Bids Due: December 14, 2021 @ 3:00 p.m.
D. Notice of Award: February 1, 2022
E. Submit Bonds & Insurance: February 16, 2022
F. Project Commencement: April 1 – 15, 2022
G. Substantial Completion: August 5, 2022
H. Final Completion: August 12, 2022
I. Final Project Closet Documentation: September 16, 2022

J. Definitions:
   1. Construction Start date: Established date on which the Contractor shall actively begin the Work on site to be completed under this contract. The construction start date may be amended to permit the Contractor to begin work sooner than established herein, upon approval of the Owner.
   2. Substantial Completion date: Established date on which the Work, or designated portion(s) thereof, has been sufficiently completed in accordance with the Contract Documents so as to permit the owner to safely and legally occupy or utilize the Work for its intended use, subject only to minor punch list items the absence of completion which does not interfere with the Owner’s intended use of the project.
   3. Final Completion date: Established date on which all outstanding items of the Work - including activities established in the Contract Documents, punch lists and established closeout documentation – have been fully executed and submitted to the Owner.

1.5 LIQUIDATED DAMAGES

A. Substantial Completion: The Owner and the Contractor agree that this Agreement shall not provide for the imposition of liquidated damages based on the date of Substantial Completion.

   1. The contractor understands that if the date of Substantial Completion established by this Agreement (as may be amended by subsequent approved changes) is not attained, the Owner will suffer damages, which are difficult to determine and accurately specify. The contractor agrees that if the Date of Substantial Completion is not attained, the Contractor shall pay the Owner actual damages, as determined by actual Owner expenses, to provide for the Project’s intended purpose after the established date of Substantial Completion, up to the date of actual Substantial Completion.

B. Final Completion: The Owner and the Contractor agree that this agreement shall not provide for the imposition of liquidated damages based on the Date of Final Completion.

   1. The Owner, at its election, may choose to execute the completion of outstanding punch list items remaining after the established date of Final Completion. All costs incurred by the Owner for Work completed after the Final Completion date will be deducted from the final payment owed to the contractor.

1.6 PHASING PLAN

The following general phasing concept has been developed in order to provide the Contractor with an overall concept of how the phasing will be required for work on this Project. The District will work with the General Contractor, awarded the Project, to define the final detailed schedule of when work will occur.

A. This project has no specific Phasing Plan, however the contractor shall start on one elevation and progress to the next elevation. Contractor shall not be working on more than 3 different
elevations at one time.

GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL INCLUDE THE NECESSARY PROJECT MANAGEMENT, LABOR, OVERTIME OR DOUBLE SHIFT REQUIREMENTS TO MEET THE PROJECT'S SUBSTANTIAL COMPLETION DATE. WITHIN LIMITATIONS NOTED BELOW, THE BUILDING IS AVAILABLE 24/7.

General notes:

- Meredith Middle School will be in summer session during the duration of the project. Contractor work during school days / school activities shall not restrict full use of the parking lots and building by the school students, staff and visitors.

- Work can be done on all days.

- All hauling of equipment and materials in/out and debris removal must insure the safety of the students, staff and visitors. Station personnel at areas of conflict when material or equipment is transferred in and out.

- The contractor may utilize the school parking lot during the summer break.

- Work to be coordinated through the Owner’s representative.

- All existing utility and communication services and distribution systems shall remain active during this work. Should a system be affected due to this work, the contractor shall make any required repairs to the system affected. Systems to maintain include in part: heating and ventilating, plumbing, electrical, temperature controls, fire alarm, security, intercoms, data / communications, and clock systems.

- Temporary security barriers and interior construction barriers shall be installed to separate the school and public from the work areas when rooms with work cannot be secured. All partitions shall be constructed per Section 01500 and shall be from floor to structure above. Maintain and remove the partitions when no longer required. Patch adjacent surfaces as required.

- Emergency exiting as required by the City of Des Moines code officials must be kept available while work continues for the renovation. The contractor shall phase the work around the exits to maintain a level unobstructed path of travel at all times to the public right of way.

- Close Out: Completion of punch list. – August 5 - 12, 2022 – Project Closet Out August 13, 2022 – September 16, 2022. All punch list work shall occur after school hours.

- Noisy work such as cutting new control joints and saw-cutting and removing cracked or spalled brick must be done before or after school hours or on weekends prior to June 1st or until last day of spring classes.

END OF DOCUMENT 00210
PART 1 - GENERAL

1.1 INFORMATION AVAILABLE TO BIDDERS

The following reports are available to bidders for information:

A. Abatement report for this project is available by request. Abatement will be performed by owner.

B. The Contractor is hereby notified that some or all of the buildings covered by this Construction Agreement may contain lead-based paint. Some or all of the buildings covered by this Construction Agreement may be considered child occupied facilities as that term is used by the United States Environmental Protection Agency ("EPA") and the Iowa Department of Public Health ("IDPH"). Starting April 2010, federal and state law will require contractors that disturb lead-based paint in homes, child care facilities and schools, built before 1978 to be certified and follow specific practices to prevent lead contamination. Further information regarding these requirements is available on the Iowa Department of Public Health website.

The Contractor is solely and fully responsible for the compliance with all applicable law and regulations regarding lead-based paint, including but not limited to those of EPA, IDPH and OSHA.

1.2 USE OF INFORMATION

A. All these documents made available by the Owner are for information only and are not a warranty of existing conditions.

B. Bidders may purchase a copy at cost of reproduction.

C. The data contained in the above items have been utilized in the preparation of construction documents. The Contractor may rely on the accuracy of the technical data contained in the report, but not upon non-technical data, interpretations or opinions contained therein, or for the completeness thereof for the Contractor's purposes.

D. Except as indicated in the preceding paragraph, Contractor has full responsibility with respect to subsurface conditions at the site.

END OF DOCUMENT 00220
PART 1 - GENERAL

1.1 PROPOSAL FORMS

A. Bidders are required to use the Proposal Form provided in Document 00311 or submit bid on the DMPS electronic portal. Contact Senior Supply Chain Analyst of DMPS at 515-242-7649 to become registered to submit a bid electronically. Additional proposal forms may be copied from this manual or obtained from the Owner’s Representative.

PART 2 - PROPOSAL FORMAT

2.1 BID PROPOSALS

A. The Proposal consists of all the following required documents:
   1. Proposal Form (Document 00311) Inner Envelope.

B. Bid documents shall be enclosed in two envelopes (OUTER and INNER), each of which shall be sealed and clearly labeled “BID DOCUMENTS” and identified with the name and Bid Number of the project; the name and address of the Bidder; and the time or opening bids. The INNER envelope shall contain the Bid Proposal. The OUTER envelope shall contain the Bid Bond and INNER envelope. If all supporting documents are not included, the inner envelope will not be opened.

All information shall be in prominent lettering so as to guard against opening prior to the stipulated time. No responsibility shall attach to any employee of the Owner for the premature opening of any bid not prominently identified. The Bidder shall be responsible for placing his firm name and number, if applicable, of the project and the time of the bidding on the outside of such bid envelope.

C. All spaces provided on the Proposal Forms shall be filled in. If any space provided is not utilized by the Bidder, that space shall be filled in with the notation "NA" (Not Applicable).

D. The Proposal Forms shall be typewritten or manually printed in ink.

E. Where indicated, all amounts shall be expressed in words and in figures. In case of discrepancy, the words shall govern.

F. Bidders shall not make unsolicited notations or statements on the Proposal Forms. Alteration of the Proposal Forms is not permitted and may result in the proposal being considered non-responsive.

G. The person who signs the Proposal shall initial all changes to and erasures of the Bidder’s entries on the Proposal Forms.

H. Each Proposal shall include the legal name of the Bidder and a statement regarding whether the Bidder is a sole proprietor, a partnership, a corporation, or other type of legal entity. Proposals submitted by corporations shall have the state of incorporation noted. Any Bid submitted by an agent shall have a current Power of Attorney attached, certifying the agent’s power to bind the Bidder.

PART 3 - COMPLETION OF PROPOSAL FORMS

3.1 PROPOSAL FORM (DOCUMENT 00311)

A. Submit only one Proposal Form. Copies of the Proposal Form may be made.
B. Fill in the numbers and dates of all Addenda received and considered in the Proposal. Proposals must include acknowledgement of all Addenda issued prior to the Bid Date.

C. Type or print the signer’s name and title in the spaces provided below the signature.

D. Date the Form in the spaces provided.

E. Place the Contractor’s name at the bottom of each page in the space provided.

F. Have the Bid Proposal Notarized.

G. Completed Proposal form to be included in the INNER envelope.

3.2 TSB (Targeted Small Business Participation) FORM (DOCUMENT 00312)
Indicate participation on bid form. Low bidder to provide participation documents along with 24 HR information.

A. Program Description

1. In accordance with the Code of Iowa, Articles 73.15 through 73.21 and as amended by Sec. 223 of House File 479, the Board of Education of the Des Moines Independent Community School District seeks to provide opportunities for Iowa Targeted Small Businesses in the award of all contracts. The Certified Iowa Targeted Small Business participation target is ten percent (10%) of the base bid.

B. Definitions

1. Targeted Small Business (TSB) means a small business which is fifty-one percent or more owned, operated, and actively managed by one or more women or minority persons. Certified in the above context means the TSB has been certified by the Iowa Department of Inspections and Appeals. A complete listing of all certified TSB's may be secured from the Iowa Department of Economic Development (515) 242-4700.

2. Small business means any enterprise located in this state which is operated for profit under a single management, and which has an annual gross income of less than three million dollars computed as the average of the three preceding fiscal years.

3. Minority person(s) means an individual who is Black, Hispanic, Asian or Pacific Islander, American Indian or Alaskan native.

4. Actively managed means exercising the power to make policy decisions affecting the business.

5. Operated means actively involved in the day-to-day management of the business.

C. Performance and Payment Bond Waiver

1. If Contractor is a TSB, the contractor may be eligible to receive a waiver of the performance and payment bond requirements pursuant to the provisions of the Iowa Satisfaction and Performance Bond Program, Section 12.44 of the Code of Iowa.

2. Certification of eligibility to participate in the Iowa Satisfaction and Performance Bond Program is determined by the Iowa Department of Inspection and Appeals.

D. Documentation to substantiate that a good faith effort has been made to meet the TSB participation goal, each prime bidder shall submit with their bid an executed copy of this form, completely filled out. Make additional copies of the form as required.
E. Place the Contractor's name at the bottom of each page in the space provided.
F. Date the Form in the spaces provided.
G. Completed TSB form Page 1 must be signed and notarized by the person signing the Proposal Form.
H. Completed TSB forms to be included with the 24 hour information.

3.3 NON-COLLUSION AFFIDAVIT (DOCUMENT 00313)

By signing bid form, bidder acknowledges non-collusion.
A. Submit the Non-Collusion Affidavit on the form provided. Copies may be made.
B. Type or print the signer's name and title in the spaces provided.
C. Place the Contractor's name at the bottom of the page in the space provided.
D. Have the Non-Collusion Affidavit Notarized.
E. Completed Non-Collusion Affidavit to be included by low bidder with the 24 HR. information.

3.4 BIDDERS STATUS FORM (DOCUMENT 00314)

Indicate on bid form, bidder's residency status.
A. Submit the fully completed Bidders Status From on the form provided. Copies may be made.
B. Place the Contractor's name at the bottom of the page in the space provided.
C. Sign and date the Form in the space provided.
D. Completed Bidders Status Form to be included by low bidder along with the 24 Hr. information.

3.5 SUBMISSION OF PROPOSALS

A. Bidders shall bear full responsibility for delivering Proposals to the location for receipt of Proposals by the time and date for receipt of Proposals.
B. Owner will not provide telephones for use by Bidders when preparing their bid.
C. Telephone, faxed or oral bids will not be accepted.

3.6 MODIFICATION OR WITHDRAWAL OF PROPOSALS

A. Any Bidder may withdraw his bid if written request for withdrawal signed in the same manner and by the same person who signed the Bid Form is received by the individual of the School District requesting the bids prior to the time established for the opening of the Bids.
B. No Bidder may withdraw his bid for forty-five (45) days after the scheduled time set for the opening thereof, or before award of the Contract, unless said award is delayed for a period exceeding forty-five (45) calendar days.
C. Proposals that are withdrawn may be resubmitted before the time and date designated for the receipt of Proposals.
D. No oral, telephonic, telegraphic or FAXED modifications will be considered.

END OF DOCUMENT 00310
MERRILL MIDDLE SCHOOL – EXTERIOR RESTORATION

PROPOSAL FOR: Merrill Middle School – Exterior Restoration Project
TO: Des Moines Independent Community School District
   Operations Center, Senior Supply Chain Analyst, 1917 Dean Avenue
   Des Moines, Iowa 50316

COVERING BID NO: Q8658

SUBMITTED BY: 

Name of Bidder

Members of the Board:

The undersigned has carefully examined the site, the proposed Contract Documents prepared by Studio Melee pertinent to the construction of the above referenced Project. Further, being familiar with all other conditions affecting the Work, the undersigned hereby proposes and agrees to furnish and provide all labor, materials, supervision, transportation, tools, equipment, services and other facilities necessary and required for the expeditious completion of the Work indicated above in strict conformity with said conditions and Contract Documents.

The undersigned has reviewed the work outlined in the Bidding Documents and fully understands the scope of work required in this Proposal. The undersigned acknowledges that the Proposal includes the work of all trades required for the work and understands the Owner Representative function as described in the Contract Documents. The undersigned understands that each bidder who is awarded a Contract shall be in fact a Prime Contractor, not a Subcontractor to the Des Moines Independent Community School District. The undersigned agrees that the proposal, if accepted by the Owner, will be the basis for a contract with the Owner to enter into such a contract in accordance with the intent of the Contract Documents.

The undersigned agrees to complete the work required, within the time indicated in the Contract Documents, subject to Liquidated Damages as specified in Documents 00210 and 00700.

The undersigned acknowledges the Iowa - Targeted Small Business program and actively pursued participation (document 00312). Yes ___ No ___ Low bidder to submit completed form with 24 HR. information.

The undersigned certifies that bidder has read and adheres to the terms of the Non-Collusion Affidavit (document 00313). Low bidder to submit completed form with 24 HR. information.

The undersigned has completed the Bidders Status worksheet (document 00314) and certifies the firm to be an Iowa:

Resident Bidder _____ Non-resident Bidder _____ Low bidder to submit completed form with 24 HR. information.

Enclosed in a separate envelope is a Bid Security for five percent (5%) of the amount of the Base Bid, made payable to the order of Des Moines Independent Community School District. It is to be left in escrow with the Owner as a guarantee that the undersigned will enter into a Contract and will furnish the specified insurance and bonds. The undersigned has notified the Owner Representative of any discrepancies or omissions, or of any doubt about the meaning of any of the Contract Documents, and has contacted the Owner Representative before bid date to verify the issuing of any clarifying Addenda.

The undersigned further acknowledges receipt of the following Addenda:

Contractor Name

PROPOSAL FORM TO BE SUBMITTED IN INNER ENVELOPE
MERRILL MIDDLE SCHOOL – EXTERIOR RESTORATION

BASE BID - BID NO. Q8658 Merrill Middle School – Exterior Restoration Project

The undersigned proposes to provide and construct the Work required, in accordance with said Contract Documents for the lump sum price of _______________________________ Dollars ($__________________________), EXCLUDING ALL SALES TAXES. (Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern).

SCHEDULE OF ALTERNATES – NONE

LIST OF SUBCONTRACTORS AND SUPPLIERS OF LABOR AND MATERIAL

The lowest bidder for each contract shall, within twenty-four (24) hours following the bid opening, provide the Owner with the List of Subcontractors and Suppliers of Labor and Material. Subcontractor is any entity performing 1-1/2% or more of the contract value. The List shall detail the quotations used in the preparation of the bid and whose services are proposed to be used in construction of the project. The List must be complete showing all sections in the Construction Documents. Failure to submit the List may preclude the bid from further consideration by the Owner. The Owner reserves the right to either disclose or not disclose the List of the successful Bidder.

Each Bidder shall identify and fully disclose on the List all those subcontractors and suppliers proposed for the work with which the Bidder is connected either directly or indirectly as part owner, participant in profits and losses or in any other manner financially or economically.

The forms for the List of Subcontractors and Suppliers of Labor and Materials are included in the Instruction to Bidders, Section 00100.

AGREEMENT

It is understood and agreed that if written notice of the Owner’s acceptance of this proposal is mailed, telegraphed, or delivered to the undersigned after the opening of the bid, and within forty-five (45) days, or at any time thereafter before this bid is withdrawn, the undersigned will execute and deliver to the Owner an Agreement in accordance with the bid as accepted. The undersigned will also furnish and deliver to the Owner the Payment Bond, Performance Bond and Certificate of Insurance as specified in the Contract Documents, all within ten (10) working days after receipt of Notice of Contract Award. The work under the Contract shall be commenced by the undersigned bidder, if awarded the Contract, on the date to be stated in a Notice to Proceed, issued to the Contractor and shall be completed by the Contractor in the time specified in the Contract Documents. In the event the bidder to whom an award is made fails or refuses to execute the Contract within the specified time frame; the Owner may declare the bidder’s bid security forfeited as damages caused by the failure of the bidder to enter into the Contract.

If this proposal is determined to be (preliminarily) the lowest responsible bid, the undersigned shall submit a listing of subcontractors and major materials suppliers in accordance with G.C. – 27.00 and the Instructions to Bidders within 24 hours of being notified of such finding by the Owner Representative.

Contractor Name
The undersigned acknowledges the fact that the Owner reserves the right to accept or reject any and all proposals, to waive any informality in receipt of this proposal, with or without cause or reason, and award the Contract on the basis stated in the Instructions to Bidders.

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth below, together with the signatures of authorized officers or agents. If bidder is a partnership, the true name of the firm shall be set forth below together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership. If bidder is an individual, his signature shall be placed below.

SUBMITTED BY: ____________________________________________

Name of Bidder

Address: ____________________________________________________

Phone #: __________________________ Fax #: __________________________

Contractors, License No.: __________________________

Signature

License Expiration Date: __________________________

Position

If Corporation: State of Incorporation: __________________________

AFFIX CORPORATE SEAL HERE ➔

(IF APPLICABLE)

THIS STATEMENT MUST BE NOTARIZED.

STATE OF IOWA, ______________________ COUNTY, ss:

Subscribed and sworn to before me by the said ______________________ on this ______ day of ____________, 20____.

__________________________

Notary Public in and for the State of Iowa

Contractor Name

PROPOSAL FORM TO BE SUBMITTED IN INNER ENVELOPE
If bidder is awarded the contract for this project, the bidder proposes for owner approval the award of a subcontract to the following certified Iowa TSB’s:

(If more room is needed, supply same information on second sheet and attach to this form)

<table>
<thead>
<tr>
<th>TSB Company Name</th>
<th>Address</th>
<th>Description of Work</th>
<th>Dollar Amount</th>
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Bidder's Company Name: ________________________________  Telephone No.: _________________

Address: ________________________________  City: ________________  State: ______  Zip: ______

Signature (Same person who signs proposal): __________________

Title: __________________

Type/Print Name: __________________  Date: _________________

THIS STATEMENT MUST BE NOTARIZED.

STATE OF __________________________, __________________ COUNTY, ss:

Subscribed and sworn to before me by the said __________________________ on this _______
_______day of ____________, 202__.

_____________________________
Notary Public in and for the State of ________________

Low bidder to submit form with 24 HR information
Bidders to supply all the following information

Bidder is _____ / is not _____ a certified Iowa Targeted Small Business, (TSB).
If bidder did not contact any certified Targeted Small Businesses, then state why:
The following TSB's were contacted and declined to participate:
(If more room is needed, supply same information on second sheet and attach to this form)

<table>
<thead>
<tr>
<th>No.</th>
<th>TSB Company Name:</th>
<th>Address:</th>
<th>Contact Name:</th>
<th>Date Contacted</th>
<th>Telephone Number:</th>
<th>Reason given for declining participation.</th>
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Low bidder to submit form with 24 HR information
NON-COLLUSION / OFFENDER ACKNOWLEDGEMENT AFFIDAVIT

The Contractor and/or the sub-contractors, as applicable, shall provide this affidavit:

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID IN OUTER ENVELOPE.

State of Iowa      
) ss.                
County of Polk     

Being first duly sworn, deposes and says that he or she

(Name)  
Is _________________________________________ of                                  ,

(Title)               (Contractor)

the party making the foregoing bid that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereto to effectuate a collusive or sham bid."

Acknowledgment & Certification

“Contractor” is providing services to the Des Moines Independent Community School District ("District") as a contractor, vendor, supplier, provider or subcontractor and/or is operating or managing the operations of a contractor, vendor, supplier or provider. The services provided by the Contractor may involve the presence of the Contractor’s employees upon the real property of the District. The Contractor acknowledges that Iowa law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the District. The Contractor further acknowledges that, pursuant to Iowa law, a sex offender who has been convicted of a sex offense against a minor shall not operate, manage, be employed by, or act as a contractor or volunteer at the District.

The Contractor hereby certifies that no one who is an owner, operator or manager of the Contractor has been convicted of a sex offense against a minor.

The Contractor further certifies and agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to the District in accordance with the prohibitions set forthabove.

The Contractor further certifies that the Contractor has completed a satisfactory background check on the Contractor’s employees. The Contractor hereby agrees to provide the District with the Contractor’s background screening procedures including specific context and infractions that are reviewed by the Contractor.

The Contractor acknowledges that it has received and reviewed a copy of the District’s Background Check Policy, which governs the District’s hiring practices for its own employees.

LOW BIDER TO SUBMIT FORM WITH 24 HR INFORMATION

________________________
Contractor Name
This Policy may serve as a guide for the Contractor’s internal background screening. The Contractor will closely review all available information for any individual who may have direct and / or unsupervised contact with District students to protect the safety and well-being of District Students. In reviewing such applications, the District expects the Contractor to consider the following factors.

a. Nature of the work sought
b. How the offense(s) relates to the work, and
c. The population the worker(s) may interact or come in contact

The District reserves the right, but does not have the obligation to, conduct a District background check on Contractor employees as determined by the District in its sole discretion. The District reserves the right to restrict access of any Contractor employee upon the real property of the District if such employee does not clear the District’s background check.

The District reserves the right, but does not have the obligation to, to audit the Contractor’s background screening program at any time, whether announced or unannounced. The Contractor hereby agrees that the Contractor shall, upon request, permit an authorized District representative to review background screening records, including those of individual Contractor employees, in order to conduct a compliance review, audit or investigation, to the fullest extent permitted by law.

The Contractor shall ensure that the provisions of this Acknowledgement and Certification are extended to any and all subcontractors, consultants, or others the Contractor may engage if such engagement involves their presence upon the real property of the District.

The Contractor understands and agrees that violation of any of the provisions of this Acknowledgement and Certification shall constitute sufficient grounds for termination of any contract or subcontract without damages or penalty to the District.

This Acknowledgment and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.

Draft Policy Regarding Background Checks of Applicants for Employment

The Des Moines Independent Community School District’s primary function is the education and care of the District’s students. The District considers student safety and well-being to be of paramount importance. Because of the requirements of Iowa law, and in order to further these compelling interests, the District’s hiring process includes requests for information regarding an applicant’s past criminal conviction(s). Background checks will be conducted as required by law and District policy/practice. Backgrounds checks will not be performed until a recommendation to hire has been made by the hiring team, after the interview process has occurred.

The District is also committed to equity in its entire employment process, including its hiring process. In order to achieve an equitable process with respect to the consideration of criminal convictions, while promoting the compelling interests of student safety and well-being, the District will consider an applicant’s criminal record in light of the following:

1. All applications will be considered on a case-by-case basis. While the District will endeavor to consider each applicant’s individual situation, it will also attempt to achieve equitable results between similarly-situated applicants.
2. Because honesty and candor are essential to the employer-employee relationship, failure of an applicant to disclose past criminal convictions on their application for employment

LOW BIDDER TO SUBMIT FORM WITH 24 HR INFORMATION

Contractor Name
and/or failure to cooperate with requests from the District to provide additional information necessary to the hiring process will generally result in a denial of employment.

3. Where an applicant’s application and/or background check result in a finding that the applicant has one or more criminal convictions, the District will issue a Pre-Adverse Action Notice to the employee, requesting that the employee provide the District with additional information relating to the conviction(s) prior to the District making a decision relating to the applicant’s employment. The applicant’s cooperation and candor are important if the applicant fails to provide additional information within the time requested, the District will make a decision based on the information available to it. Applicants should be aware that failure to promptly and voluntarily provide additional information will weigh heavily against hiring that applicant.

4. Once the District has received all available information relating to the applicant’s criminal background, the District will analyze all available information on a case-by-case basis. Factors examined by the District may include, but are not necessarily limited to all considerations that are job-related and consistent with business necessity, including specifically:
   a. The gravity of the offense/conduct,
   b. Whether the individual has a record of multiple convictions or a documented pattern indicating disregard or the law,
   c. Time since the offense(s),
   d. Whether there are any pending charges at the time of application,
   e. Nature of the job sought,
   f. How the offense(s) relates to the job,
   g. The population the applicant may interact with,
   h. Where applicable, evidence of rehabilitation

5. If the District determines not to move forward with employment, the applicant will receive a Final Adverse Action notice.

6. If an application is rejected due to an applicant’s past criminal conviction(s), that employee may be considered for employment no sooner than seven (7) years from the date of the most recent offense. All decisions will be made based on all information available to the District at the time of the subsequent application.

The undersigned certifies under penalty of perjury that the foregoing is true and correct, hereby acknowledges that he/she has read this entire document that he/she understands its terms, and that he/she not only has the authority to sign the document on behalf of the Contractor, but has signed it knowingly and voluntarily.

THIS STATEMENT MUST BE NOTARIZED.

NAME OF CONTRACTOR: ______________________________

BY: ______________________________

Signature ______________________________

Type/Print Name ______________________________

Title ______________________________

Date ______________________________

STATE OF __________________, COUNTY, ss:

Subscribed and sworn to before me by the said ______________________________ on this ______________________________

LOW BIDDER TO SUBMIT FORM WITH 24 HR INFORMATION

Contractor Name ______________________________
LOW BIDDER TO SUBMIT FORM WITH 24 HR INFORMATION

Contractor Name
BID BOND

ONLY REQUIRED IF THE QUOTE EXCEEDS THE $135,000.00 THRESHOLD

KNOW ALL PERSONS BY THESE PRESENTS, that we _______________________________ as Principal, and _______________________________ as Surety, are held and firmly bound to the Des Moines Independent Community School District, hereinafter called the “School District,” in the penal sum of _______________________________, in lawful money of the United States, for the payment of which sum will and truly be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly, by these presents. The condition of this obligation is such that whereas the Principal has submitted the accompanying Bid, dated ________________ for the project:

________________________

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or, if no period be specified, within forty-five (45) days after said opening, and shall, within the period specified therefore, or, if no period be specified, within seven (7) days after the prescribed forms are presented for signature, enter into a written Contract with the School District, in accordance with the bid, as accepted, and give bond with good and sufficient Surety or Sureties, as may be required for the faithful performance and proper fulfillment of such Contract, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

By virtue of statutory authority, the full amount of this Bid Bond shall be forfeited to the School District in liquidation of damages sustained in the event that the afore described bidder, Principal, fails to execute the Contract and provide the bond as provided in the Specifications or by law.

IN WITNESS WHEREOF, the parties have executed this instrument under their several seals this ___________ the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by the undersigned representatives pursuant to authority of the governing bodies.

__________________________________________  
(Date)  Principal

By: ________________________________________

__________________________________________
(Date)  Surety

By: ________________________________________

(Attach Power of Attorney of agent executing Bond)

END OF DOCUMENT 00410

PROPOSAL FORM TO BE SUBMITTED IN OUTER ENVELOPE
PART 1 - GENERAL

1.1 OWNER/CONTRACTOR AGREEMENT

A. The Agreement between the Owner and each Contractor will be written on the Owner's standard Owner/Contractor Agreement Form. A sample of this form appears as Document 00510.

B. The Owner/Contractor Agreement Form will be completed by the Owner and will be sent to the selected Contractor. A minimum of three (3) copies will be prepared for signing.

C. The executed Owner/Contractor Agreement, along with the Contract Documents as defined in Document 00700, will be the entire, integrated Contract between the Owner and each Contractor.

D. Upon receipt of an Owner/Contractor Agreement, the successful Bidder shall review it for completeness and accuracy, execute it, and return it to the Owner.

E. The Owner will execute each Owner/Contractor Agreement after the Bidder and after all required post-bid documents, (see 1.2.C. below), have been submitted.

1.2 NOTICE OF CONTRACT AWARD

A. The Owner shall issue a Notice to Proceed prior to the commencement of work under the Owner/Contractor Agreement.

B. No Contractor shall commence work until all required bonds (Documents 00600, 00610 and 00620) and insurance (Document 00650) have been submitted to and accepted by the Owner.

C. Upon receipt of a Notice to Proceed, and receipt of requisite bid documents, each Contractor shall commence work in accordance with the conditions contained in the Notice to Proceed.

END OF DOCUMENT 00500
CONSTRUCTION AGREEMENT

THIS AGREEMENT, made and entered into this ___ day of ______, 202__ by and between DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT (hereinafter designated as the “Owner”), and ________________________________ (hereinafter designated as the “Contractor”), in connection with the construction of _____________________________ complete with all work appurtenant thereto.

In consideration of the compensation to be paid to the Contractor and of the mutual agreements herein contained, the parties agree as follows:

CA - 1.00 SCOPE OF THE WORK

The Contractor will furnish all tools, equipment, machinery, supplies, superintendence, insurance, transportation and other construction accessories, services and facilities specified or required to be incorporated in and form a permanent part of the completed work. In addition, the contractor shall provide and perform all necessary labor in a good, firm, substantial workmanlike manner and in accordance with the conditions and prices stated in the Bid Proposal and the requirements, stipulations, provisions and conditions of the Contract Documents as defined in the attached General Conditions. Said documents form the contract and are as fully a part thereof as if repeated verbatim herein. The Contractor shall perform, execute, construct and complete all things mentioned as to be done by them in the Contract Documents, the Owner's official award of this contract to the Contractor being based on the acceptance by the Owner of the Contractor's bid, or part thereof.

CA - 2.00 THE CONTRACT DOCUMENTS

The Contract Documents shall consist of this written Agreement, which shall incorporate by this reference all of the instruments set out in Article 1 of the General Conditions as fully as if they were set out in this Agreement in full. All of the said documents and instruments are incorporated into this Agreement by the signature of the parties hereto.

CA - 3.00 TIME OF COMPLETION

The Contractor agrees to commence work under this Agreement by no later than __________ and to substantially complete all work by no later than __________.

CA - 4.00 LIQUIDATED DAMAGES

The Contractor understands and agrees that the completion of the entire project within the time provided is an essential feature of this Agreement. The Owner will sustain substantial damages, the amount of which is not possible to accurately determine at this time, if the work is not so completed. The Contractor, therefore, agrees to proceed with due diligence, taking all precautions and making all necessary arrangements to insure the completion of the work within the prescribed time. The Contractor further agrees that should he fail to finally and fully complete the work within the time stipulated, the Owner shall be entitled to collect liquidated damages for the cost of delay, in accordance with the General Conditions of the Contract and as defined in the Contract Documents.

CA - 5.00 CONTRACT SUM

The Owner shall pay to the Contractor for performance of the work encompassed by this Agreement, and the Contractor will accept as full compensation therefor the lump sum of: See Attachment “A”, subject to adjustment as provided by the Contract Documents, to be paid by progress payments in cash or its equivalent in the manner provided for in the Contract Documents.
CA - 6.00 ACCETANCE AND FINAL PAYMENT

A.) Early Release of Retained Funds - Upon Substantial Completion the Contractor may apply for a partial or full release of retained funds. The Contractor, the Architect, and the Owner shall inspect the work covered by the portion of funds requested. When the work is found to be acceptable under the Agreement, including the satisfactory completion of all items covered by the request, the Architect shall promptly certify such to the Owner, over his own signature. The certification shall state that that portion of work provided for in this Agreement has been completed in accordance with the Contract Documents and is accepted by the Architect under the terms and conditions therefore. The Owner shall have the right to withhold 1) an amount equal to 200% of the value of labor and materials yet to be provided on the project as determined by the Owner and its authorized representative and 2) an amount equal to 200% of the value of any Chapter 573 claims currently on file at the time the request for release of retained funds is approved. The balance found to be due the Contractor, and noted in said certificate, shall be due and payable. Approval of the retained balance will be made by resolution of the Owner's Board of Directors within thirty (30) days, unless otherwise agreed to by the parties.

B) Final Payment of Retained Funds - Upon receipt of written notice that the work is ready for final inspection and acceptance, the Contractor, the Architect, and the Owner shall inspect the work. When the work is found to be acceptable under the Agreement, and the Agreement fully performed, including the satisfactory completion of all punch list items, the Architect shall promptly certify such to the Owner, over his own signature. The certification shall state that the work provided for in this Agreement has been completed in accordance with the Contract Documents and is accepted by the Architect under the terms and conditions therefor. The entire balance found to be due the Contractor, and noted in said final certificate, shall be due and payable. Before issuance of the Owner's Letter of Acceptance, the Contractor shall submit evidence satisfactory to the Owner that all payrolls, material bills, and other indebtedness connected with the work has been or will promptly be paid.

CA - 7.00 REPRESENTATIONS

The Contractor shall not extend the credit or faith of the Owner to any other persons or organizations.

CA - 8.00 ASSIGNMENT

The Contractor shall not assign all of his rights or obligations under this Agreement without the express written consent of the Owner. Upon any assignment even though consented to by the Owner, the Contractor shall remain liable for the performance of the work under this Agreement.

CA - 9.00 PARTIAL INVALIDITY

If any provisions of this Agreement are in violation of any statute or rule of law of the State of Iowa, then such provisions shall be deemed null and void to the extent that they may be in violation of law without invalidating the remaining provisions hereof.

CA - 10.00 WAIVER

No waiver of any breach of any one of the agreements, terms conditions or covenants of this Agreement by the Owner shall be deemed or imply or constitute a waiver of any other agreement, term, condition or covenant of this Agreement. The failure of the Owner to insist on strict performance of any agreement, term, condition or covenant, herein set forth, shall not constitute, or be construed as a waiver of the Owner's rights thereafter to enforce any other default; neither shall such failure to insist upon strict performance be deemed sufficient grounds to enable the Contractor to forego or subvert or
otherwise disregard any other agreement, term, condition or covenant of this Agreement.

CA - 11.00 ENTIRE AGREEMENT

The within Agreement, together with the Contract Documents as defined in Article 2.00 herein, constitute the entire agreement of the parties hereto. No modification, change, or alteration of the within Agreement shall be of any legal force or effect unless in writing, signed by all the parties hereto.

CA - 12.00 COUNTERPARTS

This Agreement may be executed in several counterparts and each such counterpart shall be deemed an original.

CA - 13.00 GOVERNING LAW

Venue for any and all legal actions regarding or arising out of the transaction covered herein shall be solely in the District Court in and for Polk County, State of Iowa. This transaction shall be governed by the laws of the state of Iowa.

CA - 14.00 ATTORNEYS' FEES

In the event it becomes necessary for either party to enforce any provisions or breach of this Agreement by commencing litigation, the prevailing party in such action shall be entitled to collect, as part of any judgment entered, its reasonable expert witness and attorneys’ fees and costs.

CA - 15.00 NOTICES

All notices, requests, demands and other communications given or to be given under this Agreement shall be in writing. They shall be deemed to have been duly given when served if served personally, or on the second day after mailing if mailed by first class mail, registered or certified, postage prepaid, and properly addressed to the party to whom notice is to be given as set forth below.

If to Owner: Chief Operating Officer

If to Contractor, then to the individual at the address set forth in the signature block below.

Either party may change its address for purposes of notice by giving written notice to the other party in accordance with this paragraph.

CA - 16.00 BONDS

The Contractor shall furnish both a performance bond and a payment bond and shall pay the premium thereon. The performance bond shall guarantee the full performance of the contract.

CA – 17.00 DESIGNATED REPRESENTATIVE

The OWNER will designate a District representative who will be its authorized representative with the CONTRACTOR under this AGREEMENT.
IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written, and shall extend to and bind the parties, their successors, assigns and personal representatives.

DESMOINES INDEPENDENT
COMMUNITY SCHOOL DISTRICT

By: ________________________________ ATTEST: ________________________________
President, Board of Directors Secretary, Board of Directors

______________________________
Contractor Signature

______________________________
Contractor Firm & Address:

______________________________
Attachment “A” to Document 00510

Construction Agreement
Des Moines Independent Community School District
MERRILL MIDDLE SCHOOL – EXTERIOR RESTORATION PROJECT

As recorded in the meeting minutes of the Board of Directors held on ______________, the following is a description of the base bid and alternates proposed by ________________:

Base Bid: $
Alternate $ 
Total Contract Amount: $

END OF DOCUMENT 00510
PART 1 - GENERAL

1.1 BONDS

A. The Owner shall require the Bidder to whom a Contract is awarded to furnish both Performance and Labor and Material Payment bonds in the amount of one hundred percent, (100%), of the Contract price. Bonds shall cover the faithful performance of the Contract and the payment of all obligations arising thereunder. The Bidder will further provide warranties as required by the specifications or General Conditions.

B. The bonds shall be executed on the forms included with the Contract Documents (forms shall not be removed from the Contract Documents; Bidders shall obtain original copies of the bond forms from the Owner’s Representative). Accompanying each bond form shall be a “Power of Attorney” authorizing the attorney in fact to bind the surety company and certified to include the date of the bond.

C. Performance Bond shall be in the amount of one hundred percent (100%) of the total amount of work covered by this contract. It shall guarantee the faithful performance of the Contractor or manufacturer; and it shall insure the District during the work required by any Contract and for a period of one (1) year from the date of final acceptance of the work, against faulty or improper materials and/or workmanship that may be discovered during that time. If required, warranties extending beyond one years, such as for roofing, shall be as specified in the individual specification sections.

D. Payment Bond shall be in the amount of one hundred percent (100%) of the total amount of work covered by this contract; and shall be in accordance with the law of the State of Iowa to secure the payment of all claims for labor and materials used or consumed in the performance of this Contract.

E. Payment Bonds and Performance Bonds shall include:
   1. Full name and address of Contractor, Surety and Owner
   2. The Contract Date
   3. The exact amount of the Contract
   4. Signature of Contractor
   5. Corporate Seal if applicable
   6. Notarization of Contractor and Surety
   7. Power of Attorney
   8. Local contact for Surety, with name, phone number, and address to which legal notices may be sent.

1.2 BOND COSTS IN BIDS

A. Include all costs for Payment Bonds or Performance Bonds in the bid amounts.

END OF DOCUMENT 00600
LABOR AND MATERIAL PAYMENT BOND

Bond No. ______________

(This Bond is issued simultaneously with a Performance Bond in favor of the Owner conditioned on the full and timely performance of the Contract.)

KNOW ALL MEN BY THESE PRESENTS that _________________________ as Principal (the “Principal”), ____________________________ and a corporation organized and existing under the laws of the State of ______________, and authorized to transact business in the State of Iowa, as Surety (the “Surety”), jointly and severally bind themselves, their heirs, personal representatives, successors, and assigns, to the DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT, 2100 Fleur Drive, Des Moines, Iowa 50321, as Obligee (the “Owner”), for the use and benefit of it and the claimants as defined below, in the principal amount of ______________ ____________________ ($__________________) as adjusted by approved change orders (not to exceed 10 percent of the principal amount of this Bond unless expressly approved by the Surety, which approval shall not be unreasonably withheld) and interest as provided by law, for the payment of all amounts which become due under the Contract described below.

The Principal and the Owner have entered into a written Construction Agreement dated _________________________, 202__, together with related “Contract Documents” as defined therein (all of which are collectively referred to as the “Contract” and incorporated herein by this reference), for the following Project:

______________________________________________________________________________
______________________________________________________________________________

The condition of this obligation is such that, if the Principal shall at all times promptly make payment of all amounts, claims, or demands lawfully due to all persons, firms, associations, or corporations supplying or furnishing to the Principal or its subcontractors labor or materials, supplies, or equipment which are used, provided, or performed in the prosecution of the work provided for in the Contract and any and all duly authorized modifications of the Contract that may hereafter be made, then this obligation shall be null and void; otherwise, the Surety shall pay the full value of all such claims or demands and shall indemnify and hold the Owner harmless from all payments which the Owner may be required to make under the Contract or applicable law in excess of the Contract price not exceeding the amount of this obligation, together with interest as provided by law, as well as attorneys’ fees and costs incurred by the Owner in the resolution of any claim. All such subcontractors, laborers, and materialmen shall have rights under the within Bond as are set forth in the statutes and laws of the State of Iowa.

Further, each and every claimant, who institutes a lawsuit for compensation or payment under the terms payment under the terms hereof, as part of any court award, shall be entitled to reasonable attorneys’ fees and costs.

The undersigned Surety for value received hereby agrees that no extension of time, change in, addition to, or other modification of the terms of the Contract or work to be performed thereunder, or of
specifications, or of the Contract Documents, shall in any way affect its obligation on this Bond and the Surety hereby waives notice of any such extension of time, change, addition, or modification.

Any notice which any party desires or is required to provide another shall be in writing and shall be effective upon receipt when delivered or transmitted by personal delivery, certified (return receipt) mail, or express mail service to the addresses set forth herein.

IN WITNESS WHEREOF, said Principal and Surety have executed this Bond, this ______ day of ____________________, 202__.

ATTEST:  

Principal  
By: ___________________________________________________________________  
Address: ___________________________________________________________________  
(SEAL)  
_________________________________________________________________________

ATTEST:  

(Surety)  
By: ___________________________________________________________________  
Address: ___________________________________________________________________  
(SEAL)  
_________________________________________________________________________

Claims Telephone Number: ___________________  
Claims Fax Number: ___________________

The fully executed Bond form must be accompanied by a current Power of Attorney.

END OF DOCUMENT 00610
PERFORMANCE BOND

Bond No. _____________

KNOW ALL MEN BY THESE PRESENTS That _______________________________, as Principal (the “Principal”), and _______________________________, a corporation organized and existing under the laws of the State of ___________, and authorized to transact business in the State of Iowa, as Surety (the “Surety”), jointly and severally, bind themselves, their heirs, personal representatives, successors, and assigns to the DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT, 2100 Fleur Drive, Des Moines, Iowa 50321, as Obligee (the “Owner”), in the principal amount of _______________________________ ($ ________________), as adjusted by approved change orders (not to exceed 10 percent of the principal amount of this Bond unless expressly approved by the Surety, which approval shall not be unreasonably withheld) and interest as provided by law (collectively referred to herein as the “Penal Sum”), for the performance of the Construction Agreement between the Principal and the Owner, dated ________________________________, 202__, for the following (Project): _______________ together with the obligations of the Contract Documents, as defined in the Construction Agreement, all of which documents are collectively referred to herein as the "Contract" and are incorporated by this reference.

The condition of this obligation is such that, if the Principal shall at all times duly, promptly, and properly perform all the terms and conditions of the Contract and any authorized modifications thereof during the original term of the Contract, any extensions thereof that may be granted by the Owner, and during the term of any guarantee or warranty required under the Contract, the Principal and Surety shall have no obligation under this Bond, otherwise it shall remain in full force and effect.

The Surety for value received agrees that no extension of time, change in, addition to, or other alteration or modification of the terms of the Contract or work to be performed thereunder, or any other forbearance on the part of either the Owner or the Principal to the other shall in any way release or affect the Surety’s liability or obligation on this Bond, and the Surety hereby waives notice of any such extension of time, change, addition, modification, alteration, or forbearance.

Whenever the Owner terminates the Contract in accordance with the terms thereof, the Surety shall, within fifteen (15) calendar days after written notice of such termination, notify the Owner in writing of its election to complete the Contract in accordance with its terms, or notify the Owner that the Surety elects not to complete the Contract. If the Surety fails to give the written notice so required within such fifteen (15) calendar day period, then it will be deemed to have elected not to complete the Contract. Should the Surety elect to complete the Contract, then it shall, within fifteen (15) additional calendar days following written notice of such election, obtain a contractor, subject to approval by the Owner in writing, to complete the original Contract in accordance with its terms and conditions and thereafter proceed with the work with due diligence and make available as the work progresses sufficient funds to pay the cost of completion less the balance of the Contract price. The Surety may not engage the Principal to complete the Contract, without the prior written consent of the Owner, which consent may be withheld in the Owner’s sole discretion.
If the Surety elects to complete the Contract, then it shall be entitled to receive the balance of the Contract price, less (i) any amounts paid by the Owner to the Principal; (ii) costs incurred by the Owner in correcting any defective work; (iii) any additional legal, design professional, and other costs incurred by the Owner resulting from the Principal's default; and (iv) liquidated damages caused by delayed performance or nonperformance of the Principal. Any progress payments, less retainage, due but not paid at the date of termination shall be paid to the Surety so long as the Surety has agreed to indemnify the Owner for the amount thereof and no other claims have been made to such funds by subcontractors or suppliers in accordance with the Contract or applicable law.

In the event the Surety elects not to complete the Contract, the Owner may then have the work completed by such means and in such manner, by contract with or without public bidding, or otherwise, as it may deem advisable. The Surety in such event shall at all times make available, as work progresses under the Contract between the Owner and its new contractor, sufficient funds, not to exceed the Penal Sum, to pay the cost of the completion of the Contract pursuant to its terms, together with the other amounts set forth in (i) through (iv) above, but in no event shall the Surety be responsible for the payment of any sums to the Owner until the Owner has paid in full its total obligation under the terms of the original Contract, plus change orders, less deductions and claims chargeable by law or by the Contract, if any, and less the retainage which will be disbursed as provided by the Contract Documents and applicable law.

The procedures set forth herein shall apply should there be a default and termination or a succession of defaults and terminations in fulfilling the terms and conditions of the work under the original Contract.

In the event there are negotiations between the Principal and/or the Surety and the Owner subsequent to the date of termination, each party shall appoint an authorized representative with authority to represent it during the negotiations. All written communications and official discussions between the parties shall be conducted by these authorized representatives. Any notice which any party desires or is required to provide another shall be in writing and shall be effective upon receipt when delivered or transmitted by personal delivery, certified (return receipt) mail, or express mail service to the addresses set forth herein.

Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work is located and shall be instituted before the expiration of three (3) years from the date on which final payment under the contract is made; provided, however, that this period may be extended by one (1) additional year by the Owner's giving written notice to the Surety within the three (3) year period of a potential claim. Any judgment recovered hereunder by the Owner shall include interest at the legal rate, together with reasonable attorneys' fees and costs.
No right action shall accrue under this Bond to or for the use of any person or entity other than the Owner or its successors and assigns.

IN WITNESS WHEREOF, the Principal and Surety have signed this Performance Bond as of the________ day of ____________________, 202__.  

ATTEST:  
Principal  
By: ________________________________  

Address: ________________________________  
(SEAL)  

ATTEST:  
(Surety)  
By: ________________________________  
Address: ________________________________  
(SEAL)  
Claims Telephone Number: ________________________________  
Claims Fax Number: ________________________________  
The fully executed bond form must be accompanied by a current Power of Attorney.

END OF DOCUMENT 00620
PART 1 - GENERAL

1.1 INSURANCE CERTIFICATES
   A. Each Contractor shall provide insurance certificates to the Owner indicating that all required insurance coverage is in force prior to beginning work on the project.
   B. Use a standard Insurance Certificate Form such as the "Accord" Form available from your insurance agent. Also include the Owner, the Architect, and their agents, representatives and employees to be added to the original certificate as additional named insurers.

1.2 CONTRACTOR’S LIABILITY INSURANCE
   A. The Contractor shall purchase and maintain liability insurance to protect the Owner and the Architect, and their agents, representatives and employees from claims set forth below which may arise out of or result from the Contractor’s operations under the contract whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. The insurance required shall include contractual liability insurance applicable to the Contractor’s obligations. Insurance requirements are set forth in the General Conditions, Paragraph GC-25.00.
   B. The insurance required shall be primary and non-contributory to any insurance possessed or procured by the Owner and limits of liability shall be not less than those set forth.
   C. Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the work.

1.3 PROPERTY INSURANCE
   A. The Owner will provide property insurance for losses and damages in excess of $100,000.00 in accordance with the General Conditions, Paragraph 25.03 of the contract documents. The contractor shall be responsible for and pay all losses and damages under $100,000.00.
   B. The Owner will provide an endorsement listing the Architect as additional insured under all such policies of insurance.

END OF DOCUMENT 00650
The following supplements modify, change, delete from or add to the General Conditions of the Contract for Construction. Where any Article of the General Conditions is modified or any Paragraph, Subparagraph, or Clause thereof is modified or deleted by these Supplementary Conditions, the unaltered provisions of that Article, Paragraph, Subparagraph, or Clause shall remain in effect.

END OF DOCUMENT 00800
PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Project description.
   2. Work by Owner.
   3. District Furnished Products.
   4. Contractor’s Use of Site and Premises.
   5. Surrounding Site Condition Survey.
   6. Work Sequence.
   7. District Occupancy.

1.2 PROJECT DESCRIPTION

A. Des Moines Public Schools (DMPS) - Merrill Middle School - Grand Avenue, Des Moines, Iowa 50312.
B. The project includes an Exterior Restoration of Exterior Building Facades Improvements as reflected in the construction documents.
C. DMPS Merrill Middle School – Exterior Restoration Project, which includes restoration of exterior brick and precast concrete wall facades. This work consists of masonry brick facade tuckpointing and repair of precast concrete wall panels, mortar joint repairs, pressure wash cleaning of designated brick and precast panel façade surfaces of all exterior building surface prior to new restoration work beginning, saw-cutting and removal and of cracked and spalled brick and installation of new brick, removing designated broken precast concrete panels, new flashing installation, saw-cutting of existing brick façade for new control joint installation in masonry façade, caulking control joints, restoration and painting of existing steel items, fabrication and installation of prefinished metal miscellaneous flashing and other misc. repairs as shown in specification and on drawings with all work appurtenant thereto. Preform all misc. repairs and as shown on drawings and required on specifications.
D. The contractor is to coordinate with the owner the so as not to intake dust and fumes into the existing HVAC system when performing dusty work or adhesives that contain noxious fumes. Contractor is to securely install filter fabric over all HVAC openings and louvers prior to beginning any restoration work.
E. It is suspected that all existing paint on lintels and miscellaneous metal on the project to be prepped and painted, that these surfaces contain lead paint. The contractors shall take the required precautions when working on and prepping these surfaces for new paint and the workers shall be protected from lead materials as required by law.

1.3 WORK BY OWNER

A. Items noted "NIC" (Not in Contract), will be furnished and installed by others separately from the work included in these Bid Packages.

1.4 DISTRICT FURNISHED PRODUCTS

A. Products furnished by the District and installed by the Contractor. Refer to drawings for
these items.

B. District's Responsibilities:
1. Arrange and pay for owner furnished product delivery to site. (Verify for each item)
2. On delivery, inspect products jointly with Contractor.
3. Submit claims for transportation damage and replace damaged, defective, or deficient items.
4. Maintain manufacturer's warranties, inspections and service.
5. Obtain receipt for materials delivered to Contractor.

C. Contractor's Responsibilities:
1. Receive and unload products at site; inspect for completeness or damage, jointly with District.
2. Handle, store, install and finish products. Hysteria
3. Repair or replace items damaged after receipt.

1.5 CONTRACTOR USE OF SITE AND PREMISES

A. Limit use of site and premises to allow:
1. District use of the existing building during the construction period.
2. Work by other contractors and work by District.
3. Safe use of site and premises by public.
4. Contractor and subcontractor employees’ use of areas outside construction zone is restricted.

B. Coordinate use of premises under direction of the Owner.

C. Notify Owner in advance of a shutdown of utilities or work outside designated construction and staging areas. Coordinate such work with Owner. All utility shutdowns shall be approved by the Owner.

1.6 SURROUNDING SITE CONDITION SURVEY

A. Prior to commencement of work, the Contractor, the Owner and the Architect shall jointly survey the site and existing buildings, paving, plant life, and other items, noting and recording existing damage such as cracks, sags, loose blocks or bricks, unhealthy plant life, and other damage.

B. This record shall serve as a basis for determination of subsequent damage to these items due to settlement or movement due to demolition and construction operations.

C. Such damage, as noted, shall be suitably marked on the item, if possible, and the official record of existing damage shall be signed by the parties making the survey.

D. Cracks, sags, or other damage to the site and adjacent buildings, paving, plant life, and other items not noted in the original survey, but subsequently observed shall be reported immediately to the Owner in writing.

1.7 WORK SEQUENCE

A. Construct work in phases to accommodate District requirements during the construction period. Coordinate construction schedule and operations with the Owner. Sequencing is listed in Section 00210.
B. The Contractor shall provide 10'-0" long x 6'-0" high chain link fence sections and contractor shall erect a chain link fence enclosure around the contractor staging area and all current work areas that are under restoration work for the Restoration Staging Project Area as required by the Restoration Contractors to properly protect all building occupants exiting the building. Contractor shall coordinate with the Owner for exact fence location. Contactor shall maintain and secure the fence and gates at the end of each day during the entire project. The Contractor shall take down the chain link fence and stack it up on owner’s trailer after the Restoration project is completed. Any damage cause by vandalism during this project will be the contractor’s responsibility relating to this project.

C. New construction work shall be kept clean and clear of debris and construction work shall not impede the Owner’s access and use of the School’s day to day operations.

D. Contractor shall install and maintain temporary safety barricades around all crane and lift operations when lifting equipment and materials onto the scaffolding and throughout the project duration. Also contractor shall install and maintain temporary safety barricades around all scaffolding and work areas around the existing facility walls to be restored that are not in the project work area. Temporary barricades protecting must comply with all OSHA requirements.

E. Contractor must provide safety barricades, safety belts and harnesses for worker working above the ground to prevent falling conditions per OSHA requirements for all workmen working from ladders, lifts, scaffolding, etc. at all times.

F. Contractor shall provide trash chute or dumpster and crane to remove all debris from the project. In no case shall materials be allowed to be removed from the roof or scaffolding by dropping materials off the side of the scaffolding or over the roof edge without being in an enclosed chute.

1.8 DISTRICT OCCUPANCY

A. The District will occupy the existing building during the construction period.

B. Time is of the essence.

PART 2 - PRODUCTS

Not used

PART 3 - EXECUTION

Not used

END OF SECTION 01010
PART 1 - GENERAL

1.1 SUMMARY
A. Section Includes
   1. Procedures for preparation and submittal of Applications for Payment.
B. Related Sections:
   3. Section 01300 - Submittals: Submittal procedures.
   4. Section 01700 - Contract Closeout: Final Payment.
   5. Document 00800 - Supplementary Conditions

1.2 SCHEDULE OF VALUES
A. Submit to the Owner’s Representative a Schedule of Values allocated to the various portions of the Work broken down by building and trade, supported by data to substantiate its accuracy as the Owner’s Representative, Architect, and the Owner may require. This schedule, when approved, shall be used as a basis for the Contractor’s application for payment.
B. Sample of the Schedule of Values format follows this section. All line items shall be separated into labor and material components. A separate line item shall be included in the Schedule of Values for the Contractors Overhead and Profit.
C. Schedule of Values must be submitted, reviewed and approved by the Owner’s Representative and Architect prior to the first Application for Payment.

1.3 FORMAT
A. Sample of the Application for Payment form follows this Section and is titled "Application and Certification for Payment". Electronic emailed copies of payment applications will be used.

1.4 PREPARATION OF APPLICATIONS
A. Applications shall be prepared in two copies.
B. Contractor to meet with Owner’s Representative and Architect at regular job progress meeting to review proposed Application for Payment.
C. Application as tentatively approved by Owner’s Representative and Architect shall be submitted.
D. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed.
E. Submit back-up documentation to support Application for Payment as may be requested by the Architect or Owner’s Representative.
F. Architect will review Project Record Documents at each billing meeting. Status of Project Record Documents will be considered in evaluating proposed monthly billings.
G. List each authorized Change Order as an extension on the Schedule of Values, listing Change Order number and dollar amount as for an original item of Work.
H. Prepare Application for Final Payment as specified in Section 01700.
I. Prepare and submit with each Application for Payment the List of Potential Claims that follows this section per the requirements of paragraph G.C. – 18.01 of the General Conditions, Section 00700.

J. Prepare requests and accompanying sworn statement for early release of retained funds upon Substantial Completion as specified in Section 01705 “Early Release of Retained Funds”

1.5 SUBMITTAL PROCEDURES

A. All submittals associated with the Application for Payment shall be done in one copy.

B. Submit an updated construction schedule with each Application for Payment.

C. Payment Period: Submit at monthly intervals as coordinated by the Owner’s Representative.

D. Submit substantiating data as may be required.

E. Submit wavers on the form approved by the Owner’s Representative.

F. Submit list of potential claims.

1.6 SUBSTANTIATING DATA

A. When Owner’s Representative requires substantiating information, submit data justifying dollar amounts in question.

B. Provide one copy of data with cover letter for each copy of submittal. Show Application number, date, and line item by number and description.

C. When Application for Payment is requesting payment for stored materials the following information shall be submitted:
   1. Letter transferring ownership of material stored off site.
   2. Insurance certificate covering material stored off site.
   3. Invoice from supplier confirming cost of all stored material, whether on or off site.

1.7 PAYMENT PERIOD

A. If the Contractor has made a request for payment as stated above, the District will, with reasonable promptness, issue payments to the Contractor on the next standard monthly payment schedule, for such amount as the District, Architect, and Owner’s Representative determine to be properly due. If there are no problems with that month's progress billing, reimbursement for compensation shall be paid to the Contractor no later than thirty (30) days from the approved progress billing.

B. Note: there is only one DMPS School Board Meeting in July so all Contractor Pay Applications for June must be submitted to the Architect no later than June 10th to get paid for the June work in the month of July. Contractor may estimate project amount completion through June 30th. If June Pay Application is submitted after June 10th to the Architect, mostly likely contractor will not receive payment for June work until August 15th.

PART 2 - PRODUCTS

Not used
PART 3 - EXECUTION

Not used

END OF DOCUMENT 01027
LIST OF POTENTIAL CLAIMS

To: Des Moines Public Schools
From:

PROJECT NAME HERE: Invoice Period:
Bid Number: From: To:

Check one of the following:

Yes, we have the following listed potential claims for the contract period listed above
(List below or on additional sheets the potential claims for this contract period. Include
description of potential claim and a potential estimated cost.)

No, we do not have any potential claims for the contract period listed above.

__________________________
(Signature) (Date)

__________________________
(Printed Name)

__________________________
(Title)
Des Moines Public Schools: 1917 Dean Avenue Des Moines, IA 50316

FROM CONTRACTOR: VIA ARCHITECT:  

<table>
<thead>
<tr>
<th>CONTRACTOR’S APPLICATION FOR PAYMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLICATION AND CERTIFICATE FOR PAYMENT</strong></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Des Moines Public Schools:**

**APPLICATION NO.:**

**PROJECT:**

**PROJECT NO.:**

**APPLICATION AND CERTIFICATE FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

**CONTRACTOR’s APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

**ORIGINAL CONTRACT SUM**

<table>
<thead>
<tr>
<th>1. ORIGINAL CONTRACT SUM</th>
<th>$ -</th>
</tr>
</thead>
</table>

**Net change by Change Orders**

<table>
<thead>
<tr>
<th>2. Net change by Change Orders</th>
<th>$ -</th>
</tr>
</thead>
</table>

**CONTRACT SUM TO DATE (Line 1 + 2)**

<table>
<thead>
<tr>
<th>3. CONTRACT SUM TO DATE</th>
<th>$ -</th>
</tr>
</thead>
</table>

**TOTAL COMPLETED & STORED TO DATE**

<table>
<thead>
<tr>
<th>4. TOTAL COMPLETED &amp; STORED TO DATE (Column G on G703)</th>
<th>$ -</th>
</tr>
</thead>
</table>

**RETAINAGE:**

<table>
<thead>
<tr>
<th>5. RETAINAGE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. 10% of Completed Work</td>
</tr>
<tr>
<td>(Columns D + E on G703)</td>
</tr>
<tr>
<td>b. 1% of Stored Material</td>
</tr>
<tr>
<td>(Column F on G703)</td>
</tr>
<tr>
<td>Total Retainage (Line 5a + 5b or Total in Column I of G703)</td>
</tr>
</tbody>
</table>

**TOTAL EARNED LESS RETAINAGE**

<table>
<thead>
<tr>
<th>6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)</th>
<th>$ -</th>
</tr>
</thead>
</table>

**LESS PREVIOUS CERTIFICATES FOR PAY**

<table>
<thead>
<tr>
<th>7. LESS PREVIOUS CERTIFICATES FOR PAY (Line 6 from prior Certificate)</th>
<th>$ - $0.00</th>
</tr>
</thead>
</table>

**CURRENT PAYMENT DUE**

<table>
<thead>
<tr>
<th>8. CURRENT PAYMENT DUE</th>
<th>$0.00</th>
</tr>
</thead>
</table>

**BALANCE TO FINISH, INCLUDING RETAINAGE**

<table>
<thead>
<tr>
<th>9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)</th>
<th>$ -</th>
</tr>
</thead>
</table>

**CHANGE ORDER SUMMARY**

<table>
<thead>
<tr>
<th>CHANGE ORDER SUMMARY</th>
<th>ADDITIONS</th>
<th>DEDUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total changes approved in previous months by Owner</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Total approved this Month</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>NET CHANGES by Change Order</strong></td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

**ARCHITECT’S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect’s knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED**

<table>
<thead>
<tr>
<th>AMOUNT CERTIFIED</th>
<th>$ -</th>
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</table>

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ARCHITECT:**

<table>
<thead>
<tr>
<th>ARCHITECT:</th>
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<tbody>
<tr>
<td>By:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
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</table>

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**CAUTION:** You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.
AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF WORK</th>
<th>C VALUE</th>
<th>D SCHEDULED WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)</th>
<th>E WORK COMPLETED THIS PERIOD</th>
<th>F MATERIALS PRESENTLY STORED (NOT IN D OR E) (G / C)</th>
<th>G TOTAL COMPLETED AND STORED TO DATE (D+E+F)</th>
<th>H % BALANCE TO FINISH (C - G)</th>
<th>I RETAINAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Line Item for OH&amp;P</td>
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<tr>
<td></td>
<td>Line Item for General Conditions</td>
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</tr>
<tr>
<td></td>
<td>Spec Section - Line for Labor</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Spec Section - Line for Material</td>
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<tr>
<td></td>
<td>All Spec Sections</td>
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</tr>
<tr>
<td></td>
<td>FOR 001 Etc - DMPS provides numbering.</td>
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</tr>
</tbody>
</table>

| PROJECT TOTAL | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, may 1983 edition "AIA" © 1983
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006
WARNING: Unauthorized photocopying violates U.S. copyright laws and is subject to legal prosecution.

G703-1983
PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes
   1. Coordination
   2. Pre-construction Meeting
   3. Project Meetings
   4. Pre-installation Conferences
   5. Electrical and Mechanical Coordination
   6. Coordination with Work by District
   7. Special Meetings
   8. Coordination of Contract Closeout

1.2 COORDINATION

A. Coordinate scheduling, submittals, and Work of the various Sections of specifications to assure efficient and orderly sequence of Work, with provisions for accommodating items to be installed later and for accommodating items to be installed by the District and other Contractors.

B. Resolve differences or disputes concerning coordination, interference, or extent of work of the various sections of the specifications. Contractor's decisions if consistent with the requirements of the Contract Documents shall be final.

C. Coordinate completion and cleanup of Work of separate Sections in preparation for Substantial Completion.

D. Coordinate requests for substitutions to assure compatibility of space, of operating elements, and effect on work of other sections.

E. Coordinate sequence of work to accommodate District occupancy as specified in Section 01010.

F. Coordinate work so that work within telecom rooms is the first work done when a new trade comes on-site.

1.3 PRE-CONSTRUCTION MEETING

A. The Owner’s Representative will schedule a conference after Notice of Contract Award and prior to the start of Work.

B. Attendance Required: Owner, Architect, Owner’s Representative, Contractor, and others as appropriate.

C. Agenda:
   1. Submission of executed bonds and insurance certificates.
3. Submission of Schedule of Values, and progress schedule.

4. Designation of personnel representing the parties in Contract, the Owner’s Representative, and the Architect.

5. Procedures and processing of field decisions, submittals, and substitutions, applications for payments, proposal request, Change Orders and Contract Closeout procedures.

### 1.4 PROJECT MEETINGS

A. The Owner’s Representative will schedule and administer meetings throughout progress of the Work at weekly intervals or as designated.

B. The Owner’s Representative will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings, receive minutes from the Architect, and distribute copies within two days to Contractor, Architect, Owner, participants and those affected by decisions made. Architect will record minutes in an approved format within 2 days and deliver to Owner’s Representative. In the event Architect does not provide minutes within 48 hours, the Owner’s Representative may prepare minutes.

C. Attendance Required: Project Manager, job superintendent, major Subcontractors, suppliers and others as appropriate to agenda topics for each meeting.

D. Agenda:
   1. Review minutes of previous meetings.
   2. Review of Work progress.
   3. Field observations, problems and decisions.
   4. Identification of problems that impede planned progress.
   5. Review of submittals schedule and status of submittals.
   6. Maintenance of progress schedule.
   7. Corrective measures to regain projected schedules.
   8. Planned progress during each succeeding work period.
   9. Coordination of projected progress.
   10. Effect of proposed changes on progress schedule and coordination.
   11. Other business relating to Work.

### 1.5 PRE-INSTALLATION CONFERENCES

A. The Contractor will convene pre-installation conferences when required by individual Section of the Specifications. Include affected parties including the owner’s representative and the Architect/Engineer.

### 1.6 ELECTRICAL AND MECHANICAL COORDINATION

A. Coordinate use of project space and sequence of installation of mechanical and electrical work that is indicated diagrammatically on Drawings. Follow routings shown for pipes,
ducts, and conduits as closely as practicable, with due allowance for available physical space; make runs parallel with lines of building. Utilize space efficiently to maximize accessibility for other installations, for maintenance, and for repairs.

B. Use large scale drawings, if their preparation is required as part of work of Division 15 - Mechanical, and Division 16 - Electrical, of these specifications, together with shop drawings and layout drawings of other affected sections of these specifications to check, coordinate and integrate the work of various sections to prevent interferences.

C. Perform and complete checking and coordination before commencing construction in the affected areas.

D. In finished areas, except as otherwise shown, conceal pipes, ducts, and wiring in the construction. Coordinate locations of fixtures and outlets with finish elements.

1.7 COORDINATION WITH WORK BY DISTRICT

A. Coordinate service connections for District furnished and District installed equipment. Verify that service connections are correct sizes and in required locations.

B. Coordinate support and anchorage for equipment furnished and installed by the District. Provide blocking and backing as shown or directed to facilitate installation of equipment by others.

1.8 SPECIAL MEETINGS

A. The Owner’s Representative may call special meetings at any time during the course of the project. Special project meetings, if deemed necessary, shall include representatives of the Contractor and subcontractors as required by the Owner’s Representative.

1.9 COORDINATION OF CONTRACT CLOSEOUT

A. Coordinate completion and cleanup of work of separate sections in preparation for Substantial Completion.

B. After District occupancy of premises, coordinate access to site by the various construction trades for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of District's activities.

C. Assemble and coordinate closeout submittals.

D. Contractors shall conduct project progress meetings approximately every two weeks with Architect and Owner’s representative to discuss progress of the Work as work progress. Such meetings may be held in conjunction with work as the contractor achieves the following milestones during the active periods of construction, through the project unless otherwise directed. The project progress meetings may be done to incorporate the following required milestone meeting dates.

1. Pre-construction Meeting before beginning project with Contractor, Owner, Architect and all major Sub-Contractors.
2. Meeting the first day contractor begins to washing and tuckpointing etc.
3. Meeting the first day contractor begins to installation of new brick or limestone.
4. Meeting with Contractor and Architect prior to submitting pay application each month.
5. Substantial Completion Punchlist review meeting.
6. Any other meetings required by the Owner or the Architect.
PART 2 - PRODUCTS
Not used

PART 3 - EXECUTION
Not used

END OF SECTION 01040
PART 1 - GENERAL

1.1 SUMMARY
A. Section Includes
   1. Quality Assurance.
   2. Statutory and Jurisdictional Regulations.
B. Related Sections
   1. Document 00700 - General Conditions of the Contract for Construction

1.2 QUALITY ASSURANCE
A. For products of workmanship specified by association, trade, or Federal Standards, comply
   with requirements of the standard, except when more rigid requirements are specified or
   are required by applicable codes.

1.3 STATUTORY AND JURISDICTIONAL REGULATIONS
A. All work shall conform to the following requirements:
   All building projects for Des Moines Public Schools (DMPS) shall be designed and Contract
   Documents prepared in conformity with the following Codes and Regulations:
   1. International Building Code (Most current version used by City of Des Moines)
   2. International Existing Buildings Code (Most current version used by City of Des
      Moines)
   3. Des Moines Municipal Code
   4. Uniform Plumbing Code (Most current version used by City of Des Moines)
   5. National Electric Code (Most current version used by City of Des Moines)
   6. International Mechanical Code (Most current version used by City of Des Moines)
   7. International Fire Code (Most current version used by City of Des Moines)
   8. Metropolitan Design Standards for Engineering
   10. ADA Accessibility Guideline for Buildings and Facilities
   12. "Fire Safety Regulations for Schools and Colleges", State Fire Marshal, Department of
       edition)
   14. United States Occupational Safety and Health Administration 29CFR – Safety and
       Health Regulations for Construction.


1.4 GENERAL STANDARDS FOR WORK AND MATERIALS

A. Trade Standards:

1. Referenced standards shall have full force and effect as though printed herein. Upon request, Architect will furnish information as to where copies may be obtained.

2. Material or trade associations, societies, or other bodies regularly publishing standards most widely used under these documents are listed herein together with reference symbols.

3. Individual standards referenced in technical specifications (Divisions 1 through Division 16) shall also apply to the work of this contract.

4. No construction shall commence until building plans have been submitted to and approved by the State Fire marshal’s Office and the State Building Code Bureau and/or other approving agencies as applicable.

1.5 APPLICATION

A. If there is a conflict between any referenced standard and the Contract Documents, notify the Program Manager, and await instructions before proceeding with affected work.

B. The contractual relationships, duties, and responsibilities of the parties to the Contract shall not be altered by mention or inference in any reference document.

PART 2 - PRODUCTS

Not used

PART 3 - EXECUTION

Not used

END OF SECTION 01090
PART 1 - GENERAL

1.1 SECTION INCLUDES
   A. Products and installation for patching and extending existing work.
   B. Products and installation for installing new components in existing construction.
   C. Transition and adjustments.
   D. Repair of damaged surfaces, finishes, and cleaning.

1.2 RELATED SECTIONS
   A. Section 01040 - Coordination: Work sequence: District occupancy.
   B. Section 01045 - Cutting and Patching.
   C. Section 01500 - Construction Facilities and Temporary Controls: Temporary enclosures, protection of installed work and existing facilities, and cleaning during construction.

PART 2 - PRODUCTS

2.1 PRODUCTS FOR PATCHING AND EXTENDING WORK
   A. New Materials: As specified in product sections or match existing products and work for patching and extending work.
   B. Type and Quality of Existing Products: Determine by inspection and testing products where necessary, referring to existing work as a standard.

PART 3 - EXECUTION

3.1 EXAMINATION
   A. Verify that demolition is complete, and areas are ready for installation of new work.
   B. Beginning of restoration work means acceptance of existing conditions.

3.2 PREPARATION
   A. Cut, move, or remove items as necessary for access to alterations and renovation work. Replace and restore at completion.
   B. Remove unsuitable material not marked for salvage, such as rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished work.
   C. Remove items to be salvaged and relocate to an area on the main level of the building as designated by the Owner’s Representative. Coordinate Owner’s storage with Owner’s Representative. Weather protect until acceptance by Owner.
   D. Remove debris and abandoned items from area and from concealed spaces.
   E. Prepare surface and remove surface finishes to provide for proper installation of new work and finishes.
   F. Close openings in exterior surfaces to protect existing work and salvage items from weather and extremes of temperature and humidity. Insulate ductwork and piping to prevent condensation in exposed areas.
   G. Protect existing fire alarm sensors and wiring in ceilings and walls from damage.
      1. Alert Owner’s Representative prior to work in buildings with existing active fire alarm sensors to avoid response to false alarm and advise Owner’s Representative each day at end of work to reinstate response to alarms.
3.3 INSTALLATION
   A. Coordinate work of alterations and renovations to expedite completion sequentially and to accommodate District occupancy.
   B. Remove, cut, and patch work in a manner to minimize damage and to provide a means of restoring products and finishes to specified condition.
   C. Refinish visible existing surfaces to remain in renovated rooms and spaces, to specified condition for each material, with a neat transition to adjacent finishes.
   D. Advise Architect of existing plumbing, heating, ventilation, air conditioning, and electrical systems, which are found to be deficient during course of the work.
   E. Install products as specified in individual sections.

3.4 TRANSITIONS
   A. Where new work abuts or aligns with existing, perform a smooth and even transition. Patch work to match existing adjacent work in texture and appearance.
   B. When finished surfaces are cut so that a smooth transition with new work is not possible, terminate existing surface along a straight line at a natural line of division.

3.5 ADJUSTMENTS
   A. Where removal of partitions or walls results in adjacent spaces becoming one, rework floors, walls, and ceilings to a smooth plane without breaks, steps, or bulkheads.
   B. Where a change of plane of 1/4 inch or more occurs, provide for a smooth transition.
   C. Trim existing doors as necessary to clear new floor finish. Refinish trim as required.
   D. Fit work at penetrations of surfaces as specified in Section 01045.

3.6 FINISHES
   A. Finish surfaces as specified in individual product sections.
   B. Finish patch work to produce uniform finish and texture over entire area. When finish cannot be matched, refinish entire surface to nearest intersections.

END OF SECTION 01120
PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes
   1. Format.
   2. Content.
   3. Revisions to Schedules.

B. Related Sections
   1. Section 01040 - Coordination and Meetings: Project Meetings.

1.2 FORMAT

A. Prepare Schedules as a horizontal bar chart or CPM with separate bar for each major portion of Work or operation, identifying first workday of each week.

B. Use commercially available software for producing schedule. Provide electronic document to Owner’s Representative if requested.

C. Sequence of listing: The chronological order of the start of each item of work.

D. Scale and Spacing: To provide space for notations and revisions.

1.3 CONTENT

A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.

B. Identify each item by specification Section number.

C. Identify work by separate stages and logically grouped activities.

D. Provide sub-schedules to define critical portions of the entire Schedule.

E. Show accumulated percentage of completion of each item, and total percentage of Work completed, as of the first day of each month.

F. Show coordination with District work and other contractors.

G. Show the network schedule logic on the schedule form of a CPM (or table if a bar chart is used).

H. Indicate Critical Path of project activities on the project schedule.

1.4 REVISIONS TO SCHEDULES

A. Indicate progress of each activity to date of submittal, and projected completion date of each activity.

B. Identify activities modified since previous submittal, major changes in scope and other identifiable changes.

C. Provide narrative report to define problem areas, anticipated delays and impact on Schedule. Report corrective action taken, or proposed, and its effect.

March 16, 2001
1.5 SUBMITTALS

A. Submit Preliminary Construction Schedule within 10 working days after date of Notice of Award.

B. Construction Progress Schedule to be submitted and accepted prior to first Application for Payment.

C. After the Owner’s Representative has accepted the Construction Progress Schedule, it shall become the basis for determining scheduled completion of the project.

D. Submit updated Construction Progress Schedules with each Application for Payment.

E. Submit the schedule by electronic distribution.

1.6 DISTRIBUTION

A. Distribute copies of Project Construction Schedule to project site file, Subcontractors, suppliers, and other concerned parties.

B. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in Schedules.

PART 2 - PRODUCTS

Not used

PART 3 - EXECUTION

Not used

END OF SECTION 01310
PRE-BID REQUEST SUBSTITUTION FORM

To: Angelo Architectural Associates, LLC
12314 Ridgeview Drive
Urbandale, IA 50323

PROJECT: MERRILL MIDDLE SCHOOL – EXTERIOR RESTORATION PROJECT

Email: Mark Thiessen mthiessena1@mchsi.com

We hereby submit for your consideration the following product as substitute for specified item for the above project:

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
<th>Paragraph/Line</th>
<th>Specified Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Proposed Substitution:

Attach complete product description, drawings, photographs, performance and test data, warranty, information and other information necessary for evaluation. Identify specific model numbers, finishes, options, etc.

A. Will changes be required to building design or drawing dimensions in order to properly install proposed substitution? Yes __ No __. If yes, explain.

B. Will the undersigned pay for changes to the building design, including engineering and drawings costs, caused by requested substitution? Yes __ No __.

C. Differences between proposed substitution and specified item.

D. What affect does substitution have on other trades?

E. Does manufacturer's warranty of the proposed substitution differ from that specified?
   Yes __ No __.
   If yes, explain
Submitted by: _______________________________________________________________

Signature: _______________________________________________________________

For Architect's Use Only:

Signature: _______________________________________________________________

___________ Accepted _____________ Accepted as Noted

Firm: _________________________________________________________________

Address: _______________________________________________________________

___________ Not Accepted _____________ Received Too Late

By: _________________________________________________________________

Date: ________ / ______ / 20__

Remarks: _______________________________________________________________

Date: ________ / ______ / 20__

Telephone: _____________________________
PART 1 - GENERAL
1.1 SECTION INCLUDES
A. Closeout procedures.
B. Final cleaning.
C. Adjusting.
D. Project Record Documents.
E. Operation and maintenance data.
F. Instruction of District personnel.
G. Warranties and bonds.
H. Certification of Asbestos-Free Construction.
I. Spare parts and maintenance materials.
J. Restoration of damaged work.
K. Remedial work.
L. Keys

1.2 RELATED SECTIONS
A. Section 01040 - Project Meetings
B. Section 01500 - Construction Facilities and Temporary Controls: Progress cleaning
C. Section 01650 - Commissioning of Systems
D. Document 00700 – General Conditions

1.3 CLOSEOUT PROCEDURES
A. Submit written certification that Contract Documents have been reviewed, work has been inspected, and work is complete in accordance with Contract Documents and ready for Architect’s inspection.
B. Provide submittals to Architect required by governing or other authorities.
C. At the conclusion of the work and before final payment is made, furnish to the Owner a list with the names, contact persons, addresses and telephone numbers, of all the subcontractors and material suppliers who furnished labor and materials on the project. The list shall include identification of the services rendered and of the materials provided by each subcontractor.
D. Submit final Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due. Deliver Project Record Documents, Warranties and Bonds, Certification of Asbestos-Free Construction, Spare Parts and Maintenance Materials, final Operation and Maintenance Data at one time with final Application for Payment, and full releases from all subcontractors and suppliers.

1.4 FINAL CLEANING
A. Contractor shall perform the following cleaning:
   1. Execute cleaning prior to final inspection.
   2. Comply with applicable regulatory requirements during cleaning and disposal operations.
   3. Use cleaning materials which will not create hazards to health or property or cause damage to products or work.
   4. Use cleaning materials and methods recommended by the manufacturers of the products to be cleaned.
   5. Schedule operations to prevent dust and other contaminants resulting from cleaning operations from adhering to wet or newly finished surfaces.
6. Remove grease, stains, fingerprints, labels, spilled and spattered materials and other foreign materials from interior and exterior surfaces exposed to view including glazing.
7. Remove waste and surplus materials and rubbish from the site.
8. Leave areas which have been entered during the course of the work in a neat condition, free from debris, weeds and material not called for in the Construction Documents.
9. Wash and clean interior and exterior glass and window frames.

B. Contractor shall perform final cleaning of the equipment installation. This cleanup will include:
1. Wash and shine and polish glossy surfaces to a clear shine.
2. Vacuum and wipe insides of casework.
3. Vacuum and mop floor
4. Clean equipment and fixtures to a sanitary condition.
5. Clean new and existing surfaces, equipment and fixtures within project area.

1.5 ADJUSTING
A. Adjust operating products and equipment to ensure smooth and unhindered operation.

1.6 PROJECT RECORD DOCUMENTS
A. Maintain on site, one set of the following record documents; record actual revisions to the work:
2. Specifications.
3. Addenda.
4. Change Orders and other modifications to the Contract.
5. Reviewed shop drawings, product data and samples.
6. Construction schedule.
B. Store Record Documents separate from documents used for construction. Label each document "Project Record" in neat, large printed letters. Do not use Project Record Documents for construction.
C. Maintain Project Record Documents in a clean dry, legible condition and in good order.
D. Record information concurrent with construction progress. Do not conceal any work until required information is recorded.
E. Record information initially on set of opaque Drawings and in a copy of Project Manual provided by the District. Transfer information from opaque Drawings to reproducible Drawings provided by the District.
F. Make Project Record Documents available to Owner’s Representative, and Architect at all times.
G. Architect will review Project Record Documents at each billing meeting. Status of Project Record Documents will be considered in evaluating proposed monthly billings.
H. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
1. Manufacturer's name, the product model and number.
2. Product substitutions or alternates utilized.
3. Changes made by addenda and modifications.
I. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
1. Changes made by addenda and modifications.
3. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements such as column lines and walls.

4. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the work.
5. Measured locations of items, not necessarily concealed, which have been changed from locations shown on Contract Documents.
6. Deviations from sizes, locations, and other features of installations shown in the Contract Documents.
7. Details not on original Contract Drawings.

J. Construction Schedule: Submit a Final Construction Progress Schedule based on the latest, updated progress revised to indicate actual dates and durations of the various construction activities.

K. Submit documents to Owner’s Representative with final Application for Payment. Provide in format as acceptable to Architect.

1.7 OPERATION AND MAINTENANCE DATA

A. Operations and maintenance manuals shall be submitted in an electronic PDF format on a disc.

B. Prepare covers with printed title "OPERATION AND MAINTENANCE INSTRUCTIONS," title of project and subject matter of if multiple discs are required.

C. Internally subdivide the contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.

D. Contents: Prepare a Table of Contents for each product or system description identified.

E. Part 1: Directory, listing names, addresses and telephone numbers of Architect, Engineer, Contractor, Subcontractors and major equipment suppliers.

F. Part 2: Operation and maintenance instructions arranged by specification section. For each category identify names, addresses and telephone numbers of Subcontractors and suppliers. Identify the following:
   1. Manufacturer's trade or brand name, catalog or model number and, where applicable, serial number,
   2. Significant design criteria.
   3. List of equipment.
   4. Parts list for each component.
   5. Operating instructions.
   6. Maintenance instructions for equipment and systems.
   7. Maintenance instructions for finishes, including recommended cleaning methods and materials and special precautions identifying detrimental agents.

G. Part 3: Project documents and certificates, including the following:
   1. Approved copies of shop drawings and product data.
   2. Air and water balance reports.
   3. Certificates.
   4. Photocopies of warranties and bonds.

H. Submit one copy of completed volumes in final form 15 days prior to final inspection. This copy will be returned after final inspection, with Architect comments. Revise content of documents as required prior to final submittal.
I. Submit final volumes revised, with final Application for Payment.

J. Provide data where specified in individual sections.

1.8 INSTRUCTION OF DISTRICT’S PERSONNEL

A. Where specified in individual specification sections, furnish qualified personnel for on-the-job instruction of the Owner’s operation and maintenance personnel in accordance with section 01650.

B. Furnish instruction including special start-ups and running time prior to occupancy of subject areas. Furnish at no additional cost to Owner.

1.9 WARRANTIES AND BONDS

A. Warrant the entire work against defects in materials and workmanship for 12 months from date of acceptance. In addition, warrant or bond work as required in the individual specification sections.

B. Warranties between Contractor and manufacturers and between Contractor and suppliers shall not affect warranties between the Contractor and the District.

C. Submit warranties typed on the Contractor's letterhead if for the entire work and on the subcontractor's letterhead if for the work of a specification section. Use the form in Section 01710.

D. Provide original and two (2), notarized copies. Execute and assemble documents from subcontractors, suppliers and manufacturers. Verify compliance with Contract Documents. Provide table of contents and assemble in binder with durable plastic cover. Identify on or readable through the front cover with the PROJECT NAME HERE and address, the Contractor’s name and address and the title ‘WARRANTIES AND BONDS.’

E. Submit all material with final Application for Payment. For equipment put into use with Owner's permission during construction, submit within ten days after first operation. For items of work delayed beyond Date of Substantial Completion, provide updated submittal within ten days after acceptance, listing date of acceptance as start of warranty period.

1.10 CERTIFICATION OF ASBESTOS-FREE CONSTRUCTION

A. Certify that no materials containing asbestos were incorporated into the construction of work of the Contract.

B. Submit certification typed on Contractor’s letterhead. Identify the project by name, address, District Job Number. See Section 01710 for form.

1.11 SPARE PARTS AND MAINTENANCE MATERIALS

A. Provide products, spare parts, maintenance and extra materials in quantities specified in individual specification sections.

B. Deliver to project site prior to final payment and place in location as directed by Owner’s Representative/Owner; obtain receipt.

1.12 RESTORATION OF DAMAGED WORK

A. Restore or replace, as specified or directed by the Architect, materials or finishes damaged from movement of equipment or other operations at no additional expense to the District.

B. Restore to match original work. Finishes shall match appearance of original adjacent work.

1.13 REMEDIAL WORK

A. Perform remedial work necessary due to faulty workmanship or materials at no additional expense to the District.

B. Coordinate remedial work with District. Perform at such time and in such manner to cause minimal interruption and inconvenience to the District’s operation.
1. 14 SERVICE AND MAINTENANCE CONTRACTS [for elevators, etc.]
   A. Compile, review and submit specified service and maintenance contracts.
   B. Provide in PDF format titled 'SERVICE AND MAINTENANCE CONTRACTS.'
   C. Submit with warranties and bonds.

PART 2 - PRODUCTS
Not Used

PART 3 - EXECUTION
Not Used

END OF SECTION 01700
CONTRACTOR’S CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER: Des Moines Independent Community School District
Community School District
2100 Fleur Drive
Des Moines, IA 50321

ARCHITECT: Angelo Architectural Associates, LLC
12314 Ridgeview Drive
Urbandale, IA 50323

TO: Des Moines Independent
Community School District
2100 Fleur Drive
Des Moines, IA 50321

PROJECT: ________________________________________________________________

FROM: ________________________________________________________________ (Contractor)

This is to certify that I, ____________________________, am an authorized Official of __________ working in the capacity of __________ and have been properly authorized by said firm or corporation to sign the following statements pertaining to the subject contract:

I know of my own personal knowledge, and do hereby certify, that the work of the contract described above has been performed in accordance with, and in conformity to, the contract drawings and specifications. A list of all incomplete work is attached.

The Contractor hereby releases the Owner and its agents from all claims of and liability to the Contractor for anything done or furnished for or relating to the work, as specified in the Project Manual, except demands against the Owner for the remainder of progress payments retained to date, and unresolved written claims prior to this date.

The contract work is now substantially complete, ready for its intended use, and ready for your inspection.

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The Contractor will complete or correct the work on the list of items attached hereto within ________________ days from the above date of Completion.

__ ________________________________________________ By ______________________________ Date __________

Contractor

__ ________________________________________________ By ______________________________ Date __________

Architect

The Owner accepts the work or designated portion thereof as substantially complete and will assume full possession thereof at ____________ (time) on ____________ (date), which is also the date of commencement of applicable warranties required by the contract documents, except as stated below:

______________________________________________________ By ______________________________ Date __________

Des Moines Independent Community School District

This Document shall not become Valid until signed by the Contractor, Architect, and Owner
CERTIFICATE OF FINAL ACCEPTANCE

PROJECT:      PROJECT NO:
CONTRACT DATED:

FROM: OWNER:        Des Moines Independent  
Community School District  
2100 Fleur Drive  
Des Moines, IA  50321  

TO CONTRACTOR:      

The Work performed under this contract has been reviewed and found, to the Owner’s Representative’s and Architect’s best knowledge, information and belief, to be complete, based on the Owner’s Representative’s and Architect’s on-site observations, inspections, and data gathered. The date of completion of the Project or portion thereof designated above is hereby established as


Contractor

By

Date

Architect

By

Date

The Owner accepts the work or designated portion thereof as complete and will assume full acceptance thereof at ________________ (time) on ________________ (date).

DMPS Facility Management

Des Moines Independent Community School District

By

Date

This Document shall not become Valid until signed by the Contractor, Architect, and Owner.
TO ALL WHOM IT MAY CONCERN:

WHEREAS, the undersigned has been employed by Des Moines Independent Community School District to furnish labor and materials for (A) ____________________________ work, under a contract for the ____________________________ School in the City of Des Moines, County of Polk, State of Iowa, of which the Des Moines Independent Community School District is the Owner.

NOW THEREFORE, this _______ day of _____________, 20___, for and in consideration of the sum of (B) ____________________________ dollars paid simultaneously herewith, the receipt whereof is hereby acknowledged by the undersigned, the undersigned does hereby waive and release any claims*, liens, rights to, or claim of lien with respect to and on said above-described premises, and the improvements thereon, and on the monies or other consideration due or to become due from the Owner, on account of labor, services, materials, fixtures, apparatus or machinery heretofore or which may hereafter be furnished by the undersigned to or for the above-described premises by virtue of said contract.

(C) _______________________________________

(Name of sole ownership, corporation, or partnership)

__________________________________________

(Signature of Authorized Representative)

__________________________________________

(Title)

INSTRUCTIONS FOR FINAL WAIVER:

(A) Fill in nature and extent of work, strike the word labor or the word materials if not in your contract.

(B) Amount shown should be the amount actually received and equal to total amount of contract as adjusted.

(C) If waiver is for a corporation name should be used, and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner.

* The word claims as used herein shall include 573 Claims, Stop Orders, Stop Notices, or Freeze Orders on monies or other consideration of the Owner, which are due or to become due on the Contract referenced above.
CONSENT OF SURETY TO FINAL PAYMENT

TO OWNER: Des Moines Independent Community School District
2100 Fleur Drive
Des Moines, IA 50321

PROJECT NO:  

PROJECT:

------------------------------------------------------------------------------------------------------------------------

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the

_________________________________________________________,
SURETY, on bond of  

_________________________________________________________,
CONTRACTOR,

hereby approves of the final payment of the Contractor, and agrees that final payment to the Contractor
shall not relieve the Surety of any of its obligations to Des Moines Independent Community School District,
2100 Fleur Drive, Des Moines, Iowa, 50321, OWNER, as set forth in said Surety’s bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:

________________________________________
Surety

________________________________________
Signature of authorized representative

ATTEST:

(Seal):

________________________________________
Printed name and title
MERRILL MIDDLE SCHOOL – EXTERIOR RESTORATION

CONTRACTOR’S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS AND RELEASE OF CLAIMS

TO OWNER: Des Moines Independent Community School District
2100 Fleur Drive
Des Moines, IA 50321

PROJECT NO:

PROJECT:

STATE OF: Iowa
COUNTY OF: Polk

The undersigned hereby certifies, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the contract referenced above for which the Owner or Owner’s property might in any way be held responsible or encumbered.

EXCEPTIONS:

The undersigned hereby further certifies that to the best of the undersigned’s knowledge, information and belief, except as listed below, the Release of Claims attached hereto include the Contractor, all subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have 573 claims, or encumbrances or the right to assert claims or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:
SUPPORTING DOCUMENTS ATTACHED
HERETO:
1. Consent of Surety to Final Payment. DMPSFM-640

BY: ____________________________
   Signature of authorized representative

Indicate attachment: □ yes □ no

Printed Name and Title

The following supporting documents are attached:
1. Contractor’s Waiver and Release of Claims
2. Separate Waiver and Releases of Claims from Subcontractors and materials and equipment suppliers accompanied by a list thereof.

Subscribed and sworn before me on this date

Notary Public

My Commission Expires
The undersigned hereby certifies as follows:

1. The above referenced Project is finally completed; and

2. No asbestos or asbestos-containing material was specified as a building material in any Construction Documents for the Project; and

3. To the best of my knowledge, no asbestos or asbestos-containing material was used as a building material in the Project.

Architect

Date

Subscribed and sworn before me on this date

Notary Public

My Commission Expires
HAZARDOUS MATERIALS STATEMENT

THE FORM BELOW IS FURNISHED FOR THE CONVENIENCE OF EQUIPMENT OR MATERIALS MANUFACTURERS, DISTRIBUTORS, SUPPLIERS AND THE CONTRACTOR AND MAY BE REPRODUCED AS NECESSARY TO COMPLY WITH SUBMITTAL DOCUMENTATION AS DEFINED IN "SUPPLEMENTARY CONDITIONS".

I __________________________________________, _______________________________

(Name) (Title)

of __________________________________________do hereby declare that in completing the work of the Bid # __________________________ for project ________________________________

__________________________________________ at ________________________________

school, no manufactured materials assembly/device or item of construction will contain, or in itself is composed of, any materials listed (by Federal or State EPA or Federal or State health agencies) as a hazardous material.

__________________________________________

Name

__________________________________________

Title

__________________________________________

Date

__________________________________________

Subscribed and sworn before me on this date

__________________________________________

Notary Public

__________________________________________

My Commission Expires

THIS STATEMENT MUST BE NOTARIZED
WARRANTY FOR

We hereby warrant that, ____________________________ which we have provided in the ____________________________ has been completed in accordance with the requirements of Specification Section(s) ____________________________ and the Contract Documents.

We agree to repair or replace any or all of our work, together with any other adjacent work which may be displaced by so doing, that may prove to be defective in its workmanship or material within a period of ____________________________ from the date of acceptance of the above named project by the Owner; and we also agree to repair any and all damages resulting from such defects, all without additional expense to the Owner, ordinary wear and tear and unusual abuse or neglect excepted.

In the event of our failure to comply with the above mentioned conditions within 30 days after being notified in writing by the Owner, we collectively or separately do hereby authorize the Owner to proceed to have such defective work repaired or replaced and made good at our expense, and we will honor and pay the costs and charges therefore upon demand.

Signed: ____________________________ Date: ____________________________

Subcontractor's name:
Address:
License Number:

Countersigned: ____________________________ Date ____________________________

Contractors name:
Address:
License Number:

or
Manufacturer's Name
Address:

OR

Signed: ____________________________ Date: ____________________________

Contractors name:
Address:
License Number:

THIS STATEMENT MUST BE NOTARIZED.

END OF SECTION 01710
PART 1  GENERAL

1.01  SECTION INCLUDES

A. Protection of existing building and structures.
B. Coordination of Owner provided Contractor installed Temporary Site Construction Fencing.
C. Provide Dust Control and Fume Control.
D. Contractor to install all temporary barricades to keep Public safe from cranes and lift hazards and over three front entries.
E. Removal and code compliance disposal of all existing components to be removed from the project, including cracked brick, concrete block, stone, flashings, any misc. items removed from project.
F. Project Schedule and Sequencing as require to complete project as required.

1.02  RATED SECTIONS

A. Division 0 & 1: Administrative Requirements
B. Section 02900 – Landscaping: Protection and repair of existing landscaping.
C. Section 04500 – Masonry Repair & Restoration.

1.03  REGULATIONS

A. Comply with all City of Des Moines Traffic Department for Hauling and Disposing of existing and new masonry restoration materials at all times throughout the entire project.
B. Comply with all City of Des Moines Special Inspection requirements for inspection of all structural components. Owner will pay for all inspections and hire Independent Testing Company, contractor to coordinate with Testing & Inspection Company.

PART 2  PRODUCTS

2.01  MATERIALS

A. Contractor furnished and installed Construction fence: Coordinate with Owner for location of 6'-0” high chain link fence with gates around construction site staging area including a minimum of 1 gate.
B. Temporary fences and barricades per OSHA and City of Des Moines Requirements.
C. Steel scaffolding and 3/4” plywood sheathing of for entrance protection, for enter and exiting the all exterior building entrances.
PART 3 INSTALLATIONS

3.01 SECTION INCLUDES

A. Install temporary barricades to protect Students, Teachers, Staff, Parents & Public Visits from open hazards of the operations. Coordinate owner installed construction fence location.

B. Contractor will be required to clean soil or debris off City of Des Moines streets if material is determined to be from this project as required to satisfy the Traffic Department requirements.

C. Contractor Staging Area: The contractor shall have a staging area in the in north parking lot area west of school building. Refer to Site Plan for location. The owner will provide and contractor shall install and maintain security fencing around designated staging areas as required by the contractor.

D. Contractor shall dismantle the construction fence and stack fence on DMPS trailers so they can remove all existing chain link and gates from job site. Contractor shall restore existing damaged lawn area, rework existing grade for placement of new sodding of lawn where the lawn has died due to this restoration project.

E. Project Coordination: The contractor shall coordinate with the School Staff and Building Manager to coordinate project sequencing of work locations on the project to provide the safest and the least disruption to school and business operations.

F. Only the noisy work such as cutting new control joints and saw-cutting and removing cracked or spalled brick must be done before or after school hours or on weekends.

G. See Section 00210 Schedules & Liquated Damages for Project Schedule.

END OF SECTION 02100
PART 1   GENERAL

1.01 SECTION INCLUDES

A. New black dirt topsoil for backfilling restoring existing lawn and landscape areas that have depression in the lawn due to lifts and equipment that have been driven over the lawn. The Roosevelt West façade has a nice lawn that if ruts and dead lawn occurs due to work on this project, the depression or ruts shall be filled and new sod placed and water by contractor until established.

B. Consolidation and compaction of new topsoil.

1.02 RELATED SECTIONS

A. Section 02900: Sodding: Prep black dirt topsoil for sodding.

1.03 REFERENCES


C. ANSI/ASTM D1556 - Test Method for Density of Soil in Place by the Sand-Cone Method.

PART 2   PRODUCTS

2.01 FILL MATERIALS

A. Topsoil: Black Dirt topsoil free of rocks, roots and clay.

PART 3   EXECUTION

3.01 EXAMINATION

A. Verify that all off-site topsoil is acceptable to the Owner and Architect.

B. Verification of Conditions: Verify that field measurements, surfaces, substrates and conditions are as required, and ready to receive Work.

C. Report in writing to Architect’s prevailing conditions that will adversely affect satisfactory execution of the Work of this Section. Do not proceed with Work until unsatisfactory conditions have been corrected.

D. By beginning Work, Contractor accepts existing conditions and assumes responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.
3.02 PREPARATION

A. Generally, rework and compact existing sub-grade to density requirements for adequate bearing for new topsoil.

B. Compact topsoil to 75 percent of its maximum dry density in accordance with ANSI/ASTM D698.

3.03 COMPACTION & BACKFILLING

A. Employ a placement method that does not disturb existing lawn to remain.

B. Slope soil away from building minimum 2 inches in 10 feet or blend into existing surrounding grades.

C. Make grade changes gradual. Blend slope into level areas.

D. Backfill areas to contours and elevations with unfrozen materials.

E. Remove surplus backfill materials from site.

3.04 TOLERANCES

A. Topsoil: Plus or minus one inch from matching existing surrounding grades.

3.05 GRADING

A. Site Finish Grading: Finish grade site area disturb by restoration contractor outside of building pad and paving areas to contours and elevations with unfrozen materials with Type ‘A’ soil to 75% of its maximum dry density to within 1/2”+/- of finished grade elevations to blend with the existing surrounding grades prior to the project.

3.06 EXCESS EARTH:

A. Excess earth to be removed from the site.

END OF SECTION 02200
PART 1   GENERAL

1.01 SECTION INCLUDES

A. Top Soil Preparation where new sod is required to be installed at all non-paved or landscaped areas of site as shown on drawings.

B. Sod the entire disturbed or rutted lawn areas to blend with undamaged lawn area. **No mesh is allowed on back of any new sod. If sod is installed with mesh the sod will need to be undone and mesh removed and sod replaced without mesh.**

C. Maintenance of sod until sod is established but a minimum of 60 days past installation.

D. Protection of new and existing landscaping, building and paving from damage.

1.02 RELATED SECTIONS

A. Section 02100 – Excavation: Excavate and remove any unsatisfactory sub-grade soil to within 6” of finished grade or existing lawn surface for new 6” top soil where new sod installation is required.

B. Section 02200 – Earth Work: Install a minimum of 6” thick new imported or existing stockpiled black dirt topsoil. Compaction of existing sub-grade and compaction of new sub-grade fill materials as required in Section 02200.

1.03 REFERENCES

A. FS O-F-241 - Fertilizers, Mixed, Commercial.


1.04 DEFINITIONS


B. Plants: Living trees, plants, and ground cover specified in this Section and described in ANSI Z60.

1.05 MAINTENANCE DATA

A. Submit under provisions of Section 01700.

B. Maintenance Data: Include maintenance instructions, cutting and trimming method; types, application frequency, and recommended coverage of fertilizer.

1.06 REGULATORY REQUIREMENTS

A. Comply with regulatory agencies for fertilizer and herbicide composition.
B. Provide certificate of compliance from authority having jurisdiction indicating approval of plants and fertilizer mixture.

1.08 DELIVERY, STORAGE, AND HANDLING

A. Deliver sod immediately prior to placement. Keep sod moist.

B. Deliver sod in rolls. Protect exposed roots from dehydration.

C. Do not deliver sod that can be laid by end of the same day the sod is cut and delivered.

1.09 ENVIRONMENTAL REQUIREMENTS

A. Do not install sod when ambient temperatures may drop below 35 degrees F or above 90 degrees F.

1.10 COORDINATION

A. Coordinate work under provisions of Section 01300.

1.11 MAINTENANCE SERVICE

A. Maintain sod until established or Substantial Completion but for at least a minimum of 60 days after installed.

PART 2 PRODUCTS

2.01 SOD

A. Sod: ASPA field grown grade; cultivated grass sod; type Kentucky Blue Grass with fibrous root system, free of stones, burned or bare spots; containing no more than 5 weeds per 1,000 S.F.

B. Harvest Sod: Machine cut sod in accordance with ASPA guidelines.

C. No plastic mesh allowed on back any new sod.

2.02 SOIL MATERIALS

A. Topsoil: Fertile, agricultural soil, typical for locality, capable of sustaining vigorous plant growth, taken from drained site; free of subsoil, clay or impurities, plants, weeds and roots; minimum pH value of 5.4 and maximum 7.0.

2.03 SOIL AMENDMENT MATERIALS

A. Fertilizer: As recommended by growers.

B. Water: Clean, fresh and free of substances or matter, which could inhibit vigorous growth of plants.
PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that prepared subsoil is ready to receive work of this section.

3.02 PREPARATION OF SUBSOIL

A. Prepare subsoil to eliminate uneven areas. Maintain profiles and contours.

B. Remove foreign materials, weeds and undesirable plants and their roots. Remove contaminated subsoil.

C. Scarify subsoil to a depth of 4 inches where sod is to be placed in damaged areas. Repeat cultivation in areas where equipment, used for hauling and spreading topsoil, has compacted subsoil.

D. Install 6 inches minimum thickness of black dirt topsoil where all new sod shall be installed at all disturbed existing lawn areas cause by this project or as indicated on Drawings.

3.03 FINAL TOPSOIL PREPARATION

A. Rake topsoil smooth and remove all rocks larger than 1/2” in diameter and any roots or branches.

B. Level topsoil for smooth uniform grade.

C. Cut new grade at existing lawn area down 2” so that new sod will blend with the existing lawn when installed.

D. Top soil adjoining all new and existing paving should be rake 1” to 1 1/2” lower than the top of all paving so that when sod is installed if is not higher than the paving.

3.04 LAYING SOD

A. Moisten prepared black dirt surface immediately prior to laying sod.

B. Lay sod immediately after delivered to prevent deterioration.

C. Lay sod tight with no open joints visible and no overlapping. Stagger end joints 12” minimum. Do not stretch or overlap sod pieces.

D. Lay smooth, align with adjoining grass areas.

E. Stake all sod as required holding sod in place on all slopes steeper than 1:4 slope.

3.05 MAINTENANCE

A. Water sod twice a daily for the first two weeks and once a day thereafter minimum until the sod is established on it own and is knitted down to the soil a minimum of 60 days. Owner shall pay for all water provided for the project.
B. Neatly trim sod or mow sod as necessary until 60 days past new sod installation.

C. Immediately remove clippings after trimming.

D. Water to prevent sod from drying out and dying.

E. Control growth of weeds. Apply herbicides in accordance with manufacturer’s instructions. Remedy damage resulting from improper use of herbicides.

END OF SECTION 02900
PART 1   GENERAL

1.01   SECTION INCLUDES

A. Mortar for setting new brick veneer repairs. No spec mix or pre-mix mortar is allowed for this project so that mortar color can be adjusted for different elevations.

B. Tuckpointing mortar for repair deteriorated mortar joints in brick and limestone facades.

C. Mortar Staining: Stain all new tuckpointing mortar to match existing mortar. When new mortar does not match the existing mortar after new mortar has cured for 28 days and does not match existing mortar, stain new mortar to match existing mortar. Review with architect prior to staining new mortar.

1.02   RELATED WORK

A. Section 04200 – Masonry Units: New brick and limestone veneer.

B. Section 04500 – Masonry Restoration and Cleaning.

C. Section 07900 - Sealant.

1.03   REFERENCES

A. ASTM C5 - Quicklime for Structural Purposes.

B. ASTM C91 - Masonry Cement.

C. ASTM C94 - Ready-Mixed Concrete.

D. ASTM C144 - Aggregate for Masonry Mortar.

E. ASTM C150 - Portland Cement.


G. ASTM C270 - Mortar for Unit Masonry.

H. ASTM C387 - Packaged, Dry, Combined Materials, for Mortar and Concrete.

I. ASTM C404 - Aggregates for Masonry Grout.

J. ASTM C476 - Grout for Masonry.

K. ASTM C595 - Blended Hydraulic Cement.

L. ASTM C1019 – Method of Sampling and Test Grout.

1.04 ENVIRONMENTAL REQUIREMENTS

A. Maintain materials and surrounding air temperatures to minimum 50 degrees F prior to, during, and 48 hours after completion of masonry work.

1.05 SUBMITTALS

A. Submit under provisions of Section 01300.

B. Include design mix, indicate whether the Proportion or Property specification of ASTM C270 is to be used, required environmental conditions, and admixture limitations.

C. Samples: Submit three samples of mortar, illustrating mortar color and color range.

D. Reports: Submit reports on mortar indicating conformance of mortar to property requirements of ASTM C270 and test and evaluation reports to ASTM C780.

E. Reports: Submit reports on grout indicating conformance of component grout materials to requirements of ASTM C476 and test and evaluation reports to ASTM C1019.

1.06 QUALITY ASSURANCE

A. Perform work in accordance with ACI 530 and ACI 530.1.

1.07 DELIVERY, STORAGE, AND HANDLING

A. Maintain packaged materials clean, dry, and protected against dampness, freezing, and foreign matter.

PART 2 PRODUCTS

2.01 MATERIALS

A. Portland Cement: ASTM C150, Type I, gray color.

B. Masonry Cement: ASTM C91.

C. Mortar Aggregate: ASTM C144, standard masonry type.

D. Hydrated Lime: ASTM C207, Type S.

E. Quicklime: ASTM C5, non-hydraulic type.

F. Grout Aggregate: ASTM 404.
G. Grout for Masonry: ASTM C94.

H. Water: Clean and potable.

I. Colored Mortar: ASTM C-979.

2.02 MORTAR MIXES

A. Mortar for Non-load Bearing Walls, Non-Load Bearing Partitions, Brick and Limestone Veneer Units: ASTM C270, Type N utilizing the Proportion Method to achieve 750 psi strength.

C. No pre-mix mortar allowed for this project so that mortar color can be adjusted for different elevations.

2.03 PROPORTIONS (by volume)

A. TYPE N: 1 part Portland Cement
1 part Hydrated Lime
6 parts sand, damp, loose

2.04 COLORED MORTAR

A. Pigment color is a blend of pure natural and synthetic iron oxides finely milled through 325 mesh and blended consistently.

B. Pigment color to match existing gray colored aged mortar as manufactured by S.G.S. (Solomon Grind-Chem Services, Inc.).

C. Other Manufacturers Provided Equivalent Products:
   1. Prism Pigments.

D. Substitutions: Under Provisions of Section 01600.

2.05 MORTAR MIXING

A. Thoroughly mix mortar ingredients in quantities needed for immediate use in accordance with ASTM C270.

B. Maintain sand uniformly damp immediately before the mixing process.

C. Add mortar color in accordance with manufacturer's instructions. Provide uniform of mix and coloration.

D. Do not use anti-freeze compounds to lower the freezing point of mortar.

E. If water is lost by evaporation, re-temper only within two hours of mixing.

F. Use mortar within two hours after mixing at temperatures of 80 degrees F, or two-and-one-half hours at temperatures under 50 degrees F.
2.06 MORTAR STAIN

A. Where new colored mortar after curing does not match existing mortar color contractor shall be required to stain new mortar to match existing mortar color: Mix water, dark gray mortar colored powder in a water solution and using a 3” paint brush, drip tip of brush in water and color mortar slurry and rub or bush on new mortar joints. White-off all faces of existing brick or limestone veneer if slurry gets on face of existing brick.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verification of Conditions: Verify that field measurements, surfaces, substrates and conditions are as required, and ready to receive Work.

B. Report in writing to Architect prevailing conditions that will adversely affect satisfactory execution of the Work of this Section. Do not proceed with Work until unsatisfactory conditions have been corrected.

C. By beginning Work, Contractor accepts existing conditions and assumes responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.

D. Verify existing mortar joints to receive new tuckpointing mortar are ground out a minimum of 5/8” to 3/4” depth.

E. Verify after grinding out existing mortar joints 5/8” to 3/4” depth that the existing remaining mortar joints are sound and well bonded to existing bricks or limestone.

F. Verify after grinding out existing mortar joints are blown clean of masonry dust prior to installing new tuckpointing mortar.

3.02 INSTALLATION

A. Install mortar to requirements of the specific masonry Section.

B. Install colored mortar in all exterior face brick and limestone facades and accents. The color for the “Colored Mortar” is to match the aged existing mortar color as determined by the architect and owner. The colored mortar will need to be mixed for each façade, as the existing mortar color changes on each elevation due to the sun that shines on the façade. Contractor will need to mix and blend approximately 3 or 4 mortar colors to match the existing mortar.

C. Remove all mortar in face brick facade joints to a minimum of 3/4 inch deep and maximum of 1 ½” or as specified on drawings. Remove old mortar with grinding tools only. Do not chip or grind into existing face brick units unless indicated on drawings when remove existing mortar.

D. Tool all mortar joints to a hard concave profile.
E. Remove excessive mortar from face of brick facades. Wash mortar from brick with as mild chemical as possible. If washing masonry wall above a lower roof or above existing windows, neutralize the chemical before it washes on to the roof or window surfaces so as not to damage the lower roof surface or window frame and glassing surfaces. Re-wash / clean existing brick until all white residue does not appear on the brick of limestone facades as many times as needed.

F. Where new colored mortar after curing does not match existing mortar color contractor shall be required to stain new mortar to match existing mortar color: If stain solution gets on face of brick, immediately wipe stain solution off face of brick. Adjust stain color and keep staining mortar until new mortar matches existing mortar.

END OF SECTION 04100
PART 1   GENERAL

1.01 SECTION INCLUDES

A. New exterior white frosty red / orange modular size blend of clay face brick to match existing face brick color and size (3 5/8” d. x 2 1/4” h. x 7 5/8” l) to match existing modular brick size for replacing cracked or spall brick as indicated on drawings. The brick manufacturer that manufactured the brick that match this building has told architect these brick are no longer manufactured and all existing brick stock of this color of brick are no longer available. If contractor cannot find a matching brick acceptable to owner and architect they may install a red / orange modular brick and have the brick professionally stained by an approve brick staining company listed in the section.

B. Reinforcement, anchorage, and accessories.

1.02 RELATED SECTIONS

A. Section 04100 - Mortar and Grout.

B. Section 04500 – Masonry Restoration and Repairs.

C. Section 07900 - Joint Sealers: Rod and sealant at control and expansion joints.

1.03 REFERENCES

A. ANSDI/ASTM A82 - Cold-Drawn Steel Wire for Concrete Reinforcement.

B. ANSI/ASTM C55 - Concrete Building Brick.

C. ANSI/ASTM C73 - Calcium Silicate Face Brick.

D. ANSI/ASTM C216 - Facing Brick.


F. ASTM A123 - Zinc Coatings on Iron and Steel Products.

G. ASTM A525 - Steel Sheet, Zinc Coated, Galvanized by the Hot-Dip Process.

H. ASTM A615 - Deformed and Plain Billet Steel Bars for Concrete Reinforcement.

I. ASTM B370 - Copper Sheet and Strip for Building Construction.

J. ASTM C90 - Hollow Load Bearing Concrete Masonry Units.

K. ASTM C129 - Non-Load Bearing Concrete Masonry Units.

L. ASTM C145 - Solid Load Bearing Concrete Masonry Units.


1.04 SUBMITTALS

A. Submit product data for clay face brick.

B. Submit product data for masonry accessories.

C. Submit one (1) 16” x 16” sample color board of all Standard sized red / orange blend of clay brick with matching velour texture of the new face brick units to illustrate color, texture, and extremes of color range exterior face brick.

1.05 QUALIFICATIONS

A. Installer: Company specializing in performing the work of this Section with minimum 5 years experience.

1.06 ENVIRONMENTAL REQUIREMENTS


1.07 SAMPLE MASONRY TUCKPOINTING MOCK-UP PANEL

A. Contractor shall provide a brick repair mock-up sample area, 4'-0" x 4'-0" in size for the exterior façades repairs, on an existing portion of exterior masonry wall that includes a typical brick veneer repairs and brick replacement in the project area before beginning the entire project, including rope wicks, through wall flashing, brick replacement units, brick staining if required, grinding and tuckpointing mortar joints and sealant joints. Approved sample area shall be retained as benchmark for finish construction work.

PART 2 PRODUCTS

2.01 BRICK UNITS

A. New exterior white frosty red / orange modular size blend of clay face brick to match existing face brick color and size (3 5/8” d. x 2 1/4” h. x 7 5/8” l.) to match existing modular brick size for replacing cracked or spall brick as indicated on drawings. The brick manufacturer that manufacturer the brick that match this building has told architect these brick are no longer manufactured and all existing brick stock of this color of brick are no longer available. If contractor cannot find a matching brick acceptable to owner and architect they may install a red / orange modular brick and have the brick professionally stained by an approve brick staining
company listed in the section. The brick that the architect has selected that is as close as we could find is listed below. This brick will require it be stained to match the existing building brick veneer.

B. Face Brick: ASTM C216, Grade SW Type FBS.

C. Furnish with finish 2 faces minimum where corner units would be exposed to view.

2.02 BRICK MANUFACTURERS

A. The following brick manufacturer, Brick Distributor and brick have been approved:

1. Glen-Gery Brick
2. Approved Brick Manufacturer:
   a. Sioux City Brick - Adel Plant
      204 Brickyard Drive
      Adel, IA 50003
      (515) 993-4549
3. Brick Product:
   a. Red Velour
      Modular
      Lot #0419
4. Brick white frost staining to match existing brick by professional brick staining company.
   a. Provide 4’ x 4’ mock-up stain sample.

B. Other Face Brick meeting these Specifications as approved by Architect prior to bidding.

2.03 MASONRY WALL TIE ANCHORAGE

   1. Hot dipped galvanized 22 gauge thick wall ties.
   2. Wall tie fasteners: One Tapcon ¼” x 1 ½” corrosion resistant screws, one per wall tie.

B. Cover for All Wall Reinforcing: Exterior brick masonry minimum 1-5/8" to center of brick wythe.

2.04 ACCESSORIES

A. Joint Filler; Closed cell polyethylene; oversized 50 percent top joint width; self-expanding; 3/4" wide by maximum lengths.

B. Weep Holes: Cotton rope.

C. Cleaning Solutions: Non-acidic, not harmful to masonry work or adjacent materials.

2.05 MORTAR AND GROUT

A. Mortar and Grout: As specified in Section 04100.
2.06 THRU-WALL FLASHINGS

A. Grace Construction Products: Perm-A-Barrier, is a 40 mil self-adhesive, cold-applied sheet consisting of 32 mil of rubberized asphalt integrally bonded to an 8 mil high density, cross laminated polyethylene film.

B. Approved Manufacturer's:
   1. Substitutions: Under provisions of Section 01600.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that field conditions are acceptable and are ready to receive work. Do not begin work previous preparation is not complete for your work to begin. Beginning work indicates this contractor accepts the previous work and substrates.

B. Verify items provided by other Sections of Work are properly sized and located.

C. Verify that built-in items are in proper location, and ready for roughing into masonry work.

D. Beginning of installation means installers accepts existing conditions.

3.02 PREPARATION

A. Direct and coordinate placement of metal anchors supplied to other Sections.

B. Provide temporary bracing during installation of masonry work. Maintain in place until building structure provides permanent bracing and sound structural stability.

3.03 COURSING

A. Establish lines, levels, and coursing indicated. Protect from displacement.

B. Maintain masonry courses to uniform dimension. Form vertical and horizontal joints of uniform thickness.

C. Lay brick units in common 1/2 running bond which aligns with existing horizontal and vertical coursing to match existing bond pattern to match the existing facades where new brick are to be installed. Form concave mortar joints.

3.04 PLACING AND BONDING

A. Buttering corners of joints or excessive furrowing of mortar joints are not permitted.

B. Remove excess mortar as Work progresses.
C. Interlock intersections and external corners.

D. Do not shift or tap masonry units after mortar has achieved initial set. Where adjustment must be made, remove mortar and replace.

E. Perform jobsite cutting of masonry units with proper tools to provide straight, clean, unchipped edges. Prevent broken masonry unit corners or edges.

F. Isolate masonry partitions from vertical structural framing members with a control joint.

3.05 REINFORCEMENT AND ANCHORAGES - REINFORCED UNIT MASONRY

A. Install galvanized 20 gauge masonry wall ties @16 inches o.c. each way unless noted otherwise on the drawings where cracked brick are removed and new brick are installed.

3.06 NEW CONTROL JOINTS IN EXISTING MASONRY WALLS

A. Saw-cut new 3/8” wide control joint in existing brick veneer full depth thru 3 5/8” face brick as shown in location on drawings to relieve pressure on existing exterior outside brick corners. Install new backer rod and sealant full height on new control joint.

3.07 REPLACE EXISTING CRACKED OR SPALL BRICK

A. Saw-cut and remove all cracked or spall existing brick units as shown on drawings. The masonry restoration contractor shall notify the owner and architect of any cracked brick that is not indicated to be replaced on the drawings. Replacement approval of all cracked brick units NOT shown on drawings shall be by per “ADDITIONAL WORK IN BASE BID” that is required on Drawing A1.3. Contractor shall notify owner prior to doing any of this additional work not shown on drawings and keep an accurate account of the additional work items as the project progresses.

3.08 BRICK STAINING

A. If matching brick cannot be provided for this project acceptable to the owner and architect, the contractor shall have all of the new replacement brick stained to match the existing brick façade. Provide 4’ x 4’ mock-up of brick staining for Owner and architect approval prior to staining all new brick for the project.

3.08 TOLERANCES

A. Maximum Variation from Alignment of Pilasters: 1/4 inch.

B. Maximum Variation from Unit to Adjacent Unit: 1/32 inch.

C. Maximum Variation from Plane of Wall: 1/4 inch in 10 feet and 1/2 inch in 20 feet or more.

D. Maximum Variation from Plumb: 1/4 inch in 10 feet non-cumulative; 3/8 inch in 20 feet or more.
E. Maximum Variation from Level Coursing: 1/8 inch in 3 feet and 1/4 inch in 10 feet; 1/2 inch in 30 feet.

F. Maximum Variation of Joint Thickness: 1/8 inch in 3 feet.

G. Maximum Variation from Cross Sectional Thickness of Walls: 1/4 inch.

3.09 CLEANING

A. Clean and remove excess mortar and mortar smears.

B. Replace defective mortar. Match adjacent work.

C. Clean soiled surfaces with cleaning solution.

D. Use non-metallic tools in cleaning solution.

3.10 PROTECTION OF FINISHED WORK

A. Protect finished installation.

B. Without damaging completed work, provide protective boards at exposed external; corners which may be damaged by construction activities.

END OF SECTION 04200
PART 1   GENERAL

1.01 SECTION INCLUDES

A. Brick Veneer Replacement: Removal of deteriorated brick veneer, mortar, and failed sealant joints.

B. Washing Existing Facades: Use high pressure hot water cleaning of all designated exterior exposed brick and precast concrete wall panel surfaces on designated facades of project area prior to performing and beginning restoration work on the building facades. After all masonry restoration work is completed, lightly pressure-wash all dust and dirt off all exposed precast concrete panels, brick and window glazing.

C. Brick Replacement: Install new brick replacement units for existing spalling, chipped and cracked brick units as indicated on the drawings.

D. Grinding of Exterior Façade Mortar Joints: Grinding out all existing deteriorating mortar joints in brick and precast panels as shown on exterior facades so that new mortar can be installed in deteriorated mortar joints.

E. Tuckpointing Façade: Install tuck-pointing mortar joints in face brick veneer façade joints.

F. Repair Existing Precast Concrete Wall Panels: Repair cracked and chipped in precast concrete wall panels using pink quartz aggregate in surface of new patching materials.

G. New Sealant Joints: Install new sealant joints in brick veneer and precast concrete wall panels as shown on drawings.

H. New Control Joints: Saw-cutting new control joints 3/8” wide x 3 5/8” deep in existing masonry wall and installing primer, backer rod and sealant in new control joints as shown on drawings.

I. Removal of Existing Anchors: Remove all unused metal anchor straps, pipe, bolts, screw, nails and conduit clamps, etc. on the entire building façade. Most of these have been identified on the drawings.

J. Staining of existing brick where the owner has previous sand-blasted brick veneer to remove graffiti to stain existing brick where the frosty white finish has been removed. Also stain the new brick if new matching brick cannot be provide for this project.

K. Window & Door Protection: Protect all existing exterior windows and doors with polyethylene plastic sheet, taped to aluminum window frames with painters (blue) tape and a 1x4 wood frame on all both jambs so as not to cut into existing frames and staining the existing window frames with mortar or acid based masonry cleaners.

L. Scaffolding Protection: Provide safety barriers keeping all students or staff away from any exterior areas directly below where repairs are taking place prior to beginning work on this project.
1.02 RELATED SECTIONS

A. Section 01300 – Submittals: Submit product data on all materials required to be supplied for this specification of work.

B. Section 01600 – Materials and Equipment: Contractor shall furnish all required scaffolding, lifts, etc.

C. Section 01700 – Contract Closeout: Provide the required warranties and closeout paper work.

D. Section 02900 – Sodding: Repair any damage to existing lawn and sod any dead or disturbed lawn areas.

E. Section 04100 – Mortar: Install new tuckpointing mortar in all ground or cut joints and at new brick veneer.

F. Section 04200 – Masonry Units: Install new standard size replacement 3 5/8” w. x 2 1/4” h. x 7 5/8” l. red / orange frosty blend of modular brick to match existing modular brick where indicated on drawings were existing brick is removed for existing chipped, cracked, spall brick and at brick veneer replacement.

G. Section 07600 – Sheet Metal Flashing: Coordinate the installation of all new flashing as required by this project as required on drawings and specification. This is for new fascia flashing over existing steel beam.

I. Section 07900 - Sealant: Install proper primer, backer rod and sealant in all new and existing control joints and precast concrete panel joints as shown on drawings.

J. Section 09900 – Painting: Prep, prime and paint designated steel columns, steel soffit cover plates existing exposed concrete beams at front entry soffit surfaces as indicated on drawings.

1.03 REFERENCES

A. ACI 530 - Building Code Requirements for Masonry Structures.

B. ACI 530.1 - Specifications for Masonry Structures.


1.04 SUBMITTALS

A. Submit under provisions of Section 01300.

B. Product Data: Submit all product data required for repairs that are not required to be submitted in the other specification sections.

1.05 QUALITY ASSURANCE

A. Perform work in accordance with ACI 530 and ACI 530.1.
B. Manufacturer's Installation Instructions: Contractors to follow all manufacturer's product and supplier information.

1.06 MOCK-UP

A. Construct 4' x 4' mock-up area of restored brick, and precast concrete panel façade, new tuckpointing mortar, façade cleaning, new flashing, painting and new sealant indicating restored wall for the existing School Building as required on the drawings and in specification. DMPS and Architect will approve mock-up panel area before contractor can proceed with all the different restoration methods of construction.

B. Contractor to confirm location of mock-up panel with DMPS and Architect before constructing.

C. A prototype repair of each type of repair to be done prior to continuing each type of repair, including but not limited to grinding, new tuckpointing mortar, cleaning of brick facades, new brick veneer patching, new limestone replacement blocks, new sealant joints, new and recut existing control joints, etc., painting concrete fascia including new flashing repairs.

D. Acceptable prototype repairs and methods of the procedure will become the standard for the work of this section for the remaining project.

1.07 PRE-INSTALLATION CONFERENCE

A. Convene one week prior to commencing work of this Section.

B. Require attendance of parties directly affecting work of this Section.

C. Review conditions of installation, installation procedures, and coordination with related work, project scheduling, etc.

1.08 DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, protect, and handle products to site under provisions of Section 01600.

B. Maintain packaged materials clean, dry, and protected against dampness, freezing, and foreign matter.

C. Provide temporary plastic sheeting over uncompleted tuckpointing at end of each day if brick joints have not be completely restored and cured to prevent water from getting into the existing walls.

1.09 PROTECTION

A. Protect elements surrounding the work of this Section from damage or disfiguration.

B. Immediately remove stains, efflorescence, or other excess resulting from the work of this Section.

C. Protect roof membrane and flashings from damage to preform required masonry repairs to walls to be restored and repaired above roof areas. Lay 1/2” plywood or protection boards over 2” rigid insulation board 8'-0” wide around upper façade walls wherever the restoration
The contractor will be on the roof to preform required masonry repairs to walls to be restored and repaired above roof areas. Weight protection sheathing down to roof, too prevent sheathing from being blown off the roof. The Owner and Architect extremely discourage the use of swing stages to preform the restoration work on this project due to damaging the existing membrane roofing. Owner and Architect recommend the use of portable lifts to preform required masonry repairs to walls to be restored where as meet existing grade. Where walls are above the roof Owner recommends setting scaffolding.

D. Lay 3/4 inch plywood over grass surfaces over full extent of work area and traffic route. Protect all trees and lawn from damage. Repair all damaged grass areas damaged by construction with new black dirt topsoil and sod. Protect all existing paving. Repair any damaged or cracked concrete or asphalt paving to match existing construction.

E. Protect doors, windows, and screens from damage of water and leakage from high water pressure cleaning. Protect door and window framing and glazing from staining with tape and plastic. Use tape that does not leave a residue adhesive on the surfaces it is stuck too.

1.10 ENVIRONMENTAL REQUIREMENTS

A. Maintain materials and surrounding air temperature to minimum 40 degrees F prior to, during, and 48 hours after completion of masonry work.

B. Maintain materials and surrounding air temperature to a maximum 90 degrees F prior to, during, and 48 hours after completion of masonry work.

C. Do not pressure wash or cut mortar joints or use process creating dust, dirt, when wind is over 10 mph. unless work area is enclosed with dust prevention screening around work area.

D. The Restoration Contractor shall use grinding tools with vacuum suction hoses for restoration that comply with OSHA and the Silica sand dust requirements.

1.11 SEQUENCING

A. Sequence work under the provisions of Section 00700 General Conditions.

B. Perform washing of all existing masonry surface before tuckpointing repairs begin so that actual mortar color can be matched and then chemical wash all masonry with SureKlean 600 or milder and clean glass surfaces after all masonry repairs and cleaning have been made completed.

C. Clean stone and brick before removal of existing sealant, which is to be replaced with new sealant.

1.12 SCHEDULING

A. Only work on 3 facades maximum and complete on façade before moving on to the next façade.

B. Provide a safe emergency means of egress out of the construction area at all times. Coordinate with DMPS to define the emergency means of egress.
C. Coordinate with DMPS the best approach on where to begin the project, based on the time of year the contractor is awarded the project so as work DMPS to use the school facility in the safest manner to protect all students, visitors and teachers.

PART 2 PRODUCTS

2.01 WINDOW & DOOR PROTECTION

A. Prior to beginning any restoration work or cleaning of masonry, restoration contractor shall cover all windows with 4 mil self-adhering plastic sheet over all window frames and glazing. After adhering plastic sheeting over window framing, fiction fit tight 1x4 wood block tight to window jamb frames so as to protect the window frame from being cut by grinders. Blue tape is also allowed. If window frames are cut or damaged finish by mortar setting on frames, the owner will subtract 1,000.00 per cut or stained frame from the contractor’s bid price. The Owner and Architect will inspect all frames during punchlist and determine if frames have received any damage. Remove wood protection strips, plastic sheet, ALL adhesive residue off window frames. Window frames shall be repaired as required by Owner.

B. Prior to beginning any restoration work or cleaning of masonry, restoration contractor shall cover the door frame (not the doors) with 4 mil self-adhering plastic sheet all door frames with, but absolutely no duct tape or red abatement tape will be allowed. After adhering plastic sheeting over door framing, fiction fit tight 1x4 wood block tight to door jamb frames so as to protect the door frame from being cut by grinders. If door frames are cut or damaged finish by mortar setting on frames, the owner will subtract 1,000.00 per cut or stained door frame from the contractor’s bid price. The Owner and Architect will inspect all frames during punchlist and determine if frames have received any damage. Remove wood protection strips, plastic sheet, tape and all tape residue off door frames. Door frames shall be repaired as required by Owner.

2.02 CLEANING MATERIALS

A. Brick, and cleaning with high-pressured hot soapy warm water (Hotsy Hot Water Pressure Cleaner) ranging from 400 psi to 1200 psi. using fan spray tip (15 degree minimum) prior to tuckpointing any area to be restored so as to expose the true cleaned existing mortar color prior to installing new colored mortar. Use the lowest pressure possible while providing adequate cleaning. Get architect's approval before completing cleaning.

B. Pre-wet the surface with clean water prior to pressure washing clean.

C. Rinse all surfaces thoroughly clean after pressure washing wall to remove all loosen dirt and debris.

D. Pressure wash the wall by rinsing the entire completed and restored masonry facades, windows and door glazing to remove all grinding dust from restoration project after the project is complete. Do not damage and window screens or window and door finishes.

2.02 FACE BRICK

A. Face Brick: See Section 04200 Unit Masonry
B. Remove existing chipped, cracked, spall or damaged face brick and tooth new face brick into existing wall to match existing one-half running bond coursing of Modular Brick. See drawings for location and bond pattern. Custom cut all new brick to match existing removed brick if new manufactured brick cannot be purchased.

C. Provide modular size brick (2 ¼ high” x 3 5/8” wide x 7 5/8” long) for all replacement brick for all brick to be replaced in 1960 Original School Building. Stain Brick if an acceptable color match is not available.

2.03 MORTAR MATERIALS

A. See Section 04100 - Mortar. Refer to Section 04100 – Mortar for type and color.

B. Remove all mortar in face brick joints approximately 3/8” wide to a minimum of 5/8” inch deep to minimum to sound mortar or as designated on all drawings and details. Removal of existing mortar by grinding tools will vacuum suction system and attachments as required to meet all OSHA Requirements. Do not chip or grind into existing face brick. If grinding damage occurs to existing brick by grinding, replace damaged veneer with new brick to match existing damaged materials.

2.04 SEALANT JOINTS IN BRICK AND LIMESTONE

A. Install Polyurethane Sealant Used for vertical joints in Exterior Brick Control Joint and Limestone Vertical Accent Joints: Refer to Section 07900 Sealants.

B. Install sealant primer and backer rod in all sealant joints prior to installing sealant as recommended by sealant manufacturer. Do not puncture backer rod casing when installing. This will cause sealant to bulb up from gas release from backer rod.

C. Install backer rod, primer and polyurethane sealant in all vertical and horizontal window joints as shown on drawings. If horizontal joint is longer than 12” drill 5/16” diameter hole 3” deep in joint & install ¼” diameter cotton rope weeps that extends 1/2” beyond face of limestone.

2.05 INSTALLATION OF NEW CONTROL JOINT IN EXISTING BRICK VENEER

A. Saw cut into face brick and mortar joints as indicated on masonry wall 3 5/8” deep 1/2” wide as shown on drawings. Install new primer, backer rod and sealant in continuous new saw cut control joint. Do not puncture backer rod casing when installing.

2.06 PROFESSIONAL BRICK STAINING

A. Approved Professional Brick Staining Companies.

1. Other Nawkaw Architectural Finishes, 170 Whitetail Way, Bogart, GA 30622, Phone 866-462-9529, info@nawkaw.com

2. Other approved Manufacturer’s of a similar product approved by Architect and list in any of this projects addendums prior to bidding.
2.07 PATCHING EXPOSED AGGREGATE CONCRETE PANELS

A. Approved Manufacturer Exposed Concrete Surfacing Material:
   1. EUCLID CHEMICAL: EuroRepair V100 or approved equal by architect prior to bidding and listed in addendum.

B. Remove all loose, cracked, chipped, spall and drill out all rust coal pits in existing concrete beams, columns and sills.

C. Cut of grind out all existing exposed rebar or wire reinforcing behind face of new concrete patching material a minimum of 1”.

D. If rebar is more than 1” from face of concrete surface when patching is completed, grind all rust of exposed rebar and coat with epoxy primer and paint prior to patching concrete surface.

E. Restoration of all exposed Cast-In-Place Concrete Columns, Beams & Window Sills:
   1. Fill all chips or rust pits in exposed precast concrete wall panels with a single-component, quick–setting, low shrinkage repair mortar formulated with unique polymers and fiber reinforcement for certified vertical and overhead repairs meeting NSF/ANSI Standard 61. After patching material is installed smooth and level embed new exposed pink quartz aggregate in surface of panel patch to match existing pink quartz aggregate. Get architects approval on quartz aggregate color and size before starting the patching process.
   2. Approved Manufacturer Exposed Concrete Surfacing Material: EUCLID CHEMICAL: EuroRepair V100 or approved equal by architect prior to bidding and listed in addendum.
   3. Surface Preparation: Remove all loose concrete surfaces to structural sound concrete, free of loose or deteriorated concrete and free of dust, dirt, paint, efflorescence, oil and all other contaminants. Mechanically abrade the surface to achieve a surface profile of CSP 5-7 in accordance with ICRI Guide 310.2. Properly clean profiled areas to received coating.
   4. Priming & Bonding (Saw Cut, Chip or Drill Out Repairs): Thoroughly clean any exposed reinforcing steel, and apply DURALPREP A.C. to the concrete and the reinforcing steel within the repair area. Refer to the DURAPREP A.C. Technical data sheet for full instructions. Alternatively, Application of EUROWELD 2.0 to a dry substrate or a scrub coat of EUROREPAIR V100 to the saturated surface dry (SSD) concrete surface may be used for bonding. The repair material must be placed on the scrub coat before the scrub coat dries out.
   5. Priming & Bonding (Vertical Skim Coats / Topping): Remove all loose concrete surfaces to structural sound concrete, free of loose or deteriorated concrete and free of dust, dirt, paint, efflorescence, oil and all other contaminants. Mechanically abrade the surface to achieve a surface profile of CSP 5-7 in accordance with ICRI Guide 310.2. Alternatively, Apply EUROWELD 2.0 to a dry substrate or a scrub coat of EUROREPAIR V100 to the saturated surface dry (SSD) concrete surface. The repair material must be placed on the scrub coat before the scrub coat dries out.
   6. Mixing: For optimum results, condition material to be mixed to 65 degrees F. to 85 degrees F. a least 24 hours prior to use. Single bags may be mixed with a drill and “jiffy” type mixer. Use a paddle type mixer for large jobs. Add the appropriate amount of water, 0.9 to 1
gallon / bag into a clean mixing vessel, then add the dry precut. Mix for 3 to 5 minutes. Do not mix more material than can be placed within 15 minutes.

7. Placement: Do not apply to surfaces of in ambient temperatures below 45 degrees F. Place in 1/8” to 4” lifts for vertical surfaces and 1/8” to 2” lifts for overhead applications. Trowel into place and allow to reach final set before the next lift. If additional lifts are required, score the surface of the placed mortar before it reaches final set.

8. Finishing: Finish the repair material to the desired texture. Do not add additional water to the surface during the finishing operation. Use EUCOBAR evaporation retarder as required by manufacturer.

9. Curing and Sealing: Curing is required. Cure with a EUCLID CHEMICAL high solids, water-based curing compound. (Note: ASOLENT BASED CURING COMPOUND SHOULD NOT BE USED ON THIS PROJECT). Under hot, windy or direct sunlight situations, apply a second coat of curing compound after the first has dried.

10. Clean-Up: Clean all tools, equipment and surfaces not specified to receive coating with water before material hardens!!!! Product can harden in 10 minutes or less.

11. Consult Manufacturer for more information and install as recommended by manufacturer 1-800-321-7628.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verification of Conditions: Verify that field measurements, surfaces, substrates and conditions are as required, and ready to receive Work.

B. By beginning Work, Contractor accepts existing conditions and assumes responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.

C. Verify that initial exterior veneer pressure wash cleaning has removed the surface dirt and has exposed the cleaned existing color of the mortar joints.

D. Report in writing to Architect prevailing conditions that will adversely affect satisfactory execution of the Work of this Section. Do not proceed with Work until unsatisfactory conditions have been corrected.

E. Verify that surfaces to be cleaned and restored are ready for work of this Section. Verify that the mortar and sealant are ground out to sufficient depth to perform repair as specified.

F. Verify items provided by other Sections of Work are properly sized and located.

G. Verify that built-in items are in proper location, and ready for roughing into masonry work.

H. Beginning of installation means installers accepts existing conditions.
3.02 PREPARATION

A. Carefully protect or remove and store all light fixtures, card readers, cameras, fittings, finishing hardware, and accessories as required to prevent damage when cleaning. Reinstall items to original condition and operation when work is complete if item was removed for restoration work.

B. Protect or seal off landscaping, materials, and surfaces not receiving work of this Section to protect from damage.

C. Cover or protect all windows, screens, and door frames, doors, sealant and all glazing from damage from cleaning and tuckpointing procedures as required to protect their finishes. Any damaged finishes will be repaired at the expense of this project’s contractor. Note: DMPS shall not be replacing any of the existing windows in this project. If the existing glazing or window frames are damaged, they shall be repaired or replaced by the restoration contractor at no additional cost to the owner. Restoration contractor shall protect the existing windows with self-adhesive plastic film to protect windows from any damage including grinding dust and dirt from tuckpointing operations. Wash windows and frames clean of all dust and dirt when project is completed.

D. Protect all exterior doors, frames, steel exit stairs, handrails, guardrails and pipe railings from damage.

3.03 REBUILDING MASONRY WALL

A. Cut out damaged and deteriorated brick and precast concrete wall panels with care in a manner to prevent damage to any adjacent remaining materials.

B. Support existing brick veneer as necessary in advance of cutting out units.

C. Cut away loose or unsound adjoining brick, mortar as shown on drawings and in specification to provide firm and solid bearing for new work and repair areas as shown on drawings to match surrounding adjacent materials.

D. Install new brick units per Section 04200 following procedures for new work as specified in this Section. Install new limestone accent pieces per Section 04400.

E. Mortar Mix: Colored and proportioned to match existing work per exterior elevation. Refer to Section 04100. Install mortar color, texture and joint profile to match surrounding adjacent materials.

F. Ensure that masonry wall ties and stainless steel anchors, reinforcing and flashings are correctly located and built in.

G. Install built-in masonry work to match and align with existing joints and coursing true and level, faces plumb, and in line horizontally and vertically with existing one-half running bond coursing. Build around all openings, accessories and fittings.
3.04 TUCKPOINTING

A. Cut out loose or disintegrated mortar in joints to minimum 5/8 to 3/4 inch depth or as shown on drawings.

B. Utilize hand tools and power tools only after test cuts determine no damage to masonry units will result.

C. Do not damage existing masonry, window frames and metal panels when grinding existing mortar or sealant from existing joints.

D. When cutting is complete, remove dust and loose material with air jet. This is very important to minimize efflorescents.

E. Pre-moisten joint and apply mortar specified. Pack tightly in maximum 1/4 inch layers. Form a smooth, compact concave joint to match existing.

F. Provide moist cure for 72 hours minimum.

G. Strike the new tuckpointing mortar when mortar has set up for a few minutes and is firm to the touch. Striking the mortar when it is too wet will cause the mortar color to turn white. If this occurs, the restoration contractor shall be required to stain the new mortar to match the existing mortar.

3.05 CLEANING EXISTING BRICK

A. Brick Cleaning: Clean all exposed brick surfaces with hot soapy water at high-pressured water ranging from 400 psi to 1200 psi. using fan spray tip (15 degree minimum) as indicated on drawings. Use the lowest pressure possible while providing adequate cleaning. Get architect's approval on test cleaning area before completing the remaining cleaning required by drawings. Clean wall from top of wall to bottom of wall.

B. Rinse all surfaces thoroughly clean of cleaning solution after hot soapy water cleaning sets for 5 to 10 minutes.

C. Pressure wash all brick areas before removing existing mortar and sealant so as not to damage new sealant. Do not damage any existing sealant to remain.

D. Do not pressure wash so as to saturate existing brick veneer.

E. Do not clean brick if wind exceeds 10 mph.

F. Do not clean exterior veneer if temperature will be below 50° for 24 hours after cleaning.

G. Provide a second application if required.

H. Clean all existing surfaces that have been soiled due to dust from tuckpointing, grinding or pressure wash cleaning, especially exterior glazing surfaces.

I. Pressure wash clean all existing white modified bitumen roof membranes after project is completed.
3.06 **REPAIRING CHIPS & RUST SPOT IN EXPOSED AGGREGATE PRECAST CONCRETE WALL PANELS.**

A. Repair chips and rust spots in existing exposed aggregate vertical precast concrete wall as specified in paragraph 2.07 in this specification section.

B. Follow manufacturer’s instructions on installation of specified patching material for exposed aggregate concrete wall panels.

3.07 **REMOVING & REPLACING EXISTING CRACK, CHIPPED OR SPALL BRICK**

A. Saw-cut and remove all designated crack, chipped or spall brick as shown on drawings. Crack or spall brick may be remove by pneumatic tools but must be done before classes start or after classes are completed or on weekends during the school year. Install new matching red/orange frosty colored brick as specified per Section 04100 Mortar & 04200 unit Masonry and as detailed on drawings to blend with existing face brick. After June 1, 2022 brick can be removed any time. Do not damage surrounding brick with chips or cracks, if so remove those chipped or cracked brick and replace with new matching brick.

3.08 **PROFESSIONAL BRICK STAINING**

A. Staining of existing brick where the owner has previous sand-blasted brick veneer to remove graffiti to stain existing brick where the frosty white finish has been removed. Also stain the new brick if new matching brick can not be provide for this project.

B. Provide a 4 foot x 4 foot mock-up sample for the architect to review prior to completing the remain work. If architect has not approved the stain mock-up sample prior to completing the remaining project, staining contractor may need to touch up brick staining if not acceptable to Owner or Architect.

3.09 **CLEANING**

A. Clean all brick, which received tuckpointing procedures per cleaning manufactures recommendations.

B. As work proceeds and on completion, remove excess mortar, smears, droppings from sill and concrete walks.

C. Clean all brick on all elevations to receive restoration procedures prior to preforming any restoration procedures.

D. Contractor will be required to clean all exterior glazing surfaces of window and doors in where all restoration and repairs are completed that have restoration dust and dirt on glazing.

E. Blow all ground mortar dust off surface of roof membrane after project is completed.
3.10 SCHEDULE

A. Coordinate with DMPS to perform restoration and repair work so as to minimize the disruption to school activities. Contractor shall accommodate DMPS so as to maintain safety of students, teachers and parents that use the School Facility.

B. Start and complete work on each specific aspect of the project as quickly as possible.

C. Contractor shall not be working on more than three exterior elevations at one time. Restoration Contractor must complete one exterior elevation before they begin the next elevation. Contractor must get approval from Owner’s Project Manager or Architect before beginning work on a new elevation.

END OF SECTION 04500
PART 1 GENERAL

1.01 SECTION INCLUDES

A. New 24 gauge pre-finished metal fascia flashing screwed to existing exposed steel tube canopy structure with silver metallic colored flashing. Match existing silver / aluminum fascia flashing color.

B. New 24 gauge galvanized match 4” wide seam cover with crimped hug-edge end of seam cover.

C. New 20 galvanized steel continuous bottom edge flashing clip.

D. All required screw fasteners, pop rivets, matching the color of the fascia. etc.

E. Construction adhesive to bond top edge of flashing to steel beam.

1.02 RELATED SECTIONS

A. Section 07900 - Joint Sealers: Install concealed sealant between flashing pieces at lap joints and both edges of seam covers.

1.03 REFERENCES

A. ASTM A361 - Steel Sheet, Galvalume Coated by the Hot-Dip Process, for Roofing and Siding.

B. ASTM A525 - Steel Sheet Zinc Coated (Galvanized) by the Hot-Dip Process.

C. FS O-F-506 - Flux, Soldering, Paste and Liquid.

D. NAAM - Metal Finish Handbook.

E. FS SS-C-153 - Cement, Bituminous, Plastic.


1.04 SUBMITTALS

A. Shop Drawings: Indicate material manufacturer, color, profile, jointing pattern, jointing details, fastening methods, and installation details.

B. Color: To be selected by architect from manufacture’s standard colors.

1.05 QUALITY ASSURANCE

A. Perform work in accordance with SMACNA and NRCA Standard Details and Requirements.

1.06 QUALIFICATIONS

A. Installer / Fabricator: Company specializing in sheet metal roof installations with 3 years of experience.
1.07 DELIVERY, STORAGE AND HANDLING

A. Stack preformed and prefinished material to prevent twisting, bending, or abrasion, and to provide ventilation. Slope metal sheets to ensure drainage.

B. Prevent contact with materials during storage, which may cause discoloration or staining.

C. Metal to arrive at job site w/ plastic protective film coating. Contractor shall remove all protective film just prior to installation if film cannot completely be removed just after installation. If all protective film can be removed just after installation then install the metal flashings and remove protective film immediately to prevent sun and heat from melting the film to the metal flashings.

PART 2 PRODUCTS

2.01 NEW SHEET METAL FLASHING MATERIALS

A. Flashing Materials

1. Prefinished Galvanized Steel Flashing: ASTM B209, 24 gauged G-90 form steel, shop precoated with Kynar 500 Fluoro-carbon coating UNA-CLAD / Firestone or Berridge Manufacturing Co. – Color: Una-Clad-Firestone – “Medium Bronze” for all new Flashing, as shown on drawings.

B. Pre-coated Steel Continuous Water Table and Pilaster Clips: ASTM A792-86 20 gauged G-90 unfinished, continuous spring clip sections, Galvalume coating.

2.02 ACCESSORIES

A. Fasteners: Stainless steel, galvanized steel or aluminum. Use concealed fasteners as shown on drawings. Finish exposed fasteners same as flashing metal. Avoid contact between dissimilar materials. Use neoprene washers as required to make fasteners watertight connections.

B. Protective Backing Paint: Zinc chromate alkyd.

C. Sealants: Refer to Section 07900.

2.03 FACTORY FABRICATION

A. Form sections true to shape, accurate in size, square, and free from distortion, oil canning or defects. Refer to drawings for flashing profiles.

B. Seam Covers: Lap joints a minimum of 2” and install concealed sealant behind seam cover joint at all flashing longer the 10’-0”.

C. Install flashing joints and seam covers to align with existing flashing joints and seam covers.
PART 3 EXECUTION

3.01 EXAMINATION

A. Verification of Conditions: Verify that field measurements, surfaces, substrates and conditions are as required, and ready to receive Work.

B. Report in writing to Architect prevailing conditions that will adversely affect satisfactory execution of the Work of this Section. Do not proceed with Work until unsatisfactory conditions have been corrected.

C. By beginning Work, Contractor accepts existing conditions and assumes responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.

D. Verify with masonry restoration contractor is complete and ready for restored wall to receive new flashing.

3.02 PREPARATION

A. Field measure site conditions prior to fabricating work.

B. Protect elements surrounding work of this Section from damage or disfigurement, especially to the existing masonry wall.

C. Install 20’-0” long flashing mock-up section for Architect’s approval prior to fabricating the entire required flashing. After flashing mock-up is installed have architect approve fabrication and installation of remaining flashing.

3.03 FLASHING INSTALLATION

A. Fabricate to shapes and sizes indicated on drawings.

B. Secure all flashing to meet SMACMA recommended flashing installation and flashing procedures.

C. Lap joints a minimum of 2” and install concealed sealant behind lap joint. Make corners square, surfaces true and straight in planes, and lines accurate to profiles.

D. Fabricate corners with overlapping watertight mitered cut.

E. Install flashings to minimize oil can effects in flashings.

F. Remove all protective plastic sheet covering all prefinished sheet metal flashings before installing flashing in permanent location.

END OF SECTION 07600
PART 1   GENERAL

1.01 SECTION INCLUDES

A. Polyurethane Sealant Used for Exterior Masonry Joint Sealant.

B. Accessories:

1. Joint Backing: Round, closed cell polyethylene foam rod; oversize 30 to 50 percent larger than joint width.

2. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

3. Sealant Primer: Sealant Primer recommended by the sealant manufacturer shall be installed prior to installing sealant in all joints to receive sealant.

1.02 RELATED SECTIONS

A. Section 04100 - Mortar: Rake joints 1" deep to receive sealant and backer rod.

B. Section 04200 – Masonry Units: Prime edge of masonry units to receive sealant

C. Section 04500 – Masonry Restoration and Repair: Sealant and Backer rods in control joints and other joints requiring sealant as shown on drawings.

D. Section 07600 – Flashing: Install sealant in lap joints of all flashing and around perimeter of flashing edges or as shown drawings.

E. Section 09900 – Painting: Paint any miscellaneous steel indicated to be painted on drawings.

1.03 REFERENCES


C. ASTM C790 - Use of Latex Sealing Compounds.

D. ASTM C804 - Use of Solvent-Release Type Sealants.

E. ASTM C834 - Latex Sealing Compounds.

F. FS TT-C-00598 - Caulking Compound, Oil and Resin Base Type.

G. FS TT-S-00227 - Sealing Compound: Elastomeric Type, Multi-Component.
H. FS TT-S-00230 - Sealing Compound: Elastomeric Type, Single Component.

I. FS TT-S-001543 - Sealing Compound, Silicone Rubber Base.

J. SWI (Sealing and Waterproofers Institute) - Sealant and Caulking Guide Specification.

1.04 SUBMITTALS

A. Submit product data indicating sealant chemical characteristics, performance criteria, limitations, and color availability.

B. Manufacturer's Installation Instructions: Indicate special procedures surface preparation, perimeter conditions requiring special attention.

1.05 QUALITY ASSURANCE

A. Perform work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.

1.06 QUALIFICATIONS

A. Manufacturer: Company specializing in manufacturing the Products specified in this Section with a minimum three (3) years experience.

B. Applicator: Company specializing in performing the work of this Section with minimum three (3) years experience approved by manufacturer.

1.07 WARRANTY

A. Provide five (5) year warranty.

B. Warranty: Include coverage for installed sealants and accessories which fail to achieve air tight seal, water tight seal, and exhibit loss of adhesion or cohesion, or do not cure.

1.08 ENVIRONMENTAL REQUIREMENTS

A. Do not install solvent curing sealants in enclosed building spaces.

B. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

PART 2 PRODUCTS

2.01 SEALANTS

A. Polyurethane Sealant: Use for exterior control joints in brick and precast concrete wall panel exterior veneer, window and door perimeter, and general caulking.
1. Sika Flex 2C
2. Tremco Dymric
3. Sonneborn - Solastic NP1 or NP2

2.02 ACCESSORIES

A. Primer: Non-staining type, recommended by sealant manufacturer to suit application.

B. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.

C. Joint Backing: ANSI/ASTM D1056; round, closed cell polyethylene foam rod; oversized 30 to 50 percent larger than joint width.

D. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application where joint is not deep enough for backer rod installation.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that substrate surfaces and joint openings are ready to receive work and field measurements are as shown on Drawings and recommended by the manufacturer.

B. Verify that joint backing and release tapes are compatible with sealant.

C. Verify joint are clean and dry before installing backer rod and sealant.

3.02 PREPARATION

A. Clean and prime joints in accordance with manufacturer's instructions.

B. Remove loose materials and foreign matter, which might impair adhesion of sealant.

C. Perform preparation in accordance with manufacturer's instructions.

D. Protect elements surrounding the work of this Section from damage or disfiguration.

3.03 INSTALLATION

A. Joints between dissimilar materials install sealant in accordance with manufacturer's instructions.

B. Measure joint dimensions and size materials to achieve required 2:1 width/depth ratios.

C. Install joint backing to achieve a neck dimension no greater than 1/3 of the joint width.

D. Install bond breaker where joint backing is not used.
E. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.

F. Install sealant free of air pockets, foreign embedded matter, ridges, and sags.

G. Tool joints concave unless detailed otherwise.

3.04 CLEANING AND REPAIRING

A. Clean adjacent soiled surfaces.

B. Repair or replace defaced or disfigured finishes caused by work of this Section.

3.05 PROTECTION OF FINISHED WORK

A. Protect sealants until cured.

3.06 SCHEDULE

A. Install sealant in brick veneer, around concrete beam joints and in designated precast concrete wall panels requiring sealant as indicated on drawings.

B. Where caulking or sealant is noted on drawings.

C. Install primer, backer rod and sealant in new cut control joints or in existing control joint to be redone with new primer, backer rod and sealant.

D. Where needed to make a watertight seal around all new materials connected to existing materials.

END OF SECTION 07900
PART 1  GENERAL

1.01  SECTION INCLUDES

A. Surface preparation of all items to be painted.

B. Painting of all surfaces to receive a painted finished.

C. Removal of all protect materials and debris from site and dispose of properly.

D. All painting shall be done by a professional painting company, not the restoration work crew.

1.02  RELATED WORK

A. Section 04500 – Masonry Restoration and Repair: Miscellaneous Steel to be painted.

1.03  REFERENCES


E. SSPC (Steel Structures Painting Council) - Steel Structures Painting Manual.

1.04  DEFINITIONS

A. Conform to ANSI/ASTM D16 for interpretation of terms used in this Section.

1.05  QUALITY ASSURANCE

A. Product Manufacturer: Company specializing in manufacturing quality paint and finish products with three (3) years experience.

B. Applicator: Company specializing in commercial painting and finishing with three (3) years experience.

1.06  SUBMITTALS

A. Submit product data under provisions of Division 1.

B. Provide product data on all finishing products.

C. Submit samples illustrating range of colors available for each surface, finishing product scheduled, for selection.
1.07 DELIVERY, STORAGE, AND HANDLING

A. Deliver products to site in sealed and labeled containers; inspect to verify acceptance.

B. Container labeling to include manufacturer's name, type of paint, brand name, brand code, coverage, surface preparation, drying time, cleanup, color designation, and instructions for mixing and reducing.

C. Store paint materials at minimum ambient temperature of 45° F and a maximum of 90° F, in well ventilated area, unless required otherwise by manufacturer's instructions.

D. Take precautionary measures to prevent fire hazards and spontaneous combustion.

1.08 ENVIRONMENTAL REQUIREMENTS

A. Provide continuous ventilation and heating facilities to maintain surface and ambient temperatures above 50° F for 24 hours before, during, and 48 hours after application of finishes, unless required otherwise by manufacturer's instructions.

B. Do not apply exterior coatings during rain or snow, or when relative humidity is above 50 percent, unless required otherwise by manufacturer's instructions.

C. Minimum Application Temperatures for Latex Paints: 45° F for interiors; 50° F for exterior; unless required otherwise by manufacturer's instructions.

D. Minimum Application Temperature for Varnish and Stain Finishes: 65° F for interior or exterior, unless required otherwise by manufacturer's instructions.

E. Provide lighting level of 80 ft candles measured mid-height at substrate surface.

PART 2 PRODUCTS

2.01 ACCEPTABLE MANUFACTURERS

A. Sherwin Williams.
B. Pittsburg Paint
C. Diamond Vogel Paint
D. Substitutions: Under provisions of Division 1.

2.02 MATERIALS

A. Coatings: Ready mixed, except field-catalyzed coatings. Process pigments to a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating. Good flow and brushing properties; capable of drying or curing free of streaks or sags.

B. Accessory Materials: Linseed oil, shellac, turpentine, paint thinners and other materials not specifically indicated but required to achieve the finishes specified, of commercial quality.
C. Fastener Head Cover Materials: Latex fillers and putty to match adjacent material.

D. Provide One (1) color of paint for use of architectural color white paint to paint all required concrete beams at front entry as shown on drawings.

E. Provide one (1) color of paint for use of dark blue color paint to paint all steel front canopy columns as shown on drawings.

2.03 FINISHES

A. Refer to schedule at end of Section for surface finish and color schedule.

PART 3 EXECUTION

3.01 INSPECTION

A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.

B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application. Beginning painting of priming indicates that painting contractor accepts the substrate primed.

C. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below the following maximums:

   1. Steel Lintels and Misc. Steel items to be dry to the touch.

3.02 PREPARATION

A. Remove or mask electrical plates and devices, hardware, light fixture trim, and fittings prior to preparing surfaces or finishing.

B. Correct minor defects and clean surfaces which affect work of this Section. Remove existing coatings that exhibit loose surfaces of finishes with sand paper, scrapers and/or wire brushes.

C. Impervious Surfaces: Remove mildew by scrubbing with solution of tri-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.

D. Galvanized Surfaces: Remove surface contamination and oils and wash with solvent. Apply coat of etching primer.

E. Uncoated Steel and Iron Surfaces: Remove grease, scale, dirt, and rust. Apply heavy coatings where rust and scale is evident, remove by wire brushing or grinding and cleaning by washing with solvent. Apply a treatment of phosphoric acid solution, ensuring weld joints, bolts, and nuts are similarly cleaned. Spot prime paint after repairs.
3.03 PROTECTION

A. Protect elements surrounding the work of this Section from damage or disfiguration.

B. Repair damage to other surfaces caused by work of this Section.

C. Furnish drop cloths, shields, and protective methods to prevent spray or droppings from disfiguring other surfaces and windows.

D. Remove empty paint containers from site.

3.04 APPLICATION

A. Apply products in accordance with manufacturer's instructions.

B. Do not apply finishes to surfaces that are not dry.

C. Apply each coat to uniform finish.

D. Apply each coat of paint slightly darker than preceding coat unless otherwise approved.

E. Sand wood and metal lightly between coats to achieve required finish.

F. Vacuum clean surfaces free of loose particles. Use tack cloth just prior to applying next coat.

G. Allow applied coat to dry before next coat is applied.

3.05 CLEANING

A. As Work proceeds, promptly remove paint where spilled, splashed, or spattered.

B. During progress of Work maintain premises free of unnecessary accumulation of tools, equipment, surplus materials, and debris.

C. Collect cotton waste, cloths, and material, which may constitute a fire hazard, place in closed metal containers and remove daily from site.

3.06 EXTERIOR PAINT SPECIFICATIONS

A. Painting existing entry canopy steel columns and any exterior miscellaneous steel, and any other exposed steel requiring paint per notes on drawings.

1. Prime: – Epoxy Primer – Sherwin Williams - Kem Kromik Universal Metal Primer - 1 Coat on rusted or bare metal on all lintels and any miscellaneous steel required to be painted as indicated on drawings.

B. Painting of Priming of existing exterior concrete entry canopy beams with new primer and finish coats required per notes on drawings.

1. Prime: – Sherwin Williams - Acrylic Primer – Sherwin Williams Loxon Acrylic Conditioner - 1 Coat per manufactures recommendations on all existing concrete beams where existing concrete is exposed as indicated to be painted on drawings.


C. Substitutions: Equal Products as pre-approved by architect prior to bidding per section 01600.

END OF SECTION 09900
1. RUNNING BOND COURSE DETAIL

2. TYPICAL MORTAR JOINT REPAIR AND TYP. BRICK REPLACEMENT

3. REPAIR CHIPPED OR SPALLING CONC. ACCENTS

4. NEW C.J. IN BRICK VENEER

5. NEW FASCIA FLASHING DETAIL