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COORDINATION (OAKDALE 1039)

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
 - 1. Project Coordination
 - 2. Job Site Administration
- B. Method of Measurement
 - 1. Acceptable Contractor superintendence will be measured as a lump sum.
 - 2. No measurement will be made for individual procedures, components, or revisions in procedures as required to satisfactorily complete the project.
 - 3. If any portion of the contractor superintendence is unacceptable, then the lump sum measurement and payment will be reduced accordingly.
- C. Basis of Payment:
 - 1. Payment for acceptable superintendence will be at the predetermined Contract Unit Price as listed on the Bid Form. All associated items will be considered incidental. No payment will be made for unacceptable Contractor superintendence and Owner will determine and deduct the unacceptable percentage.
 - 2. Progress payments for Contractor superintendence will be made based on the following schedule:

% of Contract Complete	% of Item Paid
50	50
100	100

1.02 COORDINATION BY GENERAL CONTRACTOR

- A. Coordinate use of premises under direction of Owner.
- B. Coordinate scheduling, submittals, and Work to ensure efficient and orderly sequence of installation.
 - 1. Coordinate activities for mutual benefit and cooperate to facilitate the general progress of the Work.
 - 2. Each subcontractor shall be thoroughly familiar with all provisions governing the Work of other contractors and shall obtain from such contractors all information as may be required to coordinate Work with theirs.
 - 3. Each trade shall perform its Work in proper sequence and arrangement in relation to other activities and shall join his Work to that of others in accordance with the intent of the Drawings and specifications.

4. Each trade shall give due notice and proper information for any special provisions necessary in the placing or setting of Work that may come in contact with Work of other contractors.
- C. Inspect the Contract Documents for Work of others that is inter-related and afford other trades every reasonable opportunity for the installation of their Work. Coordinate Work of various specification sections having interdependent responsibilities.
- D. Prepare coordination drawings where off-site fabricated products and materials are by separate entities and must accurately interface. Coordination drawings shall indicate how Work, shown by separate Shop Drawings, will interface and shall indicate sequence for installation.

1.03 JOB SITE ADMINISTRATION

- A. Supervise and direct the Work. Employ and maintain a **full time, qualified superintendent** to act as Contractor's representative at the Site. At a minimum, Superintendent shall be on site during all major contract work, and at the beginning and end of the Work day.
- B. Enforce good order & conduct among contractors, installers, and construction employees.
- C. Require installers to inspect conditions under which Work is to be performed. Installer shall report all unsatisfactory conditions in writing to Contractor. Do not proceed with Work until satisfactory conditions have been corrected.
- D. Where installations include manufactured products, comply with manufacturer applicable instructions and recommendations for installation to the extent that these instructions and recommendations are more explicit or more stringent than requirements indicated in the Contract Documents. Where manufacturer provides contradictory instructions, notify Engineer immediately and request clarifications.
- E. Recheck measurements and dimensions of the Work, as an integral step of starting each installation.
- F. Coordinate enclosure of Work with required inspections and tests, so as to minimize necessity of uncovering Work for that purpose.
- G. Where mounting heights are not indicated, mount individual units of work at industry recognized standard mounting heights for the particular application indicated. Refer questionable mounting height choices to Engineer.
- H. Supervise performance of the Work to ensure that none of the Work, whether completed or in progress, will be subjected to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.
- I. Clean and perform maintenance as frequently as necessary throughout construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Coordinate completion and clean-up of Work.
- K. Maintain project work site in an orderly and clean manner.
 1. Remove debris & spoil piles daily from site.

2. Ensure that **ALL** traffic control devices are installed properly and in the proper locations at all times.
- L. Maintain proper relations with public during project progress.
 1. Provide proper access at all times, or communicate in advance of any disruption.
 2. Provide timely response to public questions or concerns. If superintendent does not resolve public concerns to the acceptance of the public and Owner within 24 hours of receiving notice of concern, it will be considered defective work and Owner may resolve at Contractor's expense without providing written notice.
 3. Communicate project progress to public in regular written form as necessary (newsletters, updates, etc.).
 4. Prepare for and attend weekly construction meetings.

1.04 SUBMITTALS

- A. Provide listing of Contractor's principal staff assignments and consultants, including name, home and work addresses, and telephone numbers.
- B. Provide supervisor or superintendent name, home and work address and telephone numbers.
- C. Provide names, work address, telephone numbers, samples of signature, and limits of authority of each individual authorized to sign change orders, field modifications, and monthly pay requests for Contractor.

1.05 FIELD CONDITIONS

- A. Before ordering material or commencing Work, check and verify all dimensions and conditions. Notify Engineer of any omissions or discrepancies immediately.
- B. Field measurements shall be furnished in a timely manner to suppliers and fabricators who require them to complete their Work. Ascertain the requirements at the earliest practical date and make every reasonable effort to expedite the affected Work.
- C. Conflicts: Engineer has exercised reasonable professional care to ensure there are no conflicts between the Work of various trades. Such conflicts, however, may exist and no warranty to the contrary is made or implied.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

END OF SECTION