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SUBMITTAL PROCEDURES (OAKDALE 1039C)

PART 1 GENERAL

1.01 SUMMARY

- A. Requirements Included:
 - 1. Procedures
 - 2. Construction Progress Schedule
 - 3. Schedule of Values
 - 4. Shop Drawings
 - 5. Product Data
 - 6. Samples
 - 7. List of Proposed Subcontractors
 - 8. List of Proposed Suppliers
 - 9. Material Safety Data Sheets (MSDS)
 - 10. LEED Submittals

1.02 PROCEDURES

- A. Deliver submittals to Engineer at address listed in Project Manual with a Transmittal.
- B. Transmit each item under Engineer-accepted form.
 - 1. Identify Project, Contractor, subcontractor, major supplier.
 - 2. Identify pertinent Drawing sheet and detail number, and specification Section number.
 - 3. Identify deviations from Contract Documents.
 - 4. Provide space for Engineer and consultant review stamps.
- C. Comply with progress schedule for submittals related to Work progress. Coordinate submittal of related items.
- D. After Engineer review of submittal, revise and resubmit as required, identifying changes made since previous submittal.
- E. Distribute copies of reviewed submittals to concerned persons. Instruct recipients to promptly report and inability to comply with provisions.

1.03 SHOP DRAWINGS

- A. Shop Drawings will not be accepted for review by Engineer, until after they have been checked and approved by the Contractor as evidenced by his approval stamp and signature.

- B. Submit the number of opaque reproductions Contractor requires, plus 3 copies that will be retained by Engineer plus copies to be included by Contractor in O&M Manuals.
- C. Submit showing system fabrication, installation drawings including plans, elevations, section details of components, and configuration between system and adjoining systems.

1.04 PRODUCT DATA

- A. Mark each copy to identify applicable products, models, options, testing compliance, warranty, and other data; supplement manufacturers' standard data to provide information unique to the Work.
- B. Submit the number of copies which Contractor requires plus 3 copies that will be retained by Engineer, plus copies to be included by Contractor in O&M Manuals.
- C. Submit manufacturer's printed instructions for delivery, storage, assembly, installation start-up, adjusting, finishing, and maintenance.

1.05 SAMPLES

- A. Submit full range of manufacturer's standard colors, textures, and patterns for Engineer's selection. Submit samples for selection of finishes within 15 days after date of Contract.
- B. Submit samples to illustrate functional characteristics of the product, with integral parts and attachment devices. Coordinate submittal of different categories for interfacing Work.
- C. Include identification on each sample, giving full information.
- D. Submit the number specified in respective specification section; 1 will be retained by Engineer. Reviewed samples that may be used in the Work are indicated in the technical sections.
- E. Field Samples:
 1. Provide field samples of finishes as required by individual technical section.
 2. Install sample complete and finished.
 3. Acceptable samples in place may be retained in completed Work.

1.06 LIST OF PROPOSED SUBCONTRACTORS

- A. Submit a list of subcontractors who will provide Work on the Project.
- B. The submitted list shall include:
 1. Name of Subcontractor
 2. Address
 3. Type of work to be provided
 4. Contact list for administrative and supervisory personnel.

1.07 LIST OF PROPOSED SUPPLIERS

- A. Submit a list of suppliers who will provide materials, equipment or components principal to the Work.

B. The submitted list should include:

1. Name of supplier
2. Address
3. Equipment, material or component to be provided
4. Contact list for administrative and supervisory personnel

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

END OF SECTION