

# **NEW BUSINESS**

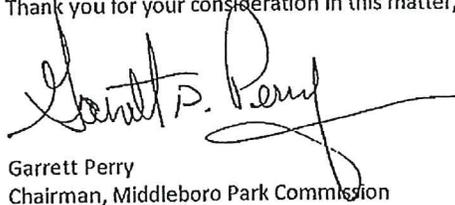
**10/24/16**

The Middleboro Park Commission voted to see if the Town of Middleboro might be interested in acquiring two parking lots along Jackson Street.

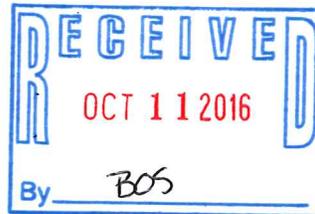
One parking lot is located on the corner of Jackson and Lincoln Streets. It would be extremely beneficial for the businesses along Jackson Street as well as for the Historical Association and Archeological building. Currently, the lot is full of scrap metals and old vehicles. It is aesthetically displeasing. Youngsters could possibly injure themselves if they become curious enough. For many football games, softball games, car shows and the carnival the parking lot would be invaluable. Parking in these areas during these times is at a premium.

The second parking lot is located further down on Jackson Street on the hill above the rear entrance to the G&E. This lot is more specifically beneficial to the Park Department. It would allow us to park staff there during July & August when the pool is open. This would make for improved handicap parking. Also, this parking lot would be especially helpful during football games, hillside shows (summer shows) and the Public Safety cookout, etc. Often too many people are compelled to park at long distances to access the lower parking lot by the pool. This parking lot is currently fenced and gated. It could provide a secure area for town vehicles if needed as well.

Thank you for your consideration in this matter,



Garrett Perry  
Chairman, Middleboro Park Commission



October 20, 2016

Middleboro Board of Selectmen

RE: Oliver House (exterior restoration)

Dear Members:

I was asked to review the bid documents package (project materials) for the above. I have the following –

- Page 00-21-13- p.7 (¶ 23)
  - (1) The first sentence does not have a verb. Recommend that the sentence be revised to indicate that prevailing wage rates apply to the project (contract);
  - (2) I don't find a prevailing wage sheet. Recommend that a prevailing wage sheet be included in the bid package.
- Page 00-41-13- p.3 – Tax certification is not in proper form (c. 62c, §49A). It should be – I certify under penalties of perjury that \_\_\_\_\_(name of contractor) has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.
- Page 00-52-14- p.1 – The agreement is to be a standard form document which is not included in the Project Manual but is incorporated. I have not reviewed the standard form.
- Page 00-65-00 – This form is intended to be signed by the contractor. I suggest adding language either at the top or bottom of the page indicating that the successful bidder shall execute the form and deliver it to the Owner when the signed contract is delivered to the Owner.
- Page 00-72-14- p.1 – General Conditions for the contract are to be as set forth in a standard form which is not included in the Project Manual. I have not reviewed the standard form.
- The contractor in his bid or in the contract must certify under penalties of perjury as follows:
  - (1) That he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work;
  - (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and
  - (3) that all employees to be employed to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

It might be appropriate to add the certification on page 00-41-13- p.2 at the bottom of the page.

- There should be language added to the form agreement to the effect that all statutes which are required to be included in the agreement are hereby incorporated in and made a part of the agreement as if set forth in the agreement in their entirety.
- I suggest adding the following to the form agreement – The Contractor shall carry out the agreement in accordance and in compliance with the provisions and requirements of all documents identified in the Table of Contents – Section 00-01-10 (2 pages) of the Project Manual, the plans/specifications for the project and the General Conditions.

Very truly yours,

Daniel F. Murray

Town Counsel

DFM/k

16-103-4

cc: Amanda Berman (*via email*)

Robert G. Nunes, Town Manager (*via email*)









**Oliver House**  
**Exterior Repair/Restoration Scope**  
**Bid Level Estimate**

Oliver House		unit	# of units	adj cost/unit	subtotal value			
						Base	Alt 1	Alt 2
<b>Site Work</b>								
Stone patio removal/storage		ea	1	\$800.00	\$800	\$0	\$0	\$800
<b>Siding/Carpentry</b>								
new fascia board		lf	168	\$17.24	\$2,897	\$2,897	\$0	\$0
soffit repair, corner 2 ft each side		ea	3	\$1,800.00	\$5,400	\$5,400	\$0	\$0
replace trim		lf	31	\$17.24	\$535	\$535	\$0	\$0
replace shingle siding		sf	257.5	\$25.08	\$6,459	\$0	\$0	\$6,459
column repair		ea	4	\$500.00	\$2,000	\$0	\$2,000	\$0
molding repair		lf	46	\$4.50	\$207	\$0	\$207	\$0
molding replacement		lf	29	\$8.50	\$247	\$247	\$0	\$0
trellis repair		item	1	\$450.00	\$450	\$0	\$0	\$450
new bulkhead		item	1	\$2,700.00	\$2,700	\$0	\$0	\$2,700
<b>Gutters &amp; Downspouts</b>								
new wood gutters		lf	168	\$27.85	\$4,679	\$4,679	\$0	\$0
reuse existing downspouts; surface prep, rehang		ea	3	\$200.00	\$600	\$600	\$0	\$0
replace missing downspouts		lf	50	\$17.98	\$899	\$899	\$0	\$0
<b>Masonry</b>								
rebuild stone foundation		ea	1	\$1,500.00	\$1,500	\$0	\$0	\$1,500
repoint stone foundation		sf	80	\$19.05	\$1,524	\$0	\$0	\$1,524
reset stepping stone		ea	1	\$125.00	\$125	\$0	\$0	\$125
rebuild chimney		ea	1	\$437.50	\$438	\$438	\$0	\$0
repoint chimney		sf	137	\$11.91	\$1,630	\$1,630	\$0	\$0
counterflash chimney		ea	1	\$375.00	\$375	\$375	\$0	\$0
remove concrete cap		ea	1	\$100.00	\$100	\$100	\$0	\$0
new stone cap		ea	1	\$187.50	\$188	\$188	\$0	\$0

**Oliver House**  
**Exterior Repair/Restoration Scope**  
**Bid Level Estimate**

Oliver House	unit	# of units	adj cost/unit	subtotal value	Alt		
					Base	Alt 1	Alt 2
<b>Roofing</b>							
New Cedar Roof incl demolition and underlayment	sf	2764	\$15.09	\$41,702	\$41,702	\$0	\$0
Replace Roof Deck	sf	678.4	\$5.60	\$3,799	\$3,799	\$0	\$0
Reinforce Roof Structure	sf	348	\$12.86	\$4,474	\$4,474	\$0	\$0
<b>Doors &amp; Windows</b>							
reglaze windows	lite	24	\$26.25	\$630	\$0	\$0	\$630
<b>Paint</b>							
backprime new wood	sf	395.4	\$0.94	\$370	\$370	\$0	\$0
corner boards	lf	230	\$3.33	\$766	\$0	\$0	\$766
trim, fascia	lf	168	\$6.66	\$1,119	\$1,119	\$0	\$0
gutters prime, 2 coats	lf	168	\$2.05	\$344	\$344	\$0	\$0
new trim prime, 2 coats	sf	31	\$2.21	\$68	\$68	\$0	\$0
existing trim scrape, prime, 2 coats	sf	378	\$6.66	\$2,518	\$0	\$0	\$2,518
windows	ea	37	\$225.59	\$8,347	\$0	\$0	\$8,347
doors	ea	4	\$259.01	\$1,036	\$0	\$0	\$1,036
trellis	lf	29	\$6.10	\$177	\$0	\$0	\$177
bulkhead	ea	1	\$125.00	\$125	\$0	\$0	\$125
downspouts	lf	137	\$2.05	\$281	\$281	\$0	\$0
<b>Subtotal Construction Subcontracts, Unadjusted</b>				<b>\$99,508</b>	<b>\$70,144</b>	<b>\$2,207</b>	<b>\$27,156</b>
<b>General Contractors (Overhead and Profit)</b>					<b>\$14,730</b>	<b>\$463</b>	<b>\$5,703</b>
<b>TOTAL ESTIMATED CONSTRUCTION BID</b>				<b>\$120,404</b>	<b>\$84,875</b>	<b>\$2,670</b>	<b>\$32,859</b>

PROJECT MANUAL FOR THE:

# **Peter Oliver Jr. House Exterior Restoration**



Site Address:

443 Plymouth St, Middleborough, MA 02346

Prepared for:

**Town of Middleborough**

Robert G. Nunes, Town Manager

**MHC Bid Submission Issue Date: September 30, 2016**

Prepared by:

TBA ARCHITECTS, INC

43 Bradford Street Suite 300, Concord MA 01742

TEL 781 893-5828

[www.tbaarchitects.com](http://www.tbaarchitects.com)

TBA Project #1261

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**SECTION 00 21 13  
INSTRUCTIONS TO BIDDERS**

1. Invitation to Bid

The Town of Middleborough is soliciting sealed bids from qualified bidders for the Peter Oliver Jr. House Exterior Restoration.

Specifications and bid forms may be obtained on **10/13/2016** after **10 AM**, and Monday through Friday 9:00 A.M. to 4:00 P.M. thereafter at:

Town of Middleborough  
Office of the Select Board  
Middleborough Town Hall  
10 Nickerson Avenue  
Middleborough, MA 02346  
Robert G Nunes, Town Manager

For information please contact  
Town of Middleborough  
Middleborough Town Hall  
10 Nickerson Avenue

A \$25 document fee in the form of cash, money order, certified check, bank treasurer's check or bank cashier's check is required and will be refunded to certified bidders only for plans returned in good condition within 14 days after opening general bids. To receive bid documents by mail, send an additional check in the amount of \$25, payable to Town of Middleborough together with a written request to the above address.

A Pre-Bid Conference and Site Visit will be held at the **front entrance of the Peter Oliver Jr. House, 445 Plymouth St. Middleborough MA, 02346** on **10/19/2016** at **10:00 AM**. It is strongly encouraged that all prospective bidders have a representative in attendance.

2. Receipt and Opening of Bids

The Town of Middleborough, herein called the Owner, will receive sealed Bids for the Peter Oliver Jr. House Exterior Restoration. All general bids for this project are to be addressed to:

Town of Middleborough  
Office of the Select Board  
Middleborough Town Hall  
10 Nickerson Avenue  
Middleborough, MA 02346

General Construction bids are to be labeled:  
Town of Middleborough  
Peter Oliver Jr. House Exterior Restoration  
Bid for General Construction

Bids for General Construction will be received at the above address until the time specified

below at which time the proposals will be publicly opened and read aloud:

ITEM	BID OPENING
Filed Sub-Bid	N/A
General Construction Bid	<b>11:30 PM, Wednesday, 11/10/2016</b>

Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified will not be considered. The bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 days, Saturdays, Sundays, and legal holidays excluded, after the opening of bids.

3. Location and Work to be Done

Work is more specifically described in the attached contract specifications.

The Contractor shall furnish all labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, and all other things necessary to do all work required for the completion of each item of the Work and as herein specified.

The Work to be done and paid for under any item shall not be limited to the exact extent mentioned or described but shall include all incidental work necessary or customarily done for the completion of that item.

4. Preparation of Bid

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must filled in, in ink or typewritten, in both words and figures.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, his address, and endorsed with the name of the project as specified in Receipt and Opening of Bids, above.

If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified in Receipt and Opening of Bids, above.

5. Bid Opening Procedure

Bids shall be filed at the place and before the time specified in Receipt and Opening of Bids, above.

Properly executed bid security shall be placed in a sealed envelope and shall be attached to the outside of the envelope containing the bid.

Bid signatures will be checked.

All addenda will be faxed or emailed to all prospective bidders and the last of which will be mailed not later than five days prior to the date established for submission of bids. All bidders shall include with their bids the written acknowledgement form provided in Section 00 41 13, FORM OF GENERAL BID.

The total dollar amount of each bid will be read, and the three apparent lowest bids will be selected for further consideration. These three apparent low bids will be read aloud for the

benefit of the other bidders and the bid opening procedure will be closed. All those present at the bid opening may examine all bids after the bid opening and after the reading of the three apparent low bids.

6. Telegraphic Modification

Any bidder may modify his bid by telegraphic communication at any time prior to the scheduled closing time for receipt of bids, provided such telegraphic communication is received by the Owner prior to the closing time, and, provided further, the Owner is satisfied that a written confirmation of the telegraphic modification over the signature of the bidder was mailed prior to the closing time.

The telegraphic communication shall not reveal the bid price but shall provide the addition or subtraction or other modification so that the final prices or terms will not be known by the Owner until the sealed bid is opened. If written confirmation is not received within two days from the closing time, no consideration will be given to the telegraphic communication.

7. Ability and Experience of Bidder

No award will be made to any bidder who cannot satisfy the Owner that he has sufficient ability and experience in this class of work and sufficient capital and plant to enable him to prosecute and complete the work successfully within the time named. The Owner's decision or judgment on these matters will be final, conclusive, and binding.

This building is listed in the National Register of Historic Places. Partial funding for this work is provided by the Middleborough Community Preservation Act funds and the Massachusetts Preservation Projects Fund. Per the requirements of MGL c149 section 44A, bidders will be deemed "responsible and eligible" only if they meet the qualifications requirements indicated in the specifications for the trades indicated. All sections stipulate the required experience however bidders' attention is directed to the following particular sections for additional detail:

- Section 04 01 00, Maintenance of Masonry
- Section 04 10 00, Mortar and Masonry Grout
- Section 06 20 00, Finish Carpentry
- Section 07 31 29, Wood Shingles Roofing
- Section 07 46 24, Wood Shingles Siding
- Section 09 90 00, Painting

The Owner may make such investigations as he deems necessary, and the bidder shall furnish to the Owner, under oath if so required, all such information and data for this purpose as the Owner may request.

8. Conditions of Work

Each bidder must familiarize himself fully with the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of his contract. Insofar as possible the Contractor, in carrying out his work, must employ such methods or means as will not cause any interruption of or interference with the work of any other Contractor.

9. Addenda and Interpretations

No interpretation of the meaning of the plans, specifications or other prebid documents will be

made to any bidder orally. All information given to bidders other than by means of the plans, specifications, or by addenda, as described below, is given informally and shall not be used as the basis of a claim against the Owner.

Every request for such interpretation should be in writing addressed to:

Russel Feldman  
TBA Architects, Inc  
43 Bradford Street Suite 300  
Concord, MA 01742  
[rfeldman@tbaarchitects.com](mailto:rfeldman@tbaarchitects.com)  
Telephone: 781-893-5828

and to be given consideration must be received at least four days, excluding Saturdays, Sundays or holidays, prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, when issued, will be emailed and/or electronically posted to all prospective bidders (at the respective address furnished by them for such purposes), not later than two days prior to the date fixed for the opening of bids.

Any attempt to contact any other municipal employee or to circumvent these procedures in any manner may be grounds for disqualification of the bidder from the procurement process.

Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the Contract Documents.

10. Security for Faithful Performance

Simultaneously with his delivery of the executed Contract, the Contractor shall furnish a surety bond or bonds as security for faithful performance of this contract and for the payment of all persons performing labor and materials under this contract as specified in Section 00 72 14, GENERAL CONDITIONS included herein. The surety on such bond or bonds shall be a surety company qualified to do business under the laws of the Commonwealth and satisfactory to the Owner. The bonds shall remain in force for one year after final acceptance of the work by the Owner, unless the Owner, in writing, releases the Contractor from the obligation sooner.

A payment bond in an amount equal to 100 percent of the total amount of the bid with a surety company qualified to do business in the Commonwealth of Massachusetts will be required for the faithful performance of the contract.

11. Power of Attorney

Attorneys-in-fact who sign Contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

12. Laws and Regulations

The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full.

13. Liquidated Damages

For Failure to Enter into Contract: The successful bidder, upon his failure or refusal to execute and deliver the Contract and bonds required within 10 days after he/she has received notice of the acceptance of his/her bid, shall forfeit to the Owner, as liquidated damages for such failure or refusal, a portion of security deposited with his/her bid, but the amount forfeited shall not exceed the difference between his/her bid price and the bid price of the next lowest responsible and eligible bidder. In case of death, disability, bona fide clerical or mechanical error of a substantial nature, or other similar unforeseen circumstances affecting the bidder, his/her bid deposit will be returned.

14. Obligation of Bidder

At the time of the opening of bids each bidder will be presumed to have inspected the site and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of his bid.

15. Information Not Guaranteed

All information given in the Contract Documents relating to subsurface and other conditions, natural phenomena, existing pipes, and other structures is from the best sources at present available to the Owner. All such information is furnished only for the information and convenience of bidders and is not guaranteed.

It is agreed and understood that the Owner does not warrant or guarantee that the subsurface or other conditions, natural phenomena, existing pipes, or other structures encountered during construction will be the same as those indicated in the Contract Documents.

If is further agreed and understood that no bidder or Contractor shall use or be entitled to use any of the information made available to him or obtained in any examination made by him in any manner as a basis of or ground for any claim or demand against the Owner or the Architect, arising from or by reason of any variance which may exist between the information made available and the actual subsurface or other structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

16. Bid Security

Each bid must be accompanied by a certified check, a bid bond, cash, a treasurer's or cashier's check, payable to the Owner, for five percent (5%) of the bid value. Such checks will be returned to all except the three lowest responsible and eligible bidders within five days, Saturdays, Sundays, and legal holidays excluded, after the opening of bids, and the remaining checks will be returned promptly after the Owner and the accepted bidder have executed the Contract, or if no notice of intent to award has been presented to the selected contractor within 30 days, Saturdays, Sundays and holidays excluded, after the date of the opening of bids, upon demand of the bidder at any time thereafter.

17. Right to Reject Bid

The Owner reserves the right to cancel this IFB, should the Owner deem it to be in the public interest to do so.

The Owner reserves the right to waive any informalities or accept or reject, in whole or in part any and all bids, should the Owner deem it to be in the public interest to do so.

The Owner may also reject bids which in its sole judgment are either incomplete, conditional, obscure or not responsive or which contain additions not called for, erasures not properly initialed, alterations, or similar irregularities, or the Owner may waive such omissions, conditions or irregularities.

18. Time for Completion

The bidder must agree to commence work within ten (10) days of the date of the Notice to Proceed and to fully complete the project within the time limit stated in Section 00 41 13, FORM OF GENERAL BID.

19. Comparison of Bids

Bids will be compared on the basis of the quantities and unit and lump sum prices set forth in the bid forms.

In the event that there is a discrepancy in Section 00 41 13, FORM OF GENERAL BID between the lump sum or unit prices written in words and figures, the prices written in words will govern.

The Owner agrees to examine and consider each FORM OF GENERAL BID submitted in consideration of the qualifications of the bidder and the bidder's agreements, as hereinabove set forth and as set forth in Section 00 41 13, FORM OF GENERAL BID.

20. Award of Contract

The Contract will be awarded to "the lowest responsible and eligible bidder" pursuant to General Laws Chapter 149, Section 44A, as amended. Such a bidder shall possess the skill, ability and integrity necessary for the faithful performance of the work, shall be able to furnish labor that can work in harmony with all other elements of labor employed, or to be employed, in the work, and shall otherwise comply with all applicable provisions of law.

21. Statutes Regulating Competitive Bidding

Any bid which does not comply with the provisions of Massachusetts General Laws Chapter 149, Section 44A(2)(C) and c. 30, Section 39M, as amended, need not be accepted and the Owner may reject every such bid.

22. Bidder Experience

General Bidders must be experienced in historic restoration and preservation construction, particularly relating to carpentry and painting trades. A statement identifying the experience of the company and the individuals assigned to the work on this project will be required.

**General Bidders must be DCAM Certified in the following fields:**

- **General Building Construction**
- **Historical Building Restoration**
- **Roofing**

Any bid submitted without this experience shall be invalid.

23. Wage Rates

Prevailing Wage Rates as determined by the Commissioner of the Department of Labor and Workforce Development under the provision of the Massachusetts General Laws, Chapter 149, Section 26 to 27G, as amended. It is the responsibility of the contractor, before bid opening, to request if necessary, any additional information on Prevailing Wage Rates for those tradespeople who may be employed for the proposed work under this contract.

As a convenience to the bidder, the State schedules of Prevailing Wage Rates are included in the General Documents section of the contract documents.

24. Contractor Records

The Contractor shall comply with the provisions of Massachusetts General Laws, Chapter 149, Section 39R, concerning Contractor records.

25. Insurance

The Contractor shall carry and continuously maintain until completion of the Contract, insurance as specified in the Supplemental General Conditions and in such form as shall protect him performing work covered by this Contract, or Town of Middleborough and its employees, agents and officials, from all claims and liability for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under this Contract. The Contractor covenants and agrees to hold the Town and its employees, agents and officials harmless from loss or damage due to claims for personal injury and/or property damage arising from, or in connection with operations under this Contract. The Contractor shall include the Architect as an additional insured.

26. Affirmative Action/Equal Employment Opportunity Laws and Regulations

The Town of Middleborough is an affirmative action/equal opportunity owner/purchaser. The bidder's attention is directed to all applicable State Laws, Town bylaws, and rules and regulations regarding affirmative action/equal employment opportunity requirements. Failure of a bidder to comply with any such law, bylaw, rule or regulation shall constitute grounds for the Town to reject a bid or to otherwise reject or terminate the award of the contract pursuant to these contract documents.

END OF INSTRUCTIONS TO BIDDERS

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**SECTION 00 41 13  
GENERAL BID FORM**

Bid of \_\_\_\_\_ (hereinafter called "Bidder")\*

a corporation, organized and existing under the laws of the state of \_\_\_\_\_

a partnership

a joint venture

an individual doing business as \_\_\_\_\_

To the Town of **Middleborough**, (hereinafter called "Owner"):

A. The Bidder, in compliance with your invitation for bids for the **Peter Oliver Jr. House Exterior Restoration, Middleborough**, having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents within the time set forth below, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

The Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner, **and to fully complete the project on or before June 15, 2017.**

\_\_\_\_\_  
\*Insert corporation, partnership or individual as applicable.

B. This Bid includes the following addenda:

No. \_\_\_\_\_ Dated: \_\_\_\_\_

C. The Bidder agrees to perform the bid work described in the specifications and shown on the plans for the following contract price (in words and numbers please):

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D. Alternates: List price for each alternate individually. Per the provisions of MGL c149, alternates will be cumulative

Alternate 1: Add \_\_\_\_\_ \$ \_\_\_\_\_

Alternate 2: Add \_\_\_\_\_ \$ \_\_\_\_\_

E. The undersigned agrees that, if he is selected as general contractor, he will within five (5) days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this bid and furnish a performance bond and also a labor and materials or payment bond, each of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the awarding authority and each in the sum of the contract price, the premiums for which are to be paid by the general contractor and are included in the contract price.

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that he will comply fully with all laws and regulations applicable to awards made subject to section forty-four A.

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulations promulgated thereunder.

Pursuant to M.G.L. CH. 62C, Sec 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all State Taxes required under law.

Respectfully submitted:

Date: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of Bidder)

(SEAL - if bid is by a corporation)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City and State)

\_\_\_\_\_  
(Telephone Number)

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CERTIFICATE AS TO CORPORATE BIDDER

I \_\_\_\_\_,

certify that I am the \_\_\_\_\_ of the Corporation named as bidder the

within Bid Form; that \_\_\_\_\_ who signed said Bid Form in behalf of the

Bidder was then \_\_\_\_\_ of said Corporation; that I know his signature

and that his signature hereto is genuine and that said Bid form was duly signed, sealed and executed for

and in behalf of said Corporation by authority of its governing body.

(Corporate Seal)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

This Certificate must be completed where Bidder is a Corporation, and should be so completed by its Clerk. In the event that the Clerk is the person signing the Proposal on behalf of the Corporation, this Certificate must be completed by another Officer of the Corporation.

END OF CERTIFICATE AS TO CORPORATE BIDDER

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ATTACHMENT TO BID FORM

Name of Bidder: \_\_\_\_\_

A. The names and addresses of all persons interested in this proposal, as principals other than the undersigned, are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. The bidder is (an):  Individual  Partnership  Corporation  Joint Venture  Trust

1. If a bidder is a partnership, state names and residential addresses of all partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. If a bidder is a corporation, state the following:

Corporation is incorporated in the state of \_\_\_\_\_

Its President is \_\_\_\_\_

Its Treasurer is \_\_\_\_\_

3. If the bidder is a Joint Venture, state the names and business addresses of each person, firm or company that is party to the Joint Venture:

\_\_\_\_\_  
\_\_\_\_\_

4. If the bidder is a Trust, state the names and residential addresses of all Trustees.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. The undersigned offers the following information as evidence for its qualifications to perform the work as bid upon according to all requirements of the plans and specifications

1. Have been in business under the present business name for \_\_\_\_\_ years.
2. Ever failed to complete any work awarded? \_\_\_\_\_

List no fewer than three recent projects with the name of the architect/engineer on which you served as in the same capacity *for work of similar character* as required for the above named project:. (Include additional material if available.)

Project	Architect (individual in charge, telephone)	Contract Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

D. Bank Reference:

\_\_\_\_\_

\_\_\_\_\_

END OF ATTACHMENT TO BID FORM

**SECTION 00 52 14  
AGREEMENT**

The Standard Form of Agreement Between Owner and Contractor where the basis of payment is a STIPULATED SUM, Document A107-2007 of the American Institute of Architects, for a Construction Project of Limited Scope, is hereby incorporated into the Project Manual and will form the basis for final Agreement with the successful bidder.

Copies are available for inspection or purchase where bid documents are available.

END OF SECTION

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**CONSTRUCTION PAYMENT BOND  
SECTION 00 62 00**

KNOW ALL MEN BY THESE PRESENTS: That we \_\_\_\_\_  
(Name of Contractor)

a \_\_\_\_\_ hereinafter called "Principal" and  
(Corporation, Partnership, Joint Venture or Individual)

\_\_\_\_\_ of \_\_\_\_\_, State of \_\_\_\_\_ hereinafter  
(Surety) (City)

called the "Surety" and licensed by the State Division of Insurance to do business under the laws of the Commonwealth of Massachusetts, are held and firmly bound to the Town of Dartmouth, hereinafter called

"Owner", in the penal sum of \_\_\_\_\_ Dollars

(\$ \_\_\_\_\_) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that Whereas, the Principal entered into a certain contract

with the Owner, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, a copy of which is hereto attached and made a part hereof for the construction described as follows:

NOW, THEREFORE, if the Principal shall promptly make payment to all persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the prosecution of the work provided for in such contract, and any authorized extension or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, coal and coke, repairs on machinery, equipment and tools, consumed or used in connection with the construction of such work, and all insurance premiums on said work, and for all labor, performed in such work whether by subcontractor or otherwise, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder or the specifications accompanying the same shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of this contract or to the work or to the specifications.

PROVIDED, FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in \_\_\_\_ ( ) counterparts, each one of which shall be deemed an original, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

\_\_\_\_\_  
Principal

\_\_\_\_\_  
(Principal Secretary)

By \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Address-Zip Code)

\_\_\_\_\_  
Witness as to Principal (SEAL)

\_\_\_\_\_

\_\_\_\_\_  
(Address-Zip Code)

ATTEST:

\_\_\_\_\_  
Surety

\_\_\_\_\_

By \_\_\_\_\_  
(Attorney-in-Fact)

\_\_\_\_\_

\_\_\_\_\_  
(Address-Zip Code)

\_\_\_\_\_  
Witness as to Surety (SEAL)

\_\_\_\_\_

\_\_\_\_\_  
(Address-Zip Code)

NOTE: Date of Bond must not be prior to date of Contract. If Contractor is a Partnership, all partners should execute Bond.

**CERTIFICATE OF INSURANCE  
SECTION 00 65 00**

This is to certify that the \_\_\_\_\_(Company) has issued the policies listed below, that these policies are written in accordance with the Company's standard policies and endorsements, except as indicated below or as noted in the attachments hereto, which policies and endorsements will be made available to OWNER upon request, that they provide coverage and limits of liability shown with respect to the insurance indicated, that they are in force on this date, that all deductible amounts are indicated below, and that this Certificate is furnished in accordance with and for the purpose of satisfying the requirements of OWNER in connection with the award and performance of a contract or agreement between the Town of Dartmouth (OWNER) and

1. Name of Insured \_\_\_\_\_
  2. Address of Insured \_\_\_\_\_
  3. Location and Description of Work \_\_\_\_\_
- \_\_\_\_\_ Project Contract No. \_\_\_\_\_

Coverage and Limits of Liability  
(at least as shown below)

			Bodily Injury Liability	Property Damage Liability			
Owners Protective Liability							
Policy Number	Effective Date	Expiration Date	Each Occurrence	Each Aggregate	Occurrence	Aggregate	
_____	_____	_____	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	

Comprehensive General Liability

Policy Number	Effective Date	Expiration Date	Each Occurrence	Each Aggregate	Occurrence	Aggregate
_____	_____	_____	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000

- Including:
1. Operations/Premises
  2. XCU
  3. Products/Completed Operations
  4. Contractual as Below
  5. Independent Contractors
  6. Broad Form Property Damage
  7. Personal Injury

C. Auto Liability

	Each Person	Each Accident	Each Accident
	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000

- Including:
1. All Owned
  2. Hired
  3. Non-owned

D. Workman's Compensation  
 Compensation: Statutory  
 Coverage B Limit \$ 1,000,000 if Applicable

F. Builder's Risk Insurance - "All Risk" Completed Value Form \$ 1,000,000

## CONTRACTUAL LIABILITY

To the fullest extent permitted by Laws and Regulations, CONTRACTOR shall indemnify, and hold harmless OWNER, the Owner's leaseholder and its consultants, agents and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of engineers, architects, attorneys and other professionals and court and arbitration costs) arising out of or resulting from performance of the Work, provided that any such claim, damage, loss or expense(s) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom and (b) is caused in whole or in part by any negligent act or omission of CONTRACTOR, any subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the Work or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder or arises by or is imposed by Law and Regulations regardless of the negligence of any such party.

In any and all claims against OWNER or any of its consultants, agents or employees by any employee of CONTRACTOR, and subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the Work or anyone for whose acts any of them may be liable, the indemnification obligation under the above paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any such subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts or other employee benefits acts.

Policies B, C, D, and E shall remain in effect during the one year correction period.

Such insurance as is herein certified applies to all operations of the insured in connection with, and necessary and incidental to, the work herein described at the locations stated.

It is hereby understood and agreed that the above policies will not be restrictively amended, materially changed nor canceled without 30 days advance notice by registered mail to OWNER.

\_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

Business Phone \_\_\_\_\_

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**GENERAL CONDITIONS FOR THE CONTRACT FOR CONSTRUCTION  
SECTION 00 72 14**

The General Conditions for the Contract for Construction, Document A201-2007 of the American Institute of Architects, is hereby incorporated into the Project Manual and will form the basis for final Agreement with the successful bidder.

Copies are available for inspection or purchase where bid documents are available.

END OF SECTION

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## SECTION 01 10 00 SUMMARY OF WORK

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

1. Contract Description
2. Construction Schedule
3. Alternates
4. Work under this Contract
5. Filed Sub-Bids - *NONE*
6. Work Sequence
7. Contractor Use of Premises
8. Work to be Performed by Owner
9. Emergency Procedures
10. Field Engineering
11. Reference Standards
12. Pre-Construction Conference
13. Project Meetings
14. Permits, Inspection, and Testing Required by Governing Authorities
15. Safety, Health and Environmental Regulations
16. Protection and Repair of New & Existing Facilities, Surfaces, and Utilities
17. Contract Documents
18. Definitions

#### 1.2 CONTRACT DESCRIPTION

##### A. Contract

1. Type: Stipulated Sum.
2. This contract will be let by the Town of Middleborough

##### Representation:

Owner: Town of Middleborough  
Owner's Representative:  
Town of Middleborough  
Robert G. Nunes, Town Manager  
10 Nickerson Avenue  
Middleborough, MA 02346  
PHONE (508) 946-2320  
[rnunes@middleborough.com](mailto:rnunes@middleborough.com)

##### Architect:

Russel Feldman, Principal  
TBA Architects, Inc.  
43 Bradford Street, Suite 300, Concord, MA 01742  
Telephone (781) 893-5828  
[rfeldman@tbaarchitects.com](mailto:rfeldman@tbaarchitects.com)

Administrative Contact (for Town and Mass Historic Commission)  
Amanda Berman, Senior Community Preservation Planner  
J.M. Goldson, Inc.  
Telephone (323) 605-2266

### 1.3 CONSTRUCTION SCHEDULE

- A. Start and Completion Date:
  - 1. Coordinate with owner. Construction anticipated to start in the November of 2016 with provisions that the contractor will remobilized in April 2017 to finish the work.

### 1.4 ALTERNATES

- A. Add Alternate #1 Scope
  - 1. Perform carpentry work on the two porticos, including repair and epoxy consolidation of the columns and trim repair
  - 2. Prime and paint portico trim.
- B. Add Alternate #2 Scope
  - 1. Replace shingle siding
  - 2. Repoint foundation
  - 3. Remove and reset stepping stone and remove patio stones
  - 4. Rebuild bulkhead
  - 5. Repair kitchen trellis
  - 6. Replace door and window trim and reglaze window as noted
  - 7. Remove fence posts
  - 8. Prime and paint all new work.

### 1.5 WORK UNDER THIS CONTRACT

- A. The Contractor shall furnish all labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, and all other things necessary to do all work required for the completion of each item of the Work and as herein specified.
- B. The Work includes roof replacement, chimney patching and reconstruction, fascia, trim, soffit and gutter replacement as indicated on the drawings, portico column repair and limited trim repair, limited shingle siding replacement, individual window trim and sill repair,
- C. Project Scope of Work:  
\*\* This scope of work is provided to the General Contractor as a convenience, it is not intended to limit the scope of work outlined in the Construction Documents.

#### Div 1. GENERAL PROJECT

- a. Work is to be performed on Town property.

#### Div 2. Site

- a. Minor demolition as required for the work, including removal of wood trim, fascia, bulkhead door and frame, shingle siding; gutters, downspouts.
- b. Removal of roofs and limited areas of roof deck.
- c. Removal of paving stones as indicated.
- d. Site to be returned to existing condition after work.

#### Div 3. Concrete Not Used

- Div 4. Masonry
  - a. Repair and reconstruction of kitchen chimney and flashing
  - b. Limited repointing of foundation
  - c. Limited repointing of main chimneys.
- Div 5. Metals – NOT USED
- Div 6. Wood and Plastic
  - a. Blocking and carpentry associated with trim repair, clapboard and shingle siding repair, repair of eaves, and installation of new gutters, column repair.
  - b. Wood bulkhead frame, trim and doors.
  - c. Reglazing of selected windows.
- Div 7. Thermal and Moisture
  - a. New shingle roofs with associated drainage mat, underlayment, metal flashing and trim.
  - b. Patching of shingle siding.
- Div 8. Doors and Windows Not Used
- Div 9. Finishes
  - a. Surface preparation and painting of new wood elements and existing trim as identified on drawings.
  - b. Gutters and downspouts.
  - c. Repaired portions of porticos and columns.
  - d. Bulkhead walls, trim and doors.
  - e. Touch up of existing surfaces affected by the Work.
- Div 10. Specialties Not Used
- Div 11. Mechanical Not Used
- Div 12. Electrical Not Used

- D. Examination of the site and Contract documents:
1. Each General Bidder shall visit the site of the proposed work and shall fully acquaint himself with the conditions as they exist so that he may fully understand and evaluate the facilities, difficulties and restrictions attending the execution of the work under this Contract.
  2. A Pre-Bid Conference and Site Visit will be held at the front entrance of the Oliver House, Middleborough at a date and time stipulated Instruction for Bidders, Section 00 21 13.
  3. No questions from Bidders will be accepted within 4 days excluding Saturday and Sunday of the Bid opening.
  4. Bidders shall thoroughly examine and be familiar with the Drawings and Specifications. Each Bidder shall include in his bid any work required in connection with the same that has to be done by trades under his direct control.
  5. Plans, surveys, measurements, calculations, estimates, and statements as to the conditions under which the work is to be performed are believed to be correct. Each bidder must satisfy himself by his own investigation and research to conditions affecting the work to be done and labor and material needed and make his bid in reliance thereon.
  6. Before ordering any material or doing any work, all measurements shall be verified by the Contractor at the site. No extra charge or compensation will be allowed on account of the difference between actual dimensions and the measurements indicated on the Drawings. Any difference which may be found shall be submitted to the Designer for consideration before proceeding with the work.
  7. The failure or omission of any bidder to receive or examine any form, instrument or document, or to visit the site and acquaint itself with the conditions there

existing, shall in no way relieve any bidder from any obligation with respect to its bid.

1.6 FILED SUB-BIDS

- A. None

1.7 WORK SEQUENCE

- A. The Contractor shall arrange all his work schedules within the hours of 8:00 a.m. to 6:00 p.m. during the regular work week, unless approved by the Owner's Representative.

1.8 CONTRACTOR USE OF PREMISES

- A. This is an historic property and many landscape elements are of historic interest. Contractor will be restricted to specified areas of the property for their use.
- B. The building is generally unoccupied however the Town may wish to operate the building and grounds for public events, Town will provide the Contractor with no less than two weeks advance notice prior to any such event. Contractor's time to clean the building and site, and make ready for any public event will be borne by the Town at a cost agreed to in advance of any event. Events currently planned include:
  - 1. None at this time.
- C. The Town maintains a collection of historic artifacts in the Oliver House. Interior work areas will be cleared for use by the Contractor. Contractor's access to the building's interior will be limited and coordination will be required with the Owner's Representative.
- D. Confine apparatus, storage of materials and construction operations to areas agreed to by the Owner's Representative. Do not unreasonably encumber the premises with materials.
- E. The Town can neither accept nor assume responsibility for the security of the Contractor's material or equipment; which is lost, stolen or vandalized. The Contractor is advised to exert caution in placement and storage of his equipment and material.

1.9 WORK TO BE PERFORMED BY OWNER

- 1. None

1.10 EMERGENCY PROCEDURES

- A. The Contractor shall thoroughly familiarize himself with Emergency Procedures and inform all subcontractors of same. These procedures will be explained at the pre-construction meeting.

- B. Emergencies:

In the event of an emergency on-site, telephone for emergency services (ambulance, fire department or police assistance):

- 1. Telephone for emergency service.
- 2. Make the scene safe.
- 3. Render First-Aid if possible.

4. Preserve evidence.
5. Contact the appropriate outside agencies as required by law, including OSHA for multiple injuries (by Contractor), and DEP, NRC, etc.

#### 1.11 FIELD ENGINEERING

- A. None required.

#### 1.12 REFERENCE STANDARDS

- A. For products specified by association or trade standard, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.

#### 1.13 PRE-CONSTRUCTION CONFERENCE

- A. In accordance with the CONTRACT AND GENERAL CONDITIONS, a pre-construction conference to review the work will be conducted by the Town.

#### 1.14 PROJECT MEETINGS

- A. Project meetings shall be held on a periodic basis subject to discretion of the Owner's Representative.

#### 1.15 PERMITS, INSPECTION, AND TESTING REQUIRED BY GOVERNING AUTHORITIES

- A. The Contractor will be responsible to verify that there are not permits required for this project. In the event that any permits are required, the Town will waive all fees for these permits. The Contractor shall provide copies of all permits to the Project Manager and such Permits shall be displayed in a conspicuous location at the project site.

#### 1.16 SAFETY, HEALTH AND ENVIRONMENTAL REGULATIONS

- A. In addition to provisions of the Contract and General Conditions, each General Contractor and subcontractor shall observe the following stipulations:
  1. Perform all work in accordance with federal and with Massachusetts Department of Labor and Industries safety and health standards and guidelines and provide a healthful and safe work conditions.
  2. All construction will comply strictly with the Massachusetts State Building Code.

#### 1.17 PROTECTION & REPAIR OF NEW AND EXISTING FACILITIES, SURFACES, & UTILITIES

- A. The Contractor shall be responsible for exercising necessary care to avoid damage to Town property.
- B. The Contractor shall take precaution in execution of work for demolition of existing structures and materials not to disturb or damage any existing structures, landscaping, walks, roads, etc. scheduled to remain. The Contractor shall restore any damaged items to original condition and as directed by the Designer or Owner's Representative.
- C. Protect finished surfaces.

- D. In event of damage, promptly make replacements and repairs to the approval of the Project Designer and at no additional cost to the Town.

#### 1.18 CONTRACT DOCUMENTS

- A. A reasonable number of sets of contract plans and specifications will be furnished by the Owner immediately after signing of the contract. If additional copies are required, the Contractor shall be responsible for obtaining additional copies and all associated costs.

#### 1.19 DEFINITIONS

- A. Words in the singular shall also mean and include the plural, wherever the context so indicates, and words in the plural shall mean the singular, wherever the context so indicates.
- B. Wherever the terms "shown on drawings" are used in the specifications, they shall mean "noted", "indicated", "scheduled", "detailed", or shall refer to any other diagrammatic or written reference made on the drawings.
- C. Wherever the term "provide" is used in the specifications or on the drawings it will mean "furnish" and "install", "connect", "apply", "erect", "construct", or similar terms, unless otherwise indicated in the contract documents.
- D. Wherever the term "material" is used in the specifications it will mean any "product", "equipment", "device", "assembly", or "item" required under the Contract, as indicated by trade or brand name, manufacturer's name, standard specifications reference or to other description.
- E. The terms "approved" or "approval" shall mean the written approval of the Designer or Project Manager.
- F. The term "specifications" shall mean all information contained in the bound or unbound volume, including all "Contract Documents" defined herein, except for the drawings.
- G. "Concealed" means hidden from sight in chases, furred spaces, shafts, hung ceilings, embedded in construction or in crawl spaces.
- H. "Exposed" means not installed underground or "concealed" as defined above.
- I. "Architect" shall refer to Architect and/or Project Manager.
- J. "Designer" shall refer to the licensed professional designer of record for the project.
- K. "Hazardous Waste" shall refer to a waste, or combination of wastes, which because of its quantity, concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in serious irreversible, or incapacitating reversible illness or pose a substantial present or potential hazard to human health, safety, or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed, however, not to include solid or dissolved materials in irrigation return flows or industrial discharges which are point sources subject to permits under section 402 of the Federal Water Pollution Control Act of 1967 as amended, or source, special nuclear, or by product material as defined by the Atomic Energy Act of 1954."

PART 2 - NOT USED

PART 3 - NOT USED

END OF SECTION 01 10 00

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**SECTION 01 20 00  
PRICE AND PAYMENT PROCEDURES**

1.1 GENERAL REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the drawings, and all other parts of the Contract Documents are hereby made a part of this section.

1.2 SECTION INCLUDES

- A. Schedule of values.
- B. Applications for payment.
- C. Change procedures.
- D. Defect assessment.
- E. Unit Prices.
- F. Alternates

1.3 SCHEDULE OF VALUES

- A. Submit printed schedule on AIA Form G703 - Continuation Sheet for G702. Contractor's standard form or electronic media printout will be considered but must be approved by the Architect.
- B. Submit Schedule of Values in duplicate within 15 days after date of Owner-Contractor Agreement.
- C. Format: Utilize Table of Contents of this Project Manual. Identify each line item with number and title of major specification Section. Identify site mobilization, bonds and insurance.
- D. Include in each line item, amount of Allowances specified in this section.
- E. Include within each line item, direct proportional amount of Contractor's overhead and profit.
- F. Revise schedule to list approved Change Orders, with each Application For Payment.

1.4 APPLICATIONS FOR PAYMENT

- A. Submit three copies of each application on AIA Form G702 - Application and Certificate for payment and AIA G703 - Continuation Sheet for G702.
- B. Content and Format: Utilize Schedule of Values for listing items in Application for Payment.
- C. Submit updated construction schedule with each Application for Payment.

- D. Payment Period: Applications will be submitted monthly for review and approval by Architect. Payment period after approval: 20 days.
- E. Substantiating Data: When Architect requires substantiating information, submit data justifying dollar amounts in question. Include the following with Application for Payment:
  - 1. Construction progress schedules, revised and current.

#### 1.5 CHANGE PROCEDURES

- A. Submittals: Submit name of individual authorized to receive change documents, and be responsible for informing others in Contractor's employ or Subcontractors of changes to the Work.
- B. The Architect will advise of minor changes in the Work not involving adjustment to Contract Sum/Price or Contract Time by issuing supplemental instructions on AIA Form G710.
- C. The Architect may issue a Proposal Request Notice of Change including a detailed description of proposed change with supplementary or revised Drawings and specifications, a change in Contract Time for executing the change. Contractor will prepare and submit estimate within 5 days.
- D. Contractor may propose changes by submitting a request for change to Architect, describing proposed change and its full effect on the Work. Include a statement describing reason for the change, and effect on Contract Sum/Price and Contract Time with full documentation and a statement describing effect on Work by separate or other Contractors. Document requested substitutions in accordance with Section 01600.
- E. Construction Change Directive: Architect may issue directive, on AIA Form G713 Construction Change Directive signed by Owner, instructing Contractor to proceed with change in the Work, for subsequent inclusion in a Change Order. Document will describe changes in the Work, and designate method of determining any change in Contract Sum/Price or Contract Time. Promptly execute change.
- F. Time and Material Change Order: Submit itemized account and supporting data after completion of change, within time limits indicated in Conditions of the Contract. In Time and Material Change Orders, the Contractor will be allowed a 15% markup for General Contractor work and 5% markup for Subcontractor work. Architect will determine change allowable in Contract Sum/Price and Contract Time as provided in Contract Documents.
- G. Maintain detailed records of work done on Time and Material basis. Provide full information required for evaluation of proposed changes, and to substantiate costs for changes in the Work.
- H. Document each quotation for change in cost or time with sufficient data to allow evaluation of quotation.
- I. Change Order Forms: AIA G701.
- J. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in Conditions of the Contract.

1.6 DEFECT ASSESSMENT

- A. Replace the Work, or portions of the Work, not conforming to specified requirements.
- B. If, in the opinion of the Architect it is not practical to remove and replace the Work, the Architect will direct appropriate remedy or adjust payment.
- C. The defective Work may remain, but unit sum/price will be adjusted to new sum/price at discretion of Owner.
- D. Defective Work will be partially repaired to instructions of Architect and unit sum/price will be adjusted to new sum/price at discretion of Owner.
- E. Individual specification sections may modify these options or may identify specific formula or percentage sum/price reduction.
- F. Authority of Architect to assess defects is final.
- G. The Authority of the Owner to identify payment adjustments is final.
- H. Non-Payment For Rejected Products: Payment will not be made for rejected products for any of the following:
  - 1. Products wasted or disposed of in a manner that is not acceptable.
  - 2. Products determined as unacceptable before or after placement.
  - 3. Products not completely unloaded from transporting vehicle.
  - 4. Products placed beyond lines and levels of required Work.
  - 5. Products remaining on hand after completion of the Work.
  - 6. Loading, hauling, and disposing of rejected products.
  - 7. Work.

1.7 UNIT PRICES:

- A. None

1.8 ALTERNATES:

- A. SEE SECTION 01 10 00

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION

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**SECTION 01 30 00  
ADMINISTRATIVE REQUIREMENTS**

**PART 1 GENERAL**

**1.1 REQUIREMENTS**

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

**1.2 SECTION INCLUDES**

- A. Coordination and project conditions.
- B. Preconstruction meeting.
- C. Progress meetings.
- D. Examination
- E. Cutting and Patching
- F. Special procedures.

**1.3 COORDINATION AND PROJECT CONDITIONS**

- A. The Owner may use the property for public events, including use of the land and structure. Owner will provide no less than two weeks notice of such events. Contractor may be required to clean the area to accommodate access to and use of specified areas around and within the building at a cost mutually agreed to.
- B. Verify utility requirements and characteristics of operating equipment are compatible with available utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, operating equipment.
- C. Coordinate completion and clean-up of Work of separate sections in preparation for Substantial Completion.
- D. Coordinate access to site for correction of defective Work and Work not in accordance with Contract Documents, to minimize disruption of Owner's activities.

**1.4 PRECONSTRUCTION MEETING**

- A. Owner will schedule meeting after Notice of Award.
- B. Attendance Required: Owner, Architect, Contractor, and representatives of the Oliver House.
- C. Agenda:
  - 1. Execution of Owner-Contractor Agreement.
  - 2. Submission of executed bonds and insurance certificates.
  - 3. Distribution of Contract Documents.

4. Submission of list of Subcontractors, list of products, schedule of values, and progress schedule, including experience of field staff in their trades.
5. Designation of personnel representing parties in Contract, Filed Sub-Contractors, and Architect.
6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
7. Protection of existing work and site.
8. Scheduling.

#### 1.5 PROGRESS MEETINGS

- A. Contractor will be available for meetings throughout progress of the Work at maximum bi-monthly intervals.
- B. Attendance Required: Job superintendent, Owner, Architect, as appropriate to agenda topics for each meeting.
- C. Agenda:
  1. Review minutes of previous meetings.
  2. Review of Work progress.
  3. Field observations, problems, and decisions.
  4. Identification of problems impeding planned progress.
  5. Review of submittals schedule and status of submittals.
  6. Review of off-site fabrication and delivery schedules.
  7. Maintenance of progress schedule.
  8. Corrective measures to regain projected schedules.
  9. Planned progress during succeeding work period.
  10. Coordination of projected progress.
  11. Maintenance of quality and work standards.
  12. Effect of proposed changes on progress schedule and coordination.
  13. Other business relating to Work.

#### PART 2 PRODUCTS

Not Used.

#### PART 3 EXECUTION

##### 3.1 EXAMINATION

- A. Examine existing conditions prior to commencing work.

##### 3.2 CUTTING AND PATCHING

- A. Employ skilled and experienced installer to perform cutting and patching.
- B. Execute cutting, fitting, and patching including excavation and fill, to complete Work, and to:
  1. Fit the several parts together, to integrate with other Work.
  2. Uncover Work to install or correct ill-timed Work.
  3. Remove and replace defective and non-conforming Work.

4. Remove samples of installed Work for testing.
  5. Provide openings in elements of Work for penetrations of mechanical and electrical Work.
- C. Execute work by methods to avoid damage to other Work, and to provide proper surfaces to receive patching and finishing.
  - D. Cut masonry and concrete materials using masonry saw or core drill.
  - E. Restore Work with new products in accordance with requirements of Contract Documents.
  - F. Fit Work tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
  - G. Maintain integrity of wall, ceiling, or floor construction; completely seal voids.
  - H. Refinish surfaces to match adjacent finishes. For continuous surfaces, refinish to nearest intersection; for assembly, refinish entire unit.
  - I. Identify hazardous substances or conditions exposed during the Work to Architect for decision or remedy.

### 3.3 SPECIAL PROCEDURES

- A. Protection of newly paved and striped parking area. Contractor is responsible to protect the existing parking area and will be required to return the lot in the present condition.
- B. Materials: As specified in product sections; match existing with new products for patching and extending work.
- C. Employ skilled and experienced installer to perform alteration work. Refer to individual Sections for required experience.
- D. Cut, move, or remove items as necessary for access to alterations and renovation Work. Replace and restore at completion.
- E. Remove unsuitable material not marked for salvage, including rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished Work.
- F. Remove debris and abandoned items from area and from concealed spaces.
- G. Prepare surface and remove surface finishes to permit installation of new work and finishes.
- H. Close openings in exterior surfaces to protect existing work from weather and extremes of temperature and humidity.
- I. Remove, cut, and patch Work in manner to minimize damage and to permit restoring products and finishes to original condition.
- J. Where new Work abuts or aligns with existing, provide smooth and even transition. Patch Work to match existing adjacent Work in texture and appearance.

- K. When finished surfaces are cut so that smooth transition with new Work is not possible, terminate existing surface along straight line at natural line of division and submit recommendation to Architect for review.
- L. Where change of plane of 1/4 inch or more occurs, submit recommendation for providing smooth transition; to Architect for review.
- M. Patch or replace portions of existing surfaces which are damaged, lifted, discolored, or showing other imperfections.
- N. Finish surfaces as specified in individual product sections.

END OF SECTION

## SECTION 013233 PHOTOGRAPHIC DOCUMENTATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
  - 1. Preconstruction photographs.
  - 2. Periodic construction photographs.
  - 3. Final completion construction photographs.
  - 4. Preconstruction video recordings.
  - 5. Periodic construction video recordings.
  - 6. Construction webcam.
- B. Related Requirements:
  - 1. Section 024119 "Selective Demolition" for photographic documentation before selective demolition operations commence.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each **photograph and video recording**. Indicate elevation or story of construction. Include same information as corresponding photographic documentation.
- B. Digital Photographs: Submit image files within **three** days of taking photographs.
  - 1. Submit photos **on CD-ROM, thumb-drive, or by uploading to web-based image sharing & storage site**. Include copy of key plan indicating each photograph's location and direction.
  - 2. Identification: Provide the following information with each image description **in web-based photo site**:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Date photograph was taken.
    - d. Description of location, vantage point, and direction.
    - e. Unique sequential identifier keyed to accompanying key plan.
- C. Printed Photographs: Submit **two** sets of prints of each photographic view within **seven** days of taking photographs.

1. Format: 8-by-10-inch smooth-surface matte prints on single-weight, paper; enclosed back to back in clear plastic sleeves punched for three-ring binder. Include copy of key plan indicating each photograph's location and direction. Provide one binder for each set of prints.
  2. Identification: On back of each print, label with the following information:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Date photograph was taken if not date stamped by camera.
    - d. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
    - e. Unique sequential identifier keyed to accompanying key plan.
- D. Video Recordings: Submit video recordings within **seven** days of recording.
1. Submit video recordings **on CD-ROM, thumb drive, or by uploading to web-based project software site**. Include copy of key plan indicating each video's location and direction.
  2. Identification: With each submittal, provide the following information **on web-based project software site**:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Date video recording was recorded.
    - d. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
  3. Transcript: Prepared on 8-1/2-by-11-inch paper, punched and bound in three-ring binders. Provide label on front and spine. Include a cover sheet with label information. Include name of Project and date of video recording on each page.
- E. Time-Lapse Video: Submit time-lapse sequence video recordings **within 7 days of recording**.
1. Submit time-lapse sequence video recordings **monthly by uploading to web-based project software site**.
  2. Identification: For each recording, provide the following information **on web-based project software site**:
    - a. Name of Project.
    - b. Name of Contractor.
    - c. Date(s) and time(s) video recording was recorded.
    - d. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.

#### 1.4 QUALITY ASSURANCE

- A. Photographer Qualifications: An individual who has been regularly engaged as a professional photographer of construction projects for not less than three years.
- B. Construction Webcam Service Provider: A firm specializing in providing photographic equipment, web-based software, and related services for construction projects, with record of providing satisfactory services similar to those required for Project.

## 1.5 FORMATS AND MEDIA

- A. Digital Photographs: Provide color images in JPG format, produced by a digital camera with minimum sensor size of **12** megapixels, and at an image resolution of not less than **3200 by 2400** pixels. Use flash in low light levels or backlit conditions.
- B. Digital Video Recordings: Provide high-resolution, digital video in MPEG format, produced by a digital camera with minimum sensor resolution of **12** megapixels and capable of recording in full high-definition mode. Provide supplemental lighting in low light levels or backlit conditions.
- C. Digital Images: Submit digital media as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image-editing software.
- D. Metadata: Record accurate date and time from camera.
- E. File Names: Name media files with **date, Project area** and sequential numbering suffix.

## 1.6 CONSTRUCTION PHOTOGRAPHS

- A. Photographer: Engage a qualified photographer to take construction photographs.
- B. General: Take photographs with maximum depth of field and in focus.
  - 1. Maintain key plan with each set of construction photographs that identifies each photographic location.
- C. Preconstruction Photographs: Before **commencement of demolition & starting construction**, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by **Architect**.
  - 1. Flag **construction limits** before taking construction photographs.
  - 2. Take **20** photographs to show existing conditions adjacent to property before starting the Work.
  - 3. Take **20** photographs of existing buildings either on or adjoining property to accurately record physical conditions at start of construction.
  - 4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- D. Periodic Construction Photographs: Take **20** photographs **weekly as well coinciding with the cutoff date associated with each Application for Payment**. Select vantage points to show status of construction and progress since last photographs were taken.
- E. Time-Lapse Sequence Construction Photographs: Take **20** photographs as indicated, to show status of construction and progress since last photographs were taken.
  - 1. Frequency: Take photographs **weekly, on the same day each week**.
  - 2. Vantage Points: Following suggestions by **Architect** and Contractor, photographer to select vantage points. During each of the following construction phases, take not less than **two** of the required shots from same vantage point each time to create a time-lapse sequence as follows:
    - a. Commencement of the Work, through completion of subgrade construction.

- b. Above-grade structural framing.
  - c. Exterior building enclosure.
  - d. Interior Work, through date of Substantial Completion.
- F. Final Completion Construction Photographs: Take **50** photographs after date of Substantial Completion for submission as Project Record Documents. **Architect** will inform photographer of desired vantage points.
- G. Additional Photographs: Architect may request photographs in addition to periodic photographs specified. Additional photographs will be paid for by Change Order and are not included in the Contract Sum.
- 1. Three days' notice will be given, where feasible.
  - 2. In emergency situations, take additional photographs within 24 hours of request.
  - 3. Circumstances that could require additional photographs include, but are not limited to, the following:
    - a. Special events planned at Project site.
    - b. Immediate follow-up when on-site events result in construction damage or losses.
    - c. Photographs to be taken at fabrication locations away from Project site. These photographs are not subject to unit prices or unit-cost allowances.
    - d. Substantial Completion of a major phase or component of the Work.
    - e. Extra record photographs at time of final acceptance.
    - f. Owner's request for special publicity photographs.

#### 1.7 CONSTRUCTION VIDEO RECORDINGS – NOT REQUIRED FOR THIS PROJECT

- A. Video Recording Photographer: Engage a qualified videographer to record construction video recordings.
- B. Narration: Describe scenes on video recording by **audio narration by microphone while** video recording is recorded. Include description of items being viewed, recent events, and planned activities. At each change in location, describe vantage point, location, direction (by compass point), and elevation or story of construction.
- 1. Confirm date and time at beginning and end of recording.
  - 2. Begin each video recording with name of Project, Contractor's name, videographer's name, and Project location.
- C. Transcript: Provide a typewritten transcript of the narration. Display images and running time captured from video recording opposite the corresponding narration segment.
- D. Preconstruction Video Recording: Before starting **demolition**, record video recording of Project site and surrounding properties from different vantage points, as directed by **Architect**.
- 1. Flag **construction limits** before recording construction video recordings.
  - 2. Show existing conditions adjacent to Project site before starting the Work.
  - 3. Show existing buildings either on or adjoining Project site to accurately record physical conditions at the start of **demolition**.
  - 4. Show protection efforts by Contractor.

- E. Periodic Construction Video Recordings: Record video recording **weekly coinciding with the cutoff date associated with each Application for Payment**. Select vantage points to show status of construction and progress since last video recordings were recorded. Minimum recording time shall be **30** minutes(s).
- F. Time-Lapse Sequence Construction Video Recordings: Record video recording to show status of construction and progress.
  - 1. Frequency: During each of the following construction phases, set up video recorder to automatically record one frame of video recording every **five** minutes, from same vantage point each time, to create a time-lapse sequence of **30 minutes** in length as follows:
    - a. Commencement of the Work, through completion of subgrade construction.
    - b. Above-grade structural framing.
    - c. Exterior building enclosure.
  - 2. Timer: Provide timer to automatically start and stop video recorder so recording occurs only during **construction work** hours.
  - 3. Vantage Points: Following suggestions by **Architect** and Contractor, photographer shall select vantage points.

#### 1.8 CONSTRUCTION WEBCAM – NOT REQUIRED FOR THIS PROJECT

- A. Webcam: Provide **two** fixed-location camera(s) with weatherproof housing, mounted to provide unobstructed view of construction site from location approved by Architect, with the following characteristics:
  - 1. **Static view**
  - 2. Capable of producing minimum **8** megapixel images.
  - 3. Provide power supply, active high-speed data connection to service provider's network, and static public IP address for each camera.
- B. Live Streaming Images: Provide web-accessible image of current site image, updated at **15minute intervals when construction is underway**.
- C. Web-Based Interface: Provide online interface to allow viewing of each high-definition digital still image captured and stored during construction, from the Internet.
  - 1. Access Control: Provide password-protected access for Project team administered by Contractor, providing current image access and archival image access by date and time, with images downloadable to viewer's device.
  - 2. Storage: Maintain images on the website for reference during entire construction period, and for not less than 30 days after final completion. Provide sufficient memory on remote server to store all Project images.
  - 3. Online Interface: Provide website interface with Project and client information and logos; calendar-based navigation interface for selecting images; pan and zoom capability within high-definition images.
  - 4. Forward and Reverse: Provide capability to browse through images, moving forward and backward in time by individual image and by day.
  - 5. Slideshow: Provide capability to automatically display current images from sites when there are three or more cameras used.

6. Time-Lapse: Provide capability for online display of project time-lapse.
  7. Dashboard: Provide capability to view thumbnails of all cameras on one screen.
  8. Weather: Provide corresponding weather data for each image captured.
  9. Provide public viewer open access **to most recent Project camera image**.
- D. Maintain cameras and web-based access in good working order according to web-based construction photographic documentation service provider's written instructions until final completion. Provide for service of cameras and related networking devices and software.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

**END OF SECTION 013233**

## SECTION 01 33 00 SUBMITTAL PROCEDURES

### PART 1 GENERAL

#### 1.1 GENERAL REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the drawings, and all other parts of the Contract Documents are hereby made a part of this section.

#### 1.2 SECTION INCLUDES

- A. Submittal procedures.
- B. Construction progress schedules.
- C. Proposed products list.
- D. Product data.
- E. Shop drawings.
- F. Samples
- G. Test Reports
- H. Certificates.
- I. Manufacturer's instructions.

#### 1.3 SUBMITTAL PROCEDURES

- A. Transmit each submittal with AIA Form G810 or Architect accepted form.
- B. Sequentially number transmittal forms. Mark revised submittals with original number and sequential alphabetic suffix.
- C. Identify Project, Contractor, subcontractor and supplier; pertinent drawing and detail number, and specification section number, appropriate to submittal.
- D. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with requirements of the Work and Contract Documents.
- E. Schedule submittals to expedite Project, and deliver to Architect at its business address. Coordinate submission of related items.
- F. For each submittal for review, allow 15 days excluding delivery time to and from Contractor.
- G. Identify variations from Contract Documents and product or system limitations which may be detrimental to successful performance of completed Work.

- H. Allow space on submittals for Contractor and Architect review stamps.
- I. When revised for resubmission, identify changes made since previous submission.
- J. Distribute copies of reviewed submittals as appropriate. Instruct parties to promptly report inability to comply with requirements.
- K. Submittals not requested will not be recognized or processed.

#### 1.4 CONSTRUCTION PROGRESS SCHEDULES

- A. Submit preliminary outline Schedules in duplicate within 5 days after date of Owner-Contractor Agreement for coordination with Owner's requirements.
- B. Submit revised Progress Schedules in duplicate with each Application for Payment.
- C. Indicate estimated percentage of completion for each item of Work at each submission.
- D. Include submittal dates for shop drawings, product data, and samples, including Owner furnished products, and dates reviewed submittals will be required from Architect. Indicate decision dates for selection of finishes.
- E. Revisions To Schedules:
  - 1. Indicate progress of each activity to date of submittal, and projected completion date of each activity.
  - 2. Identify activities modified since previous submittal, major changes in scope, and other identifiable changes.

#### 1.5 PROPOSED PRODUCTS LIST

- A. Within 5 days after date of Owner-Contractor Agreement, submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.
- B. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards.

#### 1.6 PRODUCT DATA

- A. Product Data: Submit to Architect for review for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
- B. Submit number of copies Contractor requires, plus two copies Architect will retain.
- C. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- D. After review, produce copies and distribute in accordance with SUBMITTAL PROCEDURES article and for record documents described in Section 01700.

#### 1.7 SHOP DRAWINGS

- A. Shop Drawings: Submit to Architect for review for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
- B. After review, produce copies and distribute in accordance with SUBMITTAL PROCEDURES article and for record documents described in Section 01700.

#### 1.8 SAMPLES

- A. Samples: Submit to Architect for review for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
- B. Samples For Selection as Specified in Product Sections:
  - 1. Submit to Architect for aesthetic, color, or finish selection.
  - 2. Submit samples of finishes from full range of manufacturers' standard colors, or in custom colors selected, textures, and patterns for Architect selection.
- C. Submit samples to illustrate functional and aesthetic characteristics of Products, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
- D. Include identification on each sample, with full Project information.
- E. Submit number of samples specified in individual specification sections; Architect will retain one sample.
- F. Reviewed samples which may be used in the Work are indicated in individual specification sections.

#### 1.9 TEST REPORTS

- A. Submit for Architect's knowledge as contract administrator or for Owner.
- B. Submit test reports for information for limited purpose of assessing conformance with information given and design concept expressed in Contract Documents.

#### 1.10 CERTIFICATES

- A. When specified in individual specification sections, submit certification by manufacturer, installation/application subcontractor, or Contractor to Architect, in quantities specified for Product Data.
- B. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Certificates may be recent or previous test results on material or Product, but must be acceptable to Architect.

#### 1.11 MANUFACTURER'S INSTRUCTIONS

- A. When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, to Architect for delivery to Owner in quantities specified for Product Data.

- B. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION

## SECTION 01 40 00 QUALITY REQUIREMENTS

### PART 1 GENERAL

#### 1.1 REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

#### 1.2 SECTION INCLUDES

- A. Quality control and control of installation.
- B. Tolerances
- C. References.
- D. Mock-up requirements
- E. Testing and inspection services.
- F. Manufacturers' field services.
- G. Examination.
- H. Preparation.

#### 1.3 QUALITY CONTROL AND CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. When manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform Work by persons qualified to produce required and specified quality.
- F. Verify field measurements are as indicated on Shop Drawings or as instructed by manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, or disfigurement.

#### 1.4 TOLERANCES

- A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply with manufacturers' tolerances. When manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.
- C. Adjust products to appropriate dimensions; position before securing products in place.

#### 1.5 REFERENCES

- A. For products or workmanship specified by association, trade, or other consensus standards, comply with requirements of standard, except when more rigid requirements are specified or are required by applicable codes.
- B. Conform to reference standard by date of issue current on date of Contract Documents, except where specific date is established by code.
- C. When specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Neither contractual relationships, duties, nor responsibilities of parties in Contract nor those of Architect shall be altered from Contract Documents by mention or inference otherwise in reference documents.

#### 1.6 MOCK UP REQUIREMENTS

- A. Masonry Mortar & Grout Test Panel
  - 1. See Section 04 10 00 Mortar and Masonry Grout for more information.

#### 1.7 TESTING AND INSPECTION SERVICES.

- A. None required for this project.

#### 1.8 MANUFACTURERS' FIELD SERVICES

- A. None required for this project.

### PART 2 PRODUCTS

Not Used.

### PART 3 EXECUTION

#### 3.1 EXAMINATION

- A. Verify existing site conditions and substrate surfaces are acceptable for subsequent Work. Beginning new Work means acceptance of existing conditions.
- B. Verify existing substrate is capable of structural support or attachment of new Work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Verify utility services are available, of correct characteristics, and in correct locations.

### 3.2 PREPARATION

- A. Clean substrate surfaces prior to applying next material or substance.
- B. Seal cracks or openings of substrate prior to applying next material or substance.
- C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying new material or substance in contact or bond.

END OF SECTION

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**SECTION 01 50 00**  
**TEMPORARY FACILITIES AND CONTROLS**

**PART 1 GENERAL**

**1.1 REQUIREMENTS**

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

**1.2 SUMMARY**

- A. Temporary Utilities: Electricity, lighting, heat, ventilation, water, and sanitary facilities.
- B. Temporary Controls: Barriers, enclosures and fencing, protection of the Work, and water control.
- C. Construction Facilities: Parking, storage, progress cleaning, and project signage.

**1.4 TEMPORARY ELECTRICITY**

- A. Cost: By Owner; connect to Owner's existing power service. Owner will pay cost of energy used. Exercise measures to conserve energy.
- B. If required, provide temporary electric feeder from existing building.
- C. Power Service Characteristics: single phase service, 110 volt available at the building.

**1.5 TEMPORARY LIGHTING FOR CONSTRUCTION PURPOSES**

- A. Maintain lighting and provide routine repairs.
- B. Permanent building lighting may be utilized during construction.

**1.6 TEMPORARY HEATING**

- A. Not available.

**1.7 TEMPORARY VENTILATION**

- A. Work is exclusively exterior so no Owner's ventilation facilities are required.

**1.8 TEMPORARY WATER SERVICE**

- A. Connect to existing water source for construction operations at time of project mobilization.
- B. Owner will pay cost of water used. Exercise measures to conserve water.
- C. Extend branch piping with outlets located so water is available by hoses with threaded connections.

## 1.9 TEMPORARY SANITARY FACILITIES

- A. Existing facilities may not be used during construction operations. Contractor may locate portable facilities on-site.

## 1.10 BARRIERS

- A. This building sits in a residential neighborhood. Contractor to take the necessary effort to limit construction-related sound and dust to reasonable levels.
- B. Provide barriers to prevent unauthorized entry to construction areas.
- B. Provide barricades and covered walkways required by governing authorities.
- C. Protect non-owned vehicular traffic, stored materials, site, and structure from damage.

## 1.11 FENCING

- A. As required to maintain Contractor's security.

## 1.12 WATER CONTROL

- A. Maintain excavations free of water. Provide, operate, and maintain pumping equipment as required.
- B. Protect site from puddling or running water due to contractor operations.

## 1.13 EXTERIOR ENCLOSURES

- A. Not used.

## 1.14 PROTECTION OF INSTALLED WORK

- A. Protect installed Work and provide special protection where specified in individual specification sections.
- B. Provide temporary and removable protection for installed Products. Control activity in immediate work area to prevent damage.
- C. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- D. If Contractor's forces enter the Library building, protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.

## 1.15 SECURITY

- A. Provide security and facilities to protect Work, and existing facilities, and Owner's operations from unauthorized entry, vandalism, or theft.
- B. Coordinate with Owner's security program.

#### 1.16 PARKING AND STORAGE

- A. Arrange for surface parking areas to accommodate construction personnel.
- B. When site space is not adequate, provide additional off-site parking.
- C. The Owner shall make a site available for Contractor's storage of materials for the job. On site storage security shall be the responsibility of the Contractor.
- D. Do not place stored materials, drive vehicles or otherwise overload site areas where there is an underground water tank and septic system.

#### 1.17 PROGRESS CLEANING AND WASTE REMOVAL

- A. Maintain the site in an orderly manner.
- B. Collect and remove waste materials, debris, and rubbish from site daily and dispose off-site.

#### 1.18 REMOVAL OF UTILITIES, FACILITIES, AND CONTROLS

- A. Remove temporary utilities, equipment, facilities, materials, prior to Substantial Completion inspection.
- B. Clean and repair damage caused by installation or use of temporary work.
- C. Restore existing and permanent facilities used during construction to original condition. Restore permanent facilities used during construction to specified condition.

#### 1.12 PROJECT SIGN

- A. Contractor to provide and mount a painted project sign.
  - 1. 4 foot by 4 foot minimum in size.
  - 2. Text Color: White
  - 3. Sign Background: Red
  - 4. Material: 1/2" or 3/4" exterior plywood or sheet metal
- B. MHC sign shall include the following information:
  - 1. *Preservation Works!* (text must be italicized)
  - 2. The Peter Oliver Jr. House Exterior Restoration
  - 3. This project, which is listed in the State Register of historic Places, has received a matching grant from the Massachusetts Preservation Fund through the Massachusetts Historical Commission, Secretary of the Commonwealth William Francis Galvin, Chairman.
  - 4. Additional funding provided by the Town of Middleborough Historical Society
  - 5. JM Goldson, Preservation Consultant
  - 6. TBA Architects, Inc., Architect & Historic Consultant
  - 7. [Name of Contractor], Contractor
- C. Example Project Sign:

## *Preservation Works!*

### **The Peter Oliver Jr. Sproat House Exterior Restoration**

This property, which is listed in the State Register of Historic Places, has received a matching grant from the Massachusetts Preservation Projects Fund through the Massachusetts Historical Commission, Secretary of the Commonwealth, William Francis Galvin, Chairman.

Additional funding provided by the  
Town of Middleborough Community Preservation Committee

JM Goldson, Community Preservation Planner  
TBA Architects, Inc., Architect & Historic Consultant  
NAME OF COMPANY, General Contractor

#### PART 2 PRODUCTS

Not Used.

#### PART 3 EXECUTION

Not Used.

END OF SECTION

## SECTION 01 60 00 PRODUCT REQUIREMENTS

### PART 1 GENERAL

#### 1.1 REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

#### 1.2 SECTION INCLUDES

- A. Products.
- B. Product delivery requirements.
- C. Product storage and handling requirements.
- D. Product options.
- E. Product substitution procedures.

#### 1.3 PRODUCTS

- A. Furnish products of qualified manufacturers suitable for intended use. Furnish products of each type by single manufacturer unless specified otherwise.

#### 1.4 PRODUCT DELIVERY REQUIREMENTS

- A. Transport and handle products in accordance with manufacturer's instructions.
- B. Promptly inspect shipments to ensure products comply with requirements, quantities are correct, and products are undamaged.
- C. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.

#### 1.5 PRODUCT STORAGE AND HANDLING REQUIREMENTS

- A. Store and protect products in accordance with manufacturers' instructions.
- B. Store with seals and labels intact and legible.
- C. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.
- D. For exterior storage of fabricated products, place on sloped supports above ground.
- E. Provide bonded off-site storage and protection when site does not permit on-site storage or protection.
- F. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.

- G. Store loose granular materials on solid flat surfaces in well-drained area. Prevent mixing with foreign matter.
- H. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- I. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

#### 1.6 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Any product meeting those standards or description.
- B. Products Specified by Named Manufacturers: Products of one of manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Named Manufacturers with Provision for Substitutions: Submit request for substitution for any manufacturer not named in accordance with the following article. No requests for substitution will be accepted during the bid period.

#### 1.7 PRODUCT SUBSTITUTION PROCEDURES

- A. Substitutions may be considered when a product becomes unavailable through no fault of Contractor.
- B. Document each request with complete data substantiating compliance of proposed Substitution with Contract Documents.
- C. A request constitutes a representation that Contractor:
  - 1. Has investigated proposed product and determined that it meets or exceeds quality level of specified product.
  - 2. Will provide same warranty for Substitution as for specified product.
  - 3. Will coordinate installation and make changes to other Work which may be required for the Work to be complete with no additional cost to Owner.
  - 4. Waives claims for additional costs or time extension which may subsequently become apparent.
  - 5. Will reimburse Owner for review or redesign services associated with re-approval by authorities having jurisdiction.
- D. Substitutions will not be considered when they are indicated or implied on Shop Drawing or Product Data submittals, without separate written request, or when acceptance will require revision to Contract Documents.
- E. Substitution Submittal Procedure:
  - 1. Submit three copies of request for Substitution for consideration. Limit each request to one proposed Substitution.
  - 2. Submit Shop Drawings, Product Data, and certified test results attesting to proposed product equivalence. Burden of proof is on proposer.
  - 3. Architect will notify Contractor in writing of decision to accept or reject request.
- F. Substitutions may be approved on the basis of a change order, with associated changes in contract cost and time, at the discretion of the Owner.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION

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**SECTION 01 70 00  
EXECUTION REQUIREMENTS**

PART 1 GENERAL

1.1 GENERAL PROVISIONS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

1.2 SECTION INCLUDES

- A. Substantial Completion.
- B. Final Acceptance.
- C. Punch List.
- D. Final cleaning.
- E. Protecting installed construction.
- F. Manual for materials and finishes.

1.3 SUBSTANTIAL COMPLETION

- 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, maintenance service agreements, final certifications, and similar documents as indicated below.
  - 3. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities.
  - 4. Deliver tools, spare parts, extra materials, and similar items as indicated below. Label with manufacturer's name and model number where applicable.
  - 5. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  - 6. Complete final cleaning requirements, including touchup painting.
  - 7. 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, Architect and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate of completion will be issued. The time frame for the completion of the "punch list items" shall not exceed the

completion date of the contract. Should the "punch list items" not be completed within the specified time frame, the Owner may invoke the rights provided under the General Conditions.

#### 1.4 FINAL ACCEPTANCE

- 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 Section 01200 "Price and Payment Procedures."
- B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect 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. Contractor will compensate Owner for any additional charges submitted by Architect for reinspections.

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

- A. Preparation: Submit two 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.

#### 1.6 FINAL CLEANING

- A. Execute final cleaning prior to final project assessment.
- B. Clean exterior glass, surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces.
- C. Clean equipment and fixtures with cleaning materials appropriate to surface and material being cleaned.
- D. Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
- E. Wipe surfaces of mechanical and electrical equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
- F. Clean site; sweep paved areas.
- G. Remove waste and surplus materials, rubbish, and construction facilities from site.

#### 1.7 PROTECTING INSTALLED CONSTRUCTION

- A. Protect installed Work and provide special protection where specified in individual specification sections.
- B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- C. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- D. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.

#### 1.8 MANUAL FOR MATERIALS AND FINISHES

- A. Submit two sets of final volumes within 10 days after final inspection.
- B. Building Products, Applied Materials, and Finishes: Include product data, with catalog number, size, composition, and color and texture designations. Include information for re-ordering custom manufactured products.
- C. Instructions for Care and Maintenance: Include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- D. Moisture Protection and Weather Exposed Products: Include product data listing applicable reference standards, chemical composition, and details of installation. Include recommendations for inspections, maintenance, and repair.
- E. Additional Requirements: As specified in individual product specification sections.
- F. Include listing in Table of Contents for design data, with tabbed fly sheet and space for insertion of data.

#### PART 2 PRODUCTS

Not Used.

#### PART 3 EXECUTION

Not Used.

END OF SECTION

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## SECTION 02 06 20 EXISTING BUILDING CONDITIONS

### 1. GENERAL PROVISIONS

- A. The Conditions of the Contract and other Sections of Division I, General Requirements apply to this section.

### 2. EXISTING CONDITIONS

- A. Before submitting a bid, the Contractor shall make a thorough examination of the conditions at the site, checking the requirements of the Plans and Specifications with the existing conditions.
- B. No claim for extra compensation or extension of time will be allowed on account of the Contractor's failure to estimate properly the quantities, locations, and measurements of all items required to complete the work which could be discerned from visiting the site.
- C. The Contractor shall report any discrepancies to the Architect and request an interpretation.

### 3. SUBSURFACE DATA

- A. This building is served by underground & overhead utilities and construction involves work in and around those utilities.
- B. It is the contractor's responsibility to locate and protect existing utilities on the site.

### 4. EXISTING BUILDINGS

- A. Drawings and details from the original construction drawings and previous completed renovation projects were consulted in the preparation of these documents.
- B. Not all conditions and construction details pertinent to the completion of this project are confirmed. Discrepancies uncovered during the course of the work are to be reported to the Architect for determination of methods to proceed as soon as they are uncovered or revealed.
- C. Testing for hazardous materials has not been performed on the work area.
- D. Photographs of the existing buildings are on the accompanying page for general reference. Nothing herein shall change the responsibility of the contractor to be familiar with the
  - 1. Existing conditions in preparation of their bids.



END OF SECTION

## SECTION 02 41 09 SELECTIVE STRUCTURE DEMOLITION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

##### A. Section Includes:

- 1. Demolition and removal of selected portions of building or structure:
  - a. Demolishing designated building equipment and fixtures.
  - b. Demolishing designated construction.
  - c. Cutting and alterations for completion of the Work.
  - d. Removing designated items for reuse.
  - e. Protecting items designated to remain.
  - f. Removing demolished materials.

##### B. Related Requirements:

- 1. Division 01 Section "Summary" for restrictions on the use of the premises, Owner-occupancy requirements, and phasing requirements.
- 2. Division 01 Section "Execution" for cutting and patching procedures.

#### 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and recycled.

#### 1.4 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

#### 1.5 PREINSTALLATION MEETINGS

##### A. Predemolition Conference: Conduct conference at **Project site**.

- 1. Inspect and discuss condition of construction to be selectively demolished.
- 2. Review structural load limitations of existing structure.

3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
5. Review areas where existing construction is to remain and requires protection.
6. Review testing for adhesive compatibility.

#### 1.6 INFORMATIONAL SUBMITTALS

- A. Proposed Protection Measures: Submit report, including drawings, that indicates the measures proposed for protecting individuals and property, **for environmental protection, for dust control and, for noise control**. Indicate proposed locations and construction of barriers.
- B. Schedule of Selective Demolition Activities: Indicate the following:
  1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
  2. Interruption of utility services. Indicate how long utility services will be interrupted.
  3. Coordination for shutoff, capping, and continuation of utility services.
  4. Use of elevator and stairs.
  5. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
- C. Inventory: Submit a list of items to be removed and salvaged and deliver to Owner prior to start of demolition.
- D. Pre-demolition Photographs or Video: Submit before Work begins.

#### 1.7 QUALIFICATIONS

- A. Qualifications of Trade: This is an historic building and all work must be performed per the Secretary of the Interior's Standards of Historic Preservation. Work under this section must be performed by companies who can demonstrate more than five years specialized experience working on the controlled partial demolition of preservation and/or restoration projects on historic properties.
- B. Field staff: Project superintendent or foreman shall have a minimum of five years documented experience with work of this type and all installers on the job shall have a minimum of three years documented experience in work of this type and documented experience with three projects listed on the National Register of Historic Places.
- C. **Contractor will be held strictly responsible for excessive demolition or unnecessary removal of historic fabric as determined by the Architect.**

#### 1.8 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and recycled.

- B. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

#### 1.9 FIELD CONDITIONS

- A. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- B. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- C. Hazardous Materials:
  - 1. No hazardous materials testing has been performed on the premises.
  - 2. It is expected that lead paint will be encountered in the Work. If this occurs, remediate according to the Lead Removal Procedures.
    - a. Lead paint materials must be disposed of as a LCM that meet the following requirements:
      - 1) Work site waste must be collected at the conclusion of each work day and at the conclusion of the renovation and stored under containment, in an enclosure, or behind a barrier that prevents release of dust and debris out of the work area and prevents access to dust and debris.
      - 2) While transporting the waste out of the work site for disposal or storage, waste must be contained to prevent release of dust and debris.
      - 3) Contractors may dispose of lead-containing waste from residential renovations in a municipal solid waste landfill (MSWLF) or a municipal solid waste combustor.
      - 4) Dumping and open burning of residential lead-based paint waste is not allowed.
  - 3. If any other suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner.
- D. Protection Areas: Demolition and hauling equipment and other materials shall be of sizes that clear surfaces with in spaces, areas, rooms, and openings, including temporary protection, by **12 inches** or more.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
  - 1. Maintain fire-protection facilities in service during selective demolition operations.

#### 1.10 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:
  - 1. None anticipated.

- B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI/ASSE A10.6 and NFPA 241.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that utilities have been protected or disconnected and capped before starting selective demolition operations.
- B. Review record documents of existing construction provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in record documents.
- C. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect.
- E. Survey of Existing Conditions: Record existing conditions by use of **preconstruction photographs** and **preconstruction videotapes**.
  - 1. Comply with requirements specified in Division 01 Section "Photographic Documentation."
  - 2. Inventory and record the condition of items to be removed and salvaged. Provide **photographs or video** of conditions that might be misconstrued as damage caused by salvage operations.
  - 3. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.

### 3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.

1. Comply with requirements for existing services/systems interruptions specified in Division 01 Section "Summary."
- B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
  2. Arrange to shut off indicated utilities with utility companies.
  3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
  4. Disconnect, demolish, and remove fire-suppression systems and HVAC systems, equipment, and components indicated to be removed.
    - a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
    - b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.
    - c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
    - d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
    - e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
    - f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
    - g. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material.

### 3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
1. Comply with requirements for access and protection specified in Division 01 Section "Temporary Facilities and Controls."
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
  2. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
  3. Cover and protect furniture, furnishings, and equipment that have not been removed.
  4. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Division 01 Section "Temporary Facilities and Controls."
- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction

and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.

1. Strengthen or add new supports when required during progress of selective demolition.

### 3.4 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
  2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
  3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
  4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
  5. Maintain adequate ventilation when using cutting torches.
  6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
  7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
  8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
  9. Dispose of demolished items and materials promptly.
- B. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

### 3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in small sections. Using power-driven saw, cut concrete to a depth of at least 3/4 inch (19 mm) at junctures with construction to remain. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete. Neatly trim openings to dimensions indicated.
- B. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals using power-driven saw, then remove concrete between saw cuts.

### 3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.
  - 1. Do not allow demolished materials to accumulate on-site.
  - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
  - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- B. Burning: Do not burn demolished materials.
- C. Burning: Not allowed!
- D. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

### 3.7 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

### 3.8 SELECTIVE DEMOLITION SCHEDULE

- A. Existing Construction to Be Removed:
  - 1. Paving stones as indicated on drawings.
  - 2. Clapboard sections designated in field.
  - 3. Bulkhead doors and frame.
  - 4. Trellises as indicated on drawings.
  - 5. Cornerboard sections designated on the drawings.
  - 6. Cornice, fascia, soffit and gutter sections designated on the drawings.
  - 7. Existing window shutters as indicated on drawings.
  - 8. Roofing, flashing and damaged roof deck.
  - 9. Wood shingle and plank siding as indicated on drawings.
  - 10. Window glazing as indicated on drawings.
  - 11. Downspouts as indicated on drawings.
  - 12. Portions of chimneys as indicated on drawings.
- B. Existing Items to Remain:
  - 1. As indicated on drawings.

END OF SECTION 02 41 09

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**SECTION 04 01 00  
MAINTENANCE OF MASONRY**

**PART 1 GENERAL**

**1.1 REQUIREMENTS**

A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Division.

B. Attention is directed to the CONTRACT AND GENERAL CONDITIONS and all Sections within DIVISION 1 - GENERAL REQUIREMENTS, which are hereby made a part of this section of the specifications.

**1.2 SUMMARY**

A. Repoint Foundation.

B. Repoint deteriorated chimneys and rebuild chimney cap.

**1.3 RELATED SECTIONS**

A. Section 01 40 00 – Quality Control

B. Section 02 41 00 – Selective Demolition

C. Section 04 10 00 – Mortar and Masonry Grout

**1.4 REFERENCES**

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

B. ACI 530.1 - Specifications For Masonry Structures.

C. ASTM C62 - Standard Specification for Building Brick (Solid Masonry Units Made From Clay or Shale).

D. ASTM C216 - Standard Specification for Facing Brick (Solid Masonry Units Made from Clay or Shale).

E. IMIAC - International Masonry Industry All-Weather Council: Recommended Practices and Guide Specification for Cold Weather Masonry Construction.

F. IMIAC - International Masonry Industry All-Weather Council: Recommended Practices and Guide Specification for Hot Weather Masonry Construction.

G. ASTM C404 - Aggregates for Masonry Grouts.

H. ASTM C882 - Bond Strength of Epoxy Resin Systems Used with Concrete.

**1.5 SUBMITTALS**

A. Submit under provisions of Section 01 30 00.

B. Product Data: Submit product standards, physical and chemical characteristics, technical specifications, limitations, maintenance instructions, and general recommendations regarding each material.

C. Manufacturer's Instructions: Submit mixing instructions.

D. Manufacturer's Certificate: Certify that products meet or exceed specified requirements.

E. Samples: Submit two color samples for each mortar color patch that will be exposed to view and must match existing.

F. Samples: Submit samples of full color range of selected mortar materials.

1.6 QUALITY ASSURANCE

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

B. Maintain one copy of each document on site.

1.7 QUALIFICATIONS

A. Qualifications of Trade: This is an historic building and all work must be performed per the Secretary of the Interior's Standards of Historic Preservation. Work under this section must be performed by companies who can demonstrate more than five years specialized experience working on masonry restoration and repointing projects.

B. Field staff: Project superintendent or foreman shall have a minimum of five years documented experience with work of this type and all installers on the job shall have a minimum of three years documented experience in work of this type and documented experience with three projects listed on the National Register of Historic Places.

1.8 MOCKUP

A. Not Required for this project.

1.9 DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, protect, and handle products to site under provisions of Section 01 60 00.

1.10 PROTECTION

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

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

1.11 ENVIRONMENTAL REQUIREMENTS

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

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

C. Do not sandblast.

1.12 SEQUENCING

A. Perform repointing after cleaning masonry surfaces.

1.13 SCHEDULING

A. Schedule work under the provisions of Section 01 30 00.

PART 2 PRODUCTS

2.1 MORTAR MATERIALS

A. Conform to requirements of Section 04 10 00.

2.2 MASONRY MATERIALS

A. Face Brick: ASTM C216, Type FBS, Grade SW; waterstruck, color to match existing.

- B. Building Brick: ASTM C62, Grade SW; solid units.
- C. Brick Size and Shape: Nominal size to match existing. Furnish special units for 90 degree corners, corbels and recessed panels.

## PART 3 EXECUTION

### 3.1 EXAMINATION

- A. Section 01 30 00 - Administrative Requirements: Coordination and project conditions.
- B. Verify that surfaces are ready to receive work of this section.
- C. Beginning of installation means acceptance of existing surfaces or substrate.

### 3.2 PREPARATION

- A. Clean masonry, stone and stone surfaces of dirt, laitance, corrosion, or other contamination; bristle brush using water; rinse surface and allow to dry.
- B. Flush out cracks and voids with water to remove laitance and dirt.
- C. Carefully remove and store for reuse any brick or stone sections requiring removal for execution of the Work.
- D. Mask landscaping and surfaces not receiving work of this section to protect from damage.

### 3.3 REBUILDING

- A. Cut out damaged and deteriorated stone and masonry with care in a manner to prevent damage to any adjacent remaining materials. Shore as necessary for large section rebuilds or structural piers or arches.
- B. Cut away loose or unsound adjoining mortar and stone to provide firm and solid bearing for new work.

Rebuild utilizing reclaimed masonry units or new matching units and reclaimed stone (preferred) or new matching stone units following procedures for new work specified in Section 04 10 00.

- C. Mortar Mix: Colored and proportioned as specified in Section 04 10 00.
- D. Install built in masonry work to match and align with existing, with joints and coursing true and level, faces plumb and in line. Build in all openings, accessories and fittings.
- E. Chipping hammers or other power tools will not be permitted under work of this section with the exception of power grinders and saws as approved by the Architect.

### 3.4 REPOINTING

- A. Remove loose mortar, rake out remaining mortar in joints between two times (minimum) and two and one half times (maximum) the joint thickness (approximately 1" for 3/8" joint) depth or until sound mortar is reached.

B. Use of power tools is permitted for horizontal joints only with a blade 1/3 the thickness of the joint to cut the middle third of the joint, raking out the remaining material by hand after demonstrated use in approved mockup panel. Vertical joints must be raked out by hand utilizing chisel with a thickness no more than one half (1/2x) the thickness of the joint (approximately 3/16" for a 3/8" joint).

C. Reset and rebuild masonry section prior to refilling the prepared joints.

D. Do not damage masonry units.

E. When cutting is complete, remove dust and loose material by brushing.

F. Premoisten joint and apply mortar specified in Section 04 10 00. Pack tightly in maximum 1/4 inch layers. Form a smooth, compact joint to tooled to match existing joints for profile and depth from brick face.

G. Moist cure for 72 hours.

### 3.5 CLEANING MASONRY

A. Cleaning Detergent: None to be used. Brush clean brick and manufactured stone masonry surfaces with clean water and flush loose mortar and dirt to clean after repointing and/or rebuilding work.

B. Cleaning of masonry other than for cleanup after repointing or rebuilding is not a part of this contract.

### 3.6 AGEING

A. Rub in new repointing work to match, as close as possible, adjacent original work.

B. Use carbon black in small amounts, rubbing in well with medium bristle brush.

C. After each application, dust off surplus and wash down with low pressure hose. Allow surface to dry before proceeding with succeeding applications.

D. Continue process until acceptance.

### 3.7 CLEANING

A. As work proceeds and upon completion of each portion of the Work, remove excess mortar, smears, droppings.

B. Clean all surrounding surfaces to the Work in accord with 3.5 above.

### 3.8 SCHEDULE

A. Brick Walls:

1. Repoint as indicated on drawings.

2. Cleaning shall not be required for brick walls except as detailed in 3.5 above.

### 3.9 FIELD QUALITY CONTROL

A. Section 01 40 00 - Quality Requirements: Testing and Inspection Services

B. Section 01 70 00 - Execution Requirements: Testing, adjusting, and balancing.

END OF SECTION

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## SECTION 04 10 00 MORTAR AND MASONRY GROUT

### PART 1 GENERAL

#### 1.1 REQUIREMENTS

A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Division.

#### 1.2 SUMMARY

- A. Mortar for repointing stone foundation.
- B. Brick masonry mortar for repointing and rebuilding chimneys.

#### 1.3 RELATED SECTIONS

- A. Section 01 40 00 - Quality Control
- B. Section 01 70 00 - Project Closeout
- C. Section 02 41 00 - Selective Demolition.
- D. Section 04 01 00 - Maintenance of Masonry

#### 1.4 REFERENCES

- A. NPS Preservation Brief #2 Repointing Mortar Joints in Historic Masonry Buildings
- B. ACI 530 - Building Code Requirements for Masonry Structures.
- C. ASTM C91 - Masonry Cement.
- D. ASTM C94 - Ready-Mixed Concrete.
- E. ASTM C144 - Aggregate for Masonry Mortar.
- F. ASTM C150 - Portland Cement.
- G. ASTM C207 - Hydrated Lime for Masonry Purposes.
- H. ASTM C270 - Mortar for Unit Masonry.
- I. ASTM C387 - Packaged, Dry, Combined Materials, for Mortar and Concrete.
- J. ASTM C404 - Aggregates for Masonry Grout.
- K. ASTM C476 - Grout for Masonry.
- L. ASTM C780 - Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry.
- M. ASTM C1019 - Method of Sampling and Testing Grout.
- N. ASTM C1072 - Method for Measurement of Masonry Flexural Bond Strength.
- O. ASTM C1142 - Ready-Mixed Mortar for Unit Masonry.
- P. IMIAC (International Masonry Industry All-Weather Council) - Recommended Practices and Guide Specifications for Cold Weather Masonry Construction.
- Q. IMIAC (International Masonry Industry All-Weather Council) - Recommended Practices and Guide Specifications for Hot Weather Masonry Construction.

#### 1.5 SUBMITTALS

- A. Submit under provisions of Section 013000.
- B. Include design mix, indicate whether the Proportion or Property specification of ASTM C270 is to be used, required environmental conditions, and admixture limitations.
- C. Samples: Submit two samples of mortar for every color, illustrating mortar color and color range.

- 1.6 QUALITY ASSURANCE
- A. Perform Work in accordance with ACI 530 and ACI 530.1.
  - B. Repointing work shall be judged for quality by comparison with mockup panel described below.
  - C. Installer: Project superintendent or foreman shall have a minimum of five years documented experience with work of this type and all installers on the job shall have a minimum of three years documented experience in work of this type and documented experience with three projects listed on the National Register of Historic Places.
- 1.7 MOCK UP
- A. Create test panel for each mortar color and brick configuration using portion of existing wall (panel can remain in place once accepted. Test panel to be 2'-0" x 2'-0" in size.
  - B. Mockup shall demonstrate the tooling, consolidation and color of the mortar work.
  - C. **Massachusetts Historic Commission** and Project Architect shall be sole judges of acceptability of the mockup panel.
  - D. The accepted mockup shall remain in place for the duration of the job and shall serve as the standard of workmanship against which all mortar and pointing work shall be judged for quality and match.
  - E. Mockup shall be performed by each workman who shall be employed to undertake the actual pointing and masonry work.
  - F. Mockup shall be installed according to Part 2 and Part 3 of this section.
- 1.8 DELIVERY, STORAGE, AND HANDLING
- A. Maintain packaged materials clean, dry, and protected against dampness, freezing, and foreign matter.
- 1.9 ENVIRONMENTAL REQUIREMENTS
- A. Maintain materials and surrounding air temperature to minimum 50 degrees F prior to, during, and 48 hours after completion of masonry work.
  - B. Maintain materials and surrounding air temperature to maximum 90 degrees F prior to, during, and 48 hours after completion of masonry work.
  - C. No work shall be installed when the ambient air temperature is lower than 50 degrees F or higher than 90 degrees F.

## PART 2 PRODUCTS

- 2.1 MATERIALS
- A. Colored Masonry Cement:
    - 1. "Colorbond Custom Color Masonry Cement," Centurion.
    - 2. "Atlas Custom Color Masonry Cement," Lehigh Portland Cement Co.
    - 3. "Flamingo Color Masonry Cement," The Riverton Corporation.
  - B. Portland Cement: ASTM C150, Type I, white color, non staining without air entrainment.
  - C. Mortar Aggregate
    - 1. Foundation
      - a. 100% passing sieve size 10
      - b. 50% passing sieve size 30
      - c. 35% passing sieve size 50

- d. 15% passing sieve size 100
    - 2. Main Chimneys
    - 3. Rear Chimney
  - D. ASTM C144, standard masonry type.
  - E. Colorant: SGS.
  - F. Hydrated Lime: ASTM C207, Type N.
  - G. Grout Fine Aggregate: clean, well graded sand of medium to fine particle size, to be Pirolli's Silica Sand 2040 or "loose mason's sand."
  - H. Water: Clean and potable.
- 2.2 MORTAR COLOR
- A. Light Buff Mortar: SGS 10 A, type N
  - B. Golden Brown Mortar: SGS 32H, type N
  - C. Light Brown Mortar: SGS 30H, type N
- 2.3 ADMIXTURES
- A. Not allowed.
- 2.4 MORTAR MIXES
- A. Foundation
    - 1. One unit white Portland cement
    - 2. Two units Type S hydrated lime
    - 3. Golden Brown color SGS or Lansco
    - 4. 6-7 units of sand
  - B. Main Chimneys
    - 1. One unit white Portland cement
    - 2. One unit Type S hydrated lime
    - 3. Light Buff color SGS or Lansco
    - 4. 7-10 units of sand
  - C. Kitchen Chimney
    - 1. One unit white Portland cement
    - 2. One unit Type S hydrated lime
    - 3. Light Brown color SGS or Lansco
    - 4. 6-7 units of sand.
- D. Pointing Mortar: ASTM C270, Type N using the Property specification (average compressive strength at 28 days 750 psi, 75% water retention, 14% air content).
- 2.5 MORTAR MIXING
- A. Thoroughly mix mortar ingredients in accordance with ASTM C270 in quantities needed for immediate use.
  - B. Maintain sand uniformly damp immediately before the mixing process.
  - C. Provide uniformity of mix and coloration.
  - D. Do not use anti-freeze compounds to lower the freezing point of mortar.
  - E. If water is lost by evaporation, re-temper only within two hours of mixing.
  - F. Use mortar within two hours after mixing at temperatures of 90 degrees F, or two-and-one-half hours at temperatures under 50 degrees F.
  - G. No work shall be installed when the ambient air temperature is lower than 50 degrees F or higher than 90 degrees F.
  - H. No air entraining shall be allowed.

- 2.6 MIX TESTS
- A. Test mortar in accordance with Section 014000.
  - B. Testing of Mortar Mix: In accordance with ASTM C270.
  - C. Lay up test sections for color match. Architect shall make the final decision on color match.

PART 3 EXECUTION

- 3.1 PREPARATION
- A. Plug clean-out holes with similar materials to surface being worked on.
- 3.2 INSTALLATION
- A. See paragraphs 3.4 and 3.5 of Section 040100 Maintenance of Masonry for detailed execution requirements
  - B. Install mortar in accordance with manufacturer's instructions.
  - C. Strike joints to match existing tooling.
    - 1. Field stone foundations: recessed to allow fieldstone shapes to stand proud, no special tooling.
    - 2. Main House Chimneys: slightly recessed at bottom, "weatherstruck"
    - 3. Kitchen Chimney: smooth, slightly concave
  - D. Joint size to match existing.
- 3.3 FIELD QUALITY CONTROL
- A. Field inspection and testing will be performed under provisions of Section 014000.
  - B. Test and evaluate mortar in accordance with ASTM C780.

END OF SECTION

## SECTION 06 20 00 FINISH CARPENTRY

### PART 1 GENERAL

#### 1.1 REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

#### 1.2 SUMMARY

- A. Section includes finish carpentry items furnished and installed:
1. Exterior wood cornices, gutters, soffits, fascia, trim at various locations as noted on the drawings.
  2. Wood bulkhead frame, trim and doors.
  3. Wood shingle siding, exterior trim and attachment accessories as noted in drawings.
  4. Column repair at porticos.
- B. RELATED SECTIONS
1. Section 07 31 29 – Wood Shingles Roofing
  2. Section 07 46 24 – Wood Shingles Siding
  3. Section 07 71 23 – Wooden Gutters and Metal Downspouts
  4. Section 09 90 00 – Painting

#### 1.3 REFERENCES

- A. American National Standards Institute:
1. ANSI A135.4 - Basic Hardboard.
  2. ANSI A208.1 - Mat-Formed Wood Particleboard.
- B. APA-The Engineered Wood Association:
1. APA/EWA PS 1 - Voluntary Product Standard for Construction and Industrial Plywood.
- C. American Society for Testing and Materials:
1. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
- D. Architectural Woodwork Institute:
1. AWI - Quality Standards Illustrated, 8<sup>th</sup> edition
- E. American Wood-Preservers' Association:
1. AWPAC1 - All Timber Products - Preservative Treatment by Pressure Process.
- F. Federal Specification Unit:
1. FS A-A-1936 - Adhesive, Contact, Neoprene Rubber.
- G. Hardwood Plywood and Veneer Association:
1. HPVA HP-1 - American National Standard for Hardwood and Decorative Plywood.

- H. National Institute of Standards and Technology:
  - 1. NIST PS 20 - American Softwood Lumber Standard.
- I. National Electrical Manufacturers Association:
  - 1. NEMA LD 3 - High Pressure Decorative Laminates.

#### 1.4 SUBMITTALS

- A. Section 01 33 00 – Submittal Procedures.
- B. Section 01 60 00 – Product Requirements
- C. Shop Drawings: Indicate materials, component profiles, fastening methods, jointing details, accessories, and grain direction, to minimum scale of 3" inch to 1 ft.
- D. Product Data:
  - 1. Submit data on fire retardant treatment materials and application instructions.
  - 2. Submit data on attachment hardware, finish hardware, and prefinish materials.
- E. Samples:
  - 1. Submit two samples of finish plywood, 8 x 10 inch in size illustrating wood grain and specified finish.
  - 2. Submit two samples of wood trim 10 inch long.
  - 3. Submit two samples of laminates, synthetic surfacing, hardware items, shop finishes.
- F. Certification: Submit copy of fabricator's authorization to use AWI Grade Stamps.

#### 1.5 QUALITY ASSURANCE

- A. Perform work in accordance with AWI (Architectural Woodwork Institute -Architectural Woodwork Quality Standards Illustrated, Premium Grade for clear or transparent finished fabrications and custom grade for painted fabrications.

#### 1.6 QUALIFICATIONS

- A. **Qualifications of Trade: This is an historic building and all work must be performed per the Secretary of the Interior's Standards of Historic Preservation. Work under this section must be performed by companies who can demonstrate more than five years specialized experience working on finish wood carpentry restoration projects.**
- B. **Field staff: Project superintendent or foreman shall have a minimum of five years documented experience with work of this type and all installers on the job shall have a minimum of three years documented experience in work of this type and documented experience with three projects listed on the National Register of Historic Places.**

#### 1.7 FIELD MEASUREMENTS

- A. Verify field measurements prior to fabrication.

## 1.8 SEQUENCING

- A. Sequence work to ensure utility connections are achieved in orderly and expeditious manner.

## 1.9 ADMINISTRATIVE REQUIREMENTS

- A. Section 01 30 00 – Coordination and Meetings: Coordination and project conditions.
- B. Coordinate work with electrical rough-in and installation of associated and adjacent components, and specified ecclesiastical equipment.

## PART 2 PRODUCTS

### 2.1 COMPONENTS

- A. Softwood Lumber: AWI Grade I; maximum moisture content of 6-8 percent; and the following:
  - 1. Species of Wood: Eastern white pine.
  - 2. Cut or Slicing of Wood: Plain sawn.
  - 3. Matching of Individual Leaves to Each Other; random matching.
- B. Softwood Lumber: AWI Grade I; maximum moisture content of 6-8 percent; and the following:
  - 1. Species of Wood: Ponderosa Pine.
  - 2. Cut or Slicing of Wood: Plain sawn.
  - 3. Matching of Individual Leaves to Each Other; random matching.
- C. Hardboard: AHA A135.4; Pressed wood fiber with resin binder, tempered grade, 1/4 inch thick, smooth two sides.
- D. Sheet Metal Components: Stainless steel, Type 304 with #4 satin finish; 1/16 inch thick.

### 2.2 ACCESSORIES

- A. Fasteners: Of size and type to suit application; painted finish in concealed locations and satin stainless finish in exposed locations.
- B. Concealed Joint Fasteners: Threaded steel.
- C. Lumber for Shimming, Blocking, and Furring: Softwood lumber of pine species.
- D. Wood Edge Trim: wood bullnose to match species, graining and coloration.
- E. Glass: Type as specified below
- F. Primer: Alkyd primer sealer type.
- G. Wood Filler: Oil base, tinted to match surface finish color.
- H. Wood Treatment:

1. Fire Retardant (FR-S Type): Chemically treated and pressure impregnated; capable of providing maximum flame spread/smoke development rating of 0-25 / <450 in accordance with ASTM E84.
2. Wood Preservative by Pressure Treatment (PT Type): AWWPA Treatment C1 using water borne chromated Copper Arsenate (CCA) preservative with 0.25 lbs/cu ft retention.
3. Water Repellant Preservative Treatment by Dipping Method: WDMA I.S.4, with 0.25 cubic lbs/in/ft of chromated copper arsenate.
4. Wood Preservative (Surface Application): Clear at exposed framing locations, colored at concealed framing locations, Cuprinol water reducible type, manufactured by Sherwin Williams.
5. Shop pressure treat wood materials requiring fire rating to conceal wood blocking.
6. Provide identification on fire retardant treated material.
7. Deliver fire retardant treated materials cut to required sizes. Minimize field cutting.
8. Redry wood after pressure treatment to maximum percent moisture content.

### PART 3 EXECUTION

#### 3.1 EXAMINATION

- A. Section 01 30 00 – Administrative Requirements: Coordination and project conditions.
- B. Section 01 33 00 – Submittals
- C. Verify adequacy of backing and support framing.
- D. Verify mechanical, electrical, and building items affecting work of this section are placed and ready to receive this work.

#### 3.2 INSTALLATION

- A. Install work in accordance with AWI Premium quality standard.
- B. Set and secure materials and components in place, plumb and level.
- C. Carefully scribe work abutting other components, with maximum gaps of 1/32 inch. Do not use additional overlay trim to conceal larger gaps.
- D. Install components with screws at 12 inch on center.
- E. Site Applied Wood Treatment:
  1. Apply preservative treatment.
  2. Brush apply two coats of preservative treatment on wood in contact with cementitious materials and roofing and related metal flashings. Treat site-sawn cuts.
  3. Allow preservative to dry prior to erecting members.
- F. Preparation For Site Finishing:
  1. Set exposed fasteners. Apply wood filler in exposed fastener indentations. Sand work smooth.

2. Before installation, prime paint surfaces of items or assemblies to be in contact with cementitious materials.

### 3.3 ERECTION TOLERANCES

- A. Section 01 40 00 - Quality Control: Tolerances.
- B. Maximum Variation from Indicated Position: 1/16 inch.
- C. Maximum Offset from Alignment with Abutting Materials: 1/32.

### 3.4 SCHEDULES

- A. Exterior:
  1. Clapboard where noted on drawings: Softwood; prepare for paint finish.
  2. Wood Trim where noted on drawings: Softwood; prepare for paint finish.
  3. Window Casings and Moldings: Softwood; prepare for paint finish.

END OF SECTION

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## SECTION 07 31 29 WOOD SHINGLES ROOFING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes the following as indicated on the drawings:
  - 1. Wood roof shingles
  - 2. Drainage Mat
  - 3. Underlayment
  - 4. Metal flashing and trim.
- B. Summary of Work:
  - 1. Replacement of existing cedar shingle roof with new cedar shingle roof as indicated on the drawings.
  - 2. Replacement of existing underlayment with new peel & stick underlayment, 100% of roof deck as indicated on the drawings
    - a. Installation of new nylon venting underlayment as indicated on the drawings.
    - b. Installation of new flashing at roof including at valleys, ridges and other areas indicated on drawings.
  - 3. Replacement of roof deck quantity identified in drawings, locations to be determined after demolition of existing roof.
- C. Related Requirements:
  - 1. Section 07 46 24 Wood Shingle and Shake Siding
  - 2. Section 07 62 00 Sheet Metal Flashing and Trim

#### 1.3 DEFINITIONS

- A. Roofing Terminology: See ASTM D 1079 and glossary in NRCA's "NRCA Roofing and Waterproofing Manual" for definitions of terms related to roofing work in this Section.

#### 1.4 INITIAL ACTION SUBMITTALS

- A. Product Cut Sheets: For each type of product.
- B. Samples: For each exposed product in sizes indicated.
  - 1. Wood Shingles: Full size unit.

2. Ridge Units: Full size unit.
- C. Samples for Initial Selection: For each type of wood product indicated.
  1. Include Samples of accessories involving color selection.
- D. Samples for Verification: For the following products:
  1. Wood Roof Shingles: Full size.
  2. Ridge Shingles: Full size.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer.
- B. Evaluation Reports: For wood products, from ICC-ES.
- C. Sample Warranty: For special warranties.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Maintenance Data for all products to be included in maintenance manuals.

#### 1.7 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  1. Wood Roof Shingles: **100 sq. ft.** of each type, in unbroken bundles.

#### 1.8 QUALITY ASSURANCE

- A. Installer Qualifications: Approved by CSSB.
- B. **This building is on the National Register of Historic Places.**
- C. **Installer shall be a company specializing in work of this section with a minimum of five years documented experience and demonstrated previous experience on a minimum of three buildings or structures that are listed in the National Register of Historic Places or the equivalent as determined by Architect.**
- D. Grading Agency Qualifications: An independent testing and inspecting agency recognized by authorities having jurisdiction as qualified to label wood products for compliance with referenced grading rules.
- E. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for materials and execution.
  1. Build mockups for wood products including accessories.

- a. Size: **48 inches long by 48 inches wide.**
2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

#### 1.9 ROOFING MATERIALS DELIVERY, STORAGE, AND HANDLING

- A. Store roofing materials in a dry, well-ventilated location protected from weather and moisture according to manufacturer's written instructions.
- B. Store underlayment rolls on end, on pallets or other raised surfaces. Do not double stack rolls. Protect from sunlight until installation.
- C. Protect unused roofing materials from weather and moisture when left overnight or when work is not in progress.
- D. Handle, store, and place roofing materials in a manner to prevent damage to roof deck or structural supporting members.

#### 1.10 PROJECT CONDITIONS

- A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit product installation and related work to be performed according to manufacturer's written instructions and warranty requirements.
  1. Install self-adhering sheet underlayment within the range of ambient and substrate temperatures recommended by manufacturer.

#### 1.11 WARRANTY

- A. Special Materials Warranty: Manufacturer's warranty administered by CSSB and on CSSB's standard form in which the Manufacturer agrees to repair or replace CSSB-labeled products that fail in materials within specified warranty period. Material failures include manufacturing defects that result in leaks.
  1. Materials Warranty Period: Limited lifetime from date of Substantial Completion.
- B. Installer's Warranty: On warranty form at end of this Section, signed by Installer, in which Installer agrees to repair or replace installed products that fail in materials or workmanship within specified warranty period.
  1. Warranty Period: **Five** years from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Decay Resistance: Provide wood products treated according to AWPA U1, copper azole CA-C, UC3A pressure treatment; with a minimum of **0.40 lb/cu. ft.** retention.
  - 1. Identification: Attach a label to each bundle of wood products; identify manufacturer, chemical treatment, method of application, purpose of treatment, and warranties available.
- B. Grading Rules: Provide wood products that comply with **Cedar Shake & Shingle Bureau's (CSSB)** grading rules for products indicated.
  - 1. Identification: Attach a label to each bundle of wood products that identifies manufacturer, type of product, grade, dimensions, and identification mark of grading agency acceptable to authorities having jurisdiction.

### 2.2 ROOF SHINGLES

- A. Cedar Shingles: Smooth-sawn western red cedar shingles.
  - 1. Grade: **No. 1**, with starter courses of No. 2.
  - 2. Size: 16 inches long; 0.40 inch thick at butt.
- B. Cedar Ridge Units: Manufactured, smooth-sawn western red cedar caps for ridges and hips of same thickness as shingles, **7 inches** wide; beveled, alternately overlapped, and nailed.
  - 1. Grade: **No. 1**
  - 2. Length: 16 inches

### 2.3 UNDERLAYMENT MATERIALS

- A. Self-Adhering Sheet Underlayment, Polyethylene Faced: ASTM D 1970/D 1970M, minimum of **40-mil** thick, slip-resisting, polyethylene-film-reinforced top surface laminated to SBS-modified asphalt adhesive, with release backing; cold applied.
  - 1. Acceptable Manufacturers:
    - a. GAF Materials Corporation
    - b. Owens Corning
    - c. Tamko Building Products, Inc
    - d. Or Equals

### 2.4 ACCESSORIES

- A. Drainage Mat: Manufacturer's standard, compression-resisting, three-dimensional, nonwoven, entangled filament, nylon mat designed to permit air movement and to drain incidental moisture by gravity.

1. Acceptable Manufacturers:
  - a. Benjamin Obdyke, Cedar Breather
  - b. Advanced Building Products, R-Vent
  - c. Bonar, Enkamat
  - d. Or Equals
- B. Roofing Nails: ASTM F 1667, hot-dip galvanized-steel box-type wire nails, sharp pointed, and of sufficient length to penetrate a minimum of **3/4 inch** into sheathing.
  1. Where nails are in contact with metal flashing, use nails made from same metal as flashing.
- C. Roofing Staples: Type 304, stainless-steel staples, **0.05-inch thick**, with a minimum of **7/16-inch** crown width, of sufficient length to penetrate a minimum of **3/4 inch** into sheathing.

## 2.5 METAL FLASHING AND TRIM

- A. General: Comply with requirements in Section 076200 "Sheet Metal Flashing and Trim."

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
  1. Examine roof sheathing to verify that sheathing joints are supported by framing and blocking or metal clips and that installation is within flatness tolerances.
  2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and completely anchored and that provisions have been made for flashings and penetrations through wood roofing.
- B. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 UNDERLAYMENT INSTALLATION

- A. General: Comply with underlayment manufacturer's written installation instructions applicable to products and applications indicated unless more stringent requirements apply.
- B. Self-Adhering Sheet Underlayment: Install, wrinkle free, on roof deck. Comply with low-temperature installation restrictions of underlayment manufacturer if applicable. Install lapped in direction that sheds water. Lap sides not less than **3-1/2 inches**. Lap ends not less than **6 inches**, staggered **24 inches** between courses. Roll laps with roller. Cover underlayment within seven days.

1. Solid Sheathing: Install underlayment on entire area of roof deck parallel with and starting at the eaves. Lap sides a minimum of **2 inches** over underlying course. Lap ends a minimum of **4 inches**. Stagger end laps between succeeding courses at least **72 inches**.
2. Install fasteners at no more than 36 inches o.c. OR 12 inches o.c. between side laps and 6-inch spacing at side laps.
3. Dormers, Chimneys, Skylights, and Other Roof-Penetrating Elements: Extend **18 inches** beyond penetrating elements and return vertically against penetrating elements not less than **4 inches**.

### 3.3 METAL FLASHING INSTALLATION

- A. General: Install metal flashings and other sheet metal to comply with requirements in Section 076200 "Sheet Metal Flashing and Trim."

### 3.4 ROOF-SHINGLE INSTALLATION

- A. General: Install wood-shingle roofing according to manufacturer's written instructions and to recommendations in CSSB's "New Roof Construction Manual" and NRCA's "NRCA Roofing Manual: Steep-Slope Roofing Systems."
- B. Install drainage mat perpendicular to roof slope in parallel courses, butting edges and ends to form a continuous layer, and fasten to roof deck.
- C. Install wood-shingle starter course along lowest roof edge.
  1. Install in double layer with joints offset a minimum of 1-1/2 inches.
  2. Extend 1 inch-over fascia.
  3. Extend 1 inch over rake edge.
- D. Install first course of wood shingles directly over starter course and in continuous straight-line courses across roof deck. Install second and succeeding courses of wood shingles in continuous straight-line courses across roof deck.
  1. Extend 1 inch-over rake edge.
  2. Offset joints between shingles in succeeding courses a minimum of **1-1/2 inches**. Do not allow alignment of vertical joints in alternate courses.
  3. Space shingles a minimum of **1/4 inch** and a maximum of **3/8 inch** apart.
  4. Fasten each shingle with two nails spaced **3/4 to 1 inch** from edge of shingle and **1-1/2 to 2 inches** above butt line of succeeding course. Drive fasteners flush with top surface of shingles without crushing wood.
  5. Maintain weather exposure of 5 inches for 16-inch-long shingles.
- E. Open Valley at Asphalt Shingle to Cedar Shingle conditions only as indicated on the drawings: Cut and fit wood shingles at open valleys, trimming upper concealed corners of shingles. **Maintain uniform width of exposed open valley** from highest to lowest point.

### 3.5 ROOFING INSTALLER'S WARRANTY

- A. WHEREAS <Insert name> of <Insert address>, herein called the "Roofing Installer," has performed roofing and associated work ("the work") on the following project:
1. Owner: <Insert name of Owner>.
  2. Address: <Insert address>.
  3. Building Name/Type: <Insert information>.
  4. Address: <Insert address>.
  5. Area of the Work: <Insert information>.
  6. Acceptance Date: <Insert date>.
  7. Warranty Period: <Insert time>.
  8. Expiration Date: <Insert date>.
- B. AND WHEREAS Roofing Installer has contracted (either directly with Owner or indirectly as a subcontractor) to warrant the work against leaks and faulty or defective materials and workmanship for designated Warranty Period,
- C. NOW THEREFORE Roofing Installer hereby warrants, subject to terms and conditions herein set forth, that during Warranty Period he will, at his own cost and expense, make or cause to be made such repairs to or replacements of the work as are necessary to correct faulty and defective work and as are necessary to maintain the work in a watertight condition.
- D. This Warranty is made subject to the following terms and conditions:
1. Specifically excluded from this Warranty are damages to the work and other parts of the building, and to building contents, caused by:
    - a. Lightning;
    - b. Peak gust wind speed exceeding **110** mph;
    - c. Fire;
    - d. Failure of roofing system substrate, including cracking, settlement, excessive deflection, deterioration, and decomposition;
    - e. Faulty construction of parapet walls, copings, chimneys, skylights, vents, equipment supports, and other edge conditions and penetrations of the work;
    - f. Vapor condensation on bottom of roofing; and
    - g. Activity on roofing by others, including construction contractors, maintenance personnel, other persons, and animals, whether authorized or unauthorized by Owner.
  2. When the work has been damaged by any of foregoing causes, Warranty shall be null and void until such damage has been repaired by Roofing Installer and until cost and expense thereof have been paid by Owner or by another responsible party so designated.

3. Roofing Installer is responsible for damage to the work covered by this Warranty but is not liable for consequential damages to building or building contents resulting from leaks or faults or defects of the work.
  4. During Warranty Period, if Owner allows alteration of the work by anyone other than Roofing Installer, including cutting, patching, and maintenance in connection with penetrations, attachment of other work, and positioning of anything on roof, this Warranty shall become null and void on date of the alterations, but only to the extent the alterations affect the work covered by this Warranty. If Owner engages Roofing Installer to perform the alterations, Warranty shall not become null and void unless Roofing Installer, before starting the alterations, notified Owner in writing, showing reasonable cause for claim, that the alterations would likely damage or deteriorate the work, thereby reasonably justifying a limitation or termination of this Warranty.
  5. During Warranty Period, if original use of roof is changed and it becomes used for, but was not originally specified for, a use or service more severe than originally specified, this Warranty shall become null and void on date of the change, but only to the extent the change affects the work covered by this Warranty.
  6. Owner shall promptly notify Roofing Installer of observed, known, or suspected leaks, defects, or deterioration and shall afford reasonable opportunity for Roofing Installer to inspect the work and to examine evidence of such leaks, defects, or deterioration.
  7. This Warranty is recognized to be the only warranty of Roofing Installer on the work and shall not operate to restrict or cut off Owner from other remedies and resources lawfully available to Owner in cases of roofing failure. Specifically, this Warranty shall not operate to relieve Roofing Installer of responsibility for performance of the work according to requirements of the Contract Documents, regardless of whether Contract was a contract directly with Owner or a subcontract with Owner's General Contractor.
- E. IN WITNESS THEREOF, this instrument has been duly executed this **<Insert day>** day of **<Insert month>**, **<Insert year>**.
1. Authorized Signature: **<Insert signature>**.
  2. Name: **<Insert name>**.
  3. Title: **<Insert title>**.

**END OF SECTION 073129**

## SECTION 074624 WOOD SHINGLE SIDING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:

- 1. Wood-shingle siding infill siding at windows and roof intersections as indicated on the drawings.

- B. Related Requirements:

- 1. Section 07 31 29 "Wood Shingles Roofing

#### 1.3 INITIAL ACTION SUBMITTALS

- A. Product Data: For each type of product.

- B. Samples: For each exposed product and for each color and finish specified, in sizes indicated.

- 1. Wood Shingles: Full size unit.

- C. Samples for Initial Selection: For each type of siding product with factory-applied finishes.

- D. Samples for Verification: For the following products, of sizes indicated, to verify color and finish selected.

- 1. Wood Shingles: Full size.

- E. Air Drying Certificate

- 1. Shingles must be air dried, not kiln dried. Certificate of Air Dried Shingles required.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer.

- B. Sample Warranty: For special warranties.

## 1.5 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For siding to include in maintenance manuals.

## 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Wood Shingles: **100 sq. ft.** of each type, color, and finish, in unbroken bundles.

## 1.7 QUALITY ASSURANCE

- A. Installer Qualifications: Approved by CSSB.
- B. Grading Agency Qualifications: An independent testing and inspecting agency recognized by authorities having jurisdiction as qualified to label siding for compliance with referenced grading rules.
- C. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for materials and execution.
  - 1. Build mockups for siding including accessories.
    - a. Size: **48 inches long by 48 inches wide.**
  - 2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
  - 3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion

## 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Store siding in a dry, well-ventilated, weathertight location according to manufacturer's written instructions.
- B. Store rolls of felt used for weather-resistive barrier on end, on pallets or other raised surfaces. Do not double stack rolls.
  - 1. Protect unused felt from weather, sunlight, and moisture when left overnight or when work is not in progress.

## 1.9 PROJECT CONDITIONS

- A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit siding installation and related work to be performed according to manufacturer's written instructions.
  - 1. Field-Finished Siding: Proceed with installation of siding only when existing and forecast weather conditions permit installation and the immediate application of at least one coat of specified finish on siding before it is exposed to rain, snow, or dampness.
    - a. Proceed with installation only after base or primer coat has been applied to every surface of siding units and has dried.

## 1.10 WARRANTY

- A. Special Materials Warranty: Manufacturer's warranty administered by CSSB and on CSSB's standard form in which Manufacturer agrees to repair or replace CSSB-labeled products that fail in materials within specified warranty period. Material failures include manufacturing defects that result in leaks.
  - 1. Materials Warranty Period: Limited lifetime from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Decay Resistance: Provide wood products that are preservative treated according to AWPA U1, (CA-C, UC3A ) pressure treatment; with a minimum of 0.40 lb/cu. ft.retention.
  - 1. Identification: Attach a label to each bundle of wood products; identify manufacturer and include chemical treatment, method of application, purpose of treatment, and warranties available.
- B. Grading Rules: Provide siding that complies with CSSB's grading rules for products indicated.
  - 1. Identification: Attach a label to each bundle of siding that identifies manufacturer, type of product, grade, dimensions, and identification mark of grading agency.

### 2.2 UNDERCOURSING

- A. Cedar Undercoursing Shingles: Quarter-sawn Eastern White cedar shingles.
  - 1. Size: 16 inches long; 0.40 inch thick
  - 2. Grade: Select.

3. Finish: **Match exposed siding.**

## 2.3 EXPOSED SHINGLE SIDING

- A. Acceptable Manufacturers:
  1. True North Cedar, Inc.
  2. Dow's Eastern White Cedar Shingle
  3. Boise Cascade North East
  4. Bear Creek Lumber
  5. Or Equals
- B. Quarter-Sawn Eastern White cedar shingles:
  1. Grade: Select.
  2. Size: **16 inches long; 0.40 inch thick** at butt.

## 2.4 ACCESSORIES

- A. Felt Weather-Resistive Barrier: ASTM D 226/D 226M, Type II , asphalt-saturated organic felt, nonperforated.
- B. Flexible Flashing: Composite, self-adhesive, flashing product consisting of a pliable rubberized-asphalt compound bonded to a high-density polyethylene film, aluminum foil, or spun-bonded polyolefin.
  1. Acceptable Manufacturers:
    - a. Advanced Building Products Inc.
    - b. Carlisle Residential; a division of Carlisle Construction Materials.
    - c. Grace Construction Products; W.R. Grace & Co. – Conn.
    - d. Or Equals
  2. Minimum Overall Thickness: 0.040 inch
  3. Primer for Flexible Flashing: Product recommended by manufacturer of flexible flashing for applicable substrate.
- C. Nails: ASTM F 1667, **hot-dip galvanized-steel** wire nails, sharp pointed, and of sufficient length to penetrate a minimum of **3/4 inch** into sheathing.
  1. Shingles: Use shingle type nails.
  2. Felt Weather-Resistive Barrier: Use roofing nails.
  3. Nails in Contact with Metal Flashing: Use nails made from same metal as flashing.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 FELT WEATHER-RESISTIVE BARRIER INSTALLATION

- A. General: Comply with felt manufacturer's written installation instructions and CSSB recommendations applicable to products and applications indicated unless more stringent requirements apply.
- B. Cover exposed exterior surface of sheathing with felt nailed to framing immediately after sheathing is installed.
  - 1. Apply horizontally with a **2-inch** overlap and a **6-inch** end lap. Wrap around inside and outside corners **4 inches**.
  - 2. Cut back felt **1/2 inch** on each side of the break in supporting members at expansion- or control-joint locations.
  - 3. Apply felt to cover vertical flashing with a minimum **4-inch** overlap unless otherwise indicated.

### 3.3 FLEXIBLE FLASHING INSTALLATION

- A. Apply flexible flashing to comply with manufacturer's written instructions.
  - 1. Prime substrates as recommended by flashing manufacturer.
  - 2. Lap seams and junctures with other materials at least **4 inches** except that at flashing flanges of other construction, laps need not exceed flange width.
  - 3. Lap flashing over felt weather-resistive barrier at bottom and sides of openings.
  - 4. Lap felt weather-resistive barrier over flashing at heads of openings.
  - 5. After flashing has been applied, roll surfaces with a hard rubber or metal roller to ensure that flashing is completely adhered to substrates.

### 3.4 SINGLE-COURSED WALLS

- A. Install products according to manufacturer's written instructions and recommendations in CSSB's "Exterior and Interior Wall Manual."
- B. Install products, beginning at base of wall.

- C. Starter Undercourse: Install a single course of undercoursing at the base of the wall in a continuous straight line.
1. Extend 1-1/2 inches below top of foundation wall.
  2. Match fastening and corner treatment of siding.
- D. Exposed Siding:
1. Install starter (first) course of exposed siding over starter undercourse with butts **1/2 inch** lower than undercourse butts.
  2. Offset joints in first course of exposed siding a minimum of **1-1/2 inches** from joints in starter undercourse.
  3. Install succeeding exposed siding courses with joints offset a minimum of **1-1/2 inches** between adjacent courses.
  4. Install exposed siding courses with butt lines even.
  5. Fasten each unit with two concealed nails spaced **3/4 to 1 inch** from edges and **1 inch** above butt line of succeeding course. For units wider than **10 inches**, add two concealed fasteners, spaced **1 inch** apart, to the center of the unit. Drive fasteners flush with top surface of units without crushing wood.
  6. Interior Corner Treatment: None.
  7. Exterior Corner Treatment: Laced.
- E. Weather Exposure and Spacing:
1. Shingles:
    - a. Maintain maximum weather exposure of match existing long shingles.
    - b. Space shingles 1/8 to 1/4 inch apart.

END OF SECTION 074624

**SECTION 07 62 00**  
**SHEET METAL FLASHING AND TRIM**

**PART 1 GENERAL**

**1.1 REQUIREMENTS**

- A. Attention is directed to the CONTRACT AND GENERAL CONDITIONS and all Sections within DIVISION 1 - GENERAL REQUIREMENTS, which are hereby made a part of this section of the specifications.

**1.2 SUMMARY**

- A. Section includes flashings and counterflashings.
- B. Provide zinc coated copper flashing for masonry restoration associated with repointing and reroofing. See Section 04 01 00 Maintenance of Masonry.

**1.3 RELATED SECTIONS:**

1. Division 1: General Requirements (All Sections)
2. Section 02 41 00 – Selective Structure Demolition
3. Section 04 01 00 – Maintenance of Masonry
4. Section 04 10 00 – Mortar and Masonry Grout
5. Section 07 31 29 – Wood Shingles Roofing

**1.4 REFERENCES**

- A. American Architectural Manufacturers Association:
1. AAMA 611 - Voluntary Specification for Anodized Architectural Aluminum.
  2. AAMA 2605 - Voluntary Specification, Performance Requirements and Test Procedures for Superior Performing Organic Coatings on Aluminum Extrusions and Panels.
- B. ASTM International:
1. ASTM B32 - Standard Specification for Solder Metal.
  2. ASTM B101 - Standard Specification for Zinc-Coated Copper Sheet and Strip for Building Construction.
  3. ASTM B370 - Standard Specification for Copper Sheet and Strip for Building Construction.
  4. ASTM D2226 - Standard Specification for Asphalt-Saturated Organic Felt Used in Roofing and Waterproofing.
  5. ASTM D4586 - Standard Specification for Asphalt Roof Cement, Asbestos-Free.
- C. Copper Development Association Inc.:
1. CDA - Copper in Architecture - Handbook.
- D. Federal Specification Unit:
1. FS TT-C-494 - Coating Compound, Bituminous, Solvent Type, Acid Resistant.
- E. Sheet Metal and Air Conditioning Contractors:
1. SMACNA - Architectural Sheet Metal Manual.

## 1.5 SUBMITTALS

- A. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- B. Shop Drawings: Indicate material profile, jointing pattern, jointing details, fastening methods, flashings, terminations, and installation details.
- C. Product Data: Submit data on manufactured components metal types, finishes, and characteristics.
- D. Samples:
  - 1. Submit two samples, 12-inch x length or width required inch in size illustrating typical seam, external corner, internal corner, ridge, junction to vertical dissimilar surface, material and finish.
  - 2. Submit two samples 12 x 12 inch in size illustrating metal finish color.

## 1.6 QUALIFICATIONS

- A. Fabricator and Installer: Company specializing in sheet metal work with minimum three years documented experience.

## 1.7 PRE-INSTALLATION MEETINGS

- A. Section 01 30 00 - Administrative Requirements: Pre-installation meeting.
- B. Convene minimum one week prior to commencing work of this section.

## 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Section 01 60 00 - Product Requirements: Product storage and handling requirements.
- B. Stack material to prevent twisting, bending, and abrasion, and to provide ventilation. Slope metal sheets to ensure drainage.
- C. Prevent contact with materials causing discoloration or staining.

## 1.9 COORDINATION

- A. Coordinate with work of:
  - 1. Section 04 01 00 – Maintenance of Masonry
  - 2. Section 07 10 00 – Mortar and Masonry Grout
  - 3. Section 07 31 29 – Wood Shingles Roofing

## PART 2 PRODUCTS

### 2.1 SHEET METAL FLASHING AND TRIM

- A. Copper: ASTM B101 soft temper, 16 oz/sq ft. – flashing at eaves, rakes, counterflashings, drip edges.
- B. Zinc Coated Copper: ASTM B101 soft temper, 16 oz/sq ft. – flashing at masonry lintels.

## 2.2 ACCESSORIES

- A. Fasteners: Same material and finish as flashing metal with soft neoprene washers.
- B. Underlayment: ASTM D226, organic roofing felt, Type I, No. 30 at shingle roof.
- C. Ice and water shield as manufactured by WR Grace Company.
- D. Sealant: Type E butyl sealant.
- E. Plastic Cement: ASTM D4586, Type I.
- F. Solder: ASTM B32; type suitable for application and material being soldered.

## 2.3 FABRICATION

- A. Form sections shape indicated on Drawings, accurate in size, square, and free from distortion or defects.
- B. Fabricate cleats of same material as sheet metal, interlocking with sheet.
- C. Form pieces in longest possible lengths.
- D. Hem exposed edges on underside 1/2 inch; miter and seam corners.
- E. Form material with flat lock seams, except where otherwise indicated. At moving joints, use sealed lapped, bayonet-type or interlocking hooked seams.
- F. Tin edges of copper sheet to be soldered. Solder shop formed metal joints. After soldering, remove flux. Wipe and wash solder joints clean. Weather seal joints.
- G. Fabricate corners from one piece with minimum 18-inch long legs; seam at aluminum, solder at lead coated for rigidity, seal with sealant.
- H. Fabricate vertical faces with bottom edge formed outward 1/4 inch and hemmed to form drip.
- I. Fabricate flashings to allow toe to extend 2 inches over roofing membrane. Return and brake edges.
- J. Fabricate accessories in profile and size to suit gutters and downspouts.
  - 1. Anchorage Devices: Type recommended by fabricator.
- K. Seal metal joints.

## 2.4 FACTORY FINISHING – N.A.

## PART 3 EXECUTION

### 3.1 EXAMINATION

- A. Verify roof openings, curbs, pipes, sleeves, ducts, and vents through roof are solidly set, reglets in place, and nailing strips located.

- B. Verify roofing termination and base flashings are in place, sealed, and secure.

### 3.2 PREPARATION

- A. Install starter and edge strips, and cleats before starting installation.
- B. Install surface mounted reglets to lines and levels indicated on Drawings. Seal top of reglets with sealant.
- C. Paint concealed metal surfaces with protective backing paint to minimum dry film thickness of 15 mil.

### 3.3 INSTALLATION

- A. Secure flashings in place using concealed fasteners. Use exposed fasteners only where permitted.
- B. Apply plastic cement compound between metal flashings and felt flashings.
- C. Fit flashings tight in place. Make corners square, surfaces true and straight in planes, and lines accurate to profiles.
- D. Seal metal joints watertight. Solder metal joints for full metal surface contact at lead coated copper flashing only. After soldering, wash metal clean with neutralizing solution and rinse with water.
- E. Seal metal joints watertight.

### 3.4 FIELD QUALITY CONTROL

- A. Section 01 40 00 - Quality Requirements: Testing and Inspection Services.
- B. Inspection will involve surveillance of Work during installation to ascertain compliance with specified requirements.

### 3.5 SCHEDULE

- A. Through-Wall Flashing in Masonry: **NOT REQUIRED FOR THIS PROJECT**
  - 1. Material: Zinc Coated Copper at junctions with masonry walls at lintels.
  - 2. 16 oz. Per square foot.
  - 3. Finish: zinc.
- B. Fascia and Cornices: Copper 20 oz. (None anticipated)
- C. Flashings Associated with Cedar Shingle Roofing, including Valley, Hip, Ridge, Eave, Gutter Edge, Gable Edge, Chimney: 16 oz. copper
- D. Counterflashings: 16 oz. copper.
  - 1. Counterflashing over existing step flashing at chimney walls.
- E. Counterflashings at Curb-Mounted Roof Items: 16 oz. copper.

END OF SECTION

**SECTION 07 71 23**  
**Wood Gutters and Metal Downspouts**

**PART 1 GENERAL**

1.1 REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Section.

1.2 SUMMARY

- A. Section includes wood gutters and aluminum downspouts.
1. Provide:
    - a. Wood for gutters as shown on drawings, including all joining materials
    - b. Pre-cast concrete splash pads when no underground drainage is available.
    - c. Downspout boots: replace existing cracked boots or plastic boots.
    - d. Portions of damaged downspouts.
    - e. Downspout brackets.
    - f. Gutter Shields

- B. Related Sections:

Division 1            – General Requirements, all Sections  
Section 02 41 09 – Selective Structure Demolition  
Section 06 20 00 – Finish Carpentry  
Section 07 62 00 – Sheet Metal Flashing and Trim  
Section 09 90 00 – Painting

1.3 REFERENCES

- A. American Architectural Manufacturers Association:
1. AAMA 611 - Voluntary Specification for Anodized Architectural Aluminum.
  2. AAMA 2603 - Voluntary Specification, Performance Requirements and Test Procedures for Pigmented Organic Coatings on Aluminum Extrusions and Panels.
  3. AAMA 2604 - Voluntary specification, Performance Requirements and Test Procedures for High Performance Organic Coatings on Aluminum Extrusions and Panels.
- B. ASTM International:
1. ASTM B32 - Standard Specification for Solder Metal.
  2. ASTM B209 - Standard Specification for Aluminum and Aluminum-Alloy Sheet and Plate.
  3. ASTM B370 - Standard Specification for Copper Sheet and Strip for Building Construction.
  4. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
- C. Architectural Woodwork Institute:
1. AWI - Quality Standards Illustrated.

- D. American Wood-Preservers' Association:
  - 1. AWWPA C1 - All Timber Products - Preservative Treatment by Pressure Process.
- E. Federal Specification Unit:
  - 1. FS TT-C-494 - Coating Compound, Bituminous, Solvent Type, Acid Resistant.
- F. Sheet Metal and Air Conditioning Contractors:
  - 1. SMACNA - Architectural Sheet Metal Manual
- G. Woodwork Institute:
  - 1. WI - Manual of Millwork.

#### 1.4 DESIGN REQUIREMENTS

- A. Conform to applicable code for size and method of rain water discharge.
- B. Match existing gutter profiles; see drawings for locations.

#### 1.5 SUBMITTALS

- A. Section 01 33 00 - Submittal Procedures.
- B. Shop Drawings: Indicate locations, configurations, jointing methods, fastening methods, locations, and installation details and accessories to minimum scale of 1-1/2 inch to 1 ft.
- C. Product Data:
  - 1. Submit data on attachment hardware, finish hardware, and joint compounds.
  - 2. Submit data on manufactured components, materials, and finishes.
- D. Certification: Submit copy of fabricator's authorization to use AWI Grade Stamps.
- E. Samples: Submit two samples, 12 inch long illustrating component design, finish, color, and configuration.

#### 1.6 QUALITY ASSURANCE

- A. Perform Work in accordance with SMACNA Manual.
- B. Perform work in accordance with
  - 1. AWI (Architectural Woodwork Institute) Architectural Woodwork Quality Standards Illustrated, Custom Grade.
  - 2. WI (Woodwork Institute) Manual of Millwork, Custom Grade.
- C. Maintain one copy of each document on site.

#### 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Section 01 60 00 - Product Requirements: Product storage and handling requirements.
- B. Stack material to prevent twisting, bending, and abrasion, and to provide ventilation. Slope to drain.
- C. Prevent contact with materials during storage capable of causing discoloration, staining, or damage.

## 1.8 COORDINATION

- A. Section 01 30 00 - Administrative Requirements: Coordination and project conditions.
- B. Coordinate Work with downspout discharge pipe inlet.

## 1.9 WARRANTY

- A. Section 01 70 00 - Execution Requirements: Product warranties and product bonds.
- B. Furnish five year manufacturer warranty for gutter and downspout finishes.

## 1.10 FIELD MEASUREMENTS

- A. Verify field measurements prior to fabrication.

## **PART 2 PRODUCTS**

### 2.1 GUTTERS AND DOWNSPOUTS

- A. Product Descriptions:
  - 1. Hardwood Lumber: AWI Grade II WI Custom Grade; maximum moisture content of 6-8 percent; and the following:
    - a. Species of Wood: Douglas Fir.
  - 2. Downspouts:
    - a. Sheet metal; conform to SMACNA, Corrugated round profile to match existing.
  - 3. Splash Pads:
    - a. Pre-cast concrete type, standard sizes and profiles; minimum 3000 psi at 28 days, with minimum 5 percent air entrainment.

### 2.2 GUTTER SHIELDS – NOT REQUIRED FOR THIS PROJECT

- A. Product Description:
  - 1. Solid Surface Aluminum gutter shield. Install rain guards/gutter shields as noted on plans.
- B. Manufacturers:
  - 1. Leaffilter
  - 2. Gutter Helmet
  - 3. KGuard
  - 4. Leaf Guard
  - 5. Or Equals

### 2.3 COMPONENTS

- A. Wood Gutters:
  - 1. Douglas fir of sufficient size to fashion profiles where shown on drawings and to match existing gutters. Longest lengths possible to minimize joints in the length of gutter.
  - 2. Wood Biscuits
  - 3. Red Lead joint sealer

- B. Downspouts:
  - 1. Galvanized corrugated sheet metal.

## 2.4 ACCESSORIES

- A. Anchors and Supports: Profiled to suit downspouts.
  - 1. Gutter Supports: As shown on drawings
  - 2. Anchoring Devices for Downspouts: Type recommended by fabricator.
  - 3. Downspout Supports: Brackets.
- B. Boots: Black Iron, threaded.
- C. Fasteners: Same material and finish as gutters and downspouts, with soft neoprene washers.
- D. Primer: Type as specified in Section 099000
- E. Protective Backing Paint: Type as specified in Section 099000
- F. Solder: ASTM B32; 50/50 type.

## 2.5 FABRICATION

- A. Gutters:
  - 1. Fabricate in longest lengths possible, free of distortion or defects detrimental to appearance or performance
  - 2. Miter all corners
  - 3. All lengths joined with wood biscuits and sealed with red lead.
  - 4. Apply red lead to end grain of lengths of all joints.
  - 5. After installation, apply boiled linseed oil to interior unpainted surfaces of gutters where water is collected.
- B. Downspouts:
  - 1. Form downspouts of profiles and sizes required to accommodate full drainage capacity.
  - 2. Fabricate with required connection pieces.
  - 3. Form sections to match existing, round and corrugated, and accurate in size, in maximum possible lengths, free of distortion or defects detrimental to appearance or performance. Allow for expansion at joints.
  - 4. Hem or smooth exposed edges of metal.
- C. Fabricate gutter and downspout accessories; solder downspouts and seal gutters watertight.

## 2.6 FACTORY FINISHING

- A. PVDF (polyvinylidene fluoride) coating: Multiple coat, thermally cured, fluoropolymer system conforming to AAMA 2604 .
- B. Primer Coat: Finish concealed side of metal sheets with primer compatible with finish system, as recommended by finish system manufacturer.

## PART 3 EXECUTION

### 3.1 EXAMINATION

- A. Verify surfaces are ready to receive gutters and downspouts.

### 3.2 PREPARATION

- A. Paint concealed metal surfaces and surfaces in contact with dissimilar metals with protective backing paint to minimum dry film thickness of 15 mil.

### 3.3 INSTALLATION

#### A. Gutters

1. Attach gutters as shown on drawings
2. Slope gutters 1/4" in ten feet minimum.

#### B. Downspouts

1. Sheet Metal: Join lengths with formed seams soldered watertight. Flash and seal downspouts and accessories.
2. Solder metal joints for full metal surface contact. After soldering, wash metal clean with neutralizing solution and rinse with water.
3. Set splash pads under downspouts when no subsurface drainage is available. Secure in place.

END OF SECTION



## SECTION 09 90 00 PAINTING

### PART 1 GENERAL

#### 1.1 REQUIREMENTS

- A. Division 1, General Conditions, Supplementary General Conditions, the Drawings, and all other parts of the Contract Documents are hereby made a part of this Division.

#### 1.2 SUMMARY

- A. Surface preparation and field application of paints and coatings of exterior surfaces as called for in the Drawings. Work includes:
  - 1. New gutters, fascia, soffit and trim on main building and additions as indicated on drawings.
  - 2. New and existing downspouts.
  - 3. Repaired portions of Porticos and columns.
  - 4. Exterior wood surfaces including sash, rails, stiles, frames, trim and muntins at existing windows and associated trim where indicated on drawings.
  - 5. Bulkhead walls, trim and doors.
  - 6. Touch up of existing surfaces affected by the Work.

#### 1.3 RELATED SECTIONS

- Division 1 – General Requirements, all Sections
- Section 06 20 00 – Finish Carpentry
- Section 07 71 23 – Wooden Gutters and Metal Downspouts

#### 1.4 REFERENCES

- A. ASTM D16 - Definitions of Terms Relating to Paint, Varnish, Lacquer, and Related Products.
- B. ASTM D2016 - Test Method for Moisture Content of Wood.
- C. NPCA (National Paint and Coatings Association) - Guide to U.S. Government Paint Specifications.
- D. PDCA (Painting and Decorating Contractors of America) - Painting - Architectural Specifications Manual.

#### 1.5 DEFINITIONS

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

## 1.6 SUBMITTALS

- A. Submit under provisions of Section 01 30 00.
- B. Product Data: Provide data on all finishing products.
- C. Samples: Submit two samples, 4x4 inch in size illustrating colors for each color selected.
- D. Manufacturer's Instructions: Indicate special surface preparation procedures, substrate conditions requiring special attention, and maintenance recommendations.

## 1.7 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing the Products specified in this section with minimum three years documented experience.
- B. Qualifications of Trade: This is an historic building and all work must be performed per the Secretary of the Interior's Standards of Historic Preservation. Work under this section must be performed by companies who can demonstrate more than five years specialized experience working on painting of preservation and/or restoration projects on historic properties.
- C. Field staff: Project superintendent or foreman shall have a minimum of five years documented experience with work of this type and all installers on the job shall have a minimum of three years documented experience in work of this type and documented experience with three projects listed on the National Register of Historic Places.

## 1.8 STORAGE, AND HANDLING

- A. Deliver, store, protect and handle products to site under provisions of Section 01 60 00.
- B. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- C. Container label to include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- D. Store paint materials at minimum ambient temperature of 45 degrees F (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

## 1.9 ENVIRONMENTAL REQUIREMENTS

- A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.

- B. Do not apply exterior coatings during rain or snow, or when relative humidity is outside the humidity ranges required by the paint product manufacturer.
- C. Minimum Application Temperatures for Latex Paints: 45 degrees F (7 degrees C) for interiors; 50 degrees F (10 degrees C) for exterior; unless required otherwise by manufacturer's instructions.
- D. Minimum Application Temperature for Varnish Finishes: 65 degrees F (18 degrees C) for interior or exterior, unless required otherwise by manufacturer's instructions.
- E. Minimum Application Temperature for Oil based primer: 40 degrees F for interior or exterior, unless required otherwise by manufacturer's instructions.

#### 1.10 EXTRA MATERIALS

- A. Furnish under provisions of Section 01 70 00.
- B. Provide 1 gallon of each color to Owner.  
Label each container with color, type, texture, and location in addition to the manufacturer's label.

### PART 2 PRODUCTS

#### 2.1 MANUFACTURERS

- A. Manufacturers – Paint and Stain
  1. Benjamin Moore Company
  2. Duron Paints and Wallcovering Inc.
  3. PPG Pittsburgh Paints
  4. Sherwin Williams Paints
- B. Manufacturers - Primer Sealers: as required by paint manufacturer.
- C. Substitutions: Under provisions of Section 01 60 00. Any substitutions must be approved for color and manufacturer.

#### 2.2 MATERIALS

- A. Coatings: Ready mixed, except field catalyzed coatings. Process pigments to a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating; good flow and brushing properties; capable of drying or curing free of streaks or sags.
- B. Accessory Materials: Linseed oil, shellac, turpentine, paint thinners and other materials not specifically indicated but required to achieve the finishes specified, of commercial quality.

#### 2.3 FINISHES

- A. Refer to schedule at end of section for surface finish and color schedule.

## PART 3 EXECUTION

### 3.1 EXAMINATION

- A. Verify site conditions under provisions of Section 01 30 00.
- B. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- C. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- D. Test shop applied primer for compatibility with subsequent cover materials.
- E. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below the following maximums:
  - 1. Interior Wood: 15 percent, measured in accordance with ASTM D2016.
  - 2. Exterior Wood: 15 percent, measured in accordance with ASTM D2016.

### 3.2 PREPARATION

- A. The Contractor shall ascertain the suitability of all surfaces to receive paint. He shall replace rotted wood, fill cracks as specified, putty holes and otherwise ensure a good paintable surface. He shall notify the Architect in writing of any defects detrimental to his work should they be beyond the realm of his responsibilities. The application of paint shall be construed as acceptance of surfaces by the Contractor, who will then be held responsible for the finished work.
- B. Correct defects and clean surfaces which affect work of this section. Remove existing coatings that exhibit loose surface defects. Prepare all surfaces by scraping and removing loose and deteriorated paint. Sand margins of scraped areas to feather to paint surface that remains.
  - 1. Surfaces previously painted with calcimine shall be peeled back, washed with bleach and TSP or an acceptable substitute, painted with an acrylic bonding agent. Edges shall be feathered with joint compound and painted with an oil primer.
- C. Seal wood surfaces with shellac and seal marks which may bleed through surface finishes.
- D. Impervious Surfaces: Remove mildew by scrubbing with solution of tri-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.
- E. Gypsum Board Surfaces: NOT REQUIRED FOR THIS PROJECT
  - 1. Fill minor defects with filler compound. Spot prime defects after repair.
- F. Plaster Surfaces: NOT REQUIRED FOR THIS PROJECT

1. Fill hairline cracks, small holes, and imperfections with latex patching plaster. Make smooth and flush with adjacent surfaces. Wash and neutralize high alkali surfaces.
- G. Interior Wood Items Scheduled to Receive Paint Finish: NOT REQUIRED FOR THIS PROJECT
1. Wipe off dust and grit prior to priming. Prepare all surfaces by scraping and removing loose and deteriorated paint. Sand margins of scraped areas to feather to paint surface that remains. Seal knots, pitch streaks, and sappy sections with sealer. Fill nail holes and cracks after primer has dried; sand between coats.
- H. Exterior Wood Scheduled to Receive Paint Finish: Remove dust, grit, and foreign matter. Prepare all surfaces by scraping and removing loose and deteriorated paint. Sand margins of scraped areas to feather to paint surface that remains. Seal knots, pitch streaks, and sappy sections. Fill nail holes with tinted exterior calking compound after prime coat has been applied.
- I. Surfaces Scheduled to Have Paint Removed:
1. After all protection is in place, brush, roll or spray non caustic paint stripper onto all surfaces to be stripped, applying the material heavy and thick to completely coat the surface.
  2. On wood surfaces in particular, completely remove the chemical as soon as the old paint has been loosened. Failure to do so would darken the wood and raise its grain. Wash with high-pressure rinse, not to exceed 1000 psi.
  3. Follow with neutralizing application as required by manufacturer.
  4. All surfaces must be tested for Ph after ten days, and must also be thoroughly dried before repainting. Ph must be neutral (7.0) or within documented acceptable ranges for final application of paint.
- J. Wood Windows Scheduled for Painting: Seal top and bottom edges with primer.

### 3.3 APPLICATION

- A. Apply products in accordance with manufacturer's instructions.
- B. Do not apply finishes to surfaces that are not dry.
- C. Apply each coat to uniform finish. Brush apply paint evenly without runs, sags or other defects, each coat shall be thoroughly worked into the material being coated at the average rate of coverage recommended by the material manufacturer for the type of surface involved. Cover all surfaces completely to provide uniform color and appearance. All parts of mouldings, trim, ornaments, edges and millwork shall be left clean and true to details without undue amount of paint in corners or depressions. Make edges of colors sharp and clean, without overlapping.

- D. Apply each coat of paint slightly darker than preceding coat unless otherwise approved.
- E. Sand wood and metal lightly between coats to achieve required finish.
- F. Vacuum clean surfaces free of loose particles. Use tack cloth just prior to applying next coat.
- G. Allow applied coat to dry before next coat is applied.
- H. Prime concealed surfaces of exterior woodwork with primer paint.
- I. The Contractor shall protect all surfaces from paint drips and spillage, as well as undue wear. Original surfaces are not to be damaged. Any paint on extraneous surfaces shall be thoroughly cleaned off at completion of the project.
- J. The Contractor shall remove all hardware, accessories, device plates, lighting fixtures, etc. or provide ample in place protection. Upon completion of each part of the work, all these are to be carefully replaced or uncovered. Use only skilled labor for removal, replacement and protection.
- K. Use dropcloths free of holes and of adequate size to protect all other surfaces.

### 3.4 FIELD QUALITY CONTROL

- A. Field inspection and testing will be performed under provisions of Section 01 40 00.

### 3.5 CLEANING

- A. Clean work under provisions of Section 01 70 00.
- B. Collect waste material which may constitute a fire hazard, place in closed metal containers and remove daily from site.

### 3.6 PAINT SCHEDULE

- A. Schedule: Provide products and number of coats specified. Use of manufacturer's proprietary product names to designate colors, materials, generic class, standard of quality and performance criteria and is not intended to imply that products named are required to be used to the exclusion of equivalent performing products of other manufacturers.

#### A. Exterior Paint Schedule:

1. Exterior Wood trim, gutters, and restored windows and frames (where indicated):
 

One Coat	1.	Benjamin Moore Fresh Start® All Purpose Alkyd Primer 024/C024
	2.	PPG PMC Amerlock Sealer at 2.5 mils DFT

- 3. Duron Maxwood Alkyd Oil Siding and Trim Primer
- & Two Coats
  - 1. Moore's® Moore Glo "Soft Gloss" 100% Acrylic
  - 2. PPG Sunproof Exterior Latex Trim Paint
  - 3. Duron Weathershield Semi Gloss Exterior Latex

B. Interior Paint Schedule for Standard Performance Coatings: NOT REQUIRED FOR THIS PROJECT

1. Interior Gypsum Wallboard and Plaster for Latex Eggshell Finish:

- One Coat
  - 1. Moore Ecospec Interior Latex Primer Sealer (231)
  - 2. Duron Genesis Latex Primer
  - 3. PPG Pure Performance Latex Primer
- & Two Coats
  - 1. Moore Pristine Ecospec Interior Latex Eggshell (223)
  - 2. Duron Genesis Latex Eggshell
  - 3. PPG Pure Performance Latex Eggshell

2. Interior Gypsum Wallboard and Plaster Ceilings for Latex Flat Finish:

- One Coat
  - 1. Moore Ecospec Interior Latex Primer Sealer (231)
  - 2. Duron Genesis Latex Primer
  - 3. PPG Pure Performance Latex Primer
- & Two Coats
  - 1. Moore Pristine Ecospec Interior Latex Flat (219)
  - 2. Duron Genesis Latex Flat
  - 3. PPG Pure Performance Latex Eggshell

3. Interior Gypsum Wallboard and Plaster for Latex Semi-Gloss Finish:

- One Coat
  - 1. Moore Ecospec Interior Latex Primer Sealer (231)
  - 2. Duron Genesis Latex Primer
  - 3. PPG Pure Performance Latex Primer
- & Two Coats
  - 1. Moore Pristine Ecospec Interior Latex Semi-Gloss (224)
  - 2. Duron Genesis Latex Semi-Gloss
  - 3. PPG Pure Performance Latex Semi-Gloss

4. Interior Architectural Woodwork and Wood Window Sash, Frames, and Trim for Latex Semi-Gloss Paint Finish (softwoods, paint grade hardwoods, MDO, and hardwood veneers):

- One Coat
  - 1. Moore Ecospec Interior Latex Primer Sealer (231)
  - 2. Duron Genesis Latex Primer
  - 3. PPG Pure Performance Latex Primer
- & Two Coats
  - 1. Moore Pristine Ecospec Interior Latex Semi-Gloss (224)
  - 2. Duron Genesis Latex Semi-Gloss
  - 3. PPG Pure Performance Latex Semi-Gloss

3.7 SCHEDULE - EXTERIOR SURFACES

- A. Paint color to be selected by Architect. Paint detailing and color schedule to be similar to existing in level of detail and number of paint colors.
- B. Exterior wood and trim, moldings, window sash, window frames and window closures:
  - 1. One coat oil based alkyd primer
  - 2. Two coats 100% Acrylic enamel soft gloss finish.

3.7 SCHEDULE – INTERIOR SURFACES – Not Required

- A. Wood – Paint: wood and trim, moldings, window sash, window frames and window closures.
- B. Gypsum Board and Plaster Walls
- C. Gypsum Board and Plaster Ceilings:

3.8 COLOR SCHEDULE

- A. Exterior Trim: colonial Georgian/Williamsburg trim white
- B. Exterior Window Frame and Trim: colonial Georgian/Williamsburg trim white
- C. Exterior Clapboard: not scheduled; touch up only to match existing.

END OF SECTION





TBA ARCHITECTS, INC.

**From:** Andrea Priest  
**Sent:** Thursday, October 20, 2016 11:05 AM  
**To:** Colleen Lieb  
**Subject:** COA

Colleen,

The COA Board of Directors has voted to recommend the following 2 applicants for the 2 open board positions.

Will that be on Monday night?

thanks

Evelyn Pupek

Wendy Wiksten

*Andrea M. Priest*  
*Executive Director*  
*Middleboro Council on Aging*  
*558 Plymouth Street*  
*Middleboro, MA. 02346*  
*[apriest@middleborough.com](mailto:apriest@middleborough.com)*  
*508-946-2490*  
*Fax 508-946-2489*

Dear Middleboro Board of Selectmen:

My name is Evelyn Pupek and I am writing this letter to express my interest in becoming a member of the board of directors of the console on aging.

I have lived in Middleboro all of my life and have raised 2 children in Middleboro both whom have gone onto college and through those years I have been heavily involved volunteering with the Sacred Heart parish, Middleboro Sunday School basketball, Middleboro Little League, and Middleboro Youth Soccer.

I was approached to join the council on ageing by Jeanine Knowlton whom I have volunteered with in the past. I have two parents whom still reside in Middleboro, both who are actively involved in the activities at the COA.

I worked 15 years for Oakhill Nursing home in Middleboro as a CNA and now currently am employed by the Old Colony YMCA working the front desk.

I thank you for your consideration and thank you for your time.

Evelyn Pupek  
71 Oak st  
Middleboro MA 02346  
7744067137  
evelynpupek@gmail.com

Board of Selectmen  
Town of Middleborough  
10 Nickerson Ave  
Middleborough, Ma

Sept 27, 2014

Dear Board Members,

I would like to submit my name  
for consideration to the Council on Agency  
Board of Directors.

Wendy E Wiksten  
5 Rock St  
Middleborough Ma  
01346  
508-947-7885

As a native with deep roots in this  
town, I would like the opportunity to give  
service back to the town. I am a senior  
citizen myself and feel that the input  
on this board is very important.

Thank you for your consideration,

Wendy E. Wiksten



**TOWN OF MIDDLEBOROUGH MASSACHUSETTS**

We, the Board of Selectmen, representing the Citizens of Middleborough,  
wish to recognize Middleborough resident

*Connie Pennington*

*On her 100<sup>th</sup> birthday*

In Middleborough, Massachusetts, this 24<sup>th</sup> day of October 2016

Middleborough Board of Selectmen

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## **Middleboro Christmas Parade 2016**

October 13, 2016

Middleborough Board of Selectmen  
Town Hall  
First Floor  
10 Nickerson Avenue  
Middleborough, MA 02346

Chairperson Stewart,

This is an official request to the Board of Selectmen for a Parade permit for our 57<sup>th</sup> annual Christmas parade which will be on Saturday, November 26, 2016, with a rain/snow date of Sunday, November 27, 2016.

The parade will begin at 1:00p.m from Burkland School, continue up Mayflower Avenue to Courtland Street, around Station Street, down Centre Street, continue to South Main Street, and return to the Burkland School.

In addition, we would also like to request a parking ban on Centre Street from 12:30PM until the conclusion of the parade. Centre Street becomes extremely congested during the parade and we request the ban for the safety of all involved.

Finally, the committee recently got a text message from Santa Claus, and he would once again like to request the use of a fire engine. We are hoping you can accommodate his request.

Thank you for your consideration.

Wishing you the best this holiday season!

Greg & Jen Thomas  
Chairman, Middleboro Christmas Parade

# South Shore Race Management

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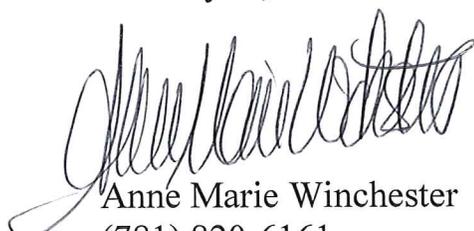
October 14, 2016

Board of Selectmen  
10 Nickerson Avenue  
Middleboro, MA 02346

We are requesting the use of public roads to hold the 3<sup>rd</sup> Annual Tim's Homerun 5K Walk/Run event at 9:00 am on Sunday, April 23, 2017. The event would begin and end at the Middleboro Little League Complex at 50 East Grove Street. All participants are expected to be off the roads by 10:00 am. The proposed course map is attached.

The event is being held in memory of Tim Hartnett and has been a huge success the last 2 years, raising money for youth sports and high school scholarships in the Town of Middleboro.

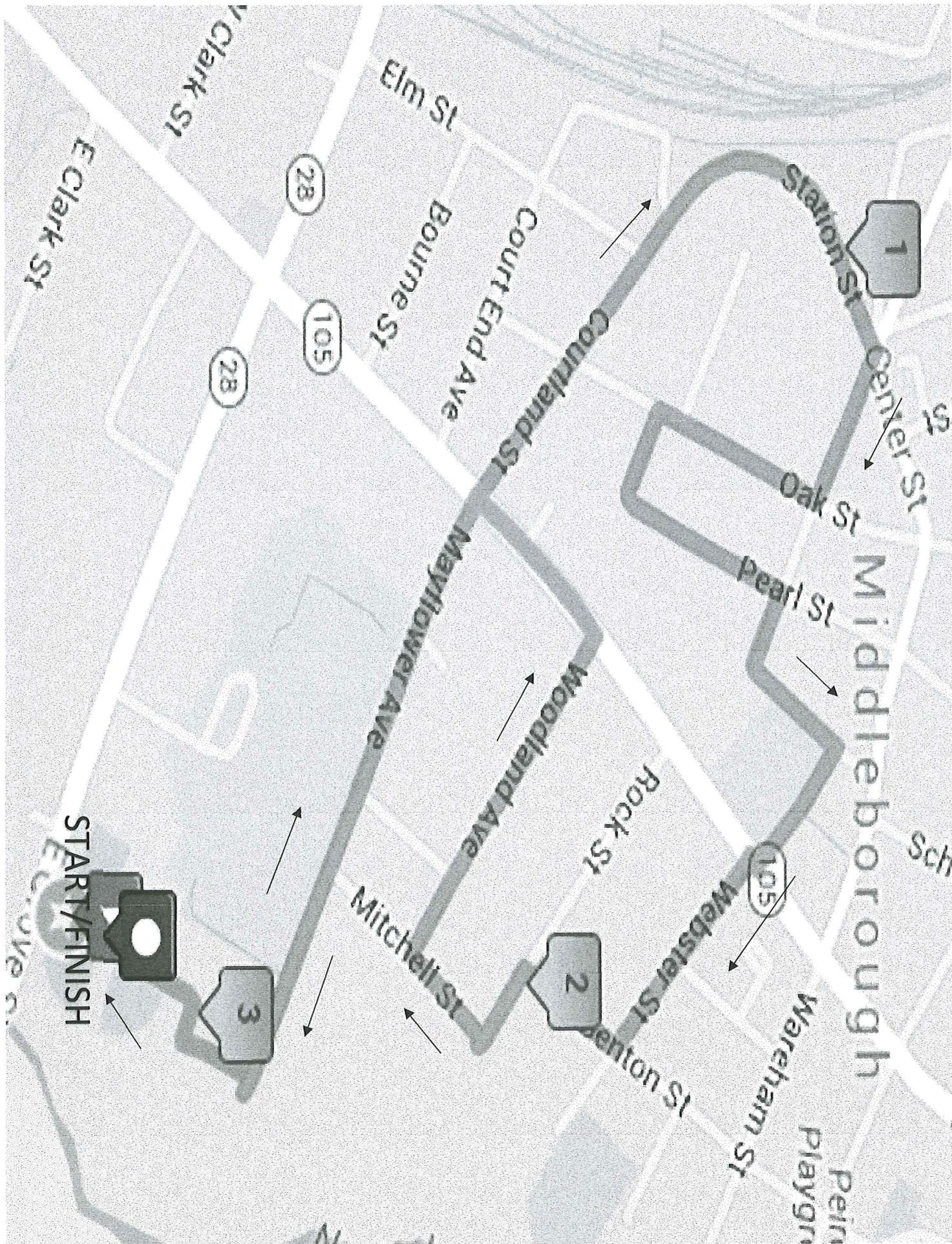
Thank you,



Anne Marie Winchester  
(781) 820-6161

PO Box 1480, Duxbury, MA 02331

(781) 820-6161 - southshorerace@hotmail.com - <http://www.southshoreracemgmt.com>





Bank Building, 20 Centre Street, Middleborough, Massachusetts 02346

October 6, 2016

Board of Selectmen  
Middleborough Town Hall  
10 Nickerson Ave.  
Middleborough, MA 02346

Dear Members of the honorable Board:

On October 3, 2016 the Middleborough-Lakeville Herring Fishery Commission voted unanimously to recommend the following appointments:

**VOLUNTEER OBSERVERS** for a term ending September 30, 2016:

**Allin Frawley**

35 Forest St.  
Middleborough, MA 02346 508-243-7072

**Cynthia Gendron**

5 Woodville Way  
Wareham, MA 02571 508-946-4381

**Cory Leeson**

5 Commercial Drive, Unit 4205  
Lakeville, MA 02347 330-921-1497

**FISH WARDENS** for a three-year term ending September 30, 2019:

**David Lemmo**

240 Everett St.  
Middleborough, MA 02346 508-947-2899

These dedicated volunteers have shown a continuing commitment to the operation of the Commission and the

protection of the annual herring migration. We feel they will be an asset to the Commission. We request that you consider them for appointment at your earliest opportunity.

We request that home addresses and telephone numbers not be published or placed on appointment cards.

Additionally, there is an opening remaining for one Middleborough resident fish warden, for which we are seeking a qualified volunteer.

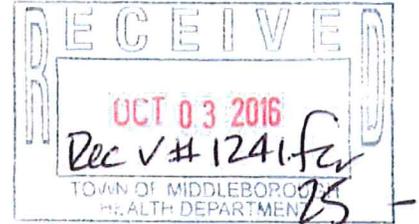
Sincerely,

A handwritten signature in cursive script that reads "David J. Cavanaugh". The signature is written in dark ink and is positioned above the typed name.

David J. Cavanaugh  
Chairman



LICENSE APPLICATION/ RENEWAL  
COMMON VICTUALLER



15-17

DATE 10-3-16

FEE \$ 25.00

NAME OF BUSINESS Nellie Rose Restaurant LLC

ADDRESS/LOCATION FOR PERMIT USE 444 Centre St.

NAME OF APPLICANT/PETITIONER Scott Gould

ADDRESS OF APPLICANT/PETITIONER 46 Herring Way Plymouth

TELEPHONE # OF APPLICANT 508-809-0815

F.I.D # OF APPLICANT/PETITIONER 47-5118951

IF A CORPORATION OR PARTNERSHIP, GIVE NAME, TITLE, AND HOME ADDRESS OF

OFFICERS OR PARTNER \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF APPLICANT

DECAS, MURRAY & DECAS

132 North Main Street, Middleboro, MA 02346

George C. Decas (Retired)  
Daniel F. Murray, Esquire  
William C. Decas, Esquire

Phone: (508) 947-4433  
Fax: (508) 947-7147  
[decas.murray.decas@verizon.net](mailto:decas.murray.decas@verizon.net)

Attorneys-at-Law  
Reply to: P.O. Box 201  
Middleboro MA 02346

October 18, 2016

Colleen Lieb, Executive Assistant  
Middleboro Board of Selectmen  
*(hand delivered)*

RE: Eastern Bank – mortgage subordination

Colleen:

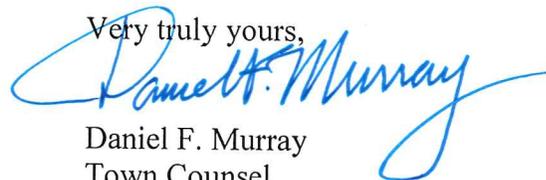
I enclose copies of:

1. Mortgage subordination agreement; and
2. Letter from mortgage closing attorney's office dated 10/18/16.

The bank attorney desires to modify the subordination agreement by adding the words "up to" before \$400,000.00 in the 7<sup>th</sup> line. I was advised the loan amount of the new loan will be less than \$400,000.00.

Please advise if the Board will authorize me to advise the closing attorney's office that the Board authorizes it to add the "up to" language to the document.

Very truly yours,



Daniel F. Murray  
Town Counsel

DFM/s  
16-103-4  
Enclosures



Print

Subject **Center Street Schoolhouse, LLC: 151-155 Center Street, Middleboro, MA**  
From: **Elicia A. Fernald <LISA@e-closingsecured.com>**  
Sent: **Oct 18, 2016 01:33:06 PM**  
To: **decas.murray.decas@verizon.net**  
Reply-To: **closings@richardlawoffices.com**

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Attorney Murray,

In follow up to our phone conversation, please accept this email as our request to adjust the signed Subordination Agreement signed by the Chairman of the Board of Selectmen as follows rather than having a new document generated and signed:

- We would like to insert the words "up to" right before the dollar amount of \$400,000.00 as the loan amount for the refinance transaction has decreased.

Please advise how the Town of Middleboro would like to proceed with this matter.

Thank you.

Best,  
Lisa

Please note that this email is coming from our secure system and it does **NOT** accept incoming email attachments.

Any email response should instead be sent to Closings@RichardLawOffices.com. Thank you.

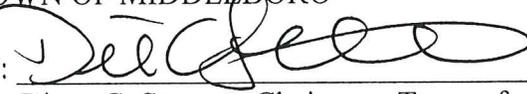
Richard Law Offices, PC  
272 Chauncy Street, Unit #1  
Mansfield MA 02048  
Tel (508)339-7179

SUBORDINATION AGREEMENT

TOWN OF MIDDLEBORO, holder of a mortgage from **CENTER STREET SCHOOLHOUSE LLC** dated **August 24, 2005**, recorded in the Plymouth County Registry of Deeds in Book **31854**, Page **85** to TOWN OF MIDDLEBORO, said mortgage covering **151-155 Center Street, Middleboro, Plymouth County, Massachusetts** hereby agrees to hold said mortgage as to said **151-155 Center Street, Middleboro, Plymouth County, Massachusetts** subject and subordinate to a mortgage from **CENTER STREET SCHOOLHOUSE LLC** to **EASTERN BANK** for **\$400,000.00** dated \_\_\_\_\_ and recorded in Plymouth County Registry of Deeds on \_\_\_\_\_, **2016** in Book \_\_\_\_\_, Page \_\_\_\_\_ to the same extent as if the said mortgage from **CENTER STREET SCHOOLHOUSE LLC** to **EASTERN BANK** dated \_\_\_\_\_ had been executed, delivered, and recorded prior to the execution, delivery, and recording of said mortgage presently held by TOWN OF MIDDLEBORO dated **August 24, 2005**.

EXECUTED AS A SEALED INSTRUMENT this 3rd day October, 2016.

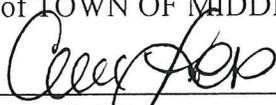
TOWN OF MIDDLEBORO

BY:   
Diane C. Stewart, Chairman, Town of Middleboro Board of Selectmen

Commonwealth of Massachusetts  
Plymouth, SS:

October 3, 2016

On this 3rd day of October, 2016, personally appeared the above-named *Diane C. Stewart* proved to me through satisfactory evidence of identification which was personal knowledge of her identity to be the person whose name is signed on the preceding or attached document and acknowledged that she signed it voluntarily for its stated purpose and acknowledged the foregoing instrument to be the free act and deed of TOWN OF MIDDLEBORO, before me.

  
Notary Public  
My commission expires: **4/3/20**

