

## SECTION 01 10 00 - SUMMARY

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. This Section includes following:
  - 1. Work covered by Contract Documents.
  - 2. Type of Contract.
  - 3. Permits, fees, and notices.
  - 4. Use of premises.
  - 5. Work restrictions.
  - 6. Contractors construction sequence.
- B. Related Sections include following:
  - 1. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

#### 1.2 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: City of Medina, Recreation Center Expansion at Medina High School, 777 E. Union Street, Medina OH 44256.
- B. Owner: Medina City Schools & City of Medina
- C. A/E: Fanning Howey Associates, Inc., 4930 Bradenton Avenue, Dublin, Ohio 43017
  - 1. Michael Myers, Project Manager. mmyers@fhai.com
- D. Work consists of following:
  - 1. 1,762sf addition to the existing recreation center area of Medina High School. Scope of work includes construction of new load bearing masonry walls, structural steel roof framing system with 3-ply SBS modified bitumen roofing system. Rework of existing metal fascia, soffit, gutters and downspouts. Extension of existing fire alarm and fire suppression systems into new addition area. New lighting, power and supplemental electrical base board heating. New finishes including rubber tile flooring. Reworking of existing mechanical ductwork.

#### 1.3 TYPE OF CONTRACT

- A. Project will be bid and constructed under a single prime contract.

#### 1.4 PERMITS, FEES, AND NOTICES

- A. Contractor shall secure and pay for permits, inspections, governmental fees, tap-in fees, and licenses necessary for proper execution and completion of Work, which are applicable at time bids are received, unless otherwise noted.
  - 1. A/E shall assist Owner in applying for "Certificate of Plan Approval" (General Building Permit) typically required by law for projects similar to one for which A/E's services are engaged. Owner will pay associated fees.
  - 2. Contractor is responsible to pay for and obtain fire alarm and fire suppression permits as necessary for the work.
- B. Inspections of installed work shall be performed by governing authority as arranged for by Contractor. Work shall not be covered until approved.

- C. Contractor shall give notices and comply with laws, ordinances, rules, regulations, and orders of public authorities bearing on performance of his Work. If a Contractor observes that Contract Documents are at variances therewith, he shall promptly notify A/E in writing, and necessary changes shall be adjusted by appropriate notification. If a Contractor performs Work knowing it to be contrary to such laws, ordinances, rules, and regulations, and without such notice to A/E, he shall assume full responsibility therefore and shall bear costs attributable thereto.

## 1.5 USE OF PREMISES

- A. General: Contractor shall have use of premises for construction operations, including use of Project site, during construction period. Contractor's use of premises is limited only by Owner's right to continue on-going business operations or perform work and retain other contractors on other portions of Project.
  - 1. Contractor shall coordinate all interior activities with the Owner and allow the Owner to continue to have use of the interior floor area for on-going recreation center activities.
  - 2. Driveways and Entrances: Keep undesignated driveways parking area, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use undesignated areas for parking or storage of materials.
    - a. Schedule deliveries to minimize use of driveways and entrances.
    - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- B. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

## PART 2 - PRODUCTS

### 2.1 OWNER'S RIGHT TO MAINTAIN SCHOOL OPERATIONS and RECREATION CENTER ACTIVITIES

- A. During course of this Project, normal and customary school functions and operations must be maintained at adjacent properties. Contract Documents are intended to define a strict separation between school activities of students and staff from activities of construction project.
- B. A/E and Owner will not tolerate any visible or audible actions initiated or responded to by any employees of Contractors on this Project toward any students, teachers, or staff members at school system. Violators shall be promptly removed from site.
- C. Owner intends to instruct students, teachers, and staff to refrain from communications with Contractor's personnel working on this Project. All communication with Owner and staff shall be through A/E.
- D. Contractors shall expend their best effort toward protection of health, safety, and welfare of occupants on Owner's property during course of Work on this Project.

### 2.2 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Work shall be generally performed during normal business working hours of 7:00 a.m. to 4:00 p.m., Monday through Friday, except otherwise indicated.
  - 1. Work outside normal work hours maybe performed with 48 hour notice to A/E and Owner. All work must be performed in presence of Contractors Superintendent/Foreman.

- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
  - 1. Notify Owner not less than two days in advance of proposed utility interruptions.
  - 2. Do not proceed with utility interruptions without Owner's written permission.
  
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
  - 1. Notify A/E and Owner not less than two days in advance of proposed disruptive operations.
  - 2. Obtain A/E's and Owner's written permission before proceeding with disruptive operations.
  
- E. Restricted Substances: Use of tobacco products and other controlled substances on Project site is not permitted.
  
- F. Employee Screening: Comply with Owner's requirements regarding drug and background screening of Contractor personnel working on Project site.
  - 1. Maintain list of approved screened personnel with Owner's Representative.
  - 2. A background inquiry for construction work force is a requirement of construction contract. No one will be permitted to work on school construction projects adjacent to active school facilities without completion of a satisfactory background inquiry.
    - a. Documentation shall be submitted within 10 days of Notice to Proceed. Construction work at Project site cannot start without properly screened personnel.
  - 3. Data Collection:
    - a. Applicants shall provide; name, address, SSN, employment reference and consent to background check.
    - b. Information along with a photograph of applicant shall be provided Owner along with results of each criminal background search.
    - c. Provide a complete listing of all screened individuals sorted by serial number with person's name, phone number and employer and employer phone number.
  - 4. Criminal Background Search
    - a. A criminal history search will begin with a comprehensive Social Security Number (SSN) verification to identify use of multiple SSN and/or aliases (AKA's) as well as current and previous locations of residence. This information will be used for a criminal history search where applicant has worked and resided within last three years. Searches will be 100 percent, realtime court searches in any U.S. county, Puerto Rico, US Virgin Islands, Guam, and Canada. All felony convictions, misdemeanor convictions, and related activity on record will be reported to Owner.
    - b. Provide background checks against both state-level (BCI) and federal-level (FBI) fingerprint databases (available from National WebCheck at deputy registrar locations of Ohio Bureau of Motor Vehicles).
  - 5. Project Site Compliance Monitoring:
    - a. After successful completion of criminal history search, screening firm shall provide applicant with a form of identification to be displayed on applicant's hard hat or employee identification tags. Identification shall be displayed at all times.
      - 1) Identification shall not directly identify applicant's personal information.
    - b. Random checks will be performed to verify through brief random sampling that:
      - 1) There are no construction personnel working without a background check and proper identification.
      - 2) Contractor is maintaining a sign-in sheet for personnel visiting Project and providing a background-compliant full time escort.
  - 6. Tracking and Reporting: Deliver background inquiry reports to Owner in hard copy and PDF format.
  - 7. Contractor shall include cost of initial screening and reporting in their bid.

## 2.3 MISCELLANEOUS PROVISIONS

- A. Contractor shall enforce strict discipline and good order among his employees or other persons carrying out Work of his Contract and shall not permit employment of unfit person or persons or anyone not skilled in task assigned to them.
- B. When verification of existing dimensions is required, Contractor requiring said verification for construction or fabrication of his material should be Contractor responsible for procurement of field information.
- C. Do not scale documents.
- D. Contractor shall be responsible for developing and conducting a security program, specifically oriented for protection of – and for preventing of damage, injury, or loss to –Contractor’s respective portion of Project site and other property at site or adjacent thereto. This security program shall be acceptable to Owner, and shall remain in effect through Substantial Completion of Project.

## 2.4 CONTRACTOR'S CONSTRUCTION SEQUENCE

- A. Sequence of construction is based upon receiving bids until 10:00 A.M. on Wednesday, April 5, 2023, at which time they will be opened and read publicly. Contractors shall assume that the City will award the bid by Monday, April 10, 2023. The City anticipates issuing a notice to proceed no later than Tuesday, April 11, 2023.
- B. **This project must be completed no later than November 15, 2023.** Within the bid form, Contractors who so choose may submit a completion earlier than November 15, 2023. Bids with proposed completion dates beyond November 15, 2023 WILL NOT BE CONSIDERED FOR AWARD. Please note, completion date will be a factor during the review and consideration of the bids received. It is possible that a bid other than the lowest bid received may be selected due to a more favorable completion date.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 10 00