

**PROJECT MANUAL**

**(Volume 1 of 1)**

**PROJECT NO. DMVA – 42220144**

**For**

**RANGE ROAD REPAVING – PHASE 1**

**STA 41+56 TO STA 63+58**

**FORT INDIANTOWN GAP**

**ANNVILLE, PA**

**Date: 15 March 2023**

**DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
BUREAU OF MILITARY CONSTRUCTION AND ENGINEERING  
DIVISION OF ENGINEERING & ARCHITECTURE  
BLDG, 0-10, FT. INDIANTOWN GAP, LEBANON COUNTY, ANNVILLE, PA  
Phone: (717) 861-8804 Fax: (717) 861-8583**

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## CONSTRUCTION SPECIFICATIONS

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## DRAWINGS

### NUMBER AND TITLE OF DRAWINGS

The drawings which form a part of this project are indicated in the following list:

G.1.1	COVER SHEET
C.1.0	SITE PLAN
C.2.0	DETAILS

The above is an exact list of the drawings included under Project No. DMVA - 42220144 and shall be considered a part thereof.

DMVA Division of Engineering and Architecture will furnish from time to time as the work progresses, such supplemental drawings as may be required for further illustrating the details of the work, but these supplemental drawings will not include the shop drawings, all of which are to be prepared by the Contractor and submitted as hereinafter specified for approval before the work is started.

SECTION 010100  
SUMMARY OF WORK

PART 1 – GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, “Special Conditions”, and “Division 1 – General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.
- B. The Contractor shall be strictly accountable for the cognizance of carrying out the provisions thereof. Contractor shall note that reference to “Project Design Documents” refers to any and all documentation included within the Project Bid and/or Award Package. This includes, but is not limited to drawings, specifications, Government forms, contractual literature, etc.

1.2 LOCATION

- A. Range Road, Fort Indiantown Gap, Annville, Lebanon County, PA

1.3 PROJECT DESCRIPTION

- A. The project consists of full depth removal of existing paving materials approximately 30’ wide by 13”-14” depth on Range Road Station 41+56.75 to Station 63+58.05. Compact and test subgrade. Remove and replace unsuitable subgrade material (unsatisfactory soils). Repave Range Road 24’ wide with 8” subbase course, 4” base course, tack coat, and 1-1/2” wearing course. Install PennDOT Type 3 shoulder 3’ wide each side. Tie into existing paved and gravel roads and parking lots via saw cut or compacted excavation as shown. Restore construction disturbance beyond shoulders. Complete line painting as required.

1.4 PERFORMANCE PERIOD

- A. One hundred and twenty (120) calendar days from Government granted Notice to Proceed.

1.5 WAGE SCALES

- A. Wage Scales ARE REQUIRED to be paid on this Project.

1.6 QUESTIONS DURING BID PROCESS

- A. Direct all questions pertaining to the project as shown and described in the contract documents to.

Ms. Tina Rebuck  
Dept. of Military and Veteran Affairs  
Bldg. 0-47, Ft. Indiantown Gap  
Annville, PA 17003  
Email: [trebuck@pa.gov](mailto:trebuck@pa.gov)  
Ph.: 717-861-2118

- B. Should the contractor submit a RFI via email, the subject line shall appear as follows:
  - 1. DMVA 42220144: RANGE ROAD REPAVING PHASE 1 – FORT INDIANTOWN GAP
  - 2. Additional information can be included thereafter.

#### 1.7 SUBMITTALS

- A. See individual Sections and “SCHEDULE OF MATERIAL SUBMITTALS (AF FORM 66)” included within the project Design Documents
- B. Submittals shall be forwarded to Department of Military & Veteran’s Affairs; Division of Engineering and Architecture, Building 0-10, Fort Indiantown Gap, Annville, PA 17003.
- C. Each submittal shall include the following:
  - 1. Project number - **42220144**
  - 2. Contract number
  - 3. Related specification section
  - 4. Contractor’s approval stamp
  - 5. Contractors initials and date
  - 6. Area for Professional’s review stamp
- D. All submittals must be approved by the discipline responsible, Design Professional prior to incorporation into the project.

#### 1.8 REQUIRED WARRANTIES

- A. Contractor shall provide all required warranties as outlined within the Project Design Specifications and on all included Government AF Form 66’s.

#### 1.9 WORK INCLUDED

- A. The Work of this Project consists of, but is not necessarily limited to, the following. Detailed requirements of the Work are described in the pertinent specification Sections and/or shown on the Drawing.

B. GENERAL CONSTRUCTION (.1)

1. Prepare and submit all necessary pre-construction documentation as outlined within the project Design Documents.
2. The project consists of full depth removal of existing paving materials approximately 30' wide by 13"-14" depth on Range Road Station 41+56.75 to Station 63+58.05. Compact and test subgrade. Remove and replace unsuitable subgrade material (unsatisfactory soils). Repave Range Road 24' wide with 8" subbase course, 4" base course, tack coat, and 1-1/2" wearing course. Install PennDOT Type 3 shoulder 3' wide each side. Tie into existing paved and gravel roads and parking lots via saw cut or compacted excavation as shown. Restore construction disturbance beyond shoulders. Complete line painting as required.
3. Final Cleaning, Punch List Items, Close-Out Documents.

C. HVAC CONSTRUCTION (.2) N/A

D. PLUMBING CONSTRUCTION (.3) N/A

E. ELECTRICAL CONSTRUCTION (.4) N/A

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION

SECTION 010400  
COORDINATION AND CONTROL

PART 1 – GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 SECTION INCLUDES

- A. This section includes the on-site provisions that govern the performance of the work to complete this project.

1.3 VISITS TO SITE

- A. For access to the site during the bidding period, contact the Using Agency site personnel with phone number listed below:

James Goslin (Project Manager)

Ph: (717) 821-8100

Email: [c-jgoslin@pa.gov](mailto:c-jgoslin@pa.gov)

1.4 UNIDENTIFIED HAZARDOUS MATERIALS (CHEMICALS, ETC.)

- A. The Contractor or Subcontractor must comply with all requirements of the General Conditions, including the maintenance of insurance up to the limit required under the General Conditions.
- B. Should a hazardous material be encountered on the job, the Contractor shall comply with all statutes and regulations of the Commonwealth of Pennsylvania and all rules and regulations of the United States Environmental Protection Agency as they apply during construction and demolition work and the disposal of hazardous material.
- C. The Contractor shall comply fully with the regulations of OSHA as they pertain to the protection of workers exposed to the emission of chemicals, etc. and shall take all steps necessary to protect its employees, as well as all other people engaged on site.
- D. Whenever a hazardous material is to be removed or disposed of, the Contractor is required to make proper notification to the Bureau of Air Quality Control in the Department of Environmental Protections' Regional Office, PA Department of Labor and Industry and EPA as applicable, and is required to obtain and pay for any permits required. Disposal shall conform to all applicable regulations and documentation shall be required when, applicable.

## 1.5 TESTING OF EQUIPMENT

- A. After any electrical systems and equipment have been installed or modified, it shall be the responsibility of the Contractor to operate the systems for a satisfactory period of time, as required by the Department for proper testing and instructing the operating personnel. Electricity required for proper testing of permanent equipment and for the period of instructing personnel, shall be paid for by the Contractor testing its equipment.

## 1.6 INSTRUCTIONS AND TRAINING (Not Used)

## 1.7 REUSE OF MATERIALS

- A. No removed materials or equipment shall be reinstalled in the work, unless so noted on the Drawing or in these Specifications.

## 1.8 GENERAL

- A. All construction trailers, offices, equipment and materials required to be on-site shall be located at the direction of the Department.

## 1.9 WORKING HOURS

- A. The Contractor's available working hours shall be from **7:00 A.M. to 4:00 P.M.**, Monday through Friday.
- B. Work during different hours, or work on Saturdays, Sundays, State and National Holidays or overtime work, must have the Departments written approval.
- A. This shall not apply in those unforeseen isolated and/or emergency instances when a particular operation must be performed in a continuous sequence that extends the working day beyond the approved working hours. Coordinate with the Department and/or Using Agency in these instances.
- B. The Departments failure to approve different working hours, weekend or holiday working hours, or overtime hours is not cause for a claim against the Department for delay.
- E. Utility shut-downs required for tie-ins to existing systems shall be done in off-hours, weekends, and/or holidays to minimize the impact on the operations of the Using Agencies (and/ or surrounding buildings). These costs shall be anticipated and included in the Contractor's bid.

## 1.10 DELIVERY, STORAGE AND HANDLING

- A. Prefinished materials shall arrive at job site in their original unopened cartons or other protective packaging necessary to protect finishes. Materials should be stored in such packages until time of application. Flat materials such as panels shall arrive and remain on adequate support to ensure flatness and prevent damage.



- B. Store all materials, equipment and bulk items prior to installation in clean, dry, well ventilated locations away from uncured concrete, masonry or damage of any kind.
- C. Coordinate storage location with the Department.
- D. Refer to each section for specific delivery, handling and storage instructions of items specified.

#### 1.15 PARKING

- A. All parking is subject to prior approval of the Department and Using Agency, unless otherwise noted.

#### 1.16 TRAFFIC

- A. The Lead Contractor shall establish at the Initial Job Conference a construction staging and traffic plan for the project which minimizes the construction interference with the Institution's operation. This plan is subject to the Department's and the Using Agency's review and acceptance. This acceptance does not relieve the Contractors of their responsibilities regarding safety coordination, and adherence to all traffic laws and ordinances.

#### 1.17 SUBSURFACE INFORMATION (Not Used)

#### 1.18 SITE FENCE (Not Used)

#### 1.19 ENVIRONMENTAL QUALITY CONTROL

- A. The Prime Contractor and its Subcontractors shall perform their work in a manner which shall minimize the possibility of air, water, land and noise pollution, in accordance with General Conditions Section 6.37.

#### 1.22 SANITARY FACILITIES

- A. The following conditions shall pertain:
  - 1. Sanitary facilities will **not** be provided by the Using Agency. The Contractor will be required to provide their own sanitary facilities throughout the duration of the contract.
  - 2. The existing facilities available for the Contractor's use will be assigned by the Department at the Initial Job Conference.

#### 1.23 SMOKING POLICY

- A. Smoking and use of smokeless-tobacco are strictly prohibited in all buildings.

#### 1.24 CONCRETE AND EARTHWORK

- A. All Contractors shall perform concrete work and sitework required for their work, and shall comply with applicable Divisions/Sections, of the (.1) contract specifications therefore. If any specification section contains language conflicting with requirements of applicable (.1) contract specification sections, the most stringent requirements shall prevail.

#### 1.25 QUALITY CONTROL TESTING

- A. Structural-related testing and inspections required to be performed by the Contractor(s) are listed in Section 014000 – Quality Control Testing Services. If Quality Control testing or inspections required appear in Section 014000 and in a technical section, the most stringent requirements shall prevail. If Quality Control testing or inspections required appear in a technical section and not in Section 014000, they shall be required as if specified in Section 014000. Conditions pertaining to Quality Control testing and inspections may appear in the technical sections. Testing is to be by the Contractor, unless specifically stated to be “by the Department” or required by Section 014010 – Quality Assurance Testing and Inspection Services. Quality Assurance Services by the Department are for the purpose of oversight of the Contractor’s Quality Control Testing.
- B. Non-structural testing is in the technical specifications.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION

SECTION 012200  
UNIT PRICES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for unit prices.
- B. Related Section:
  - 1. Division 01 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders.

1.2 DEFINITIONS

- A. Unit price is a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

1.3 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit.
- B. Measurement and Payment: Refer to individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF UNIT PRICES

- A. Unit Price No. Overall Project: \$/LF of road.

B.

1. Description: Removal of existing paving
2. Unit of Measurement: LF of Road.

C.

1. Description: Full width and depth paving
2. Unit of Measurement: LF of Road.

D.

1. Description: Line Painting
2. Unit of Measurement: LF of Road.

END OF SECTION 012200

## SECTION 013000

### SUBMITTALS

#### PART 1 - GENERAL

##### 1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

##### 1.2 SECTION INCLUDES/CONTENT

- A. Included in this section of the specifications is a list of approvals required for all materials incorporated into the project. The Department reserves the right to require additional approvals if necessary. No material, equipment or supplies listed herein shall be incorporated into the work until the Contractor has obtained prior approval from the Department.
- B. Submittals required by each prime contract are indicated within AF Form 66 “Schedule of Material Submittals” Attachment 1 of these specifications.

##### 1.3 SUBMITTAL PROCEDURES

- A. Refer to ‘Submittals’ of the General Conditions.
- B. Comply with the following or resubmission will be required:
  - 1. Indicate contract number, specification section and building number (as shown on the drawings) on each item submitted.
  - 2. Signify approval by stamp, initialing and dating each item prior to submission to the Professional.
  - 3. Submittals are preferred to be in electronic format, sent directly to the Departments contracting office.
- C. Items requiring testing shall be forwarded directly to the approved laboratory. The Contractor shall pay all costs associated with testing.
- D. Expedite critical materials, equipment and shop drawings, and other required submissions.
- E. Incomplete submissions will be returned for resubmission.
- F. Use of substitutions for materials or details shown on the contract drawings or called for in these specifications require written approval from the Department. See General Conditions.

#### 1.4 PRODUCT DATA

- A. Manufacturer's printed directions and manufacturer's standard specifications showing all dimensions, cuts, finishes, etc., as well as catalog cuts and ratings of all material will be required and shall be submitted in advance prior to application and/or installation.

#### 1.5 TESTS

- A. Refer to 'Tests' of the General Conditions.
- B. Submit required reports listing items tested, tests conducted and results obtained as specified.

#### 1.6 CERTIFICATIONS

- A. Submit required certifications in written form identifying authorized representative, manufacturer, systems designer and other required data as specified.

#### 1.7 WARRANTIES

- A. Refer to Specifications for required warranties. Copies of proposed warranties specified for products shall accompany the designated submittal of that product.

#### 1.8 OPERATION AND MAINTENANCE MANUALS

- A. Manual Format (Use 3-ring binder):
  - 1. Title page with the following information for each system covered:
    - a. Project Title and DMVA Contract Number (in capital letters)
    - b. Name of Company
    - c. Name of the individual to be called
    - d. Normal telephone numbers
    - e. Contractor's account number for project
  - 2. Index listing all sections of the Manual.
  - 3. Warranties for equipment furnished in contract. (Index tabbed)
  - 4. Complete system circuit diagrams, block diagrams, copies of all approved shop drawings, which shall clearly illustrate how all the components relate and how they are interconnected and a point wiring diagram.
  - 5. Reports, testing analysis.
  - 6. Operating instructions and maintenance instructions for all equipment and finish materials furnished.

#### 1.9 SUBMITTALS LIST

A. See attached AF FORM 66 "Schedule of Material Submittals" organized by prime contract.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION

SECTION 013100  
SEQUENCE OF CONSTRUCTION AND MILESTONES

PART 1 – GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 GENERAL REQUIREMENTS

- A. Before beginning work, the Contractor will be required to prepare a schedule in consultation with the Department. The work must be carried out in full accordance with the schedule. The Contractor shall arrange without any unnecessary interference with the Institution’s operation.

1.3 CRITICAL MATERIALS AND EQUIPMENT

- A. The Contractor is cautioned that all necessary and required critical materials and equipment shall be ordered as quickly as possible, in order that the shipping will not delay the progress of the work or completion of the project.

1.4 CRITICAL ITEMS TO BE NOTED AS MILESTONES

- A. Refer to the General Conditions regarding construction progress Milestones to be established by the Lead Contractor.
- B. The Lead Contractor shall submit a construction schedule, for the total project, including all prime contractors critical path work items. The schedule shall be submitted at the pre-construction meeting. The schedule will be reviewed and approved by the designer and the using agency to confirm compliance with construction sequencing and Using Agency training schedule.

1. GENERAL CONSTRUCTION

a. Construction Sequencing

- 1) Submittals
- 2) Mobilization
- 3) Demolition
- 4) Excavation
- 5) Subbase
- 6) Base
- 7) Wearing
- 8) Painting
- 9) Final Grading, Seeding



10) Final Cleaning, Punch List Items, Close-Out Documents

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION

**SCHEDULE OF MATERIAL SUBMITTALS  
General (.1) - Civil Submittals**

PROJECT NUMBER  
**DMVA 42220144**

PROJECT TITLE  
**Range Road Paving Phase 1 –  
Fort Indiantown Gap**

TO BE COMPLETED BY PROJECT ENGINEER

TO BE COMPLETED BY CONTRACT ADMINISTRATOR

LINE NUMBER	ITEM OR DESCRIPTION OF ITEM, CONTRACT REFERENCE, TYPE OF SUBMITTAL	NUMBER OF COPIES REQUIRED											REQUIRED SUBMISSION DATE	DATE RECEIVED IN CONTRACTING	DATE TO CIVIL ENGINEERING	RETURN SUSPENSE DATE	SUBMITTAL NUMBERS	DATE CONTRACTOR NOTIFIED		CONTRACTOR RESUBMITTAL	FINAL APPROVAL	REMARKS
		CERTIFICATE OF COMPLIANCE	SHOP DRAWINGS	SAMPLES	COLOR SELECTION	MANUFACTURER' S RECOMMENDATIONS	MANUFACTURER' S WARRANTY	CATALOG DATA	OPERATING INSTRUCTIONS	Reports	Batch Slips	Steel Certifications						APPROVED	DIS-APPROVED			
1	321216 asphalt Material Mix Design, Sealer and Pavement Marking Paint	3							3	3		<b>IJC +10 days</b>										
2	312000/321216 Compaction Reports, subbase & paving								3													
3	329200 Seed Mixes	3																				
1																						
2																						
3																						
4																						
5																						
6																						
7																						
8																						



SECTION 014000  
QUALITY CONTROL TESTING

PART 1 - GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 GENERAL

- A. The Contractor is responsible for verifying and enforcing compliance with all requirements of the contract documents. Contractor's responsibility includes but is not limited to the following:
1. Supervision of field work to enforce contract compliance of all construction activity.
  2. Performance of all necessary field testing to verify compliance with requirements of the plans or specifications requiring adherence to measurable standards of field performance.
  3. Engaging an independent testing laboratory to perform tests as required by each specification section.
  4. Providing support services for all Quality Control Testing, including cutting and patching and repair or replacement as required.
  5. Verification of compliance with plans and specifications of all manufactured materials or equipment. Provide certificates of compliance, or other approved proof of compliance, by the manufacturers of same and submit to the professional whenever requested.
  6. All activities noted heretofore and amplified hereafter shall be considered Quality Control Services.
  7. Coordinate and schedule DMVA - Bureau of Design and Project Management - International Building Code Inspection Log. See attached Log identifying required inspections.
- B. Work not included: Quality Assurance Testing by the Department is specified in Section 014010. The Department reserves the right to perform tests under the Quality Assurance Testing program and to use those as the basis for approval or rejection at its sole discretion.

1.3 DESCRIPTION OF QUALITY CONTROL TESTING

- A. Quality Control Services include inspections, tests and reports by an independent testing laboratory or other approved agency, hereafter referred to as the Quality Control Agency. All Quality Control Services shall be at the Contractor's cost, which shall be included

proportionally in all items of payment or contained in any Base Bid or Unit Price on the Proposal. Tests and Inspections are to include those specifically required by this section and the technical sections. This responsibility is allowed by agreement with the Department of Labor and Industry. Testing and Inspection will be performed under the oversight of the Quality Assurance Agency, in accordance with requirements of Section 01401.

- B. The Quality Control Agent shall submit a Testing and Inspection Plan to the Professional for its approval, and the approval of the Quality Assurance agent for structure and for soils. The Plan shall be organized according to the requirements of Chapter 17, and chapters referenced in Chapter 17 of the international Building Code (IBC). If any tests or inspections are required that are greater than those in the IBC, they shall be so noted. The approved Plan shall become the organizing document which the QC Agent shall use to develop a system of logging test report designations and dates. This continuous log document shall be regularly distributed by email to Department and contractual parties on the distribution list that receive test and inspection reports.
- C. Quality Control Services by a Quality Control Agency or Agencies is intended to assist in the determination of probable compliance of the work with requirements specified or indicated and do not relieve the Contractor of the responsibility for compliance with Contract Document requirements.
- D. Specific testing or inspections of a structural nature required to be performed by independent Quality Control Agencies for individual construction activities are specified in this Section only. If testing or inspection requirements appear in this section and a technical section, the most stringent requirements shall prevail. If Quality Control Testing or Inspection is specified in a technical section and not in this section, it shall be required as if specified in this section. If Contract Document test requirements are exceeded by IBC requirements, IBC requirements shall prevail. Non-structural tests and inspections are in the technical specifications.
- E. Inspections, tests and related actions specified are not intended to limit the Contractor's quality control procedures that facilitate compliance with Contract Documents requirements.
- F. Quality Control Services required by the local municipality or other governing authorities are the responsibility of the Contractor, regardless of whether or not specified hereinafter or in the applicable specification section.
- G. Unless specifically stated otherwise, all tests listed in the specifications shall be the responsibility of the Contractor. Statements such as "test as requested by" or "as directed by" the Department of the Professional shall not be construed to indicate that the test is the responsibility of the Department.
- H. Each prime Contractor will pay for all costs in connection with its Quality Control Services. Whenever the word "Contractor" is used it shall be interpreted to mean Prime Contractor or Contractors as applicable. All Contractors performing work for which testing or inspection is required by this section are required to perform said tests/inspections appropriate for the quantity of work performed as indicated by this specification section and as required by all Contract Documents.

PART 2 – PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 RESPONSIBILITIES AND DUTIES OF CONTRACTOR

- A. The Contractor shall engage Quality Control Agencies to provide all Quality Control Services required to comply with the Contract Documents. These services shall be at no cost to the Department.
- B. The Contractor is responsible for retesting where results of required inspections, tests or similar services prove unsatisfactory and indicate non-compliance with Contract Document requirements. Likewise, the Contractor is responsible for retesting when the Department's Quality Assurance Test results prove unsatisfactory. If Quality Assurance Tests were in error, the Contractor shall be reimbursed for his retesting costs.
- C. Cost of retesting construction revised or replaced by the Contractor is the Contractor's responsibility.
- D. Provide the Quality Control Agency with preliminary representative samples of materials to be tested in quantities requested. If the source, quality or characteristics of an approved material changes or indicates lack of compliance with Contract requirements, submit additional samples of materials to the Quality Control Agency.
- E. When requested by the Professional, the Department, or the Quality Control Agency, the Contractor shall immediately provide reports, cutting lists, material bills, shipping bills, time and place of shipment of materials to shop and field and any relevant data on previous testing and investigations of materials.
- F. Provide casual labor and facilities:
  - 1. To provide access to the work inspected or tested by any authorized party.
  - 2. To obtain and handle samples at the site.
  - 3. To facilitate inspections and tests by the QC or QA.
  - 4. For security and protection of samples and test equipment at the project site.
- G. To facilitate the timely sequence of inspection and testing, the Contractor shall give advanced notification to the Quality Control Agency and the Department that work has progressed to a point where inspection and testing may proceed.
- H. Contractor shall pay for additional cost of Quality Control Agency services which, in the opinion of the Professional and the Department, are required because of the following:
  - 1. Failure of materials or workmanship to meet Contract requirements.
  - 2. Materials or practices not complying with the technical specifications which could possibly result in defective and unacceptable work.
  - 3. Changes in source, quality or characteristics of materials.
  - 4. Site cured cylinders requested by the Contractor.

- I. The Quality Control Agency shall submit a certified written report of each inspection, test or similar service to the Design Professional, the Quality Assurance Agent, the Bureau of Construction Regional Director, the BOC Inspector Supervisor, the BOC Field, and the Contractor, with additional copies directly to any governing authority when that authority so directs. All reports shall be submitted within 24 hours of when the inspection, test or similar service was conducted.
- J. Report Data: Written reports of each inspection, test or similar service shall include, but not be limited to:
  - 1. Date of issue.
  - 2. Project title and number.
  - 3. Name, address and telephone number of testing agency.
  - 4. Dates and location of samples and tests or inspections.
  - 5. Names of individuals making the inspection or test.
  - 6. Designation of the Work and test method.
  - 7. Identification of product and specification section.
  - 8. Complete inspection or test data.
  - 9. Test results and an interpretation of test results.
  - 10. Ambient conditions at the time of sample taking and testing.
  - 11. Comments or professional opinion as to whether inspected or tested work complies with Contract Document requirements.
  - 12. Name and signature of Quality Control Agency inspector.
- K. The QC Agent shall cooperate in using standard forms/procedures developed by the Department that assist in accomplishing the tasks required.
- L. Engage independent testing laboratories, whose employees assigned to the Project and tests performed comply with ASTM E 329, Standard Specification for Agencies Engaged in the Testing and/or Inspection of Materials Used in Construction. The testing laboratory must be accredited and audited by a qualified national authority. The Contractor is to submit the name and credentials of the proposed QC Agent to the Design Professional and the Department for acceptance.
- M. Upon completion of inspection, testing, sample taking and similar activities, repair the damaged work and restore substrates and finishes to eliminate deficiencies, including deficiencies in the visual qualities of exposed finishes. Comply with the Contract Document requirements for "Cutting and Patching". Protect work exposed by or for Quality Control Testing activities, and protect repaired work.

### 3.2 RESPONSIBILITIES AND DUTIES OF QUALITY CONTROL AGENCIES

- A. Quality Control Agencies engaged to perform inspections, sampling and testing of materials and construction shall cooperate with the Professional, the Quality Assurance Agent, the Department, Labor and Industry, and the Contractor in performance of its duties, and shall provide qualified personnel to perform required inspections and tests. If it is determined by the Department that the personnel provided are not qualified or are not working in the best interests of the Project for the tests performed, the Contractor, through their Quality Control Agent, shall immediately replace or supplement the subject personnel.

- B. Quality Control Agencies shall notify the Department, the Quality Assurance Agent, the Professional, and the Contractor immediately of irregularities or deficiencies observed in the Work during performance of its services, and take all actions required by Chapter 17 of the IBC.

END OF SECTION



**DMVA - BUREAU OF DESIGN AND PROJECT MANAGEMENT**  
**INTERNATIONAL BUILDING CODE INSPECTION LOG**

**Project Name:**

**Project Location:**

**Project Manager:**

**Phone Number:**

**Email:**

<b>REQ.</b>	<b>INSPECTION</b>	<b>NOTICE</b> (Business Days)	<b>DEPARTMENT REPRESENTATIVE (SIGNATURE)</b>	<b>DATE ACCEPTED</b>
	Demolition	72 hours		
	Footer Environment	48 hours		
	Underground Mechanical	72 hours		
	Underground Electrical	72 hours		
	Underground Plumbing	72 hours		
	Foundation	48 hours		
	Under-Slab Mechanical	72 hours		
	Under-Slab Electrical	72 hours		
	Under-Slab Plumbing	72 hours		
	Concrete Under Slab/Floor	48 hours		
	Exterior Wall Construction	48 hours		
	Mechanical Rough-In	72 hours		
	Electrical Rough-In	72 hours		
	Plumbing Rough-In	72 hours		
	Framing (Interior)	48 hours		
	Insulation (Interior)	48 hours		
	Roofing:	-		
	a) Exposed Roof Substrate	72 hours		
	b) Insulation	72 hours		
	c) Membrane	72 hours		
	d) Metal Trim & Flashing	72 hours		
	e) Gutter and Downspout	72 hours		
	f) Final Completion of Roof	72 hours		
	Fire Protection	72 hours		
	Asphalt/Concrete Paving	72 hours		
	Final - Mechanical	5 days		
	Final - Electrical	5 days		
	Final - Plumbing	5 days		
	Final - Building	5 days		
	Final - Site/Grading	5 days		
	Final - E&S Control Features	5 days		
	Final - Site Improvements	5 days		

**NO WORK MAY BE CONCEALED FROM VIEW, UNTIL THE DEPARTMENT HAS APPROVED IT.**

## INSPECTION PROCEDURES

1. **Footing Inspection:** Is to be performed after footing is dug with chairs and rods in place before concrete is poured.
2. **Underground/Overhead M.E.P Inspection:** All underground mechanical, electrical and plumbing trenching must be open and all piping, sleeves and/or conduit required for underground utilities shall be in place and provided with rodent-proofing.
3. **Foundation Inspection:** Is to be performed before framing work begins or backfill is placed. Grease traps, cleanouts, foundation and roof drains must be in place. Foundation coating must be applied, anchor bolts and top plates shall be installed. Post-pour footing inspection shall be conducted at this time and shall include verification of the depth of the footing, continuity of the footing, width of the footing and determining if the top of the footing is level.

**Note:** Foundation inspection will not be approved until the plumbing, electrical and HVAC underground work has been approved by the Department.

4. **Under-Slab M.E.P. Inspection:** Shall be performed after any/all plumbing piping, mechanical piping and electrical conduit has been placed and properly sealed and tested. Required pressure testing of plumbing and HVAC piping shall be completed prior to the Under-Slab Inspection.
5. **Under-Slab Inspection:** Is to be performed prior to the pouring of the concrete and after the base course or sub-base is properly prepared, the vapor barrier (if required) is in place and reinforcing materials such as rebar or wire mesh is properly positioned.
6. **Exterior Wall Inspection:** Is to be performed after exterior perimeter walls (concrete, CMU, steel framing, etc.) have been erected. Top plates, bracing, lintels, spray-applied vapor/moisture barriers (if required) and rigid wall insulation shall all be installed prior to the inspection being conducted. Inspection shall be performed prior to the installation of interior framing and M.E.P. rough-ins.
7. **Electrical Rough-In Inspection:** Is to be performed after the roof, framing, fire blocking and bracing are in place and all wiring and other components to concealed are complete. This inspection is required prior the installation of wall and ceiling finishes.
8. **Plumbing Rough-In Inspection:** Is to be performed after the roof, framing, fire-blocking, fire-stopping, draft stopping, and bracing are in place and all sanitary, storm and domestic water piping is roughed-in. This inspection is required prior to the installation of wall and ceiling finishes.
9. **Mechanical Rough-In Inspection:** Is to be performed after the roof, framing, fire-blocking and bracing are in place and all ducting and other components to be concealed are complete. This inspection is required prior to the installation of wall and ceiling finishes.
10. **Framing Inspection:** Is to be performed before insulation is installed and after all plumbing, electrical and mechanical rough-in work is completed and inspected.

**Note:** The framing may not be approved until all plumbing, electrical and HVAC rough-in work has been approved by the Department.

11. **Insulation Inspection:** Is to be performed after the framing work is approved by the Department and all insulation materials have been installed. This inspection is required prior to the installation of wall and ceiling finishes.
12. **Fire Protection Systems Inspection:** Is to be performed after fire alarm systems and/or fire suppression systems are installed and functioning. The Department has the option to accept installation and test certificates from the installing contractor(s) in lieu of witnessing the testing of fire protection systems.

13. **Final Electrical Inspection:** Is to be performed after all electrical work in the building has been completed.
14. **Final Mechanical Inspection:** Is to be performed after all HVAC work in the building has been completed.
15. **Final Plumbing Inspection:** Is to be performed after all plumbing work in the building has been completed.
16. **Final Building Inspection:** Is to be performed after all items contained within the project design documents have been completed and all prior inspections have been completed and approved. These items include, but are not limited to:
  - a. General Building:
    - Interior and Exterior Finishes
    - Roofing Materials/Flashing
    - Egress
    - Accessibility (including site)
    - Final Grading
    - Site Plan Compliance – Erosion & Sediment Control Measures
  - b. Electrical Work
  - c. Plumbing Work
  - d. Mechanical Work
  - e. Fire Protection Systems
  - f. Energy Conservation
17. **Department of Military & Veterans' Affairs (DoD) Special Inspections:** Certain facility types and specific components of the facility, may require additional inspections prior to the final acceptance of the facility by the Department. Components such as, but not limited to; weapons vaults, security monitoring, fuel distribution and/or storage, vehicle maintenance exhaust systems and secure communication rooms all may require special inspections. If not outlined within the project documents, the Department will notify contractors of any special inspections prior to the start of construction.
18. **Demolition Inspections:** Contractors responsible for demolition work where an entire structure is razed will be required to submit signed documentation that certifies that the vacant lot is filled to existing grade and that all service connections have been disconnected and properly capped. Demolition work being performed on an existing as part of renovation work or the erection of an addition may be subject to inspection by the Department. Contractors must ensure that pedestrian protective measures have been installed prior to the commencing of demolition work. Contractor shall not negatively impact existing means of egress until alternative egress routes have been established and approved.

#### NOTES

1. Contractors may not be subject to all the inspections as outlined herein. Contractors shall refer to the attached DMVA Inspection Form for all required inspections pertaining to a specific project.
2. Contractor shall contact the DMVA Project Manager and Government Design Professional prior to any and all required inspections. The DMVA Inspection Form includes required notification timeframes for each required inspection. These notifications shall be considered business days and not include weekends and/or observed Government Holidays.
3. The DMVA Inspection Procedures along with the DMVA Inspection Log, must be retained at the construction site until the completion of all work and must be made available to all Department Representatives upon request.
4. **At no time shall work of any type be concealed from view, until all required inspections have been conducted and the Department has approved it.**

SECTION 015000  
TEMPORARY UTILITIES

PART 1 - GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 TEMPORARY SERVICES DURING CONSTRUCTION

- A. The designated Contractor shall install, operate, protect and maintain the respective temporary services as hereinafter specified during the construction of the entire project.
- B. Temporary connections to new and/or existing permanent service lines shall be made at locations as directed by the Department, and when the temporary service lines are no longer required, they shall be removed by the Contractor. Any part or parts of the permanent service lines, grounds and building, disturbed and damaged by the installation and/or removal of the temporary service lines, shall be restored to their original condition by the Contractor responsible for the temporary installation.
- C. If the Contractor fails to carry out its responsibility in supplying temporary services as set forth in this contract it is responsible for such failure and the Department may take such action as it deems proper for the protection and conduct of the work and shall deduct the cost involved from the amount due the Contractor. Only those temporary utilities required for construction need to be extended to the work area(s).

1.3 TEMPORARY WATER SUPPLY

- A. The Using Agency will, within the limitations of its existing facilities, furnish water for construction purposes, free of charge to the Contractor(s). The Contractors shall make all temporary connections and necessary equipment to extend the existing water supply to locations where required.

1.4 CONSTRUCTION LIGHT AND POWER

- A. The Using Agency will, within the limitations of its existing facilities, furnish electric light and power for construction purposes, free of charge to the Contractors. Each Contractor must extend existing power to meet its own requirements. All work must comply with NEC and OSHA. Connection to existing source shall be as determined by the Department.

1.5 WELDING

- A. Any Contractor using electrical power for welding on the site shall use self-contained engine generating units.

1.6 FIRE EXTINGUISHERS

- A. Each Contractor shall provide UL listed, NFPA approved fire extinguishers, ten (10) lb. minimum, at the construction site during operations, suitable for all types of fires in accordance with OSHA.

1.7 INTERRUPTION OF SERVICES

- A. Each Prime Contractor shall have all needed equipment and material to complete planned work at the site, prior to shutting down any system.
- B. No additional compensation or time will be given to the Contractor, if work must be performed on State or National Holidays or on weekends or on overtime. See paragraph on 'Working Hours' under Section 010400.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION

SECTION 017700  
CLOSEOUT PROCEDURES

PART 1 GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Additional Division 1 Specifications and Contractual Requirements included within the Project Package per the PA Department of Military and Veteran’s Purchasing Department.

1.3 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
  - 1. Inspection procedures.
  - 2. Warranties.
  - 3. Final cleaning.
- B. Related Sections include the following:
  - 1. Division 1 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
  - 2. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 3. Divisions 2 through 33 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

1.4 SUBSTANTIAL COMPLETION (BENEFICAL OCCUPANCY)

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
  - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
  - 2. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.

3. Prepare and submit Project Record Documents, operation and maintenance manuals, Final Completion construction, damage or settlement surveys, property surveys, and similar final record information.
4. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
5. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
6. Complete startup testing of systems.
7. Submit test/adjust/balance records.
8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
9. Advise Owner of changeover in heat and other utilities.
10. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
11. Complete final cleaning requirements, including touchup painting.
12. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Department will either proceed with inspection or notify Contractor of unfulfilled requirements. The Contracting Officer will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Design Professional and/or Inspector, that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

## 1.5 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:

1. Submit a final Application for Payment according to the Departments "Payment Procedures."
2. Submit certified copy of Design Professional's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by the Design Professional. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Design Professional and Inspector will either proceed with inspection or notify Contractor of unfulfilled requirements. The Contracting Officer will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

#### 1.6 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Preparation: Submit copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
  1. Organize list of spaces in sequential order, starting with exterior areas first then proceeding on the interior from the Main Entrance clockwise throughout the facility.
  2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
  3. Include the following information at the top of each page:
    - a. Project name.
    - b. Date
    - c. Name of Contractor.
    - d. Page number.

#### 1.7 WARRANTIES

- A. Submittal Time: Submit written warranties on request of the Design Professional (per FORM 66's) for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Organize warranty documents within the Project Operation and Maintenance Manuals.

### PART 2 - PRODUCTS

- 2.1 Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

### PART 3 - EXECUTION

#### 3.1 FINAL CLEANING

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply



with local laws and ordinances and Federal and local environmental and antipollution regulations.

- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
    - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
    - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
    - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
    - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
    - e. Remove snow and ice to provide safe access to building.
    - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    - h. Sweep concrete floors broom clean in unoccupied spaces.
    - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
    - j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
    - k. Remove labels that are not permanent.
    - l. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
      - 1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
    - m. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
    - n. Replace parts subject to unusual operating conditions.
    - o. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
    - p. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
    - q. Clean ducts, blowers, and coils if units were operated without filters during construction.
    - r. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.

Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

- s. Leave Project clean and ready for occupancy.
- C. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION

SECTION 017823  
OPERATION AND MAINTENANCE DATA

PART 1 GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Additional Division 1 Specifications and Contractual Requirements included within the Project Package per the PA Department of Military and Veteran’s Purchasing Department.

1.3 SUMMARY

- A. This Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
  - 1. Operation and maintenance documentation directory.
  - 2. Emergency manuals.
  - 3. Operation manuals for systems, sub-systems, and equipment.
  - 4. Maintenance manuals for the care and maintenance of products, materials, finishes, systems and equipment.
- B. Related Sections include the following:
  - 1. Division 1 Section "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
  - 2. Division 1 Section "Project Record Documents" for preparing Record Drawings for operation and maintenance manuals.
  - 3. Divisions 2 through 33 Sections for specific operation and maintenance manual requirements for the Work in those Sections.

1.4 DEFINITIONS

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

1.5 SUBMITTALS

- A. Final Submittal: Submit one copy of each manual in final form at least 14 days before final inspection. Government Design Professional will return copy with comments within 7 days after final inspection.
  - 1. Correct or modify each manual to comply with Design Professional's comments. Submit 3 copies of each corrected manual within 7 days of receipt of Design Professional's comments.

## 1.6 COORDINATION

- A. Where operation and maintenance documentation includes information on installations by more than one factory-authorized service representative, assemble and coordinate information furnished by representatives and prepare manuals.

## PART 2 - PRODUCTS

### 2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

- A. Organization: Include a section in the directory for each of the following:
  - 1. List of documents.
  - 2. List of systems.
  - 3. List of equipment.
  - 4. Table of contents.
- B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
- C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
- D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

### 2.2 MANUALS, GENERAL

- A. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
  - 1. Title page.
  - 2. Table of contents.
  - 3. Manual contents.
- B. Title Page: Enclose title page in transparent plastic sleeve. Include the following information:

1. Subject matter included in manual.
  2. Name and address of Project.
  3. Date of submittal.
  4. Name, address, and telephone number of Contractor.
  5. Cross-reference to related systems in other operation and maintenance manuals.
- C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents per CSI Specifications (Divisions 2-16). Within each organize each Division by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
1. Binders: Heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
    - a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
    - b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents. Indicate volume number for multiple-volume sets.
  2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
  3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software diskettes for computerized electronic equipment.
  4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
  5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
    - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
    - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

## 2.3 EMERGENCY INFORMATION

- A. Content: Organize into a separate section for each of the following:
1. Type of emergency.
  2. Emergency instructions.
  3. Emergency procedures.
- B. Type of Emergency: Where applicable for each type of emergency indicated below, include

instructions and procedures for each system, subsystem, piece of equipment, and component:

1. Fire.
2. Flood.
3. Gas leak.
4. Water leak.
5. Power failure.
6. Water outage.
7. System, subsystem, or equipment failure.
8. Chemical release or spill.

C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.

D. Emergency Procedures: Include the following, as applicable:

1. Instructions on stopping.
2. Shutdown instructions for each type of emergency.
3. Operating instructions for conditions outside normal operating limits.
4. Required sequences for electric or electronic systems.
5. Special operating instructions and procedures.

## 2.4 OPERATION INFORMATION

A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:

1. System, subsystem, and equipment descriptions.
2. Operating standards.
3. Operating procedures.
4. Operating logs.
5. Wiring diagrams.
6. Control diagrams.
7. Piped system diagrams.
8. Precautions against improper use.
9. License requirements including inspection and renewal dates.

B. Descriptions: Include the following:

1. Product name and model number.
2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

C. Operating Procedures: Include the following, as applicable:

1. Startup procedures.
2. Equipment or system break-in procedures.
3. Routine and normal operating instructions.
4. Regulation and control procedures.

5. Instructions on stopping.
6. Normal shutdown instructions.
7. Seasonal and weekend operating instructions.
8. Required sequences for electric or electronic systems.
9. Special operating instructions and procedures.

- D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

## 2.5 PRODUCT MAINTENANCE

- A. Content: Organize into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Product Information: Include the following, as applicable:
  1. Product name and model number.
  2. Manufacturer's name.
  3. Color, pattern, and texture.
  4. Material and chemical composition.
  5. Reordering information for specially manufactured products.
- D. Maintenance Procedures: Include manufacturer's written recommendations and the following:
  1. Inspection procedures.
  2. Types of cleaning agents to be used and methods of cleaning.
  3. List of cleaning agents and methods of cleaning detrimental to product.
  4. Schedule for routine cleaning and maintenance.
  5. Repair instructions.
- E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
  1. Include procedures to follow and required notifications for warranty claims.

## 2.6 SYSTEMS AND EQUIPMENT MAINTENANCE INFORMATION

- A. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.

- B. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:
  - 1. Standard printed maintenance instructions and bulletins.
  - 2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
  - 3. Identification and nomenclature of parts and components.
  - 4. List of items recommended to be stocked as spare parts.
- D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
  - 1. Test and inspection instructions.
  - 2. Troubleshooting guide.
  - 3. Precautions against improper maintenance.
  - 4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - 5. Aligning, adjusting, and checking instructions.
  - 6. Demonstration and training videotape, if available.
- E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
  - 1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
  - 2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.
- F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- H. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
  - 1. Include procedures to follow and required notifications for warranty claims.

### PART 3 - EXECUTION

#### 3.1 MANUAL PREPARATION

- A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance information.



- B. Emergency Information: Compile complete documentation of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.
- C. Product Maintenance Information: Compile complete documentation of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- D. Operation and Maintenance Information: Compile complete documentation of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.
  - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
  - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- E. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
  - 1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
- F. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in Record Drawings to ensure correct illustration of completed installation.
  - 1. Do not use original Project Record Documents as part of operation and maintenance manuals.
  - 2. Comply with requirements of newly prepared Record Drawings in Division 1 Section "Project Record Documents."

END OF SECTION

SECTION 017839

PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, “Special Conditions”, and “Division 1 – General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Additional Division 1 Specifications and Contractual Requirements included within the Project Package per the PA Department of Military and Veteran’s Purchasing Department.

1.3 SUMMARY

- A. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
  - 1. Record Drawings in CAD Format.
  - 2. Record Specifications.
  - 3. Record Product Data.
  - 4. Project Cost Analysis
- B. Related Sections include the following:
  - 1. Division 1 Section "Closeout Procedures" for general closeout procedures.
  - 2. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 3. Divisions 2 through 33 Sections for specific requirements for Project Record Documents of the Work in those Sections.

1.4 SUBMITTALS

- A. Record Drawings: Comply with the following:
  - 1. One (1) Hard Copy of Contractor As-Built Drawings. Drawing Size to be 24”x36”.
  - 2. One (1) CD Rom containing CAD based Contractor As-Built Drawings.

- B. Record Product Data: Submit as part of the Project Operation and Maintenance Manuals.
- C. Project Cost Analysis: To be submitted when the Owner takes Beneficial Occupancy.

## PART 2 - PRODUCTS

### 2.1 RECORD DRAWINGS

- A. Record Prints: Contractor to maintain one (1) red-lined set of drawings throughout the duration of the project construction phase. Prior to the substantial completion, contractor shall transfer all red-lined mark-ups to the Government provided CAD drawings.
  - 1. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Depths of foundations below first floor.
    - d. Locations and depths of underground utilities.
    - e. Revisions to routing of piping and conduits.
    - f. Revisions to electrical circuitry.
    - g. Actual equipment locations.
    - h. Duct size and routing.
    - i. Locations of concealed internal utilities.
    - j. Changes made by Change Order or No Cost Field Change.
    - k. Changes made following Government Design Professional's written orders.
    - l. Field records for variable and concealed conditions.
- B. Preparation: Contractor to transfer all construction red-line mark-ups from the record set onto the Government provided CAD drawings. Government drawings are AutoDesk (AutoCad) format and this format shall be maintained by the contractor.
  - 1. Contractor to create a CAD layer within each Government provided CAD drawing and label it;  
"CONTR\_AS-BUILTS"  
Note: All contractor related As-Built changes shall be contained to this layer.
- C. Paragraph and subparagraphs below describe a procedure for assembling nearly correct reproducible Drawings. Add requirements for special printing methods on specific material, such as moisture-sensitive prints on mylar film. Delete if not required.
- D. Record Plans: Immediately before inspection for Certificate of Substantial Completion, review marked-up Record Prints with Government Design Professional and/or Contracting Officer. When authorized, prepare a full set of corrected transparencies of the Contract Drawings and Shop Drawings.
  - 1. Refer instances of uncertainty to the Government Design Professional for resolution.
- E. Format:

1. Record Prints: Contractor shall plot one (1) 24"x36" (min.) set of As-Built drawings to submit for review. As-Built set shall be organized and binded per the DMVA-BMCE Cover Sheet. Hardcopy set should contain an "AS-BUILT" stamp located in the lower right-hand corner of each sheet.
2. AutoDesk (AutoCad) Format, Release 2014 (or newer).

## 2.2 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
  1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
  3. Note related Change Orders, Specifications and Record Drawings where applicable.

## 2.3 PROJECT COST ANALYSIS

- A. Preparation: Each Prime Contractor shall maintain construction cost throughout the duration of the project. The following cost shall be submitted upon the Owner taking Beneficial Occupancy of the facility.
- B. Building Cost: Overall construction cost of the facility, excluding all site utilities. Cost shall incorporate all Change Order amounts into this breakout.
- C. Site Utilities: Contractor shall provide an updated cost and total linear footage for the following site utility installations:
  1. Domestic Water
  2. Sanitary Sewer
  3. Electrical Service
  4. Gas/Propane Service

## 2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submit in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

# PART 3 - EXECUTION

## 3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Government Design Professional, Government Inspector and/or Contracting Officer's reference during normal working hours.

END OF SECTION

SECTION 312000

EARTH MOVING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. The specifications sections “General Conditions of the Construction Contract”, and “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 SUMMARY

- A. This Section includes the following:
  - 1. Preparing sub-grades for walks, pavements, lawns and grasses.
- B. Related Sections include the following:
  - 1. Division 2 Section "Turf and Grasses" for finish grading, including preparing and placing topsoil and planting soil for lawns.

1.3 DEFINITIONS

- A. Backfill: Soil material or controlled low-strength material used to fill an excavation.
  - 1. Initial Backfill: Backfill placed beside and over pipe in a trench, including haunches to support sides of pipe.
  - 2. Final Backfill: Backfill placed over initial backfill to fill a trench.
- B. Base Course: Course placed between the sub-base course and hot-mix asphalt paving.
- C. Bedding Course: Course placed over the excavated sub-grade in a trench before laying pipe.
- D. Borrow Soil: Satisfactory soil imported from off-site for use as fill or backfill.
- E. Drainage Course: Course supporting the slab-on-grade that also minimizes upward capillary flow of pore water.
- F. Excavation: Removal of material encountered above sub-grade elevations and to lines and dimensions indicated.
  - 1. Authorized Additional Excavation: Excavation below sub-grade elevations or beyond indicated lines and dimensions as directed by Architect. Authorized additional excavation and replacement material will be paid for according to Contract provisions for unit prices.
  - 2. Bulk Excavation: Excavation more than 10 feet in width and more than 30 feet in length.

3. Unauthorized Excavation: Excavation below sub-grade elevations or beyond indicated lines and dimensions without direction by Architect. Unauthorized excavation, as well as remedial work directed by Architect, shall be without additional compensation.
- G. Fill: Soil materials used to raise existing grades.
- H. Rock: Rock material in beds, ledges, un-stratified masses, conglomerate deposits, and boulders of rock material that exceed 1 cu. yd. for bulk excavation or 3/4 cu. yd. for footing, trench, and pit excavation that cannot be removed by rock excavating equipment equivalent to the following in size and performance ratings, without systematic drilling, ram hammering, ripping, or blasting, when permitted:
1. Excavation of Footings, Trenches, and Pits: Late-model, track-mounted hydraulic excavator; equipped with a 42-inch- wide, maximum, short-tip-radius rock bucket; rated at not less than 138-hp flywheel power with bucket-curling force of not less than 28,090 lbf and stick-crowd force of not less than 18,650 lbf ; measured according to SAE J-1179.
  2. Bulk Excavation: Late-model, track-mounted loader; rated at not less than 210-hp flywheel power and developing a minimum of 48,510-lbf breakout force with a general-purpose bare bucket; measured according to SAE J-732.
- I. Sub-base Course: Course placed between the sub-grade and base course for hot-mix asphalt pavement, or course placed between the sub-grade and a cement concrete pavement or a cement concrete or hot-mix asphalt walk.
- J. Sub-grade: Surface or elevation remaining after completing excavation, or top surface of a fill or backfill immediately below sub-base, drainage fill, or topsoil materials.

#### 1.4 SUBMITTALS

- A. Make submissions in accordance with ‘SCHEDULE OF MATERIAL SUBMITTALS’, attached at end of the Specifications.
- B. No deviations, substitutions or changes of materials, to be incorporated into this project, shall be made after approval by the Department, except for written direction by and the approval of the manufacturer of a specific item and re-approval by the Department.
- C. The Department retains the right to require additional items not specifically denoted to be submitted for approval and/or additional clarification.

#### 1.5 QUALITY ASSURANCE

- A. Geotechnical Testing Agency Qualifications: The contractor will hire an independent testing agency qualified according to ASTM E 329 to conduct soil materials testing, compaction testing and rock-definition testing, as documented according to ASTM D 3740 and ASTM E 548. All materials under this Section shall be factory certified, first run material, seconds will not be permitted.
- B. Non-Compliant Materials - Any material found not to be in compliance with the requirements of this Section, through testing and/or other means, whether installed individually and/or as a

part of a system or not, shall be immediately removed from the job site and replaced with compliant materials at no additional cost to the Contract.

- C. Material Test Reports: From a qualified testing agency indicating and interpreting test results for compliance of the following with requirements indicated:
  - 1. Classification according to ASTM D 2487 of each on-site and borrow soil material proposed for fill and backfill.
  - 2. Laboratory compaction curve according to ASTM D 698 for each on-site and borrow soil material proposed for fill and backfill.
  - 3. Compaction Density Test Reports according to ASTM D 2922 – Test Method for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth).
- D. Aggregate Material Tests: Conduct aggregate material quality tests in accordance with the following:
  - 1. PDT Section 703.1, Fine Aggregate
  - 2. PDT Section 703.2, Coarse Aggregate
  - 3. PDT Section 703.3 Select Granular Material (2RC)

## 1.6 PROJECT CONDITIONS

- A. Existing Utilities: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted in writing by Architect and then only after arranging to provide temporary utility services according to requirements indicated.
  - 1. Notify Department not less than three days in advance of proposed utility interruptions.
  - 2. Do not proceed with utility interruptions without Department's written permission.
  - 3. Contact utility-locator service for area where Project is located before excavating.
- B. Demolish and completely remove from site existing underground utilities indicated to be removed. Coordinate with utility companies to shut off services if lines are active.

## PART 2 - PRODUCTS DISCLAIMER:

2.1 Items specified by specific name of a manufacturer is only to provide a guide to type, performance quality, characteristics, etc. Equal products by manufacturers not specified will be considered for inclusion into this project provided that they are submitted with sufficient supporting data/ information on which to base a decision for approval. In certain cases, which will be so noted, specific items **must** be used in order to be compatible with existing systems.

## 2.2 SOIL MATERIALS

- A. General: Provide borrow soil materials when sufficient satisfactory soil materials are not available from excavations.
- B. Satisfactory Soils: ASTM D 2487 Soil Classification Groups GW, GP, GM, SW, SP, and SM AASHTO M 145 Soil Classification Groups A-1, A-2-4, A-2-5, and A-3, or a combination of



these groups; free of rock or gravel larger than 3 inches in any dimension, debris, waste, frozen materials, vegetation, and other deleterious matter.

- C. Unsatisfactory Soils: Soil Classification Groups GC, SC, CL, ML, OL, CH, MH, OH, and PT according to ASTM D 2487 A-2-6, A-2-7, A-4, A-5, A-6, and A-7 according to AASHTO M 145, or a combination of these groups.
  - 1. Unsatisfactory soils also include satisfactory soils not maintained within 2 percent of optimum moisture content at time of compaction.
- D. Sub-base Material: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch sieve and not more than 12 percent passing a No. 200 sieve.
- E. Base Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 95 percent passing a 1-1/2-inch sieve and not more than 8 percent passing a No. 200 sieve.
- F. Engineered Fill: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch sieve and not more than 12 percent passing a No. 200 sieve.
- G. Bedding Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; except with 100 percent passing a 1-inch sieve and not more than 8 percent passing a No. 200 sieve.
- H. Drainage Course: Narrowly graded mixture of crushed stone, or crushed or uncrushed gravel; ASTM D 448; coarse-aggregate grading Size 57; with 100 percent passing a 1-1/2-inch sieve and 0 to 5 percent passing a No. 8 sieve.
- I. Detectable Warning Tape: Acid- and alkali-resistant polyethylene film warning tape manufactured for marking and identifying underground utilities, a minimum of 6 inches (150 mm) wide and 4 mils (0.1 mm) thick, continuously inscribed with a description of the utility, with metallic core encased in a protective jacket for corrosion protection, detectable by metal detector when tape is buried up to 30 inches (750 mm) deep; colored as follows:
  - 1. Red: Electric.
  - 2. Yellow: Gas, oil, steam, and dangerous materials.
  - 3. Orange: Telephone and other communications.
  - 4. Blue: Water systems.
  - 5. Green: Sewer systems.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.

- B. Preparation of sub-grade for earthwork operations including removal of vegetation, topsoil, debris, obstructions, and deleterious materials from ground surface is specified in Division 2 Section "Site Clearing."
- C. Protect and maintain erosion and sedimentation controls, which are specified in Division 2 Section "Site Clearing," during earthwork operations.
- D. Provide protective insulating materials to protect sub-grades and foundation soils against freezing temperatures or frost.

### 3.2 DEWATERING

- A. Prevent surface water and ground water from entering excavations, from ponding on prepared sub-grades, and from flooding Project site and surrounding area.
- B. Protect sub-grades from softening, undermining, washout, and damage by rain or water accumulation.
  - 1. Reroute surface water runoff away from excavated areas. Do not allow water to accumulate in excavations. Do not use excavated trenches as temporary drainage ditches.
  - 2. Install a dewatering system to keep sub-grades dry and convey ground water away from excavations. Maintain until dewatering is no longer required.

### 3.3 EXPLOSIVES

- A. Explosives: Explosives may not be used for any part of this project.

### 3.4 EXCAVATION, GENERAL

- A. Unclassified Excavation: Excavate to sub-grade elevations regardless of the character of surface and subsurface conditions encountered. Unclassified excavated materials may include rock, soil materials, and obstructions. No changes in the Contract Sum or the Contract Time will be authorized for rock excavation or removal of obstructions.
  - 1. If excavated materials intended for fill and backfill include unsatisfactory soil materials and rock, replace with satisfactory soil materials.
- B. Classified Excavation: Excavate to sub-grade elevations. Material to be excavated will be classified as earth and rock. Do not excavate rock until it has been classified and cross sectioned by Department. The Contract Sum will be adjusted for rock excavation according to unit prices included in the Contract Documents. Changes in the Contract time may be authorized for rock excavation.
  - 1. Earth excavation includes excavating pavements and obstructions visible on surface; underground structures, utilities, and other items indicated to be removed; together with soil, boulders, and other materials not classified as rock or unauthorized excavation.
    - a. Intermittent ram hammering; or ripping of material not classified as rock excavation is earth excavation.
    - b. Rock excavation includes removal and disposal of rock. Remove rock to lines and subgrade elevations indicated to permit installation of permanent construction.

### 3.5 EXCAVATION FOR STRUCTURES

- A. Excavate to indicated elevations and dimensions within a tolerance of plus or minus 1 inch (25 mm). If applicable, extend excavations a sufficient distance from structures for placing and removing concrete formwork, for installing services and other construction, and for inspections.
  - 1. Excavations for Footings and Foundations: Do not disturb bottom of excavation. Excavate by hand to final grade just before placing concrete reinforcement. Trim bottoms to required lines and grades to leave solid base to receive other work.
  - 2. Excavation for Underground Tanks, Basins, and Mechanical or Electrical Utility Structures: Excavate to elevations and dimensions indicated within a tolerance of plus or minus 1 inch (25 mm). Do not disturb bottom of excavations intended as bearing surfaces.

### 3.6 EXCAVATION FOR WALKS AND PAVEMENTS

- A. Excavate surfaces under walks and pavements to indicated lines, cross sections, elevations, and sub-grades.

### 3.7 EXCAVATION FOR UTILITY TRENCHES

- A. Excavate trenches to indicated gradients, lines, depths, and elevations.
  - 1. Beyond building perimeter, excavate trenches to allow installation of top of pipe below frost line.
- B. Excavate trenches to uniform widths to provide the following clearance on each side of pipe or conduit. Excavate trench walls vertically from trench bottom to 12 inches (300 mm) higher than top of pipe or conduit, unless otherwise indicated.
  - 1. Clearance: As indicated on contract drawings or as recommended by the manufacturer.
- C. Trench Bottoms: Excavate trenches 6 inches deeper than bottom of pipe elevation to allow for bedding course. Hand excavate for bell of pipe.

### 3.8 SUBGRADE INSPECTION

- A. Notify Department when excavations have reached required sub-grade.
- B. If the contractor encounters unforeseen sub-grade conditions that are considered unsatisfactory for construction or that do not meet compaction requirements, they will notify the department prior to any further excavation or site construction. If the Department determines that unforeseen unsatisfactory sub-grade is present, they will determine the additional work to be completed and submit a change order request through the contracting officer.
- C. Proof-roll sub-grade below the pavements with heavy pneumatic-tired equipment to identify soft pockets and areas of excess yielding. Do not proof-roll wet or saturated sub-grades.
  - 1. Completely proof-roll sub-grade in one direction, repeating proof-rolling in direction perpendicular to first direction. Limit vehicle speed to 3 mph .
  - 2. Proof-roll with a loaded 10-wheel, tandem-axle dump truck weighing not less than 15 tons .

3. Excavate soft spots, unsatisfactory soils, and areas of excessive pumping or rutting, as determined by Architect, and replace with compacted backfill or fill as directed.
- D. Authorized additional excavation and replacement material will be paid for according to Contract provisions for unit prices.
- E. Reconstruct sub-grades damaged by freezing temperatures, frost, rain, accumulated water, or construction activities, as directed by Department, without additional compensation.

### 3.9 UNAUTHORIZED EXCAVATION

- A. Fill unauthorized excavation under foundations or wall footings by extending bottom elevation of concrete foundation or footing to excavation bottom, without altering top elevation. Lean concrete fill, with 28-day compressive strength of 2500 psi , may be used when approved by Department.
  1. Fill unauthorized excavations under other construction or utility pipe as directed by Department.

### 3.10 STORAGE OF SOIL MATERIALS

- A. Stockpile borrow soil materials and excavated satisfactory soil materials without intermixing. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
  1. Stockpile soil materials away from edge of excavations. Do not store within drip line of remaining trees.

### 3.11 UTILITY TRENCH BACKFILL

- A. Place backfill on sub-grades free of mud, frost, snow, or ice.
- B. Place and compact bedding course on trench bottoms and where indicated. Shape bedding course to provide continuous support for bells, joints, and barrels of pipes and for joints, fittings, and bodies of conduits.
- C. Backfill voids with satisfactory soil while installing and removing shoring and bracing.
- D. Place and compact final backfill of satisfactory soil to final sub-grade elevation.
- E. Install warning tape directly above utilities, 12 inches (300 mm) above top of pipe, except 6 inches (150 mm) below sub-grade under pavements and slabs.
- F. Utility Trenches that are located at or near finished pavement or structures will be tested for compaction, according to ASTM D 2922. Backfill will not exceed 6" lifts at these locations.

### 3.12 BACKFILL

- A. Place and compact backfill in excavations promptly, but not before completing the following:
  1. Surveying locations of underground utilities for Record Documents.
  2. Removing trash and debris.

3. Construction below finish grade including, where applicable, subdrainage, dampproofing, waterproofing, and perimeter insulation.
4. Testing and inspecting underground utilities.
5. Removing concrete formwork.
6. Removing temporary shoring and bracing, and sheeting.
7. Installing permanent or temporary horizontal bracing on horizontally supported walls.

B. Place backfill on sub-grades free of mud, frost, snow, or ice.

### 3.13 SOIL FILL

A. Plow, scarify, bench, or break up sloped surfaces steeper than 1 vertical to 4 horizontal so fill material will bond with existing material.

B. Place and compact fill material in layers to required elevations as follows:

1. Under walks and pavements, use satisfactory soil material.

C. Place soil fill on sub-grades free of mud, frost, snow, or ice.

### 3.14 SOIL MOISTURE CONTROL

A. Uniformly moisten or aerate sub-grade and each subsequent fill or backfill soil layer before compaction to within 2 percent of optimum moisture content.

1. Do not place backfill or fill soil material on surfaces that are muddy, frozen, or contain frost or ice.
2. Remove and replace, or scarify and air dry otherwise satisfactory soil material that exceeds optimum moisture content by 2 percent and is too wet to compact to specified dry unit weight.

### 3.15 COMPACTION OF SOIL BACKFILLS AND FILLS

A. Place backfill and fill soil materials in layers not more than 8 inches in loose depth for material compacted by heavy compaction equipment, and not more than 4 inches in loose depth for material compacted by hand-operated tampers.

B. Compact soil materials to not less than the following percentages of maximum dry unit weight according to ASTM D 698:

1. Under structures, building slabs, steps, and pavements, scarify and re-compact top 12 inches of existing sub-grade and each layer of backfill or fill soil material at 95 percent.
2. Under walkways, scarify and re-compact top 6 inches below sub-grade and compact each layer of backfill or fill soil material at 92 percent.
3. Under lawn or unpaved areas, scarify and re-compact top 6 inches below sub-grade and compact each layer of backfill or fill soil material at 85 percent.
4. For utility trenches, compact each layer of initial and final backfill soil material at 85 percent. Utility trenches within a pavement area shall be compacted according to #1 above.

### 3.16 GRADING

- A. General: Uniformly grade areas to a smooth surface, free of irregular surface changes. Comply with compaction requirements and grade to cross sections, lines, and elevations indicated.
  - 1. Provide a smooth transition between adjacent existing grades and new grades.
  - 2. Cut out soft spots, fill low spots, and trim high spots to comply with required surface tolerances.
- B. Grading inside Building Lines: Finish sub-grade to a tolerance of 1/2 inch (13 mm) when tested with a 10-foot (3-m) straightedge.
- C. Site Grading: Slope grades to direct water away from buildings and to prevent ponding. Finish sub-grades to required elevations within the following tolerances:
  - 1. Lawn or Unpaved Areas: Plus or minus 1/2 inch.
  - 2. Walks: Plus or minus 1/2 inch .
  - 3. Pavements: Plus or minus 1/4 inch.

### 3.17 SUBBASE AND BASE COURSES

- A. Place sub-base and base course on sub-grades free of mud, frost, snow, or ice.
- B. On prepared sub-grade, place sub-base and base course under pavements and walks as follows:
  - 1. Install separation geotextile on prepared sub-grade according to manufacturer's written instructions, overlapping sides and ends.
  - 2. Place base course material over sub-base course under hot-mix asphalt pavement.
  - 3. Shape sub-base and base course to required crown elevations and cross-slope grades.
  - 4. Place sub-base and base course 6 inches or less in compacted thickness in a single layer.
  - 5. Place sub-base and base course that exceeds 6 inches in compacted thickness in layers of equal thickness, with no compacted layer more than 6 inches thick or less than 3 inches thick.
  - 6. Compact sub-base and base course at optimum moisture content to required grades, lines, cross sections, and thickness to not less than 95 percent of maximum dry unit weight according to ASTM D 698.

### 3.18 FIELD QUALITY CONTROL

- A. Testing Agency: Contractor will engage a qualified independent geotechnical engineering testing agency to perform field quality-control testing.
- B. Allow testing agency to inspect and test sub-grades and each fill or backfill layer. Proceed with subsequent earthwork only after test results for previously completed work comply with requirements.
- C. Footing Sub-grade: At footing sub-grades, at least one test of each soil stratum will be performed to verify design bearing capacities. Subsequent verification and approval of other footing sub-grades may be based on a visual comparison of sub-grade with tested sub-grade when approved by the Department.

- D. Testing agency will test compaction of soils in place according to ASTM D 2922 as applicable. Tests will be performed at the following locations and frequencies:
  - 1. Paved and Building Slab Areas: At sub-grade and at each compacted fill and backfill layer, at least 1 test for every 2000 sq. ft. (186 sq. m) or less of paved area or building slab, but in no case fewer than 3 tests.
  - 2. Foundation Wall Backfill: At each compacted backfill layer, at least 1 test for each 100 feet (30 m) or less of wall length, but no fewer than 2 tests.
  - 3. Trench Backfill: At each compacted initial and final backfill layer, at least 1 test for each 150 feet (46 m) or less of trench length, but no fewer than 2 tests.
- E. When testing agency reports that sub-grades, fills, or backfills have not achieved degree of compaction specified, scarify and moisten or aerate, or remove and replace soil to depth required; re-compact and retest until specified compaction is obtained.
- F. The contractor will provide the Department with copies of all test reports prior to final backfill and certification of calibration of nuclear density gauge.

### 3.19 PROTECTION

- A. Protecting Graded Areas: Protect newly graded areas from traffic, freezing, and erosion. Keep free of trash and debris.
- B. Repair and reestablish grades to specified tolerances where completed or partially completed surfaces become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
  - 1. Scarify or remove and replace soil material to depth as directed by Architect; reshape and re-compact.
- C. Where settling occurs before Project correction period elapses, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing.
  - 1. Restore appearance, quality, and condition of finished surfacing to match adjacent work, and eliminate evidence of restoration to greatest extent possible.

### 3.20 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Disposal: Remove surplus waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it off Department's property.
  - 1. Remove waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it off Department's property.
  - 2. The Department will retain all satisfactory soils originated from Ft. Indiantown Gap.

END OF SECTION

SECTION 321216  
ASPHALT PAVING

PART 1 - GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, “Special Conditions”, and “Division 1 – General Requirements” form a part of this Section by this reference thereto and shall have the same force and effect as if printed herewith in full.

1.2 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions.

1.3 SUMMARY

- A. This Section includes the following:
  - 1. Hot-mix asphalt paving.
  - 2. Hot-mix asphalt paving overlay.
  - 3. Pavement-marking paint.
- B. Related Sections include the following:
  - 1. Division 2 Section "Earthwork" for aggregate sub-base and base courses and for aggregate pavement shoulders.

1.4 DEFINITIONS

- A. Hot-Mix Asphalt Paving Terminology: Refer to ASTM D 8 for definitions of terms.
- B. DOT: Department of Transportation.

1.5 SYSTEM DESCRIPTION

- A. Provide hot-mix asphalt paving according to materials, workmanship, and other applicable requirements of standard specifications of state or local DOT.
  - 1. Standard Specification: PENNDOT SPECIFICATION 408
  - 2. Measurement and payment provisions and safety program submittals included in standard specifications do not apply to this Section.



## 1.6 SUBMITTALS

- A. Make submissions in accordance with 'SCHEDULE OF MATERIAL SUBMITTALS', attached at end of the Specifications.
- B. No deviations, substitutions or changes of materials, to be incorporated into this project, shall be made after approval by the Department, except for written direction by and the approval of the manufacturer of a specific item and re-approval by the Department.
- C. The Department retains the right to require additional items not specifically denoted to be submitted for approval and/or additional clarification.

## 1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: PENNDOT APPROVED.
- B. Testing Agency Qualifications: All tests and reports shall be in accordance with PENNDOT Section 408 Specification.
- C. Regulatory Requirements: Comply with PENNDOT 408 for asphalt paving work.

## 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver pavement-marking materials to Project site in original packages with seals unbroken and bearing manufacturer's labels containing brand name and type of material, date of manufacture, and directions for storage.
- B. Store pavement-marking materials in a clean, dry, protected location within temperature range required by manufacturer. Protect stored materials from direct sunlight.

## 1.9 PROJECT CONDITIONS

- A. Environmental Limitations: Do not apply asphalt materials if subgrade is wet or excessively damp or if the following conditions are not met:
  - 1. Prime and Tack Coats: Minimum surface temperature of 60 deg F.
  - 2. Slurry Coat: Comply with weather limitations of ASTM D 3910.
  - 3. Asphalt Base Course: Minimum surface temperature of 40 deg F and rising at time of placement.
  - 4. Asphalt Surface Course: Minimum surface temperature of 40 deg F at time of placement.
- B. Pavement-Marking Paint: Proceed with pavement marking only on clean, dry surfaces and at a minimum ambient or surface temperature of 40 deg F for oil-based materials, 50 deg F for water-based materials, and not exceeding 95 deg F .

## PART 2 - PRODUCTS

- 2.1      DISCLAIMER: Items specified by specific name of a manufacturer is only to provide a guide to type, performance quality, characteristics, etc. Equal products by manufacturers not specified will be considered for inclusion into this project provided that they are submitted with sufficient supporting data/ information on which to base a decision for approval. In certain cases, which will be so noted, specific items **must** be used in order to be compatible with existing systems.
- 2.2      ASPHALT MATERIALS
- A.      Prime Coat: Asphalt emulsion prime complying with PENNDOT 408, Section 461
    - 1.      Class AE-P.
  - B.      Tack Coat: PENNDOT 408, Section 460 - TACK.
    - 1.      Temperature: Min 90 deg F – Max 150 deg F.
  - C.      Water: Potable.
  - D.      Undersealing Asphalt: ASTM D 3141, pumping consistency.
- 2.3      AUXILIARY MATERIALS
- E.      Herbicide: Commercial chemical for weed control, registered by the EPA. Provide in granular, liquid, or wettable powder form.
  - F.      Sand: ASTM D 1073, Grade Nos. 2 or 3.
  - G.      Paving Geotextile: PENNDOT Pub. 408, Section 467, nonwoven polypropylene; resistant to chemical attack, rot, and mildew; and specifically designed for paving applications. Thickness = 0.135” (min), weight = 0.8 lbs/sf (min.), Tensile Strength = 2000 psi (min), elongation = 20% min.
  - H.      Joint Sealant: Joint Sealant: ASTM D 6690 or AASHTO M 324, Type III, as directed, hot-applied, single-component, polymer-modified bituminous sealant.
    - 1.      Recommended: Seal Master - Crack Master 3405 or Approved Equal
  - I.      Pavement-Marking Paint: Alkyd-resin type, lead and chromate free, ready mixed, complying with FS TT-P-115, Type I or AASHTO M 249, Type N.
    - 1.      Color:
      - a.      White. (Standard Parking Spaces and Traffic Indicators)
      - b.      Blue: (All Handicap Accessible symbols and signage)
      - c.      Yellow: (Taxiway Lines & Markings)

- J. Glass Beads: AASHTO M247, Type 1

## 2.4 MIXES

- K. PENNDOT Superpave: Hot Mixed Asphalt (HMA) - Virgin Mix, Mix Containing 5% to 15% RAP. Furnish material conforming to the requirements of Standard Specifications for Performance-Graded Asphalt Binder using Multiple Stress Creep Recovery (MSCR) Test, AASHTO M 332, except as revised in Bulletin 25. Obtain material from a source listed in Bulletin 15 for the specified grade.
  - 1. Surface Course: PENNDOT 12.5mm HMA – PG64E-22
  - 2. Base Course: PENNDOT 25mm HMA – PG64E-22

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that sub-grade is dry and in suitable condition to support paving and imposed loads.
- B. Proof-roll sub-base using heavy, pneumatic-tired rollers to locate areas that are unstable or that require further compaction.
- C. Proceed with paving only after unsatisfactory conditions have been corrected.

### 3.2 SURFACE PREPARATION

- A. General: Immediately before placing asphalt materials, remove loose and deleterious material from substrate surfaces. Ensure that prepared sub-grade is ready to receive paving.
  - 1. Sweep loose granular particles from surface of unbound-aggregate base course. Do not dislodge or disturb aggregate embedded in compacted surface of base course.
- B. Tack Coat: Apply uniformly to surfaces of existing pavement and sub-base at a rate of 0.05 to 0.15 gal./sq. yd..
  - 1. Allow tack coat to cure undisturbed before applying hot-mix asphalt paving.
  - 2. Avoid smearing or staining adjoining surfaces, appurtenances, and surroundings. Remove spillages and clean affected surfaces.

### 3.3 HOT MIXED ASPHALT PLACING

- A. Machine place HMA asphalt on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness when compacted.
  - 1. Place HMA asphalt base course in number of lifts and thicknesses indicated.

2. Place HMA asphalt surface course in single lift.
  3. Spread mix at minimum temperature of 275 deg F or as specified by PENNDOT pavement mix design.
  4. Begin applying mix along centerline of crown for crowned sections and on high side of one-way slopes, unless otherwise indicated.
  5. Regulate paver machine speed to obtain smooth, continuous surface free of pulls and tears in asphalt-paving mat.
- B. Place paving in consecutive strips not less than 10 feet wide unless infill edge strips of a lesser width are required.
1. After first strip has been placed and rolled, place succeeding strips and extend rolling to overlap previous strips. Complete a section of asphalt base course before placing asphalt surface course.
- C. Promptly correct surface irregularities in paving course behind paver. Use suitable hand tools to remove excess material forming high spots. Fill depressions with hot-mix asphalt to prevent segregation of mix; use suitable hand tools to smooth surface.

### 3.4 JOINTS

- A. Construct joints to ensure a continuous bond between adjoining paving sections. Construct joints free of depressions with same texture and smoothness as other sections of WMA asphalt course.
1. Clean contact surfaces and apply tack coat to joints.
  2. Offset longitudinal joints, in successive courses, a minimum of 6 inches.
  3. Offset transverse joints, in successive courses, a minimum of 24 inches .
  4. Construct transverse joints as described in PENNDOT 409.3(k).
  5. Compact joints as soon as hot-mix asphalt will bear roller weight without excessive displacement.
  6. Compact asphalt at joints to a density within 2 percent of specified course density.

### 3.5 COMPACTION

- A. General: Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement. Compact hot-mix paving with hot, hand tampers or vibratory-plate compactors in areas inaccessible to rollers.
1. Complete compaction before mix temperature cools to 185 deg F.
- B. Breakdown Rolling: Complete breakdown or initial rolling immediately after rolling joints and outside edge. Examine surface immediately after breakdown rolling for indicated crown, grade, and smoothness. Correct lay-down and rolling operations to comply with requirements.
- C. Intermediate Rolling: Begin intermediate rolling immediately after breakdown rolling while hot-mix asphalt is still hot enough to achieve specified density. Continue rolling until hot-mix asphalt course has been uniformly compacted to the following density:

1. Average Density: 96 percent of reference laboratory density according to AASHTO T 245, but not less than 94 percent nor greater than 100 percent.
- D. Finish Rolling: Finish roll paved surfaces to remove roller marks while hot-mix asphalt is still warm.
  - E. Edge Shaping: While surface is being compacted and finished, trim edges of pavement to proper alignment. Bevel edges while asphalt is still hot; compact thoroughly.
  - F. Repairs: Remove paved areas that are defective or contaminated with foreign materials and replace with fresh, hot-mix asphalt. Compact by rolling to specified density and surface smoothness.
  - G. Protection: After final rolling, do not permit vehicular traffic on pavement until it has cooled and hardened.
  - H. Erect barricades to protect paving from traffic until mixture has cooled enough not to become marked.

### 3.6 INSTALLATION TOLERANCES

- A. Thickness: Compact each course to produce the thickness indicated within the following tolerances:
  1. Base Course: Plus or minus 1/2 inch .
  2. Surface Course: Plus 1/4 inch , no minus.
- B. Surface Smoothness: Compact each course to produce a surface smoothness within the following tolerances as determined by using a 10-foot straightedge applied transversely or longitudinally to paved areas:
  1. Base Course: 1/4 inch .
  2. Surface Course: 1/8 inch.
  3. Crowned Surfaces: Test with crowned template centered and at right angle to crown. Maximum allowable variance from template is 1/4 inch .

### 3.7 PAVEMENT MARKING

- A. Do not apply pavement-marking paint until layout, colors, and placement have been verified with the Department.
- B. Allow paving to age for 15 days before starting pavement marking, unless otherwise specified by the manufacturer.
- C. Sweep and clean surface to eliminate loose material and dust.
- D. Apply paint with mechanical equipment to produce pavement markings, of dimensions indicated, with uniform, straight edges. Apply at manufacturer's recommended rates to provide a minimum wet film thickness of 15 mils.

### 3.8 FIELD QUALITY CONTROL

- A. Testing Agency: Contractor will engage a qualified independent testing and inspecting agency to perform field tests and inspections and to prepare test reports.
  - 1. Testing agency will conduct and interpret tests and state in each report whether tested Work complies with or deviates from specified requirements.
- B. Additional testing and inspecting, at Contractor's expense, will be performed to determine compliance of replaced or additional work with specified requirements.
- C. Thickness: In-place compacted thickness of hot-mix asphalt courses will be determined according to ASTM D 3549.
- D. Surface Smoothness: Finished surface of each hot-mix asphalt course will be tested for compliance with smoothness tolerances.

### 3.9 DISPOSAL

- A. Except for material indicated to be recycled, remove excavated materials from Project site and legally dispose of them in an EPA-approved landfill.
  - 1. Do not allow excavated materials to accumulate on-site.

END OF SECTION

SECTION 329200  
TURFS and GRASSES

PART 1 - GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, “Special Conditions”, and “Division 1 – General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions.

1.3 SUMMARY

- A. This Section includes the following:

- 1. Seeding.

- B. Related Sections include the following:

- 1. Division 31 Section "Earth Moving" for excavation, filling and backfilling, and rough grading.

1.4 DEFINITIONS

- A. Finish Grade: Elevation of finished surface of planting soil.
- B. Manufactured Soil: Soil produced off-site by homogeneously blending mineral soils or sand with stabilized organic soil amendments to produce topsoil or planting soil.
- C. Planting Soil: Native or imported topsoil, manufactured topsoil, or surface soil modified to become topsoil; mixed with soil amendments.
- D. Sub-grade: Surface or elevation of subsoil remaining after completing excavation, or top surface of a fill or backfill immediately beneath planting soil.

1.5 SUBMITTALS

- A. Make submissions in accordance with 'SCHEDULE OF MATERIAL SUBMITTALS' attached at end of the Specifications.
- B. No deviations, substitutions or changes of materials, to be incorporated into this project, shall be made after approval by the Government, except for written direction by and the approval of the manufacturer of a specific item and re-approval by the Government.
- C. The Government retains the right to require additional items not specifically denoted to be submitted for approval and/or additional clarification.

#### 1.6 QUALITY ASSURANCE

- A. Installer Qualifications: A qualified landscape installer whose work has resulted in successful lawn establishment.
  - 1. Installer's Field Supervision: Require Installer to maintain an experienced full-time supervisor on Project site when planting is in progress.
- B. Soil-Testing Laboratory Qualifications: An independent laboratory, recognized by the State Government of Agriculture, with the experience and capability to conduct the testing indicated and that specializes in types of tests to be performed.
- C. Topsoil Analysis: Furnish soil analysis by a qualified soil-testing laboratory stating percentages of organic matter; gradation of sand, silt, and clay content; cation exchange capacity; sodium absorption ratio; deleterious material; pH; and mineral and plant-nutrient content of topsoil.
  - 1. Report suitability of topsoil for lawn growth. State recommended quantities of nitrogen, phosphorus, and potash nutrients and soil amendments to be added to produce a satisfactory topsoil.

#### 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Seed: Deliver seed in original sealed, labeled, and undamaged containers.

#### 1.8 SCHEDULING

- A. Weather Limitations: Proceed with planting only when existing and forecasted weather conditions permit.

#### 1.9 LAWN MAINTENANCE

- A. Begin maintenance immediately after each area is planted and continue until acceptable lawn is established, but for not less than the following periods:
  - 1. Seeded Lawns: 60 days from date of Substantial Completion.



- a. When full maintenance period has not elapsed before end of planting season, or if lawn is not fully established, continue maintenance during next planting season.
- B. Maintain and establish lawn by watering, fertilizing, weeding, mowing, trimming, replanting, and other operations. Roll, regrade, and replant bare or eroded areas and remulch to produce a uniformly smooth lawn.
  - 1. In areas where mulch has been disturbed by wind or maintenance operations, add new mulch. Anchor as required to prevent displacement.
- C. Watering: Provide and maintain temporary piping, hoses, and lawn-watering equipment to convey water from sources and to keep lawn uniformly moist to a depth of 4 inches (100 mm).
  - 1. Schedule watering to prevent wilting, puddling, erosion, and displacement of seed or mulch. Lay out temporary watering system to avoid walking over muddy or newly planted areas.
  - 2. Water lawn at a minimum rate of 1 inch (25 mm) per week.
- D. Mow lawn as soon as top growth is tall enough to cut. Repeat mowing to maintain specified height without cutting more than 40 percent of grass height. Remove no more than 40 percent of grass-leaf growth in initial or subsequent mowings. Do not delay mowing until grass blades bend over and become matted. Do not mow when grass is wet. Schedule initial and subsequent mowings to maintain the following grass height:
  - 1. Mow grass 2 to 3 inches (38 to 50 mm) high.
- E. Lawn Postfertilization: Apply fertilizer after initial mowing and when grass is dry.
  - 1. Use fertilizer that will provide actual nitrogen of at least 1 lb/1000 sq. ft. (0.45 kg/92.9 sq. m) to lawn area.

## PART 2 - PRODUCTS

- 2.1 **DISCLAIMER:** Items specified by specific name of a manufacturer is to only provide a standard for characteristics, type, quality, performance, etc. Equal products by manufacturers not specified will be considered for inclusion into this project provided that they are submitted with sufficient supporting data/ information on which to base a decision for approval. In certain cases, which will be so noted, specific items **must** be used in order to be compatible with existing systems.
- 2.2 **Manufacturers**
  - A. Seedway, Inc.
  - B. North American Green

C. Or Approved Equal

## 2.3 SEED

A. Grass Seed: Fresh, clean, dry, new-crop seed complying with AOSA's "Journal of Seed Technology; Rules for Testing Seeds" for purity and germination tolerances.

1. Seed Mix: PENNDOT 408, Section 804 – Formula L

## 2.4 TOPSOIL

A. Topsoil: ASTM D 5268, pH range of 5.5 to 7, a minimum of 2 percent organic material content; free of stones 1 inch (25 mm) or larger in any dimension and other extraneous materials harmful to plant growth.

1. Topsoil Source: Off-site Topsoil will be required. Verify suitability of topsoil. Clean surface soil of roots, plants, sod, stones, clay lumps, and other extraneous materials harmful to plant growth.

a. Supplement with imported or manufactured topsoil from off-site sources when quantities are insufficient. Obtain topsoil displaced from naturally well-drained construction or mining sites where topsoil occurs at least 4 inches (100 mm) deep; do not obtain from agricultural land, bogs or marshes.

## 2.5 INORGANIC SOIL AMENDMENTS

A. Lime: ASTM C 602, agricultural limestone containing a minimum 80 percent calcium carbonate equivalent and as follows:

1. Class: Class T, with a minimum 99 percent passing through No. 8 (2.36-mm) sieve and a minimum 75 percent passing through No. 60 (0.25-mm) sieve.

## 2.6 FERTILIZER

A. Commercial Fertilizer: Commercial-grade complete fertilizer of neutral character, consisting of fast- and slow-release nitrogen, 50 percent derived from natural organic sources of urea formaldehyde, phosphorous, and potassium in the following composition:

1. Composition: 1 lb/1000 sq. ft. (0.45 kg/92.9 sq. m) of actual nitrogen, 4 percent phosphorous, and 2 percent potassium, by weight.

2. Composition: Nitrogen, phosphorous, and potassium in amounts recommended in soil reports from a qualified soil-testing agency.

## 2.7 MULCHES

- A. Straw Mulch: Provide air-dry, clean, mildew- and seed-free, salt hay or threshed straw of wheat, rye, oats, or barley.

## 2.8 TURF REINFORCEMENT MATTING

- A. Machine produced mat of 70% agricultural straw and 30% coconut fiber with functional longevity of 24 months meeting Type 3.B requirements of the FHWA FP-03 Section 717.17. To withstand minimum unvegetated shear of 2.0 psf and unvegetated velocity of 8.0 fps.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas to receive lawns and grass for compliance with requirements and other conditions affecting performance. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Protect structures, utilities, sidewalks, pavements, and other facilities, trees, shrubs, and plantings from damage caused by planting operations.
- B. Provide erosion-control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.

### 3.3 LAWN PREPARATION

- A. Limit lawn subgrade preparation to areas to be planted.
- B. Newly Graded Subgrades: Loosen subgrade to a minimum depth of 6 inches (150 mm). Remove stones larger than 1 inch (25 mm) in any dimension and sticks, roots, rubbish, and other extraneous matter and legally dispose of them off Government's property.
  1. Apply fertilizer directly to subgrade before loosening.
  2. Thoroughly blend planting soil mix off-site before spreading or spread topsoil, apply soil amendments and fertilizer on surface, and thoroughly blend planting soil mix.
    - a. Delay mixing fertilizer with planting soil if planting will not proceed within a few days.
    - b. Mix lime with dry soil before mixing fertilizer.
  3. Spread planting soil mix to a depth of 6 inches (150 mm) but not less than required to meet finish grades after light rolling and natural settlement. Do not spread if planting soil or subgrade is frozen, muddy, or excessively wet.

- a. Spread approximately one-half the thickness of planting soil mix over loosened subgrade. Mix thoroughly into top 4 inches (100 mm) of subgrade. Spread remainder of planting soil mix.
- C. Finish Grading: Grade planting areas to a smooth, uniform surface plane with loose, uniformly fine texture. Grade to within plus or minus 1/2 inch (13 mm) of finish elevation. Roll and rake, remove ridges, and fill depressions to meet finish grades. Limit fine grading to areas that can be planted in the immediate future.
- D. Moisten prepared lawn areas before planting if soil is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.
- E. Restore areas if eroded or otherwise disturbed after finish grading and before planting.

### 3.4 SEEDING

- A. Sow seed with spreader or seeding machine. Do not broadcast or drop seed when wind velocity exceeds 5 mph (8 km/h). Evenly distribute seed by sowing equal quantities in two directions at right angles to each other.
  - 1. Do not use wet seed or seed that is moldy or otherwise damaged.
- B. Sow seed at the rate of 3 to 4 lb/1000 sq. ft. (1.4 to 1.8 kg/92.9 sq. m).
- C. Rake seed lightly into top 1/8 inch (3 mm) of topsoil, roll lightly, and water with fine spray.
- D. Protect seeded areas with slopes exceeding 4:1 with erosion-control blankets installed and stapled according to manufacturer's written instructions.
- E. Protect seeded areas with slopes not exceeding 6:1 by spreading straw mulch. Spread uniformly at a minimum rate of 2 tons/acre (42 kg/92.9 sq. m) to form a continuous blanket 1-1/2 inches (38 mm) in loose depth over seeded areas. Spread by hand, blower, or other suitable equipment.
- F. Protect vegetated swale with erosion control matting installed per manufacturer's specifications.

### 3.5 SATISFACTORY LAWNS

- A. Satisfactory Seeded Lawn: At end of maintenance period, a healthy, uniform, close stand of grass has been established, free of weeds and surface irregularities, with coverage exceeding 90 percent over any 10 sq. ft. (0.92 sq. m) and bare spots not exceeding 5 by 5 inches (125 by 125 mm).
- B. Reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

### 3.6 CLEANUP AND PROTECTION

- A. Promptly remove soil and debris created by lawn work from paved areas. Clean wheels of vehicles before leaving site to avoid tracking soil onto roads, walks, or other paved areas.
- B. Erect barricades and warning signs as required to protect newly planted areas from traffic. Maintain barricades throughout maintenance period and remove after lawn is established.
- C. Remove erosion-control measures after grass establishment period.

END OF SECTION