CONSTRUCTION OF PARKING LOT E IMPROVEMENTS

AT

MANCHESTER COMMUNITY COLLEGE
Manchester, N.H.

Project: MCC14-07C

October 29, 2013
INVITATION TO BID – CCSNH

Sealed proposals will be accepted at MANCHESTER COMMUNITY COLLEGE, 1066 Front Street, Manchester, NH 03102, Attention: Susan Huard, President until 3:00 PM, prevailing time, on Tuesday, November 19, 2013 (Bids received after this time will not be accepted), for the following project:

Construction of

PARKING LOT E IMPROVEMENTS
MANCHESTER, NEW HAMPSHIRE 03102

Project # MCC14-07C

Description:

1.02 PROJECT DESCRIPTION

A. OWNER: Manchester Community College
   ENGINEER: Hoyle, Tanner & Associates, Inc.

B. The Manchester Community College is proposing to construct an access drive and a 196 space paved parking lot northwest of the main building at their campus (Lot E). AND an 18 space paved extension to an existing parking lot (Lot C) that is adjacent to the Construction Technologies Building. The work includes clearing and grubbing, excavation, full depth hot bituminous pavement, installation of a drainage system, bituminous curb, pavement markings, signs, lighting, and other incidental work. The Engineer’s estimate for the work is $390,000.

C. The anticipated project schedule is to start construction in November 2013, complete interim construction of Lot E to the crushed stone (fine Gradation) course including drainage structures and pipe by December 2013, be substantially complete by May 30, 2014 and complete final construction by June 27, 2014. See Traffic Control Plan for more details.

Plans and specifications will be available from the Community College System of New Hampshire at: www.ccsnh.edu/open-bids.

Plans and specifications are available at the following printers:

- Signature Press and Blueprinting, Inc., 45 Londonderry Turnpike, Rte. 28 Bypass, Hookset, NH 03106;
- Reed Construction Data, 30 Technology Parkway South Suite 100 Norcross GA., 30092
- Construction Summary of NH: Inc., 734 Chestnut Street, Manchester, NH 03104;
- Infinite Imaging: 933 Islington Street, Portsmouth, NH 03801
- McGraw-Hill Construction, Dodge Plan Room: 880 Second Street, Manchester, NH 03102;
- Minuteman Press: 109 Gosling Road, Newington, NH 03801;
- Works in Progress, 20 Farrell Street, Suite 103, South Burlington, VT 05403
- Community College System of New Hampshire website: www.ccsnh.edu/open-bids
BIDDERS SHOULD ACT PROMPTLY AND SUBMIT ALL QUESTIONS IN WRITING TO MATTHEW MOORE via E-MAIL memoore@ccsnh.edu.

A MANDATORY SITE WALK WILL NOT BE HELD. INTERESTED BIDDERS MAY VISIT THE SITE MONDAY TO FRIDAY 8AM TO 4PM. SIGN IN AND OUT IS REQUIRED AT THE CAMPUS SECURITY OFFICE LOCATED IN THE FRONT LOBBY AT THE MAIN ENTRANCE.

Proposals must be completed in both words and figures on forms furnished by the College, or on previously-approved, substantially-identical forms generated by computer software, which shall be submitted in a sealed envelope marked: Proposal for: “Manchester Community College –Parking Lot E Improvements MCC14-07C,” received by the College as specified no later than the date and time mentioned above.

Bidders must show three recent years’ experience with installations of a similar complexity and cost and prior experience with installations of the materials within 50 miles of the project site.

The successful bidder will be required to comply with State of New Hampshire RSA#21-1:81-a. The successful bidder will be required to furnish a 100% payment and 100% performance bond prior to execution of contract.

The award will be based on the proposal that best meets the needs of the college. Factors included will be the cost, completeness of the proposal, quality of the technology provided, and experience of the contractor and installation team. The college reserves the right to waive any informality in or to reject any or all proposals.

<table>
<thead>
<tr>
<th>Category</th>
<th>Possible Points*</th>
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<tbody>
<tr>
<td>1. Cost of Base Proposal</td>
<td>70</td>
</tr>
<tr>
<td>2. Quality of the related projects/areas of expertise/experience</td>
<td>30</td>
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<tr>
<td><strong>Grand Total</strong></td>
<td><strong>100</strong>*</td>
</tr>
</tbody>
</table>

*Maximum points for the best and so forth. Difference between scores is based on how close they are to one another. The College reserves the right to waive any and all informalities in its best interest.

All contract documents can be found on the CCSNH website at www.ccsnh.edu/open-bids. Before your submission, always check for any addenda or other materials that may have been issued which would affect the invitation to bid by checking the CCSNH website at www.ccsnh.edu/open-bids.

Matthew Moore, PE,
Director of Capital Projects
Community College System of New Hampshire

END OF DOCUMENT
Manchester Community College  
Project #MCC14-07C  
Construction of Parking Lot E Improvements

Qualifications to perform the work: List Three  
Experience with full responsibility for work of a similar size and within 50 miles of the project site.  
Bidders are to provide evidence of qualifications with the bid.

<table>
<thead>
<tr>
<th>NAME OF REFERENCE PROJECT</th>
<th>Location of Project</th>
<th>Date work performed</th>
<th>Name of Owner</th>
<th>Description of Project</th>
<th>Approx Contract value</th>
</tr>
</thead>
<tbody>
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</table>

END OF DOCUMENT
TITLE I
THE STATE AND ITS GOVERNMENT

CHAPTER 21-I
DEPARTMENT OF ADMINISTRATIVE SERVICES

Public Works Design and Construction

Section 21-I:81-a

21-I:81-a Requirement for Listing Subcontractor Bids for State Construction Contracts. — The following requirements apply to the construction, reconstruction, installation, demolition, maintenance, or repair of any building by a state agency, including the community college system and university system of New Hampshire, that is required to be awarded through competitive bidding.

I. A general contractor shall provide to the awarding state agency, community college, or university system a list of the names, addresses, CEO, CFO, other LLC principals, and each subcontractor to be used in the performance of the contract as soon as is practicable after the contract award, but in any event prior to the date on which the subcontractor begins work on the project. This provision applies to all subcontractors engaged to work on the project, regardless of the date of their engagement.

II. This section provides minimum disclosure standards regarding subcontractors and shall not preclude an awarding state agency or the community college or university system from setting more rigorous standards for construction work under their jurisdiction.

COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
INSURANCE REQUIRED OF CONTRACTORS

TYPES OF INSURANCE REQUIRED
For the purposes of this document the term Contractor shall include each and every contractor, subcontractor, and sub-subcontractor utilized by the General Contractor to complete the construction project.

General Liability Insurance
Commercial General Liability insurance covers claims for Bodily Injury and Property damage. CCSNH requires GL insurance when:
♦ A contractor will be working at a CCSNH location.
♦ The contractor has third parties on CCSNH’s premises who could be injured or cause injury to others.
♦ Their “completed work” (building; renovations; HVAC; etc.) may fail, causing bodily injury or property damage
♦ The contractor is likely to subcontract part of their work

Automobile Liability Insurance
A Business Auto Liability insurance is required when a Contractor and/or their employees and subcontractors will operate, maintain, load or unload vehicles as part of their contracted work on any campus. As such, any Contractor who drives onto CCSNH's owned or leased property should be required to provide evidence of a Commercial Automobile Liability insurance.

Umbrella/Excess Liability Insurance
An Umbrella/Excess policy is required when CCSNH is requesting total per occurrence and aggregate limits of liability that are higher than those carried by the Contractor in their “primary” General Liability, Auto Liability or Employer’s Liability (WC) policies – which is always the case. Note: General Liability policies typically provide limits of $1,000,000 per occurrence and $2,000,000 aggregate. Automobile liability policies generally provide a $1,000,000 “combined single” (CSL) limit.

Workers’ Compensation Insurance
CCSNH should request evidence of Workers’ Compensation (including Employers Liability coverage) for EACH AND EVERY Contractor. Evidence of workers’ compensation insurance from subcontractors and sub-subcontractors is the responsibility of General Contractor.

Property Insurance
When a new building is being constructed or an existing building is being renovated, coverage for the building material and the structure itself is provided by CCSNH.
However, the Contractor, all Subcontractors, and Sub-subcontractors should be aware that this “Builder’s Risk” coverage does not provide coverage for the Contractor’s business personal property – tools, equipment, etc. As such, they need to provide coverage for this exposure themselves.

**Pollution Liability Insurance**

Pollution legal liability insurance may be required if there is a chance that the Contractor may cause a first party or third party liability or property damage claim arising out of the “pollution” of any land, water or buildings by any type of “hazardous waste” material through their own actions or actions of another acting on their behalf.

**Professional/Errors & Omissions Liability Insurance**

Professional or E&O insurance is required of all Architects and Engineers who provide the design and engineering for buildings and other structures.

**LIMITS OF INSURANCE REQUIRED**

The following insurance requirements are to be used as a guide for CCSNH’s contracts with Contractors/Sub-Contractors. The insurance requirements and indemnification language that are ultimately incorporated into the contracts should be tailored to the operations and exposures with respect to the construction being performed in order to protect the interests of CCSNH and its Affiliated Entities.

**Commercial General Liability:** Contractor agrees to maintain in full force during the term of this contract and until the completion of this project Commercial General Liability insurance with the following minimum limits of liability:

- $1,000,000 per occurrence Limit for bodily injury/property damage
- $1,000,000 per occurrence Personal and advertising injury
- $2,000,000 aggregate Products/completed operations
- $2,000,000 aggregate Policy aggregate
- $5,000 per person Medical expense

These limits shall be provided per project/per job.

**Automobile Liability Insurance:** Contractor agrees to maintain in full force during the term of this contract and until the completion of this project Commercial Automobile Liability insurance for all owned, non-owned, and hired vehicles/trucks. The minimum limit of liability shall be $1,000,000 each accident, combined single limit for Bodily Injury and Property Damage.

**Workers’ Compensation Insurance:** Contractor agrees to maintain in full force and effect Workers’ Compensation insurance which provides statutory coverage for Workers’ Compensation claims and Employers’ Liability insurance subject to minimum limits of:

- $500,000 each accident Bodily injury by accident
$500,000  each employee  Bodily injury by disease
$500,000  policy limit  Bodily injury by disease

or the minimum limits required by Contractor’s Umbrella insurer.

**Umbrella Liability Insurance:** Contractor agrees to maintain in full force and affect Umbrella Liability insurance which provides excess following form coverage over the underlying Commercial General Liability, Automobile Liability, and Employers Liability policies previously described. The Umbrella/Excess policy will provide minimum limits of liability of $5,000,000 per occurrence and aggregate - and the aggregate limit should be provided on a “per project or job” or location basis.

**Professional Liability Insurance:** Architect/Engineer agrees to maintain in full force during the term of this contract and for a period of five years after the completion of this project, Architects and Engineers Professional Liability (Errors and Omissions) insurance subject to a minimum per occurrence and aggregate limit of $3,000,000. Note: The scope of coverage and limit provided by the policy shall encompass the Architect/Engineers obligations as defined in the project agreement.

**Personal Property Insurance:** Contractor is responsible for the purchase and maintenance of “property” insurance on a “replacement cost basis” to cover all of “property” (tools, equipment, materials, etc.) owned by the Contractor. Note: The contract should indicate that the property will “be the sole responsibility and risk of Contractor” and that “CCSNH shall not be liable for any loss, damage, or theft to such property.”

**Other Insurance:** CCSNH reserves the right to require the Contractor to maintain additional insurance coverage as deemed necessary by the nature of the contract and from time to time during the contract period.

**OTHER INSURANCE ISSUES AND REQUIREMENTS:**

**General Requirements**

Contractor is required to maintain, during the life of this contract with CCSNH, insurance that will adequately protect CCSNH and the Contractor against the exposures inherent to the contract and construction project. The insurance policies provided by Contractor must be underwritten by an insurance company that is financially sound and adequately rated (“A-” or higher) by one or more of the leading financial rating services including AM Best, Moody’s and/or Standard & Poors. The insurance companies utilized by the Contractor must be licensed to do business in the State of New Hampshire. If such insurance is provided by “self-insurance” or a Captive insurance company, adequate financial data should be provided to assure CCSNH of the Contractor’s ability to fund all deductibles, retentions and claims that occur.
**Additional Insureds:** The required Commercial General Liability Automobile Liability and Excess/Umbrella Liability coverage shall name CCSNH, its affiliates, subsidiaries, trustees, officers, employees and agents as additional insureds.

**Certificates of Insurance (COI)**
CCSNH requires the Contractor furnish Certificates of Insurance (COI) for the required coverage and limits to CCSNH before commencing work and 30 days prior to each renewal date of the required insurance policies. Such certificates shall state that, in the event of cancellation, material change in coverage or non-renewal, the Contractor will notify CCSNH at least thirty (30) days in advance via formal, written documentation.

**Cancellation/Non-Renewal**
In the event that any of the insurance policies purchased by the Contractor to satisfy the requirements in the contract are cancelled by the insurer, non-renewed by the Contractor or are changed materially (coverage, limits, etc.), CCSNH must be notified at least 60 days in advance of such an event. If the Contractor does not provide such notice, CCSNH has the right to procure the specified insurance coverage and charge the premiums back to the Contractor.

**Occurrence/Claims Made Forms**
CCSNH prefers that all Liability policies purchased by the Contractor to satisfy the requirements in the contract are written on an "occurrence" basis. However, if any liability policy must be written on a "claims made" basis, the Contractor must maintain such insurance for a minimum of three years after the termination of the contract or provide “tail coverage” if the policy is cancelled or non-renewed with a retroactive date that precedes the inception of the contract - or “prior acts” coverage without any time limitation.

#50576573
PROPOSAL FORM – LUMP SUM GRAND TOTAL BID

MANCHESTER COMMUNITY COLLEGE

CONSTRUCTION OF PARKING LOT E IMPROVEMENTS
PROJECT # MCC14-07C

1066 FRONT STREET
MANCHESTER, NEW HAMPSHIRE 03102

PROPOSAL DUE:
NOVEMBER 19, 2013

THE COLLEGE SYSTEM RESERVES THE RIGHT TO AWARD ANY OR ALL ITEMS.
PROPOSAL FORM

Proposal of:

Address:

To furnish all materials and to do and perform work in accordance with the plans and specifications, on which proposals shall be submitted in a sealed envelope marked: Proposal for: “Construction of Parking Lot E Improvements” and delivered to Manchester Community College – Office of the President, 1066 Front Street, Manchester, N.H. 03102 Bids will be accepted until 3:00 P.M., Prevailing Time, on Tuesday November 19, 2013 for the following project:

MANCHESTER COMMUNITY COLLEGE
CONSTRUCTION OF PARKING LOT E IMPROVEMENTS
1066 FRONT STREET
MANCHESTER, NH 03102

Delivery of Proposal: Proposal shall be placed in sealed envelope plainly marked to indicate its contents and addressed to the College at the address shown on the Invitation to Bids. Sealed Proposals shall be received and deposited in the Bid Box at the location specified prior to the time and deposited as specified. Proposals delivered to the College by alternate means are submitted at the sole risk of the Bidder. The College will not accept responsibility for any reason if the Proposal is not delivered by the specified time and date. Proposals received after the time for opening of bids will be returned to the bidder unopened.

Dr. Susan Huard, President
Manchester Community College
1066 Front Street
Manchester, New Hampshire 03102

Dear President:

In accordance with the advertisement of the College inviting proposals for the project herein before named, and in conformity with the plans and specifications on file in the offices of the College, I/WE hereby certify that I AM/WE ARE the only person or persons, interested in this proposal as principals; that this proposal is made without collusion with any person, firm or corporation, that an examination has been made of the plans and specifications and of the site of the work, and proposed to furnish all necessary machinery, equipment, tools and labor, and to furnish all materials specified in the manner and at the time prescribed at the following prices:
ITEMS AND UNITS TABLE

Rules of Prices Note: This Proposal shall be filled in by the Bidder, with the Prices written in both words and numerals, and the extensions will be made by him in the spaces provided.
All bidders are to include ALL items. Grand total is too include all the scope for all the projects.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>APPROXIMATE QUANTITIES AND UNIT TYPE</th>
<th>ITEMS AND UNITS PRICES BID (COST PER EACH WRITTEN)</th>
<th>COST PER UNIT DOLLARS CENTS (numerical)</th>
<th>ITEM SUBTOTAL DOLLARS CENTS (numerical)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 EACH</td>
<td>ITEM #1- ALL WORK DESCRIBED IN THE CONTRACT DOCUMENTS TO PROVIDE CONSTRUCTION OF PARKING LOT E IMPROVEMENTS AT MANCHESTER COMMUNITY COLLEGE</td>
<td>1 PER EACH</td>
<td>$ .</td>
</tr>
<tr>
<td>2</td>
<td>1 EACH</td>
<td>ITEM #2 - ALLOWANCE FOR UNFORESEEN CONDITIONS</td>
<td>1 PER EACH</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>3</td>
<td>1 EACH</td>
<td>ITEM #3 - ALLOWANCE FOR QUALITY ASSURANCE TESTING</td>
<td>1 PER EACH</td>
<td>$6,000.00</td>
</tr>
</tbody>
</table>

THE LUMP SUM GRAND TOTAL FOR THIS PROJECT IS: (SUM OF ITEM SUBTOTALS OF ITEMS #1 and #2 and #3. In numbers: [ ]).

LUMP SUM GRAND TOTAL IN WORDS:
The award will be based on the proposal that best meets the needs of the college. Factors included will be the cost, completeness of the proposal, quality of the technology provided, and experience of the contractor and installation team. The college reserves the right to waive any informality in or to reject any or all proposals.

The Chancellor reserves the right to waive any and all informalities in the best interests of the College.

It is further proposed:

To execute the form of contract and to complete the project on or before **June 27, 2014 and in accordance with agreed to extensions based on weather conditions.**

To furnish a contract bond in the amount of one hundred percent (100%) of the contract award as security for the completion of the contract in accordance with the plans and specifications and contract documents. The form of bond shall be that provided for by the Department, and the surety shall be acceptable to the Chancellor.

To guarantee all of the work performed under this contract to be done in accordance with the plans and specifications and the contract documents.

The undersigned acknowledges receipt of the following addenda, issued during the bidding time, and states that these have been incorporated in this proposal:

Addendum No.____ dated ________________________________

Addendum No.____ dated ________________________________
IF A PARTNERSHIP

Signature of Bidder: ________________________________________________

____________________________  
(printed name and title)

Partnership Name & Address

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

Names and Addresses of Members of the Partnership:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
IF AN LLC

Signature of Bidder: ________________________________________________

________________________
(printed name and title)

LLC Name & Address:

________________________
________________________
________________________

Names and Addresses of Members and Managers:

________________________
________________________
________________________
________________________
________________________
________________________
IF A CORPORATION

Signature of Bidder: ________________________________

Corporation Name & Address: ________________________________

   (printed name and title)

   _______________________________________________________

   _______________________________________________________

   _______________________________________________________

Incorporated under the laws of the State of _____________________________

Names and Addresses of Corporate Officers: [A bid by a person who affixes to his/her signature, the word "President," "Secretary," "Agent" or other designation, without disclosing whom he/she is representing if other than the contracting entity noted above, may be held to the bid of the individual signing.]

President

Name: ________________________________

Address: ________________________________

Secretary

Name: ________________________________

Address: ________________________________

(Enter Designation of another Corporate Officer below, such as Vice President or Agent ....)

Name: ________________________________

Address: ________________________________
IF A PROPRIETORSHIP

Signature of Bidder: ____________________________________________

______________________________________________________________

(printed name and title)

Proprietorship Name
& Address:

________________________________________________________________

________________________________________________________________

________________________________________________________________

If Applicable, a D/B/A or Trade Name:

________________________________________________________________

If Applicable, Certificate from Secretary of State’s Office to be attached.

END OF DOCUMENT
AGREEMENT made as of the day of in the year 2013
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

President
College
address
address

and the Contractor:
(Name, legal status, address and other information)

for the following Project:
(Name, location and detailed description)

PROJECT NUMBER & TITLE

The Architect:
(Name, legal status, address and other information)

ARCHITECT/ENGINEER, TITLE
ADDRESS.
ADDRESS
ADDRESS

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.
TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS
2 THE WORK OF THIS CONTRACT
3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4 CONTRACT SUM
5 PAYMENTS
6 DISPUTE RESOLUTION
7 TERMINATION OR SUSPENSION
8 MISCELLANEOUS PROVISIONS
9 ENUMERATION OF CONTRACT DOCUMENTS
10 INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS
The Contract Documents consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9. A list of Contract Documents is set forth in Exhibit A hereto.

ARTICLE 2 THE WORK OF THIS CONTRACT
The Contractor shall fully execute the Work described in the Contract Documents. The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than ( )
Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.

(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

3.4 Liquidated Damages: If the Contractor fails to achieve Substantial Completion on the Substantial Completion Date, as that date may be modified in accordance with the Contract, the Contractor shall pay to the Owner, or the Owner may withhold amounts otherwise due, liquidated damages in the amount of FIVE HUNDRED dollars ($500.00) per day for each day after the Substantial Completion Date the Contractor fails to achieve Substantial Completion of the work. The Contractor acknowledges that the liquidated damages provided by this paragraph are reasonable and not a penalty. The Contractor shall achieve Final Completion within thirty (30) days after Substantial Completion. In the event that the Contractor, without excuse, fails to achieve Final Completion within the thirty (30) days after Substantial Completion, the Contractor shall be liable to the Owner for actual damages, if any, incurred by the Owner.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be ($ ), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

§ 4.3 Unit prices, if any:

(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

<table>
<thead>
<tr>
<th>Item</th>
<th>Units and Limitations</th>
<th>Price Per Unit ($0.00)</th>
</tr>
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§ 4.4 Allowances included in the Contract Sum, if any:

(Identify allowance and state exclusions, if any, from the allowance price.)

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
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</table>

§ 4.5 The Contract Sum is based upon the Schedule of Values set forth as Exhibit and the Qualification and Assumptions set forth as Exhibit.

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month. The Contractor shall, not less than ten (10) business days prior to the end of each month, submit to the Owner and the Architect, a Pencil Application for Payment which projects work to be completed and paid for through the end of the month for review by Owner and the parties shall meet by the end of the month to review jointly. By the last day of the month, the Contractor shall submit an Application for Payment.
§ 5.1.3 Provided that an Application for Payment is received by the Owner not later than the last day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the last day of the next month. If an Application for Payment is received by the Owner after the application date fixed above, payment shall be made by the Owner not later than 30 (30) days after the Owner receives the Application for Payment. (Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Owner may require. This schedule, unless objected to by the Owner, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

.1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainerage of five percent (5 %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™-2007, General Conditions of the Contract for Construction;

.2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site), less retainerage of five percent (5 %);

.3 Subtract the aggregate of previous payments made by the Owner; and

.4 Subtract amounts, if any, for which the Owner has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201-2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

.1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Owner shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and (Section 9.8.5 of AIA Document A201-2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)

.2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:
(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.
§ 5.2 FINAL PAYMENT
§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when:
.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and
.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner’s final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect’s final Certificate for Payment, or as follows:

ARTICLE 6 DISPUTE RESOLUTION
§ 6.1 INITIAL DECISION MAKER
The Owner will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. (If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Owner.)

§ 6.2 BINDING DISPUTE RESOLUTION
For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:
(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

[ ] Arbitration pursuant to Section 15.4 of AIA Document A201–2007

[ X ] Litigation in a court of competent jurisdiction

[ ] Other (Specify)

ARTICLE 7 TERMINATION OR SUSPENSION
§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

ARTICLE 8 MISCELLANEOUS PROVISIONS
§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. (Insert rate of interest agreed upon, if any.)

Base Rate of the Bank of America or its successor plus one percent (1) % per annum
§ 8.3 The Owner’s representative:
(Name, address and other information)

Matthew Moore, PE, Interim Director of Capital Planning
Community College System of New Hampshire
26 College Drive
Concord, NH 03301

§ 8.4 The Contractor’s representative:
(Name, address and other information)

NAME
CONTRACTOR
ADDRESS
ADDRESS

§ 8.5 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days written notice to the other party.

§ 8.6 Other provisions:

§ 8.6.1 The Project is the construction of which the Work performed under the Contract Documents may be the whole or a part, and which may include construction by the Owner or by separate contractors.

§ 8.7 COMPLIANCE WITH APPLICABLE LAWS

§ 8.7.1 If the Contractor believes that implementation of any instruction received from the Owner would cause a violation of any applicable law, statute, ordinance, building code, rule or regulation, the Contractor shall notify the Owner in writing. Neither the Contractor nor any Contractor or Architect shall be obligated to perform any act which they believe will violate any applicable law, ordinance, rule or regulation. The Contractor shall be entitled to rely on the completeness and accuracy of the information contained in the Project Criteria, but not that such information complies with applicable laws, regulations and codes, which shall be the obligation of the Contractor to determine. In the event that a specific requirement of the Project Criteria conflicts with applicable laws, regulations and codes, the Contractor shall furnish Work which complies with such laws, regulations and codes. In such case, the Owner shall issue a Change Order to the Contractor unless the Contractor recognized or should have recognized such non-compliance prior to execution of this Agreement and failed to notify the Owner.

§ 8.8 BACKGROUND CHECKS

§ 8.8.1 The Owner reserves the right to require the Contractor to conduct background checks of any and all persons employed or controlled by the Contractor or any of its subcontractors or subconsultants, at any time, for any reason. If requested, the Contractor shall complete the requested background check to the Owner’s satisfaction within a reasonable time period prescribed by the Owner.

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A101–2007, Standard Form of Agreement Between Owner and Contractor.

§ 9.1.2 The General Conditions are AIA Document A201–2007, General Conditions of the Contract for Construction.

§ 9.1.3 The Supplementary and other Conditions of the Contract:
§ 9.1.4 The Specifications:
(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Date</th>
<th>Pages</th>
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§ 9.1.5 The Drawings:
(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

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<th>Title</th>
<th>Date</th>
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§ 9.1.6 The Addenda, if any:

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<th>Date</th>
<th>Pages</th>
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Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

.1 AIA Document E201™--2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

.2 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201–2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

ARTICLE 10 INSURANCE AND BONDS
The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201–2007.
(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201–2007.)

<table>
<thead>
<tr>
<th>Type of insurance or bond</th>
<th>Limit of liability or bond amount ($0.00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance &amp; Payment Bond</td>
<td></td>
</tr>
</tbody>
</table>
This Agreement entered into as of the day and year first written above.

OWNER (Signature)

, President

For: Community College System of New Hampshire
(Row deleted)

CONTRACTOR (Signature)

For: Construction
Additions and Deletions Report for
AIA® Document A101™ – 2007

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 16:35:57 on 10/18/2013.

PAGE 1

AGREEMENT made as of the day of in the year 2013

... President
College address

... PROJECT NUMBER & TITLE

... ARCHITECT/ENGINEER, TITLE
ADDRESS
ADDRESS
ADDRESS

PAGE 2

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto, and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9. A list of Contract Documents is set forth in Exhibit A hereto.

... The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others. Documents. The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractors obligations. The Work may constitute the whole or a part of the Project.

... § 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than ( ) days from the date of commencement, or as follows:

3.4 Liquidated Damages: If the Contractor fails to achieve Substantial Completion on the Substantial Completion Date, as that date may be modified in accordance with the Contract, the Contractor shall pay to the Owner, or the Owner may withhold amounts otherwise due, liquidated damages in the amount of FIVE HUNDRED dollars ($500.00) per day for each day after the Substantial Completion Date the Contractor fails to achieve Substantial Completion of the work. The Contractor acknowledges that the liquidated damages provided by this paragraph are reasonable and not a penalty. The Contractor shall achieve Final Completion within thirty (30) days after Substantial Completion. In the event that the Contractor, without excuse, fails to achieve Final Completion within thirty (30) days after Substantial Completion, the Contractor shall be liable to the Owner for actual damages, if any, incurred by the Owner.

§ 4.5 The Contract Sum is based upon the Schedule of Values set forth as Exhibit and the Qualification and Assumptions set forth as Exhibit.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:... The Contractor shall, not less than ten (10) business days prior to the end of each month, submit to the Owner and the Architect, a Pencil Application for Payment which projects work to be completed and paid for through the end of the month for review by Owner and the parties shall meet by the end of the month to review jointly. By the last day of the month, the Contractor shall submit an Application for Payment.

§ 5.1.3 Provided that an Application for Payment is received by the Architect-Owner not later than the last day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the last day of the next month. If an Application for Payment is received by the Architect-Owner after the application date fixed above, payment shall be made by the Owner not later than 30 (thirty) days after the Architect-Owner receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect-Owner may require. This schedule, unless objected to by the Architect-Owner, shall be used as a basis for reviewing the Contractor's Applications for Payment.
Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™–2007, General Conditions of the Contract for Construction.

Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing), less retainage of five percent (5%) writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner’s title to such materials and equipment or otherwise protect the Owner’s interest and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site), less retainage of five percent (5%).

Subtract amounts, if any, for which the Architect-Owner has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.

Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect-Owner shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and

PAGE 5

The Architect-Owner will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. (If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect-Owner.)

[ X ] Litigation in a court of competent jurisdiction

Base Rate of the Bank of America or its successor plus one percent (1%) per annum

PAGE 6

Matthew Moore, PE, Interim Director of Capital Planning
Community College System of New Hampshire
26 College Drive
Concord, NH 03301

NAME
CONTRACTOR
ADDRESS
ADDRESS


User Notes: (1852349511)
§ 8.8.1 The Project is the construction of which the Work performed under the Contract Documents may be the whole or a part, and which may include construction by the Owner or by separate contractors.

§ 8.7 Compliance with Applicable Laws
§ 8.7.1 If the Contractor believes that implementation of any instruction received from the Owner would cause a violation of any applicable law, statute, ordinance, building code, rule or regulation, the Contractor shall notify the Owner in writing. Neither the Contractor nor any Contractor or Architect shall be obligated to perform any act which they believe will violate any applicable law, ordinance, rule or regulation. The Contractor shall be entitled to rely on the completeness and accuracy of the information contained in the Project Criteria, but not that such information complies with applicable laws, regulations and codes, which shall be the obligation of the Contractor to determine. In the event that a specific requirement of the Project Criteria conflicts with applicable laws, regulations and codes, the Contractor shall furnish Work which complies with such laws, regulations and codes. In such case, the Owner shall issue a Change Order to the Contractor unless the Contractor recognized or should have recognized such non-compliance prior to execution of this Agreement and failed to notify the Owner.

§ 8.8 Background Checks
§ 8.8.1 The Owner reserves the right to require the Contractor to conduct background checks of any and all persons employed or controlled by the Contractor or any of its subcontractors or subconsultants, at any time, for any reason. If requested, the Contractor shall complete the requested background check to the Owner’s satisfaction within a reasonable time period prescribed by the Owner.

PAGE 7

Performance & Payment Bond

PAGE 8

President
For: Community College System of New Hampshire
(Printed name and title)

For: Construction
(Printed name and title)
Certification of Document’s Authenticity
AIA® Document D401™ – 2003

I, Matthew Moore, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 16:35:57 on 10/18/2013 under Order No. 0842214944_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

>Title

(Dated)
General Conditions of the Contract for Construction

the following PROJECT:
(Name and location or address)
Master Owner Document SOREV 1-5-12

THE OWNER:
(Name and address)
COLLEGE
ADDRESS
THE ARCHITECT:
(Name and address)

TABLE OF ARTICLES

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3 CONTRACTOR
4 ARCHITECT
5 SUBCONTRACTORS
6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS
7 CHANGES IN THE WORK
8 TIME
9 PAYMENTS AND COMPLETION
10 PROTECTION OF PERSONS AND PROPERTY
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12 UNCOVERING AND CORRECTION OF WORK
13 MISCELLANEOUS PROVISIONS
14 TERMINATION OR SUSPENSION OF THE CONTRACT
15 CLAIMS AND DISPUTES

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.
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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 BASIC DEFINITIONS

§ 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor’s bid or proposal, or portions of Addenda relating to bidding requirements.

§ 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. Except as provided in section 3.18, nothing contained in the Contract Documents shall be construed to create a contractual relationship (1) between the Contractor and the Architect or the Architect’s consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect’s consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect’s duties.

§ 1.1.3 THE WORK

The term “Work” means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor’s obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

§ 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

§ 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect’s consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

§ 1.1.9 NUMBER AND GENDER

The pronouns “they,” “them,” and “their” are used with a singular antecedent that is indefinite or that does not specify gender, in lieu of the masculine singular and feminine singular pronouns “he,” “she,” “him,” “her,” “his,” and “her,” and accordingly “they,” “them,” and “their” may be singular or plural depending on their antecedents and the context.
§ 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results. All Work mentioned or indicated in the Contract Documents shall be performed by the Contractor as part of this Contract unless it is specifically indicated in the Contract Documents that such Work is to be done by others.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.2.4 In the event of conflicts or discrepancies among the Contract Documents, the documents shall be interpreted on the basis of the follow priorities: First, Modifications or Change Orders to the Contract Documents, those of later date having precedence over those of earlier date; Second, the Agreement between Owner and Contractor; Third, these General Conditions as modified; Fourth, Addenda to Specifications and Drawings, with later date having greater priority; Fifth, Specifications and Drawings.

Larger scale drawings shall take precedence over smaller scale drawings. Should Drawings or the Specifications disagree in themselves or with each other, the Contractor shall provide the better quality or greater quality of the Work unless otherwise directed by written addendum to the Contract.

§ 1.2.5 All indications or notations which apply to one of the number of similar situations, material or processes shall be deemed to apply to all such situations, materials or processes wherever they appear in the Work, except where a contrary result is clearly indicated by the Contract Documents.

§ 1.2.6 Where codes, standards, requirements and publications of public and private parties are referred to in the Contract Documents, references shall be understood to be to the latest revision prior to the date bids are received or negotiations are concluded, except otherwise indicated.

§ 1.2.7 All manufactured articles, materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the manufacturer’s written or printed directions and instructions unless otherwise indicated.

§ 1.2.8 Where the Work is to fit with existing conditions or Work to be performed by others, the Contractor shall fully and completely join the Work with such conditions or Work, unless otherwise specified.

§ 1.2.9 Exact locations of fixtures and outlets shall be obtained from the Architect before the Work is roughed in. Work installed without such information from the Architect shall be relocated at the Contractor’s expense.

§ 1.2.10 Existing condition plans and information included with the Contract Documents or otherwise made available to the Contractor were obtained by the Owner for use by the Architect in the design of the Project. The Owner does not hold out such information to the Contractor as an accurate or approximate indication of subsurface conditions, and no claim for extra cost or extension of time resulting from a reliance by the Contractor on such information shall be except allowed as provided in Section 3.7.4.

§ 1.2.11 Where no explicit quality or standards for materials or workmanship are established for Work, such Work is to be consistent with the quality of the surrounding Work and of the construction of the Project generally.

§ 1.2.12 Certain drawings (including mechanical, electrical and fire protection drawings) are diagrammatic only, and are not intended to show the alignment, physical locations or configurations of such Work. Such Work shall be installed without additional cost to the Owner to clear all obstructions, permit proper clearances for the Work of other trades, and present an orderly appearance where exposed. Prior to beginning such Work, the Contractor shall prepare coordination drawings showing the exact alignment, physical location and configuration of the components of the
mechanical, electrical, and fire protection and other allied systems and demonstrating to the Architect's satisfaction that the installation of such systems will comply with the preceding sentence. The Contractor shall be solely liable and responsible for any such costs and/or delays resulting from the Contractor's failure to coordinate such installations.

§ 1.3 CAPITALIZATION
Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, (3) the titles of other documents published by the American Institute of Architects, or (4) defined elsewhere in the Contract Documents.

§ 1.4 INTERPRETATION
In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE
§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.

§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM
If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

ARTICLE 2 OWNER
§ 2.1 GENERAL
§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 Intentionally omitted.

§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER
§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall, with the Contractor's cooperation when requested, secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.
§ 2.2.3 The Owner shall endeavor to furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work. The Owner does not hold out such information to the Contractor as accurate, and no claim for extra cost or extension of time resulting from a reliance by the Contractor on such information shall be allowed except as provided in section 3.7.4.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness after receipt from the Contractor of a written request for such information or services. The Owner shall also furnish any other information or services under the Owner’s control and relevant to the Contractor’s performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2. The Contractor shall arrange for the reproduction of the additional Contract Documents as necessary, and the cost of such reproduction shall be included within the Contract Sum. The Owner shall cause the Architect to deliver electronic files with the Drawings to the Contractor which can be used by the Contractor to print additional sets (subject to any reasonable conditions imposed by the Architects).

§ 2.3 OWNER’S RIGHT TO STOP THE WORK
If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.4 OWNER’S RIGHT TO CARRY OUT THE WORK
If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner’s expenses and compensation for the Architect’s additional services made necessary by such default, neglect or failure. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

§ 2.5 Extent of Owner Approval or Consent
Owner is relying on the Architect to exercise the appropriate standard of care in connection with the design of the Work and the Contractor for execution of the Work, including all construction means, methods and techniques. Notwithstanding anything else set forth in the Contract Documents, any "approval" or "consent" by Owner in the context of the design of the Work means only approval of programmatic and/or aesthetic design intent. In the context of execution of the Work, "approval" by Owner of schedules and/or work plans means that the Owner acknowledges such activities or events for purposes of timing or coordination only.

§ 2.6 Owner-Furnished Materials, Equipment or Fixtures
If the Contract Documents require that, as part of the Work, that Contractor shall install or incorporate into the completed construction materials, equipment or fixtures furnished by Owner, Contractor’s obligations under this agreement extend to such materials, equipment and fixtures on the same basis as the rest of the Work. Contractor’s obligations to correct defective or non-conforming Work extends to and includes any and all materials, equipment, and fixtures furnished by Owner and to the installation thereof by the Contractor and the Subcontractors as fully as if such products had been purchased directly by Contractor or a Subcontractor for incorporation into the Work. The Contractor acknowledges that it has received and approved all information and specifications for any such Owner-furnished products sufficient so as to permit the Contractor to make this agreement. Such specifications for
Owner-furnished materials, equipment or fixtures shall be considered a part of the Contract Documents and such items, upon delivery to, and acceptance by, Contractor, shall become a part of the Work.

ARTICLE 3 CONTRACTOR

§ 3.1 GENERAL

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor’s authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect’s administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting any portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. Before starting the Work, and at frequent intervals during the progress thereof, the Contractor shall carefully study and compare the Contract Documents with each other and with the information furnished by the Owner pursuant to section 2.2.3 and shall at once report to the Owner’s Designated Representative any error, inconsistency or omission the Contractor may discover. Any necessary change shall be ordered as provided in Article 7, subject to the requirements of section 1.2 and other provisions of the Contract Documents. If the Contractor proceeds with the Work without such notice to the Owner’s Designated Representative, having discovered such errors, inconsistencies or omissions, or if, by reasonable study of the Contract Documents the Contractor should have discovered such, the Contractor shall bear all costs arising therefrom.

§ 3.2.1.1 The Drawings are generally drawn to scale; however, the figured dimensions or notes thereon shall govern. Before ordering any materials or doing any Work, the Contractor and each Subcontractor shall verify all measurements at the building site, and shall be responsible for the correctness of same. No extra charge or compensation will be allowed on account of differences between the actual measurements and the dimensions indicated on the Drawings, except to the extent such differences are attributable to errors and omissions in the Contract Documents prepared by the Architect of which the Contractor is not aware (unless the Contractor should have been aware of such errors and omissions in connection with its exercise of the standard of care exercised by a reasonable contractor experienced in the type of work required) and for which correction would constitute a material change in the Work per the process set forth in Section 7.1.4 below. All differences which may be found shall be reported in writing to the Architect for consideration before proceeding with the Work. The Contractor shall give the Architect timely notice of any additional Drawings, Specifications, or instructions required to define the Work in greater detail, or to permit the proper progress of the Work.

§ 3.2.1.2 The Contractor shall not proceed with any Work not clearly and consistently defined in detail in the Contract Documents, but shall request additional Drawings or instructions from the Architect. If the Contractor proceeds with such Work without obtaining further Drawings, Specifications, or instructions, the Contractor shall correct Work performed incorrectly at the Contractor’s own cost and expense.

§ 3.2.3 Intentionally omitted.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor’s notices or requests for information pursuant to Section 3.2.2, the
Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Section 3.2.2, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor’s best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures (including all safety precautions and programs) and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the job site safety thereof and, except as stated below, shall be fully and solely responsible for the job site safety of such means, methods, techniques, sequences or procedures. If the Contractor believes that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall (a) give timely written notice to the Owner and Architect of the specific means, methods, techniques or procedures referred to in the Contract Documents that the Contractor believes are not safe or suitable; (b) participate in discussions with the Owner and the Architect regarding the specific means, methods, techniques or procedures referred to in the Contract Documents that the Contractor believes are not safe or suitable and (c) shall not proceed with that portion of the Work until the Owner, the Architect and the Contractor have agreed upon specific means, methods, techniques or procedures that the Contractor agrees are safe and suitable for the Work. The Contractor shall remain solely responsible for and have control over the means, methods, techniques or procedures that are employed by the Contractor for the Work, notwithstanding that such construction means, methods, techniques, sequences or procedures are (i) referred to, indicated or implied by the Contract Documents or (ii) agreed to by the Architect or Owner. In no event shall the Contractor employ construction means, methods, procedures and techniques that violate (x) requirements of any warranties applicable to the Work or (y) laws, ordinances, regulations, rules and orders which bear upon the Contractor’s performance of the Work.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor’s employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors. Nothing contained in this section shall alter the relationship between the Contractor and each Subcontractor under the applicable subcontract with respect to each such Subcontractor’s obligation for safety for persons or property.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.3.4 The Contractor shall coordinate and supervise the Work performed by Subcontractors to the end that the Work is carried out without conflict between trades and so that no trade, as a result of improper coordination or supervision, causes delay to the general progress of the Work. The Contractor and all Subcontractors shall at all times afford each trade, any separate contractor, or the Owner, every reasonable opportunity for the installation of Work and the storage of materials.

§ 3.3.5 The Contractor shall arrange for and attend job meetings with the Owner and the Architect and such other persons as the Architect or Owner may from time to time wish to have present. The Contractor shall be represented by a principal, project manager, general superintendent or other authorized main office representative, as well as by the Contractor’s own superintendent. An authorized representative of any Subcontractor or lower tier subcontractor shall attend such meetings if the representative’s presence is required by the Owner or the Architect. Such representatives of the Contractor and the Subcontractors shall be empowered to make binding commitments on all matters to be discussed at such meetings, including costs, payments, change orders, time schedules and manpower. Any notices required under the Contract may be served on such representatives.

§ 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other
facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work. The word "provide" shall mean furnish and install complete, including connections, unless otherwise specified.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive. If the Contractor desires to substitute a product or method of the work as has been specified or shown in the Contract Documents, the Contractor may propose to do so in a written request to the Architect setting forth the following: (1) full explanation of the proposed substitution and submission of all supporting data including technical information, catalog cuts, warranties, test results, installation instructions, operating procedures, and other like information for the original specified item and the proposed substitution as necessary for a complete evaluation of the substitution; (2) reasons why the substitution is advantageous or necessary, including the benefits to the Owner and the Work in the event the substitution is acceptable; (3) the adjustment, if any, in the Contract Sum in the event that substitution is acceptable; and (4) the adjustment, if any, in the Contract Time in the event that substitution is acceptable. Proposals for substitutions shall be submitted to the Architect, with a copy to the Owner, not later than 30 days prior to the time of such substitute product or method would be incorporated in the Work or, if to be used or incorporated within 30 days of the commencement of the Work, immediately upon execution of the Agreement. No substitutions will be considered or allowed without the Contractor's submittal of complete substantiating data and information as stated herein. Approval of a proposed substitution shall be at the sole discretion of the Owner (after consulting with the Architect).

§ 3.4.2.1 By making a request for substitution, the Contractor: (1) represents that the Contractor has investigated the proposed substitute product and determined that it is equal or superior in all respects to that specified; (2) represents that the Contractor will provide the same warranty for the substitution that the Contractor would have for that specified; (3) certifies that the cost data presented is complete and includes all related costs under this Contract except the Architect's redesign costs, and waives all claims for additional costs related to the substitution which subsequently become apparent; and (4) will coordinate the installation of the accepted substitute, making such changes as may be required for the work to be complete in all respects.

§ 3.4.2.2 The Contract Documents are intended to produce a build-out of consistent character and quality of design. All components of the building, including visible items of mechanical and electrical equipment, have been selected to have a coordinated design in relation to the overall appearance of the building. The Architect shall judge the design and appearance of proposed substitutes on the basis of their suitability in relation to the overall design of the Project, as well as for their intrinsic merits. The Architect will not approve as equal to materials specified as proposed substitutes which, in the Architect's opinion, would be out of character, obtrusive, or otherwise inconsistent with the character and quality of design of the Project. In order to permit coordinated design of color and finishes, the Contractor shall, if required by the Architect, furnish the substituted material in any color, finish, texture, or pattern which would have been available from the manufacturer originally specified, at no additional cost to the Owner.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them. The Owner may require removal of any workers from the Project that it deems unfit or not beneficial to the Project. The Owner reserves the right to require the Contractor to perform a background check of any worker employed by the Contractor or any of its subcontractors. If so request, the Contractor shall perform the background check to the Owner's satisfaction and shall provide the results to the Owner within a reasonable time period established by the Owner.

§ 3.4.4 All manufactured materials shall be ordered to be delivered in the manufacturer's original, unbroken packages, containers or bundles, bearing the name of the manufacturer and brand name of other designation, and all materials shall be handled, stored, installed, cleaned and protected in accordance with the manufacturer's directions, unless otherwise indicated in the Contract Documents.

§ 3.4.5 Any product, material or equipment specified in the Contract Documents by reference to the number, symbol or title of a specified standard, such as a commercial standard, federal specification, trade association standard, or other similar or related construction industry standard, shall comply with requirements in the latest revision thereof as of the date the Owner and the Contractor execute the Agreement.
§ 3.4.6 In all cases in which a manufacturer’s name, trade name or other property designation is used in the Contract Documents in connection with a material, equipment or product to be furnished thereunder, the Contractor shall furnish the material, equipment or product of the named manufacturer(s) unless a written request for substitution is made in accordance with section 3.4.2 and the substitution is approved in writing by the Owner.

§ 3.4.7 The Contractor and all Subcontractors shall make all provisions necessary to avoid any disputes with labor unions and shall be responsible for any delays, damages or extra costs incurred as a result of such disputes. The Contractor shall be responsible for the maintenance of harmonious labor relations among its employees and the employees of its Subcontractors in such manner as will provide for harmony as far as practical among workers at the Project site. Prior to contracting with any Subcontractor, the Contractor will require such Subcontractor to certify its willingness to cooperate with not only the other Subcontractors hired by the Contractor, but also with the Owner, Architect, any other contractors hired by the Owner, and their subcontractors. Any Subcontractor not cooperating shall, at the Owner’s reasonable discretion, be dismissed by the Contractor and a qualified replacement subcontractor shall be hired at the Contractor’s expense.

§ 3.5 WARRANTY
The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor’s warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 The Contractor shall be responsible for determining that all materials furnished for the Work meet all requirements of the Contract Documents. The Architect may require the Contractor to produce reasonable evidence that materials used meet such requirements, such as certified reports or past tests by qualified testing laboratories, reports of studies by qualified experts, or other evidence which, in the opinion of the Architect, would lead to a reasonable certainty that any material used, or proposed to be used, in the Work meets the requirements of the Contract Documents. All such data shall be furnished at the Contractor’s expense.

§ 3.5.3 The warranty provided in this section 3.5 shall be in addition to and not in limitation of any other warranty required by the Contract Documents or otherwise provided by law.

§ 3.5.4 The Contractor hereby assigns to the Owner, effective at the time of Substantial Completion of the Work, any and all manufacturer’s warranties required by the Contract Documents relating to materials and labor used in the Work and further agrees to perform the Work in such manner so as to preserve all such manufacturer’s warranties.

§ 3.5.5 The Contractor shall procure and deliver to the Architect, prior to final payment, all special warranties required by the Contract Documents. Delivery by the Contractor shall constitute the Contractor’s guarantee to the Owner that the warranty will be performed in accordance with its terms and conditions.

§ 3.6 TAXES
The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 PERMITS, FEES, NOTICES, AND COMPLIANCE WITH LAWS
§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded. The Contractor shall apply for required licenses, permits, inspections and/or approvals sufficiently in advance of the time required to allow the Contractor and/or the Architect to respond to any municipal comments, conditions or requests (including, without limitation, changes to the Work) without delaying the progress of the Work.

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User Notes:
§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions. If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor’s cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. If either party disputes the Architect’s determination or recommendation, that party may proceed as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.7.6 The Contractor shall be responsible for familiarizing itself with the regulatory requirements governing the disposal of material, including material containing pollutants, from the site. The Owner will not recognize claims for additional disposal costs that could reasonably have been anticipated at the time of bidding.

§ 3.8 ALLOWANCES
§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

.1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

.2 Contractor’s costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and

.3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor’s costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 SUPERINTENDENT
§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14
days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection. The Owner may require the Contractor to provide additional supervision to assist the superintendent when Owner determines the workload requires it.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner’s consent, which shall not unreasonably be withheld or delayed. The Contractor shall remove the superintendent if requested to do so in writing by the Owner, and shall promptly replace him with a competent person reasonably acceptable to the Owner.

§ 3.9.4 The superintendent shall keep a daily log of the progress of the Work and make it available to the Owner at all times. A copy of the log shall be submitted to the Owner upon completion of the Project. Additionally, daily field reports recording work activities, labor force and other information as required by the Owner shall be prepared daily by the Contractor and each subcontractor and submitted to the Owner.

§ 3.9.5 The Contractor shall furnish to both the Owner and the Architect the names, addresses and telephone numbers of the project manager, the superintendent, the superintendent’s immediate supervisor, the superintendent of all subcontractors, and at least two other of their and their subcontractor’s authorized representatives, indicating where they can be contacted at times other than normal working hours in case of emergency.

§ 3.9.6 The Contractor’s superintendent shall not be assigned or become involved in, any project other than that of this Contract. He/she shall remain in attendance at the site, and, except for illness or other reason excusable to the Owner, shall be present at all times when Work of any kind is being done, including Work done during overtime. If absent for illness or other reason excusable to the Owner, a replacement having full authority and responsibility of the full-time superintendent shall be provided.

§ 3.9.7 The Contractor shall coordinate and supervise the Work performed by Subcontractors to the end that the Work is carried out without conflict between trades and so that no trade, at any time, causes delay to the general progress of the Work. The Contractor and all Subcontractors shall at all times afford each trade, any separate contractor, or the Owner, every reasonable opportunity for the installation of Work and the storage of materials.

§ 3.10 CONTRACTOR’S CONSTRUCTION SCHEDULES

§ 3.10.1 The Contractor, promptly after being awarded the Contract, or in the case of a GMP as part of the GMP Proposal, shall prepare and submit for the Owner’s and Architect’s information a Contractor’s construction schedule for the Work (the "Schedule"). The Schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expedient and practicable execution of the Work.

§ 3.10.1.1 The Schedule shall utilize the Critical Path Method of scheduling within a format acceptable to the Owner and shall be submitted in digital and hardcopy (paper or vellum) formats. The Schedule shall be developed with and shall be subject to approval by the Owner and shall: (i) comply with and include any the Milestone Dates required by the Contract Documents, including but not limited to Substantial Completion and Final Completion for each phase of Work, along with any other Milestone Dates as required by the Owner; (ii) show the Contractor’s overall approach to the planning, scheduling and execution of the Work, including schedule activities for all Work components ("Activities"); Notice to Proceed, procurement of permits, shop drawing submittals, review and approval, anticipated design submittals, material and equipment procurement and delivery, third party interfaces (e.g. utility work), and closeout and commissioning; (iii) include only Activities with durations equal to or less than ten (10) calendar days; (iv) include logic relationships between Activities reflecting the Contractor’s as-planned sequencing of Work; and (v) identify any planned overtime.

§ 3.10.1.2 The Contractor shall monitor the progress of the Work for conformance with the requirements of the Schedule and shall promptly advise the Owner of any actual delays or potential delays. The Contractor shall deliver a written report to the Owner each month (or more frequently if requested by the Owner or the Architect) setting forth the actual progress of the Work and highlighting discrepancies between the actual progress of the Work and the Schedule (such updates are sometimes referred to in these General Conditions as "Progress Reports"). In the event any
progress report indicates delays in achievements of any Milestone Date, the Contractor shall propose in written form an affirmative plan (the "Corrective Plan") to correct the delay, including overtime, re-sequencing of Work and/or additional labor, if necessary, which Corrective Plan shall indicate the date by which the progress of the work will comply with the Schedule, and shall be subject to the approval of the Owner. In no event shall any progress report or Corrective Plan constitute an adjustment in the Schedule, Contract Time or any Milestone Date unless any such adjustment is agreed to by the Owner and authorized pursuant to a Change Order.

§ 3.10.1.3 In the event (i) that the performance of the Work as of a Milestone Date has not progressed or reached the level of completion required by the Schedule, and (ii) the Contractor fails to submit a Corrective Plan that is approved by the Owner or the progress of the Work is not brought back into compliance with the Schedule on the date proposed by an approved Corrective Plan, the Owner shall have the right to order the Contractor to take corrective measures to expedite the progress of the work, including, without limitation, (1) supplying additional shifts or overtime, (2) supplying the additional manpower, equipment, and facilities, (3) re-sequencing of Work, and (4) other similar measures (hereinafter referred to collectively as "Extraordinary Measures"). Such Extraordinary Measures shall continue until the progress of the Work complies with the stage of completion required by the Contract Documents. The Owner's right to require Extraordinary Measures is solely for the purpose of ensuring the Contractor's compliance with the Schedule. The Contractor shall not be entitled to an adjustment in the Contract Sum in connection with Extraordinary Measures required by the Owner under or pursuant to this Section 3.10.1. The Owner may exercise the rights furnished the Owner under or pursuant to this Section 3.10.1 as frequently as reasonably necessary to ensure that the Contractor's performance of the work complies with the Schedule.

§ 3.10.1.4 In conjunction with the monthly Schedule submission, the Contractor shall draft and submit to the Owner a narrative explaining in detail all changes to the previous Schedule, lack of progress, delays, slippage or accelerations. The Owner at any time may require the Contractor to develop and submit an additional written mitigation plan based on feasible field actions that shall address and correct such delays, progress impediments, schedule slippage or missed Milestone Dates.

§ 3.10.1.5 Float or slack time associated with any one chain of activities is defined as the amount of time between the earliest start date and the latest start date or between the earliest finish date and the latest finish date for such activities, as set forth in the Schedule required under this Agreement, including any revisions or updates thereto. The Owner shall retain all beneficial rights to all schedule float including that resulting from any scheduled or actual completion in less than the Contract Time. The Contractor shall in no way be entitled to any compensation for any Claims for interference with or denial of an "early finish" or "early completion" of the Work. Extensions of time for performance will be granted only to the extent that the equitable time adjustments for the activity or activities affected exceed the total float along the activity chain involved at the time the change was ordered or the delay occurred. Notwithstanding the above, the Contractor shall only be entitled to an extension of time for an excusable delay to the critical path of the Work.

§ 3.10.2 The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 DOCUMENTS AND SAMPLES AT THE SITE
The Contractor shall maintain at the site one record copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to record field changes and selections made during construction (the "As-built Documents"), and one record copy of approved Shop Drawings, Product Data, Samples and similar required submittals. The markups to the As-Built Documents shall consist of record information including: (i) deviations from the Drawings made during construction; (ii) details in the Work not previously shown; (iii) changes to existing conditions or existing conditions found to differ from those shown on the Drawings; (iv) the actual installed position of equipment, piping conduits, light switches, electric fixtures, circuiting, ducts, dampers, access panels, control values, drains, openings, and stub-outs; and (v) such other information as the Owner may reasonably request.
The Architect and/or the Owner's Representative (a) make routine edits and updates to the Drawings prepared by or on behalf of the Architect that are normal in the course of construction administration at mutually acceptable times during construction of the Project and (b) deliver such updated Drawings to the Contractor (in printed and electronic form) for use by the Contractor in preparing the Record Documents (subject to any reasonable conditions imposed by the Architect or Owner's Representative). Upon completion of the Work, the Contractor shall deliver to the Architect the marked As-Built Documents and reproducible transparencies thereof. Approval by the Architect, Owner's Representative, and the Owner of As-Built Documents prepared by the Contractor and its Subcontractors and suppliers shall be a condition precedent to the Owner's obligation to make final payment to the Contractor. The Contractor shall also deliver to the Architect all operations manuals for equipment as a condition precedent to final payment by Owner.

§ 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES
§ 3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. The accuracy of all such information is the responsibility of the Contractor. In reviewing Shop Drawings, Product Data, Samples, and similar submittals, the Architect shall be entitled to rely upon the Contractor’s presentation that such information is correct and accurate.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect. The portions of the Work that are the subject of the approved submittal shall be completed in accordance with such approved submittal.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. Unless such written notice has been given, the Architect’s approval of resubmitted Shop Drawing, Product Data, Sample, or similar submittal shall not constitute approval of any changes not requested on the prior submittal.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor’s responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional’s written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

§ 3.13 USE OF SITE
The right of possession of the premises and the improvements made thereon by the Contractor shall remain at all times in the Owner. The Contractor’s right to entry and use thereof arises solely from the permission granted by the Owner under the Contract Documents. The Contractor shall confine the Contractor’s apparatus, the storage of materials, and the operations of the Contractor’s workers to limits indicated by law, ordinances, the Contract Documents and permits and/or directions of the Architect and/or the Owner and shall not unreasonably encumber the premises with the Contractor’s materials. The Owner shall not be liable to the Contractor, Subcontractors, their employees or anyone else with respect to the condition of the premises. The Owner shall have the right to refuse admittance to the site to any agent or employee of the Contractor or Subcontractors whose presence the Owner deems hostile to the Owner’s interest.

§ 3.14 CUTTING AND PATCHING
§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor’s consent to cutting or otherwise altering the Work. Existing work that is cut, damaged, disturbed or otherwise interfered with by the Contractor, a Subcontractor, or anyone for whom they are responsible shall be fully, properly and carefully repaired by the responsible Contractor or Subcontractor. All such repairs shall be completed in a first-class manner to the satisfaction of the Architect, and shall match similar existing adjoining work.

§ 3.15 CLEANING UP
§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor’s tools, construction equipment, machinery and surplus materials from and about the Project. Immediately prior to the Architect’s inspection for Substantial Completion, the Contractor shall completely clean the premises. Concrete and ceramic surfaces shall be cleaned and washed. Resilient coverings shall be cleaned, waxed and buffed. Woodwork shall be dusted and cleaned. Sash, fixtures and equipment shall be thoroughly cleaned. Stains, spots, dust, marks and smears shall be removed from all surfaces. Hardware and all metal fittings shall be cleaned, resurfaced, and returned to condition as close to new as possible. Special finishes shall be removed from all surfaces. The premises shall be left in a condition that is in no way detrimental to the health and comfort of others in the vicinity.
surfaces shall be cleaned and polished. Glass and plastic surfaces shall be thoroughly cleaned by professional window cleaners. All damaged, broken or scratched glass or plastic shall be replaced by the Contractor at the Contractor’s expense.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 ACCESS TO WORK
The Contractor shall provide the Owner and Architect safe access to the Work in preparation and progress wherever located.

§ 3.17 ROYALTIES, PATENTS AND COPYRIGHTS
The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturer is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

§ 3.18 INDEMNIFICATION
§ 3.18.1 To the fullest extent permitted by law the Contractor shall defend (with counsel reasonably satisfactory to Owner), indemnify and hold harmless the Owner, Architect, Architect’s consultants, its lenders and affiliates, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys’ fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, to or injury to or destruction of tangible property (other than the Work itself), caused in whole or in part by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers’ compensation acts, disability benefit acts or other employee benefit acts.

§ 3.19 LIENS
§ 3.19.1 In the event that any Subcontractor, supplier or any other party for whom the Contractor is responsible establishes a lien against the Work and/or the Project site, the Contractor shall, within five days of receipt of notice from the Owner regarding such lien, cause the lien to be discharged (either by obtaining and recording a lien discharge bond from a surety and in a form acceptable to the Owner or otherwise) at no cost to the Owner, except to the extent that the lien is directly and solely attributable to a failure by the Owner to pay undisputed amounts to the Contractor as and when due under the Contract Documents. If the Contractor fails to cause the lien to be discharged within such five day period, the Owner shall have the right to withhold all further payments to the Contractor until the lien is discharged. The Owner may either (a) apply amount so withheld to discharging such lien or (b) retain such amounts until such lien is discharged or released by the Contractor or the liener, and shall thereafter credit to the Contractor any amounts remaining after payment of the fees and expenses the Owner incurs in connection with such lien. The Contractor agrees to indemnify and hold harmless the Owner from all costs and expenses incurred by the Owner in connection with such liens. For purposes of this Section 3.19.1, the term "lien" shall mean any instrument filed with the applicable land title records which creates or perfects a lien under any lien law.

§ 3.20 PROTECTION FROM WATER DAMAGE
§ 3.20.1 In performing the Work, the Contractor shall exercise diligent efforts to protect the building and to cause all materials, supplies, systems and equipment which are delivered to the Project site from exposure to, and damage from, water. Without limiting the generality of the foregoing, the Contractor shall (a) install temporary barriers
adequate to prevent water entry to the building from openings in the roof, exterior walls or other applicable building elements to the extent related to the Work, (b) cause all materials, supplies, systems and equipment which are delivered to the Project site to be stored in a safe and secure location, packaged in a watertight manner where possible, and stored in a manner which protects such items from inclement weather, the elements (including, without limitation, rain, snow and water damage) and other damage until such items are incorporated into the work, and (c) ensure that all plumbing components and exterior elements included within the Work are constructed and installed in accordance with the Contract Documents so as not to allow water leaks or penetration.

§ 3.20.2 In addition to (and not in limitation of) the indemnification obligations of Contractor set forth in Section 3.18 above, Contractor shall defend, indemnify and hold harmless the parties indemnified under Section 3.18.1 above to the fullest extent permitted by law from all Claims arising out of or resulting from the failure of Contractor (or any subcontractor of any tier) to comply with the provisions of this Section 3.20. The foregoing indemnification shall include, without limitation, any Claim attributable to (i) bodily injury, sickness, disease or death arising out of or relating to, and (ii) the costs of any abatement, clean-up, removal and disposal (to the satisfaction of Owner) of, any mold, fungal growth, spores or the like which occurs at the Project site as a result of any failure by Contractor (or any subcontractor of any tier) to comply with the provisions of this Section 3.20.

ARTICLE 4 ARCHITECT

§ 4.1 GENERAL

§ 4.1.1 The Owner shall retain an architect lawfully licensed to practice architecture or an entity lawfully practicing architecture in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents until the date the Architect issues the final Certificate For Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor’s rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor’s failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect’s consultants shall be

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through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect’s evaluations of the Contractor’s Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor’s submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect’s action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect’s professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect’s review of the Contractor’s submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect’s review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect’s approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4 not involving an adjustment in the Contract Sum or an extension of the Contract Time. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner’s review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect’s responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect’s response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.12.1 The Architect may, as the Architect judges desirable, issue additional drawings or instructions indicating in greater detail the construction or design of the various parts of the Work; such drawings or instructions may be effected by field order or other notice to the Contractor, and provided such drawings or instructions are reasonably consistent with the previously existing Contract Documents, the Work shall be executed in accordance with such additional drawings or instructions without additional cost or extension of the Contract Time. If the Contractor claims
additional cost or time on account of such additional drawings or instructions, the Contractor shall give the notice provided in Article 15.

§ 4.2.13 The Architect’s decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents and the agreement of the owner.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect’s response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 DEFINITIONS

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work and of complying with bonding, insurance and other applicable requirements under the Contract Documents, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor’s Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.2.5 The form and content of each subcontract shall be submitted to the Owner for its approval, which shall not be unreasonably withheld or delayed. Each subcontract shall expressly provide for the contingent assignment referred to in Section 5.4.1.

§ 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including without limitation the responsibility for safety of the Subcontractor’s Work and the obligations set forth in Section 3.18, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve
and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors. Each subcontract agreement shall state that (1) the Subcontractor agrees that the Contractor's rights under the subcontract agreement may (a) be assigned to the Owner, subject to the conditions of Section 5.4.1 of these General Conditions, (b) include agreements to mediate consistent with those in the Contract Documents and (c) be terminated without penalty or premium if the Contractor's services are terminated. By entering into a subcontract for any portion of the Work, a Subcontractor shall be deemed to have agreed to the terms of the preceding sentence as if such terms were included in its subcontract agreement, and (2) the Subcontractor shall be required to perform its Work in accordance with all applicable laws, ordinances, building codes, rules and regulations without any adjustment to the subcontract amount or time for performance.

§ 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS
§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that
.1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
.2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor’s rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor’s compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor’s obligations under the subcontract.

§ 5.5 Contractor will require each Subcontractor to employ a competent superintendent or trade foreman who shall be in attendance at the Project site during the progress of Subcontractor's Work.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS
§ 6.1 OWNER’S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS
§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15.

§ 6.1.1.1 Notwithstanding anything to the contrary, the Owner shall have the right to install fixed and loose furniture, furnishings, fixtures, data communications lines, equipment and other items during the Contractor’s performance of the Work or portion(s) thereof. The Owner and the Contractor shall cooperate in scheduling and coordinating any such activities by or on behalf of the Owner. Any such installation or activities by or on behalf of the Owner shall not be deemed as acceptance of any part of any Work not completed in accordance with the Contract Documents.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Intentionally omitted.

§ 6.2 MUTUAL RESPONSIBILITY
§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 OWNER'S RIGHT TO CLEAN UP
If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7   CHANGES IN THE WORK
§ 7.1 GENERAL
§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.1.4 If, subsequent to execution of the Agreement, the Architect issues any proposal requests, supplemental instructions, sketches and other materials intended to further define, clarify or modify the Contract Documents
(collectively, the "Supplemental Material") Contractor shall, within ten (10) days of receiving any Supplemental Material, notify the Architect and Owner’s Representative in writing of any error, inconsistency or discrepancy that the Contractor discovers between the Supplemental Materials and the Contract Documents and indicate whether the Supplemental Material have any impact upon the Contract Sum and/or the Contract Time. Failure of the Contractor to provide such notice is hereby deemed to mean: (1) such Supplemental Materials are consistent with the Contract Documents; (2) do not require a change in the Contract Sum and/or Contract Time; and (3) Contractor is willing and able to perform all of the Work for the Contract Sum, and in accordance with all the requirements of the Contract Documents. If the Contractor notifies the Owner’s Representative and Architect that it believes the Supplemental Materials are either inconsistent with the Contract Documents and/or represent added Work or will delay performance in accordance with the Project schedule, the Owner’s Representative and Architect will review the Contractor’s response and provide the Owner with recommendations for approval or disapproval, and the Owner shall have one or more of the following options:

(a) The Owner may direct the Architect to modify that aspect of the Supplemental Materials to which the Contractor objects. The Contractor shall cooperate with the Owner, Owner’s Representative and the Architect during the modification effort and shall make recommendations appropriate to correct such portions of the Supplemental Materials. The Architect shall submit to the Contractor the revised Supplemental Materials as approved by the Owner. The Contractor shall promptly reexamine such revised Supplemental Materials as described in Section 7.1.4.

(b) If, upon review of the Contractor’s notice, the Owner (after consultation with the Architect and Owner’s Representative) believes that the portion of the Work described therein does not constitute a material change in the Work, or disagrees as to the impact claimed by the Contractor to the Contract Sum or Contract Time, as applicable, the Owner may so advise the Contractor through the Owner’s Representative or Architect. If such disagreement is not promptly resolved, the Work subject to disagreement shall be identified in a schedule (the “Disputed Work Schedule”). Whenever possible, the Owner and the Contractor shall resolve items set forth in the Disputed Work Schedule confirming such resolution in Change Orders. Items in the Disputed Work Schedule that are not resolved by the Owner and the Contractor shall be subject to the dispute resolution procedures set forth in Article 15. During the pendency of such dispute resolution procedures, all items remaining in the Disputed Work Schedule shall be performed by the Contractor as required by the Contract Documents and a tentative adjustment shall be made to the Contract Sum to the extent of any undisputed aspect of the item. No adjustment shall be made to the Contract Sum for any disputed item or portion of an item. For each remaining item in the Disputed Work Schedule, the Contractor shall keep a specific, detailed accounting of the time and materials required to complete such item. Adjustments to the Schedule shall not be permitted on a tentative basis; or

(c) If, upon review of such notice from Contractor, the Owner agrees that all or a portion of the Work therein entitles the Contractor to Change Order and the Owner elects not to direct the Architect to modify the Supplemental Materials, the Owner and the Contractor shall enter into a written Change Order providing for such agreed changes to the Contract Sum and/or Contract Time, as applicable.

§ 7.1.5 Unless otherwise agreed to by the Owner, the aggregate limitation on the amount of profit and overhead that the Contractor, each Subcontractor and all lower lien subcontractors and suppliers can charge for Work performed pursuant to Change Orders and Construction Change Directives shall be as follows: (a) for the Contractor for Work performed by the Contractor’s own forces, ten percent (10 %) of the cost of the Work; (b) for the Contractor for Work performed by Subcontractors, five percent (5 %) of the cost of such Work; (c) for each Subcontractor for Work performed by such Subcontractor’s own forces, ten percent (10 %) of the cost of such Work for overhead and for profit; and (d) for each Subcontractor for Work performed by lower tier subcontractors, five percent (5 %) of the cost of such Work for overhead and for profit. This aggregate combined profit and overhead amount shall include all other markups and non-direct costs.

§ 7.2 CHANGE ORDERS
§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

.1 The change in the Work;
.2 The amount of the adjustment, if any, in the Contract Sum; and
.3 The extent of the adjustment, if any, in the Contract Time.
§ 7.2.2 Unless expressly reserved therein, an executed Change Order shall constitute a final settlement of all matters relating to the change in the Work which is the subject of the Change Order, including, but not limited to, all direct and indirect costs associated with such change, any adjustments to the Contract Sum or GMP and any adjustments to the Schedule, Contract Time and/or Milestone Dates.

§ 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

.1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;

.2 Unit prices stated in the Contract Documents or subsequently agreed upon;

.3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or

.4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor’s agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor’s agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 Failure of the Contractor to notify the Owner of any disagreement with any proposed adjustment to the Contract Sum or Contract Time, as applicable, or method for determining them set forth in a Construction Change Directive within ten days after the date of receipt by the Contractor of such Construction Change Directive shall be deemed to be an agreement by the Contractor to the proposed adjustment to the Contract Sum or Contract Time or method for determining them set forth in such Construction Change Directive. If the Contractor disagrees in writing on a timely basis with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit in accordance with Section 7.1.5 above. In such case, and also under Section 7.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data.

(Paragraphs deleted)

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If the Owner and the Contractor fail to agree on the adjustment to the Contract Sum or Contract Time, as applicable, or method for determining them arising from any Construction Change Directive, (a) the adjustment to the Contract Sum shall be the net increase or decrease in the Cost of the Work attributable to the Construction Change Directive plus mark-up per Section 7.1.5 and (b) the adjustment to the Contract Time shall be equal to the net increase or decrease (if any) in the time required to perform the entire Work attributable to the Construction Change Directive. As used in this Section, the term "Cost of the Work" for Contractor shall mean the Cost of the Work as defined in the Agreement and for Subcontractors as defined in Section 7.6 below. Any disagreement as to the determination of such items that are
§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect’s professional judgment, to be reasonably justified. The Architect’s interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 MINOR CHANGES IN THE WORK
The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

§ 7.5 BACK-UP FOR CHANGE ORDERS
§ 7.5.1 Lump Sum Proposal: The Contractor, Subcontractor or lower tier subcontractor’s proposal covering the extra Work or change will be itemized for the various components or Work and segregated by labor, material and equipment in a detailed format satisfactory to the Owner. Such format will include a material and labor quantity take-off and related pricing information and extensions (by drawing, if applicable). The Contractor will furnish his itemized lump sum proposal and the similarly detailed proposals of any Subcontractors, lower tier subcontractors or material suppliers.

§ 7.5.2 Time and Material: Should the Owner elect to have the extra Work or change performed on a time and material basis, and so notify the Contractor in writing, the Contractor, Subcontractor or lower tier subcontractor shall perform the Work in such manner. Records supporting the actual cost of the Work (as defined in the Section 7.6) performed must be kept and forwarded to the Owner’s representative. Such records include, but are not limited to, material tickets for all actual material used, daily time sheets itemizing workmen’s names and hours worked for all actual labor costs, and such other evidence as the Owner’s representative may reasonably request. Owner may require authentication of all time sheets and material tickets. If so requested, the failure to provide such authentication may constitute a waiver of any rights to payment of the Contractor, Subcontractor or any lower tier subcontractor for the extra Work or change performed.

§ 7.5.3 Unit Prices: The Contractor, Subcontractor or lower tier subcontractor’s proposal shall itemize the quantities of each item of Work for which there is an applicable unit price. The quantities must be itemized in relation to each specific Contract Drawing.

§ 7.6 ACTUAL COST OF THE WORK FOR SUBCONTRACTORS
§ 7.6.1 If performed on a time and material basis, the Actual Cost of the Work for a Subcontractor shall comprise the following elements:

§ 7.6.1.1 Direct Job Costs for Labor: The number of hours, hourly payroll cost, labor burden (as defined in 7.6.1.2) and extended totals for each item of Work to arrive at the cost for direct jobsite labor including working foremen. All other administration, clerical expense and supervision above the level of working foremen (such as general foremen, superintendent, project manager, etc.) shall be considered covered by the Subcontractor’s mark-up per Section 7.1.5.
§ 7.6.1.2 Labor Burden: The employer's net actual cost of payroll taxes (FICA, SUTA, FUTA), net actual cost of union benefits, and net actual cost for workers' compensation insurance, taking into consideration adjustments for experience modifiers, premium discounts, dividends, rebates, etc. Labor burden shall not be considered to include costs of Commercial General Liability Insurance, auto insurance or umbrella insurance which shall be considered covered by the Subcontractor's mark-up per Section 7.1.5.

§ 7.6.1.3 Direct Job Costs for Materials & Equipment: The quantity, price and extended totals for each item of Work to arrive at the costs of direct material and equipment. Appropriate amounts may be included for the rental of major equipment (defined as tools and equipment with individual purchase costs of more than $1,000) specifically needed to perform the extra Work or change. Use of small tools (defined as tools and equipment with individual purchase costs of less than $1,000) is considered covered by the mark-up percentage to be added to the direct cost of the extra work or change. Cost, for construction equipment, shall be the lower of the total expected rental cost or ownership cost equivalent including transportation charges and all applicable taxes.

§ 7.6.2 If performed on a unit price basis, the Actual Cost of Work shall comprise the following elements:

§ 7.6.2.1 Unit prices are for Work complete, measured in place (i.e., actual quantity installed) and cover profit and all other costs and expenses of the Contractor, Subcontractor or lower tier subcontractor. Unit prices include, without limit, all conditions of the Contract and all general requirements such as layout, reproduction of Drawings and Specifications, testing and inspection, shop drawings and sample coordination, supervision (field and home office), small tools and expendable items, insurance, taxes, temporary facilities and services, including access and safety provisions, "as-built" drawings, and general and administrative overhead and profit.

§ 7.6.2.2 Unit Price Application: For unit price items, additions and deletions of like items shall be algebraically summed and then multiplied by the applicable unit prices.

§ 7.6.3 Any changes undertaken without the Architect's or the Owner's authorization will not be recognized as a basis for a Claim for extra cost at a later date. If the Contractor claims that any instructions or orders, whether oral, written, by drawings, or otherwise, involve extra cost or time, and such instructions or orders are not accompanied by a written acknowledgement by the Owner or the Architect that extra payment will be made or time extended, they shall promptly notify the Architect in writing and should not proceed with the Work until they have received a further written order to proceed, except in cases of emergency affecting life or property. No claim for extra cost or time on account of such instructions shall be valid unless the Contractor has so notified the Architect, before proceeding, that they claim extra cost and time and has received the further written order form the Owner's representative to proceed.

ARTICLE 8 TIME
§ 8.1 DEFINITIONS
§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 PROGRESS AND COMPLETION
§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.
§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by work directed by the Owner or Architect; or by any reasonable delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the Owner; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Construction Change Directive for such reasonable time as the Architect may determine. The Contractor acknowledges and agrees that (a) no adjustments to the Contract Time shall be made unless the events described above shall have the effect of actually delaying completion of components of the Work on the critical path indicated in the Schedule and (b) adjustments to Milestone Dates and/or the Contract Time will be permitted in connection with any such delay only to the extent such delay (i) is in fact caused, or could not have been avoided, by the Contractor, (ii) could not be limited or avoided by the Contractor's timely notice to the Owner of the delay, (iii) has an impact of at least one (1) day and (iv) has no concurrent or contributing cause for which the Contractor would not be entitled to an extension of the Contract Time. Notwithstanding anything to the contrary, the Contractor shall not be entitled to any extension in the Contract Time for delays in receiving required licenses, permits, inspections or approvals unless the Owner is required to provide or obtain such licenses, permits, inspections or approvals.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15 and this section 8.3 through section 8.3.8 below. Contractor's written Claim for extension of Contract Time shall be accompanied by detailed dates, correspondence, notices, and any other data which provides proof of the events which are the basis for the Claim, including a network analysis justifying the time extension. Said network analysis shall specifically detail the extension of the critical path of the Project caused by the events which underlie the time extension request.

§ 8.3.3 Should the Contractor be delayed in the performance of the Work, the Contractor shall (a) notify the Owner and the Architect in writing within three (3) days following the event or occurrence causing such delay and (b) notify the Owner and the Architect of the estimated extent of the delay and the cost, if any, which may be incurred as result of the delay within twenty-one (21) days following the event or occurrence causing such delay. If the Contractor fails to so notify the Owner and the Architect, the Contractor shall be barred from asserting any claim for compensation, expense or damages with respect to such delay.

§ 8.3.4 No claim for delay shall be allowed on account of failure of the Architect to furnish Drawings, Specifications or instructions, or to return Shop Drawings or Samples until a reasonable period of time (but in any event not less than fifteen days or such longer period as may be agreed to among the Architect, the Contractor and the Owner) after receipt by the Architect of written demand for such instructions, Drawings, or Samples, and not then unless the Contractor shows that the Architect's delay has materially interfered with the progress of the Work.

§ 8.3.5 Notwithstanding anything to the contrary in any of the Contract Documents, the Contractor acknowledges and agrees that no extension of time shall be granted on account of weather conditions except as provided for in this Section 8.3.5. A Claim by the Contractor for an increase in the Contract Time on account of weather shall only be granted if all the following conditions are met: (1) the weather during any calendar month (or pro rata portions of partial months at the beginning and end of the Contract Time) is "abnormal," as defined below; (2) the Contractor demonstrates that such abnormal weather had the effect of delaying completion of components of Work on the critical path indicated in the Construction Schedule; and (3) such Claim is made by written notice. "Abnormal weather" shall, for purposes of this Section, be limited to circumstances in which adverse weather conditions significantly exceed those which have historically been encountered, or may reasonably be expected to be encountered, at the Project site.

§ 8.3.6 If any of the events described in this Section 8.3 of the General Conditions of the Contract entitle the Contractor to an extension of the Contract Time, the sole remedy of the Contractor shall be such extension of the Contract Time and the Contractor shall not be entitled to any adjustment of the Contract Sum, except as otherwise provided in the following sentence. If and to the extent that the Contract Time is extended by more than ten (10) business days solely on account of fault or neglect of the Owner or Architect, the Contract Sum shall be increased by the Contractor's reasonable and verified additional direct out of pocket costs of performing the Work to the extent directly and solely

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attributable to extensions of the Contract Time on account of the fault or neglect of the Owner or Architect in excess of ten (10) business days.

§ 8.3.7 The Owner and Contractor agree that it is the intent of the Contract Documents that the Contractor shall have responsibility to achieve Substantial Completion of the Work within the Contract Time with an adequate work force, irrespective of any labor dispute (other than those of general applicability not directed at the Project, the Contractor or anyone for whom the Contractor is responsible), including picketing at or near the Project site, whether or not the Contractor is the primary employer involved in the labor dispute or a neutral employer, and whether or not the Contractor has a collective bargaining relationship with the union(s) involved in the labor dispute. Notwithstanding anything to the contrary in any of the Contract Documents, the Contractor acknowledges and agrees that no extension of time shall be granted on account of a labor dispute (other than those of general applicability not directed at the Project, the Contractor, or anyone for whom the contractor is responsible).

§ 8.3.8 If the Contractor submits a progress report indicating, or otherwise expresses an intention to achieve, completion of the Work prior to any completion date required by the Contract Documents or expiration of the Contract Time, no liability of the Owner to the Contractor for any failure of the Contractor to so complete the Work shall be created or implied.

ARTICLE 9 PAGENENTS AND COMPLETION
§ 9.1 CONTRACT SUM
The Contract Sum is stated in the Agreement and, including authorized adjustments, is the maximum amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents. The Contractor shall provide to the Owner, throughout the course of the Work, reports projecting the cash flow needs of the Contractor. This report shall be prepared and delivered monthly, projecting the anticipated needs for the balance of the Project.

§ 9.2 SCHEDULE OF VALUES
Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Owner and Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require and shall be revised if later found by the Architect to be inaccurate. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Each item in the schedule of values shall be exclusive of the Contractor's Fee. The proper share of the Contractor's Fee for each item shall be listed in a separate line or column.

§ 9.3 APPLICATIONS FOR PAYMENT
§ 9.3.1 At the time or times established in the Agreement for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The format and number of copies of such Applications for Payment shall be as directed by the Owner. Such application shall be notarized, if required, and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents. Each Application for Payment shall be accompanied by the following, all in form and substance satisfactory to the Owner: (i) a current Contractor's lien waiver and duly executed and acknowledged sworn statement showing all Subcontractors and material suppliers with whom the Contractor has entered into subcontracts, the amount of each such subcontract, the amount requested for any Subcontractor and material supplier in the requested progress payment, together with similar sworn statements from all such Subcontractors and material suppliers; (ii) duly executed waivers of mechanics' and material suppliers' liens from all Subcontractors and, when appropriate, from material suppliers and lower tier Subcontractors establishing payment or satisfaction of payment of all amounts requested by the Contractor on behalf of such entities or persons in any previous Application for Payment; (iii) proof of compliance with insurance and surety provisions as outlined in this Agreement; (iv) an updated Schedule that accurately reflects the current status of the Project: and (v) all information and materials required to comply with the requirements of the Contract Documents or reasonably requested by the Owner or the Architect.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders when such Construction Change Directives have set forth an adjustment to the Contract Sum.
§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

§ 9.3.4 Contractor shall maintain record drawings as required by the Contract Documents, including for the mechanical and electrical trades, and shall review and inspect such drawings on a monthly basis. Contractor shall, on a monthly basis provide to Owner written confirmation that the record drawings are current.

§ 9.4 CERTIFICATES FOR PAYMENT
§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 DECISIONS TO WITHHOLD CERTIFICATION
§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, if subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of defective Work not remedied;
§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

§ 9.6 PROGRESS PAYMENTS
§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor’s portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 Intentionally omitted.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, sub-subcontractor, or vendor.

§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.7 FAILURE OF PAYMENT
If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within fourteen (14) days after receipt of the Contractor’s Application for Payment, or if the Owner does not pay the Contractor within fourteen (14) days after the date established in the Contract Documents the amount certified by the Architect, then the Contractor may, upon fourteen (14) additional days’ written notice to the Owner and Architect, stop the Work until
payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor’s reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 SUBSTANTIAL COMPLETION
§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use and only minor items which can be corrected or completed without any material interference with the Owner’s use of the Work which remains to be corrected or completed. Further, the following items are required from the Contractor prior to the Owner’s issuing of the Certificate of Substantial Completion: (i) the Owner and Architect agree that the Project is ready for the use intended without any concurrent Work that will disrupt the Owner’s activities; (ii) the Owner and the Architect agree that the Work has been completed in accordance with the Contract Documents, specifications, plans, drawings and all Change Orders; (iii) all HVAC systems included in the Work are functioning in accordance with the Contract Documents and a satisfactory test and balance report for said systems has been received by the Architect; (iv) all life safety systems included in the Work are functioning in accordance with the Contract Documents; (v) receipt by the Architect of the list of all outstanding Work that shall become the Punch List; and (vi) receipt by the Owner of all required final certifications and/or approvals from the governmental authorities having jurisdiction over the Work.

§ 9.8.2 Intentionally omitted.

§ 9.8.3 Upon receipt of the Contractor’s list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect’s inspection discloses any item, whether or not included on the Contractor’s list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion. § 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 PARTIAL OCCUPANCY OR USE
§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage. Such partial occupancy or use may begin when or not when the portion is substantially complete, provided the respective responsibilities of Owner and Contractor for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have been established in writing. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.
§ 9.10 FINAL COMPLETION AND FINAL PAYMENT

§ 9.10.1 Upon receipt of the Contractor’s written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect’s knowledge, information and belief, and on the basis of the Architect’s on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect’s final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor’s being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner’s property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days’ prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) waivers of liens, in the form provided by the Owner, from the Contractor and all Subcontractors and suppliers who performed portions of the Work or supplied materials or equipment in connection with the Work, (6) the expiration of time within which any Contractor, Subcontractor or supplier could file a lien under law, (7) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner, (8) to the extent that final certificates(s) of occupancy for the Project and the certificates of inspection and operating permits described in Section 13.5.4 are required by governmental authorities to use and occupy the Project as intended, and to the extent that such items were not delivered to the Owner as a condition to Substantial completion of the Work, the final certificate(s) of occupancy for the Project and the certificates of inspection and operating permits described in Section 13.5.4, (9) the As-Built Documents and reproducible transparencies thereof, in accordance with Section 3.11, (10) all special warranties required by the Contract Documents, endorsed by the Contractor and in a form reasonably acceptable to the Architect and the Owner, and (11) all manufacturers’ catalogs, instructions, and other similar data, including the necessary graphic cuts, diagrams, value charts, and the like, covering all mechanical and manually operated devices furnished and/or installed in any permanent structure. All of the foregoing items shall be submitted to the Owner in a single binder (the “Project Binder”), and the Contractor shall submit to the Owner four (4) copies of the Project Binder. As an additional condition to be satisfied prior to final payment, the Contractor’s personnel or Subcontractors’ or suppliers’ personnel, as appropriate, shall provide the property management and operations personnel at the Property with training in the operation and maintenance of building systems and controls installed as part of the Work. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys’ fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainerage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from
1. liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
2. failure of the Work to comply with the requirements of the Contract Documents; or
3. terms of special warranties required by the Contract Documents.

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4. any Claim which has not been waived in accordance with this Agreement shall be deemed to have
accrued upon discovery by the Owner of the condition or breach upon which such Claim is based, for
the purpose of any applicable statute of limitation.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver
of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of
final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY
§ 10.1 SAFETY PRECAUTIONS AND PROGRAMS
The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in
connection with the performance of the Contract.

§ 10.2 SAFETY OF PERSONS AND PROPERTY
§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to
prevent damage, injury or loss to
.1 employees on the Work and other persons who may be affected thereby;
.2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site,
under care, custody or control of the Contractor or the Contractor's Subcontractors or
Sub-subcontractors; and
.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways,
structures and utilities not designated for removal, relocation or replacement in the course of
construction.

§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes,
rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their
protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract,
reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards,
promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are
necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under
supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property
insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in
whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by
any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections
10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone
directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not
attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to
the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty
shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated
by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or
create an unsafe condition.

§ 10.2.8 The Contractor shall provide and maintain in good operating condition suitable and adequate fire protection
equipment and services, and shall comply with all reasonable recommendations regarding fire protection made by
the representatives of the fire insurance company carrying insurance on the Work or by the local fire chief or fire marshal.
The area within the site limits, including all storage areas, shall be kept orderly and clean, and all combustible rubbish
shall be promptly removed from the site.
§ 10.2.9 The Contractor is responsible for maintaining the area within the site limits free of all debris and food-related trash that may harbor and/or attract rodents. The Contractor shall provide secure refuse containers for all food-related trash. The containers shall be heavy-duty refuse containers with tight-fitting domed lids, with a spring loaded flap, and no opening that allow access by rodents. The Contractor shall notify the Owner immediately whenever rodents or signs of rodents (e.g., burrows, droppings) are observed.

§ 10.2.10 The Contractor shall at all times protect excavations, trenches, buildings and materials, from rain water, ground water, backup or leakage of sewers, drains and other piping, and from water of any other origin and shall remove promptly any accumulation of water. The Contractor shall provide and operate all pumps, piping and other equipment necessary to this end.

§ 10.2.11 The Contractor shall take reasonable precautions to prevent loss or damage caused by vandalism, theft, burglary, pilferage or unexplained disappearance of property of the Owner, whether or not forming part of the Work, located within those areas of the Project to which the Contractor has control.

§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY
If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 HAZARDOUS MATERIALS
§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions and normal and/or customary construction practices will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.2 Upon receipt of the Contractor’s written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased in the amount of the Contractor’s reasonable additional costs of shut-down, delay and start-up.

§ 10.3.3 Intentionally omitted.
§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site.

§ 10.3.4.1 Hazardous waste that is generated by the Contractor as part of the Work shall be stored and disposed of in accordance with all applicable Federal, State and local regulations. Hazardous waste storage requirements include, but are not limited to, secondary containment, proper labeling, segregation of incompatible materials and routing inspection of storage areas. In addition, all hazardous waste containers shall be constructed of a material that is compatible with the waste, shall be in sound condition, and shall be kept securely closed at all times.

§ 10.3.4.2 The Contractor is responsible for the proper removal and disposition of all surplus chemicals (e.g., paints, lubricants, cleaning products) that they bring on-site as part of the Work. The Contractor shall not use any drain, pipe
or plumbing fixture for the disposal of any waste materials. No chemicals that the Contractor brings on-site shall remain on the Project site at the completion of the Work.

§ 10.3.4.3 To ensure that construction activities and the use of heavy equipment does not increase the risk of release of oil or hazardous materials to the environment, the Contractor shall have and implement a Spill Plan that reflects all regulatory standards. The Contractor shall immediately report all spills/releases to the Owner. The Contractor shall coordinate with the Owner regarding reporting and follow-up documentation to outside regulatory agencies.

§ 10.3.5 The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance outside the scope of its Work solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

§ 10.3.7 Notwithstanding anything to the contrary, the Contractor acknowledges and agrees that the Work will likely require the removal and/or remediation of soil, debris and other items containing hazardous materials or contaminants to the extent disclosed in reports or materials previously delivered to the Contractor. All such Work shall be performed, and all such materials shall be removed and disposed of, by qualified and licensed (where required) parties engaged by the Contractor in compliance with all applicable legal requirements.

§ 10.4 EMERGENCIES
In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor’s discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS
§ 11.1 CONTRACTOR’S LIABILITY INSURANCE
§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies acceptable to Owner and lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, at a minimum, the following:

(Paragraphs deleted)

§ 11.1.1.1
The Contractor shall maintain the insurance coverages set out in this Section, insuring the Contractor and its employees, agents, and designees, which insurance shall be by policies that are subject to the Owner’s approval:

a. Workers' Compensation Insurance to cover full liability under the Workers' Compensation laws of the state or jurisdiction in which the Project is located at the statutory limits required in said jurisdiction, including coverage for the benefits provided under United States Longshoremen’s & Harbor Workers’ Act, if applicable.

b. Employers' Liability Insurance (with limits of not less than $500,000 per accident for Bodily Injury by accident, $500,000 each employee - by disease and $500,000 policy limit - by disease), covering operations of the Contractor.

c. Commercial General Liability ("CGL") Insurance for operations of the Contractor with coverage written at least as broad as that of the standard Commercial General Liability Insurance policy (Occurrence Form) including hazards of operations (including explosions, collapse, and underground operations), with contractual liability coverage and personal injury liability coverage for claims arising out of this Agreement. The insurance required by
this subsection (c) shall be written for not less than limits of liability as follows: $1,000,000 each occurrence for bodily injury and property damage; $2,000,000 general aggregate; and $2,000,000 aggregate products/completed operations. CGL coverage shall be written on ISO Occurrence Form CG 00 01 (10 01) or a substitute form providing equivalent coverage and shall cover liability arising from premises, operations, independent contractors, products, completed operations, and personal and advertising injury.

d. Automobile Liability Insurance covering all owned non-owned and hired automobiles, trucks, and trailers of the Contractor. Such insurance coverage shall be written at least as broad as that of the Standard Commercial Automobile Liability policy and shall be written for not less than a $1,000,000 limit of liability per occurrence for bodily injury and property damage.

e. Should aircraft or watercraft of any kind be used by Contractor, any tier of Subcontractor or by anyone else on their behalf, Contractor or Subcontractor shall maintain or cause the operator of the aircraft/watercraft to maintain Aircraft/Watercraft Public Liability Insurance including bodily injury, property damage, and passenger liability, with respect to any aircraft/watercraft owner, used, operated or hired in connection with the Work the Contractor, Subcontractor or anyone else written for not less than a $5,000,000 limit of liability per occurrence for bodily injury and property damage.

f. Should the performance of this Agreement require the Contractor, any tier of subcontractor or anyone else on their behalf to conduct any activities in the vicinity of a railroad, the Contractor or Subcontractor shall maintain such Railroad Protective Insurance as may be required by the affected railroad written for not less than the limits required by such railroad. The Contractor’s Railroad Protective Insurance shall be written on the policy form required by the affected railroad.

g. Excess or Umbrella Liability Insurance with coverage written at least as broad as those of the primary policies required by this Subsections (b), (c), (d) and (e) above and written for not less than a $10,000,000 limit of liability per occurrence.

§ 11.1.1.2 Each insurance policy to be maintained under the prior Section, subparts 1 (b), (c), (d), (e), (f), and (g), shall be endorsed to name as Additional Insureds: the Owner, Owner’s Representative, Architect and the trustees, directors, officers, agents, consultants, servants and employees of each of them and all other interests as may be reasonably required by the Owner. Such parties shall be included as Additional Insureds on the CGL and Umbrella using ISO Additional Insured Endorsement CG 20 10 (11 85) or CG 20 33 (10 01) AND CG 20 37 (10 01) or an endorsement providing equivalent coverage to the additional insureds. This insurance for the Additional Insureds shall be as broad as the coverage provided for the named insured. Such insurance shall apply as primary and non-contributing insurance before any other insurance or self insurance, including any deductible, maintained by, or provided to, the Additional Insured. If the Additional Insureds have other insurance which is applicable to the loss, such other insurance shall be on an excess or contingent basis and apply to the Additional Insureds only. The amount of Contractor’s insurance shall not be reduced by the existence of such other insurance. All Subcontractors shall provide endorsements naming the Contractor, the Owner, Owner’s Representative, Architect, and any lenders of Owner and all other parties required by this Agreement as "Additional Insureds" on their CGL and Umbrella policies using the same ISO forms or combinations of forms. Contractor and all Subcontractors shall maintain CGL and Umbrella coverage for themselves and all additional insureds for the duration of the Work and maintain Completed Operations coverage for themselves and the Additional Insureds for at least six (6) years after Substantial Completion of the Work.

§ 11.1.1.3 Prior to the date on which Contractor commences the performance of the Work, the Contractor shall cause to be furnished to the Owner the Certificate of Insurance for the coverages required by this Agreement to be maintained by Contractor with insurance carriers acceptable to the Owner. As and when the Owner may direct, copies of the actual insurance policies or renewals or replacements thereof shall be submitted to the Owner. All copies of policies, if any, and Certificates of Insurance submitted to the Owner shall be in form and content acceptable to the Owner. In the event Contractor maintains insurance with limits exceeding the limits required hereunder, the Certificate of Insurance shall state the full extent of the coverage available to the above Additional Insureds. Such excess liability coverage will inure to the benefit of the Additional Insureds in the event of loss in excess of the minimum insurance required herein. Contractor will obtain and maintain copies of Certificates of Insurance from all Subcontractors.
§ 11.1.4 Contractor shall require all policies of insurance that are secured and maintained by Contractor to include clauses providing that each carrier shall waive all of its rights of recovery, under subrogation or otherwise, against the Owner, Owner's Representative, Architect and their affiliates. In addition, Contractor waives all rights of recovery against the Owner, Owner's Representative and/or Architect it may have or acquire because of deductible clauses in or inadequacy of limits of any policies of insurance that are in any way related to the Work or activities of Contractor. Nothing contained herein shall relieve contractor from its obligations to exercise due care in the performance of its duties under the contract. If the Contractor fails to furnish and maintain the required insurance, the Owner may, at its option, purchase such insurance on behalf of the Contractor, and Contractor shall pay the cost thereof to the Owner upon demand and shall furnish to the Owner any information needed to obtain such insurance.

§ 11.1.2 Intentionally omitted.

§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness. These certificates shall set forth evidence of all coverage required by Section 11.1.1. The form of certificates shall be the ACCORD form. Contractor shall furnish to the Owner copies of any endorsements that are subsequently issued amending limits of coverage.

§ 11.1.4 Intentionally omitted.

§ 11.2 OWNER'S LIABILITY INSURANCE
The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance.

§ 11.3 PROPERTY INSURANCE
§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or upon expiration date of any other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered, whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss. The Owner's property insurance will not cover hoists, tools, or other equipment belonging to the Contractor or any Subcontractor.

§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Owner, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.
§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles unless such loss is due to the fault or neglect of Contractor or a party for whom Contractor is responsible.

§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.2 BOILER AND MACHINERY INSURANCE
The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work, and the Owner and Contractor shall be named insureds.

§ 11.3.3 LOSS OF USE INSURANCE
The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused to the extent covered by insurance.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

(Paragraph deleted)

§ 11.3.5 Intentionally omitted...

§ 11.3.6 Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

§ 11.3.7 WAIVERS OF SUBROGATION
The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceeds of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner in good faith and made payable to the Owner for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.
§ 11.3.9 Intentionally omitted.

§ 11.3.10 The Owner shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement.

§ 11.4 PERFORMANCE BOND AND PAYMENT BOND
§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract. The cost of all bonds premiums shall be a cost of the work. If the construction manager requires bonding of subcontractors, this cost shall be noted as a separate cost item on the subcontractors bid and contract. The owner shall have the right to reject the bond cost for subcontractors as a cost of the work and require the construction manager to carry the cost as part of the base fee.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.5.1.1 In addition, should anyone claiming by, through or under Contractor assert a mechanic's lien on the Project alleging non-payment for work, labor and materials or other similar claims regarding the Project, Contractor shall be obligated to obtain a bond pursuant to applicable law, or if acceptable to Owner, other lawful and satisfactory security, to discharge said lien and to clear the title of the Project.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK
§ 12.1 UNCOVERING OF WORK
§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

§ 12.2 CORRECTION OF WORK
§ 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION
The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, and any cost, expenses, loss or damages to the Owner resulting from such failure or defect, shall be at the Contractor's expense.

§ 12.2.2 AFTER SUBSTANTIAL COMPLETION
§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4. This obligation under the Section 12.2.2 shall survive acceptance of the Work under the Contract and termination of the Contract.
§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work. This obligation under this Section 12.2.2 shall survive acceptance of the Work under the Contract and termination of the Contract.

§ 12.2.2.3 Intentionally omitted.
§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor’s correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor’s liability with respect to the Contractor’s obligations other than specifically to correct the Work.

§ 12.3 ACCEPTANCE OF NONCONFORMING WORK
If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable, but in such event, the Owner’s acceptance shall not be deemed a waiver of any other rights the Owner has hereunder. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS
§ 13.1 GOVERNING LAW
The Contract shall be governed by the law of the place where the Project is located.

§ 13.2 SUCCESSORS AND ASSIGNS
§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other; provided, however, that either party may assign this Agreement or any rights acquired hereunder without the other party’s consent if such assignment is to any corporation or entity which may hereafter become the party’s successor-in-interest or which purchases all or substantially all of the party’s assets. In the event an assignment is approved, the assignee must expressly assume all obligations and liabilities of the assignor hereunder, and such assignment will not relieve the assignor of its obligations hereunder. Any attempt at assignment without the consent of the other party as provided herein shall be deemed null and void and a material breach of this Agreement. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 Notwithstanding the foregoing, the Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner’s rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

§ 13.3 WRITTEN NOTICE
Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.
§ 13.4 RIGHTS AND REMEDIES
§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.

§ 13.5 TESTS AND INSPECTIONS
§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner’s expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure including those of repeated procedures and compensation for the Architect’s services and expenses shall be at the Contractor’s expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.6 INTEREST
Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

§ 13.7 TIME LIMITS ON CLAIMS
The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT
§ 14.1 TERMINATION BY THE CONTRACTOR
§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other
persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:

.1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
.2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;
.3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
.4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor’s request, reasonable evidence as required by Section 2.2.1.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days’ written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner’s obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days’ written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 TERMINATION BY THE OWNER FOR CAUSE
§ 14.2.1 The Owner may terminate the Contract if the Contractor
.1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
.2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
.3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
.4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the above reasons exist, the Owner may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor’s surety, if any, seven days’ written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

.1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
.2 Accept assignment of subcontracts pursuant to Section 5.4; and
.3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect’s services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.
§ 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

.1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or

.2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner’s convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner’s convenience, the Contractor shall

.1 cease operations as directed by the Owner in the notice;

.2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and

.3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner’s convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work in place.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 CLAIMS

§ 15.1.1 DEFINITION

A Claim is a demand or assertion by the Contractor seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term “Claim” also includes other disputes and matters in question by the Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the Contractor.

§ 15.1.2 NOTICE OF CLAIMS

Claims by either the Contractor must be initiated by written notice containing a clear statement of the basis of the Claim and the relief sought by the Contractor, and such notice shall be provided to the Owner and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by the Contractor must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the Contractor first recognizes the condition giving rise to the Claim, whichever is later; provided that, in the case of a Claim based upon delay to the Contractor, as a condition precedent to any Claim, the Contractor shall first provide initial notice of a delay within 3 days of the event giving rise to the delay, and then provide a Claim within such 21 day period thereafter; and further provided, however, that the Contractor shall use its best efforts to furnish the Architect and the Owner, as expeditiously as possible, with notice of any Claim including, without limitation, those in connection with concealed or unknown conditions, once such Claim is recognized, and shall cooperate with the Architect and the Owner in an effort to mitigate the alleged or potential damages, delay or other adverse consequences arising out of the condition which is the cause of such a Claim. THE CONTRACTOR EXPRESSLY AGREES THAT FAILURE OF THE CONTRACTOR TO INITIATE A CLAIM WITHIN THE TIME LIMITS SPECIFIED IN THIS SECTION 15.1.2 SHALL RESULT IN SUCH CLAIM BEING WAIVED

§ 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments that are not in dispute in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

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§ 15.1.4 CLAIMS FOR ADDITIONAL COST
If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided in Section 15.1.2 shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.5 CLAIMS FOR ADDITIONAL TIME
§ 15.1.5.1 Contractor shall advise the Owner and Architect in writing of any known delay within three (3) days of its knowledge of the same (including delays in the receipt of drawings or designs from designer or Architect), and shall include an identification of the delay, its anticipated duration and its anticipated effect on the prosecution and completion of the Work. If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided in Section 15.1.2 shall be given. The Contractor’s Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary. The Contractor shall have the burden of demonstrating the effect of the claimed delay on the Contract Time, and shall furnish the Owner and Architect with such documentation relating thereto as they may reasonably require. The Contractor shall take all prudent steps necessary to minimize the delay, and shall diligently proceed to complete the Work as required by the Contract Documents. Notwithstanding the foregoing, time for performance of a party’s obligations hereunder shall not be tolled unless and until the party claiming such excuse has provided the other party with written notice of the event.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction. Claims arising from adverse weather conditions shall be subject to the provisions of Section 8.3.5.

§ 15.1.6 Intentionally omitted.

(Paragraph deleted)

§ 15.1.7 No extension of time shall be granted to the Contractor for delays occurring to parts of the Work that have no measurable impact on the completion of the Milestone Dates; nor shall any extension of time be granted for delays to parts of the Work that are not located on the critical path. The Contractor acknowledges and agrees that an excusable delay in a portion of the Work or schedule activity does not necessarily result in a delay of equal duration in the completion of the entire Project.

§ 15.1.8 Direct Negotiation. Any dispute arising at any time during or after the construction of the Project shall be resolved, if possible, by negotiations between duly authorized representatives of the Contractor and the Owner. If such duly authorized representatives are unable to resolve any dispute within ten (10) days after written notice of such dispute together with all relevant supporting documentation is given by either party to the other, the matter may be submitted to either party to the dispute resolution process set forth below.

§ 15.2 INITIAL DECISION
§ 15.2.1 Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the Initial Decision Maker with no decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker’s sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision
Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner’s expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor’s default, the Owner may, but is not obligated to, notify the surety and request the surety’s assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic’s lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 MEDIATION

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a civil action but, in such event, mediation shall proceed in advance of such civil action, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

§ 15.3.3 The parties shall share the mediator’s fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 LITIGATION AND ARBITRATION

§ 15.4.1 Any dispute that is not resolved by negotiation or mediation or arbitration shall be resolved by litigation in state or federal court. Contractor asserts to jurisdiction in the state or federal courts of New Hampshire and agrees that the sole venue of any litigation between Contractor and Owner shall be Hillsborough County, New Hampshire. To the extent, the parties have agreed in the Owner-Contractor Agreement that claims below a certain dollar threshold shall be decided by binding arbitration, such arbitration shall be conducted and the arbitrator(s) selected in accordance with the Construction Industry Rules of the American Arbitration Association then pertaining unless the parties mutually agree otherwise.
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for the following PROJECT:

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Master Owner Document SOREV 1-5-12

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(Name, legal status (Name and address)
COLLEGE
ADDRESS
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Owner's Loss of Use Insurance

Owner's Relationship with Subcontractors

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not except as provided in section 3.18, nothing contained in the Contract Documents shall be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.
§ 1.1.9 NUMBER AND GENDER
The pronouns "they," "them," and "their" are used with a singular antecedent that is indefinite or that does not specific gender, in lieu of the masculine singular and feminine singular pronouns "he," "she," "him," "her," "his," and "her," and accordingly "they," "them," and "their" may be singular or plural depending on their antecedents and the context.

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results. All Work mentioned or indicated in the Contract Documents shall be performed by the Contractor as part of this Contract unless it is specifically indicated in the Contract Documents that such Work is to be done by others.

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§ 1.2.4 In the event of conflicts or discrepancies among the Contract Documents, the documents shall be interpreted on the basis of the follow priorities: First, Modifications or Change Orders to the Contract Documents, those of later date having precedence over those of earlier date; Second, the Agreement between Owner and Contractor; Third, these General Conditions as modified; Fourth, Addenda to Specifications and Drawings, with latest date having greater priority; Fifth, Specifications and Drawings.

Larger scale drawings shall take precedence over smaller scale drawings. Should Drawings or the Specifications disagree in themselves or with each other, the Contractor shall provide the better quality or greater quality of the Work unless otherwise directed by written addendum to the Contract.

§ 1.2.5 All indications or notations which apply to one of the number of similar situations, material or processes shall be deemed to apply to all such situations, materials or processes wherever they appear in the Work, except where a contrary result is clearly indicated by the Contract Documents.

§ 1.2.6 Where codes, standards, requirements and publications of public and private parties are referred to in the Contract Documents, references shall be understood to be to the latest revision prior to the date bids are received or negotiations are concluded, except otherwise indicated.

§ 1.2.7 All manufactured articles, materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the manufacturer’s written or printed directions and instructions unless otherwise indicated.

§ 1.2.8 Where the Work is to fit with existing conditions or Work to be performed by others, the Contractor shall fully and completely join the Work with such conditions or Work, unless otherwise specified.

§ 1.2.9 Exact locations of fixtures and outlets shall be obtained from the Architect before the Work is roughed in. Work installed without such information from the Architect shall be relocated at the Contractor’s expense.

§ 1.2.10 Existing condition plans and information included with the Contract Documents or otherwise made available to the Contractor were obtained by the Owner for use by the Architect in the design of the Project. The Owner does not hold out such information to the Contractor as an accurate or approximate indication of subsurface conditions, and no claim for extra cost or extension of time resulting from a reliance by the Contractor on such information shall be except allowed as provided in Section 3.7.4.

§ 1.2.11 Where no explicit quality or standards for materials or workmanship are established for Work, such Work is to be consistent with the quality of the surrounding Work and of the construction of the Project generally.

§ 1.2.12 Certain drawings (including mechanical, electrical and fire protection drawings) are diagrammatic only, and are not intended to show the alignment, physical locations or configurations of such Work. Such Work shall be
installed without additional cost to the Owner to clear all obstructions, permit proper clearances for the Work of other trades, and present an orderly appearance where exposed. Prior to beginning such Work, the Contractor shall prepare coordination drawings showing the exact alignment, physical location and configuration of the components of the mechanical, electrical, and fire protection and other allied systems and demonstrating to the Architect's satisfaction that the installation of such systems will comply with the preceding sentence. The Contractor shall be solely liable and responsible for any such costs and/or delays resulting from the Contractor's failure to coordinate such installations.

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or articles, (3) the titles of other documents published by the American Institute of Architects, Architects, or (4) defined elsewhere in the Contract Documents.

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§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein. Intentionally omitted.

§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall, with the Contractor's cooperation when requested, secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.2.3 The Owner shall endeavor to furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work. The Owner does not hold out such information to the Contractor as accurate, and no claim for extra cost or extension of time resulting from a reliance by the Contractor on such information shall be allowed except as provided in section 3.7.4.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness after receipt from the Contractor of a written request for such information or services. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2. The Contractor shall arrange for the reproduction of the additional Contract Documents as necessary, and the cost of such reproduction shall be included within the Contract Sum. The Owner shall cause the Architect to deliver electronic files with the Drawings to the Contractor which can be used by the Contractor to print additional sets (subject to any reasonable conditions imposed by the Architects).

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2.5 Extent of Owner Approval or Consent
Owner is relying on the Architect to exercise the appropriate standard of care in connection with the design of the Work and the Contractor for execution of the Work, including all construction means, methods and techniques. Notwithstanding anything else set forth in the Contract Documents, any "approval" or "consent" by Owner in the context of the design of the Work means only approval of programmatic and/or aesthetic design intent. In the context of execution of the Work, "approval" by Owner of schedules and/or work plans means that the Owner acknowledges such activities or events for purposes of timing or coordination only.

2.6 Owner-Furnished Materials, Equipment or Fixtures
If the Contract Documents require that, as part of the Work, that Contractor shall install or incorporate into the completed construction materials, equipment or fixtures furnished by Owner, Contractor's obligations under this agreement extend to such materials, equipment and fixtures on the same basis as the rest of the Work. Contractor's obligations to correct defective or non-conforming Work extends to and includes any and all materials, equipment, and fixtures furnished by Owner and to the installation thereof by the Contractor and the Subcontractors as fully as if such products had been purchased directly by Contractor or a Subcontractor for incorporation into the Work. The Contractor acknowledges that it has received and approved all information and specifications for any such Owner-furnished products sufficient so as to permit the Contractor to make this agreement. Such specifications for Owner-furnished materials, equipment or fixtures shall be considered a part of the Contract Documents and such items, upon delivery to, and acceptance by, Contractor, shall become a part of the Work.

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§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents. Before starting the Work, and at frequent intervals during the progress thereof, the Contractor shall carefully study and compare the Contract Documents with each other and with the information furnished by the Owner pursuant to Section 2.2 and shall at once report to the Owner's Designated Representative any error, inconsistency or omission the Contractor may discover. Any necessary change shall be ordered as provided in Article 7, subject to the requirements of section 1.2 and other provisions of the Contract Documents. If the Contractor proceeds with the Work without such notice to the Owner's Designated Representative, having discovered such errors, inconsistencies or omissions, or if by reasonable study of the Contract Documents the Contractor should have discovered such, the Contractor shall bear all costs arising therefrom.

§ 3.2.1.1 The Drawings are generally drawn to scale; however, the figured dimensions or notes thereon shall govern. Before ordering any materials or doing any Work, the Contractor and each Subcontractor shall verify all measurements at the building site, and shall be responsible for the correctness of same. No extra charge or compensation will be allowed on account of differences between the actual measurements and the dimensions indicated on the Drawings, except to the extent such differences are attributable to errors and omissions in the Contract Documents prepared by the Architect of which the Contractor is not aware (unless the Contractor should have been aware of such errors and omissions in connection with his exercise of the standard of care exercised by a reasonable contractor experienced in the type of work required) and for which correction would constitute a material change in the Work per the process set forth in Section 7.1.4 below. All differences which may be found shall be reported in writing to the Architect for consideration before proceeding with the Work. The Contractor shall give the Architect timely notice of any additional Drawings, Specifications, or instructions required to define the Work in greater detail, or to permit the proper progress of the Work.

§ 3.2.1.2 The Contractor shall not proceed with any Work not clearly and consistently defined in detail in the Contract Documents, but shall request additional Drawings or instructions from the Architect. If the Contractor proceeds with
such Work without obtaining further Drawings, Specifications, or instructions, the Contractor shall correct Work performed incorrectly at the Contractor's own cost and expense.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require. Intentionally omitted.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, Section 3.2.2, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, Section 3.2.2, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

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§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures (including all safety precautions and programs) and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. The Contractor shall evaluate the jobsite safety thereof, and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall (a) give timely written notice to the Owner and Architect of the specific means, methods, techniques or procedures referred to in the Contract Documents that the Contractor believes are not safe or suitable; (b) participate in discussions with the Owner and the Architect regarding the specific means, methods, techniques or procedures referred to in the Contract Documents that the Contractor believes are not safe or suitable and (c) shall not proceed with that portion of the Work without further written instructions from the Architect. The Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner required means, methods, techniques, sequences or procedures until the Owner, the Architect and the Contractor have agreed upon specific means, methods, techniques or procedures that the Contractor agrees are safe and suitable for the Work. The Contractor shall remain solely responsible for and have control over the means, methods, techniques or procedures that are employed by the Contractor for the Work, notwithstanding that such construction means, methods, techniques, sequences or procedures are (i) referred to, indicated or implied by the Contract Documents or (ii) agreed to by the Architect or Owner. In no event shall the Contractor employ construction means, methods, procedures and techniques that violate (c) requirements of any warranties applicable to the Work or (x) laws, ordinances, regulations, rules and orders which bear upon the Contractor's performance of the Work.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors. Nothing contained in this section shall alter the relationship between the Contractor and each Subcontractor under the applicable subcontract with respect to each such Subcontractor's obligation for safety for persons or property.

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§ 3.3.4 The Contractor shall coordinate and supervise the Work performed by Subcontractors to the end that the Work is carried out without conflict between trades and so that no trade, as a result of improper coordination or supervision, causes delay to the general progress of the Work. The Contractor and all Subcontractors shall at all times afford each trade, any separate contractor, or the Owner, every reasonable opportunity for the installation of Work and the storage of materials.
§ 3.3.5 The Contractor shall arrange for and attend job meetings with the Owner and the Architect and such other persons as the Architect or Owner may from time to time wish to have present. The Contractor shall be represented by a principal, project manager, general superintendent or other authorized main office representative, as well as by the Contractor's own superintendent. An authorized representative of any Subcontractor or lower tier subcontractor shall attend such meetings if the representative's presence is required by the Owner or the Architect. Such representatives of the Contractor and the Subcontractors shall be empowered to make binding commitments on all matters to be discussed at such meetings, including costs, payments, change orders, time schedules and manpower. Any notices required under the Contract may be served on such representatives.

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work. The word "provide" shall mean furnish and install complete, including connections, unless otherwise specified.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive. If the Contractor desires to substitute a product or method in lieu of what has been specified or shown in the Contract Documents, the Contractor may propose to do so in a written request to the Architect setting forth the following: (1) full explanation of the proposed substitution and submittal of all supporting data including technical information, catalog cuts, warranties, test results, installation instructions, operating procedures, and other like information for the original specified item and the proposed substitution as necessary for a complete evaluation of the substitution; (2) reasons why the substitution is advantageous or necessary, including the benefits to the Owner and the Work in the event the substitution is acceptable; (3) the adjustment, if any, in the Contract Sum in the event that substitution is acceptable; and (4) the adjustment, if any, in the Contract Time in the event that substitution is acceptable. Proposals for substitutions shall be submitted to the Architect, with a copy to the Owner, not later than 30 days prior to the time of such substitute product or method would be incorporated in the Work or, if to be used or incorporated within 30 days of the commencement of the Work, immediately upon execution of the Agreement. No substitutions will be considered or allowed without the Contractor's submittal of complete substantiating data and information as stated herein. Approval of a proposed substitution shall be at the sole discretion of the Owner (after consulting with the Architect).

§ 3.4.2.1 By making a request for substitution, the Contractor: (1) represents that the Contractor has investigated the proposed substitute product and determined that it is equal or superior in all respects to that specified; (2) represents that the Contractor will provide the same warranty for the substitution that the Contractor would for that specified; (3) certifies that the cost data presented is complete and includes all related costs under this Contract except the Architect's redesign costs, and waives all claims for additional costs related to the substitution which subsequently become apparent; and (4) will coordinate the installation of the accepted substitute, making such changes as may be required for the work to be complete in all respects.

§ 3.4.2.2 The Contract Documents are intended to produce a build-out of consistent character and quality of design. All components of the building, including visible items of mechanical and electrical equipment, have been selected to have a coordinated design in relation to the overall appearance of the building. The Architect shall judge the design and appearance of proposed substitutes on the basis of their suitability in relation to the overall design of the Project, as well as for their intrinsic merits. The Architect will not approve as equal to materials specified proposed substitutes which, in the Architect's opinion, would be out of character, obtrusive, or otherwise inconsistent with the character and quality of design of the Project. In order to permit coordinated design of color and finishes, the Contractor shall, if required by the Architect, furnish the substituted material in any color, finish, texture, or pattern which would have been available from the manufacturer originally specified, at no additional cost to the Owner.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them. The Owner may require removal of any workers from the Project that it deems unfit or not beneficial to the Project. The Owner reserves the right to require the Contractor to perform a background check.
of any worker employed by the Contractor or any of its subcontractors. If so request, the Contractor shall perform the background check to the Owner's satisfaction and shall provide the results to the Owner within a reasonable time period established by the Owner.

§ 3.4.4 All manufactured materials shall be ordered to be delivered in the manufacturer's original, unbroken packages, containers or bundles, bearing the name of the manufacturer and brand name of other designation, and all materials shall be handled, stored, installed, cleaned and protected in accordance with the manufacturer's directions, unless otherwise indicated in the Contract Documents.

§ 3.4.5 Any product, material or equipment specified in the Contract Documents by reference to the number, symbol or title of a specified standard, such as a commercial standard, federal specification, trade association standard, or other similar or related construction industry standard, shall comply with requirements in the latest revision thereof as of the date the Owner and the Contractor execute the Agreement.

§ 3.4.6 In all cases in which a manufacturer's name, trade name or other property designation is used in the Contract Documents in connection with a material, equipment or product to be furnished thereunder, the Contractor shall furnish the material, equipment or product of the named manufacturer(s) unless a written request for substitution is made in accordance with section 3.4.2 and the substitution is approved in writing by the Owner.

§ 3.4.7 The Contractor and all Subcontractors shall make all provisions necessary to avoid any disputes with labor unions and shall be responsible for any delays, damages or extra costs incurred as a result of such disputes. The Contractor shall be responsible for the maintenance of harmonious labor relations among its employees and the employees of its Subcontractors in such manner as will provide for harmony as far as practical among workers at the Project site. Prior to contracting with any Subcontractor, the Contractor will require such Subcontractor to certify its willingness to cooperate with not only the other Subcontractors hired by the Contractor, but also with the Owner, Architect, any other contractors hired by the Owner, and their subcontractors. Any Subcontractor not cooperating shall, at the Owner's reasonable discretion, be dismissed by the Contractor and a qualified replacement subcontractor shall be hired at the Contractor's expense.

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§ 3.5.2 The Contractor shall be responsible for determining that all materials furnished for the Work meet all requirements of the Contract Documents. The Architect may require the Contractor to produce reasonable evidence that materials used meet such requirements, such as certified reports or test results by qualified testing laboratories, reports of studies by qualified experts, or other evidence which, in the opinion of the Architect, would lead to a reasonable certainty that any material used, or proposed to be used, in the Work meets the requirements of the Contract Documents. All such data shall be furnished at the Contractor's expense.

§ 3.5.3 The warranty provided in this section 3.5 shall be in addition to and not in limitation of any other warranty required by the Contract Documents or otherwise provided by law.

§ 3.5.4 The Contractor hereby assigns to the Owner, effective at the time of Substantial Completion of the Work, any and all manufacturer's warranties required by the Contract Documents relating to materials and labor used in the Work and further agrees to perform the Work in such manner as to preserve all such manufacturer's warranties.

§ 3.5.5 The Contractor shall procure and deliver to the Architect, prior to final payment, all special warranties required by the Contract Documents. Delivery by the Contractor shall constitute the Contractor's guarantee to the Owner that the warranty will be performed in accordance with its terms and conditions.

§ 3.7
PERMITS, FEES, NOTICES AND COMPLIANCE WITH LAWS
§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper
execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded. The Contractor shall apply for required licenses, permits, inspections and/or approvals sufficiently in advance of the time required to allow the Contractor and/or the Architect to respond to any municipal comments, conditions or requests (including, without limitation, changes to the Work) without delaying the progress of the Work.

§ 3.7.6 The Contractor shall be responsible for familiarizing itself with the regulatory requirements governing the disposal of material, including material containing pollutants, from the site. The Owner will not recognize claims for additional disposal costs that could reasonably have been anticipated at the time of bidding.

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.1 Allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

...

.3 Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

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§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection. The Owner may require the Contractor to provide additional supervision to assist the superintendent when Owner determines the workload requires it.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed. The Contractor shall remove the superintendent if requested to do so in writing by the Owner, and shall promptly replace him with a competent person reasonably acceptable to the Owner.

§ 3.9.4 The superintendent shall keep a daily log of the progress of the Work and make it available to the Owner at all times. A copy of the log shall be submitted to the Owner upon completion of the Project. Additionally, daily field reports recording work activities, labor force and other information as required by the Owner shall be prepared daily by the Contractor and each subcontractor and submitted to the Owner.

§ 3.9.5 The Contractor shall furnish to both the Owner and the Architect the names, addresses and telephone numbers of the project manager, the superintendent, the superintendent's immediate supervisor, the superintendents of all subcontractors, and at least two other of their and their subcontractor's authorized representatives, indicating where they can be contacted at times other than normal working hours in case of emergency.

§ 3.9.6 The Contractor's superintendent shall not be assigned to, or become involved in, any project other than that of this Contract. He/she shall remain in attendance at the site, and, except for illness or other reason excusable to the Owner, shall be present at all times when Work of any kind is being done, including Work done during overtime. If absent for illness or other reason excusable to the Owner, a replacement having full authority and responsibility of the full-time superintendent shall be provided.
§ 3.9.7 The Contractor shall coordinate and supervise the Work performed by Subcontractors to the end that the Work is carried out without conflict between trades and so that no trade, at any time, causes delay to the general progress of the Work. The Contractor and all Subcontractors shall at all times afford each trade, any separate contractor, or the Owner, every reasonable opportunity for the installation of Work and the storage of materials.

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§ 3.10.1 The Contractor, promptly after being awarded the Contract, or in the case of a GMP as part of the GMP Proposal, shall prepare and submit for the Owner’s and Architect’s information a Contractor’s construction schedule for the Work. The schedule Work (the "Schedule"). The Schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

§ 3.10.1.1 The Schedule shall utilize the Critical Path Method of scheduling within a format acceptable to the Owner and shall be submitted in digital and hardcopy (paper or vellum) formats. The Schedule shall be developed with and shall be subject to approval by the Owner and shall: (i) comply with and include any any the Milestone Dates required by the Contract Documents, including but not limited to Substantial Completion and Final Completion for each phase of Work, along with any other Milestone Dates as required by the Owner; (ii) show the Contractor’s overall approach to the planning, scheduling, and execution of the Work, including schedule activities for all Work components (“Activities”), Notice to Proceed, procurement of permits, shop drawing submittals, review and approval, anticipated design submittals, material and equipment procurement and delivery, third party interfaces (e.g., utility work), and closeout and commissioning; (iii) include only Activities with durations equal to or less than ten (10) calendar days; (iv) include logic relationships between Activities reflecting the Contractor’s as-planned sequencing of Work; and (v) identify any planned overtime.

§ 3.10.1.2 The Contractor shall monitor the progress of the Work for conformation with the requirements of the Schedule and shall promptly advise the Owner of any actual delays or potential delays. The Contractor shall deliver a written report to the Owner each month (or more frequently if requested by the Owner or the Architect) setting forth the actual progress of the Work and highlighting discrepancies between the actual progress of the Work and the Schedule (such updates are sometimes referred to in these General Conditions as “Progress Reports”). In the event any progress report indicates delays in achievements of any Milestone Date, the Contractor shall propose in written form an affirmative plan (the “Corrective Plan”) to correct the delay, including overtime, re-sequencing of Work and/or additional labor, if necessary, which Corrective Plan shall indicate the date by which the progress of the work will comply with the Schedule, and shall be subject to the approval of the Owner. In no event shall any progress report or Corrective Plan constitute an adjustment in the Schedule, Contract Time or any Milestone Date unless any such adjustment is agreed to by the Owner and authorized pursuant to a Change Order.

§ 3.10.1.3 In the event (i) that the performance of the Work as of a Milestone Date has not progressed or reached the level of completion required by the Schedule, and (ii) the Contractor fails to submit a Corrective Plan that is approved by the Owner or the progress of the Work is not brought back into compliance with the Schedule on the date proposed by an approved Corrective Plan, the Owner shall have the right to order the Contractor to take corrective measures to expedite the progress of the work, including, without limitation, (1) supplying additional shifts or overtime, (2) supplying the additional manpower, equipment, and facilities, (3) re-sequencing of Work, and (4) other similar measures (hereinafter referred to collectively as “Extraordinary Measures”). Such Extraordinary Measures shall continue until the progress of the Work complies with the stage of completion required by the Contract Documents. The Owner’s right to require Extraordinary Measures is solely for the purpose of ensuring the Contractor’s compliance with the Schedule. The Contractor shall not be entitled to an adjustment in the Contract Sum in connection with Extraordinary Measures required by the Owner under or pursuant to this Section 3.10.1. The Owner may exercise the rights furnished the Owner under or pursuant to this Section 3.10.1 as frequently as reasonably necessary to ensure that the Contractor’s performance of the work complies with the Schedule.

§ 3.10.1.4 In conjunction with the monthly Schedule submission, the Contractor shall draft and submit to the Owner a narrative explaining in detail all changes to the previous Schedule, lack of progress, delays, slippage or accelerations. The Owner at any time may require the Contractor to develop and submit an additional written mitigation plan based on feasible field actions that shall address and correct such delays, progress impediments, schedule slippage or missed Milestone Dates.
§ 3.10.1.5 Float or slack time associated with any one chain of activities is defined as the amount of time between the earliest start date and the latest start date or between the earliest finish date and the latest finish date for such activities, as set forth in the Schedule required under this Agreement, including any revisions or updates thereto. The Owner shall retain all beneficial rights to all schedule float including that resulting from any scheduled or actual completion in less than the Contract Time. The Contractor shall in no way be entitled to any compensation for any Claims for interference with or denial of an "early finish" or "early completion" of the Work. Extensions of time for performance will be granted only to the extent that the equitable time adjustments for the activity or activities affected exceed the total float along the activity chain involved at the time the change was ordered or the delay occurred. Notwithstanding the above, the Contractor shall only be entitled to an extension of time for an excusable delay to the critical path of the Work.

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The Contractor shall maintain at the site for the Owner one record copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate record field changes and selections made during construction, and one construction (the "As-built Documents"), and one record copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed. The markups to the As-Built Documents shall consist of record information including: (i) deviations from the Drawings made during construction; (ii) details in the Work not previously shown; (iii) changes to existing conditions or existing conditions found to differ from those shown on the Drawings; (iv) the actual installed position of equipment, piping conduits, light switches, electric fixtures, circuiting, ducts, dampers, access panels, control values, drains, openings, and sub-outs; and (v) such other information as the Owner may reasonably request. The Architect and/or the Owner's Representative (a) make routine edits and updates to the Drawings prepared by or on behalf of the Architect that are normal in the course of construction administration at mutually acceptable times during construction of the Project and (b) deliver such updated Drawings to the Contractor (in printed and electronic form) for use by the Contractor in preparing the Record Documents (subject to any reasonable conditions imposed by the Architect or Owner's Representative). Upon completion of the Work, the Contractor shall deliver to the Architect the marked As-Built Documents and reproducible transparencies thereof. Approval by the Architect, Owner's Representative, and the Owner of As-Built Documents prepared by the Contractor and its Subcontractors and suppliers shall be a condition precedent to the Owner's obligation to make final payment to the Contractor. The Contractor shall also deliver to the Architect all operations manuals for equipment as a condition precedent to final payment by Owner.

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§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, and will do so and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. The accuracy of all such information is the responsibility of the Contractor. In reviewing Shop Drawings, Product Data, Samples, and similar submittals, the Architect shall be entitled to rely upon the Contractor's presentation that such information is correct and accurate.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect. The portions of the Work that are the subject of the approved submittal shall be completed in accordance with such approved submittal.

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§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions. Unless such written notice has been given, the Architect's approval of resubmitted Shop Drawing, Product Data, Sample, or similar submittal shall not constitute approval of any changes not requested on the prior submittal.
The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment or right of possession of the premises and the improvements made thereon by the Contractor shall remain at all times in the Owner. The Contractor’s right to entry and use thereof arises solely from the permission granted by the Owner under the Contract Documents. The Contractor shall confine the Contractor’s apparatus, the storage of materials, and the operations of the Contractor’s workers to limits indicated by law, ordinances, the Contract Documents and permits and/or directions of the Architect and/or the Owner and shall not unreasonably encumber the premises with the Contractor’s materials. The Owner shall not be liable to the Contractor, Subcontractors, their employees or anyone else with respect to the condition of the premises. The Owner shall have the right to refuse admittance to the site to any agent or employee of the Contractor or Subcontractors whose presence the Owner deems hostile to the Owner’s interest.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor’s consent to cutting or otherwise altering the Work. Existing work that is cut, damaged, disturbed or otherwise interfered with by the Contractor, a Subcontractor, or anyone for whom they are responsible shall be fully, properly and carefully repaired by the responsible Contractor or Subcontractor. All such repairs shall be completed in a first-class manner to the satisfaction of the Architect, and shall match similar existing adjoining work.

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor’s tools, construction equipment, machinery and surplus materials from and about the Project. Immediately prior to the Architect’s inspection for Substantial Completion, the Contractor shall completely clean the premises. Concrete and ceramic surfaces shall be cleaned and washed. Resilient coverings shall be cleaned, waxed and buffed. Woodwork shall be dusted and cleaned. Sash, fixtures and equipment shall be thoroughly cleaned. Stairs, spots, dust, marks and smears shall be removed from all surfaces. Hardware and all metal surfaces shall be cleaned and polished. Glass and plastic surfaces shall be thoroughly cleaned by professional window cleaners. All damaged, broken or scratched glass or plastic shall be replaced by the Contractor at the Contractor’s expense.

The Contractor shall provide the Owner and Architect safe access to the Work in preparation and progress wherever located.

§ 3.18.1 To the fullest extent permitted by law the Contractor shall defend (with counsel reasonably satisfactory to Owner), indemnify and hold harmless the Owner, Architect, Architect’s consultants, its lenders and affiliates, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused caused in whole or in part by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that which would otherwise exist as to a party or person described in this Section 3.18.
§ 3.19 Liens
§ 3.19.1 In the event that any Subcontractor, supplier or any other party for whom the Contractor is responsible establishes a lien against the Work and/or the Project site, the Contractor shall, within five days of receipt of notice from the Owner regarding such lien, cause the lien to be discharged (either by obtaining and recording a lien discharge bond from a surety and in a form acceptable to the Owner or otherwise) at no cost to the Owner, except to the extent that the lien is directly and solely attributable to a failure by the Owner to pay undisputed amounts to the Contractor as and when due under the Contract Documents. If the Contractor fails to cause the lien to be discharged within such five day period, the Owner shall have the right to withhold all further payments to the Contractor until the lien is discharged. The Owner may either (a) apply amount so withheld to discharging such lien or (b) retain such amounts until such lien is discharged or released by the Contractor or the lienor, and shall thereafter credit to the Contractor any amounts remaining after payment of the fees and expenses the Owner incurs in connection with such lien. The Contractor agrees to indemnify and hold harmless the Owner from all costs and expenses incurred by the Owner in connection with such liens. For purposes of this Section 3.19.1, the term "lien" shall mean any instrument filed with the applicable land title records which creates or perfects a lien under any lien law.

§ 3.20 Protection from Water Damage
§ 3.20.1 In performing the Work, the Contractor shall exercise diligent efforts to protect the building and to cause all materials, supplies, systems and equipment which are delivered to the Project site from exposure to, and damage from, water. Without limiting the generality of the foregoing, the Contractor shall (a) install temporary barriers adequate to prevent water entry to the building from openings in the roof, exterior walls or other applicable building elements to the extent related to the Work, (b) cause all materials, supplies, systems and equipment which are delivered to the Project site to be stored in a safe and secure location, packaged in a watertight manner where possible, and stored in a manner which protects such items from inclement weather, the elements (including, without limitation, rain, snow and water damage) and other damage until such items are incorporated into the work, and (c) ensure that all plumbing components and exterior elements included within the Work are constructed and installed in accordance with the Contract Documents so as not to allow water leaks or penetration.

§ 3.20.2 In addition to (and not in limitation of) the indemnification obligations of Contractor set forth in Section 3.18 above, Contractor shall defend, indemnify and hold harmless the parties indemnified under Section 3.18.1 above, to the fullest extent permitted by law from all Claims arising out of or resulting from the failure of Contractor (or any subcontractor of any tier) to comply with the provisions of this Section 3.20. The foregoing indemnification shall include, without limitation, any Claim attributable to (i) bodily injury, sickness, disease or death arising out of or relating to, and (ii) the costs of any abatement, clean-up, removal and disposal (to the satisfaction of Owner of, any mold, fungal growth, spores or the like which occurs at the Project site as a result of any failure by Contractor (or any subcontractor of any tier) to comply with the provisions of this Section 3.20.
effected by field order or other notice to the Contractor, and provided such drawings or instructions are reasonably consistent with the previously existing Contract Documents, the Work shall be executed in accordance with such additional drawings or instructions without additional cost or extension of the Contract Time. If the Contractor claims additional cost or time on account of such additional drawings or instructions, the Contractor shall give the notice provided in Article 15.

§ 4.2.13 The Architect’s decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents and the agreement of the owner.

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§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14-day period shall constitute notice of no reasonable objection.

...§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work and of complying with bonding, insurance and other applicable requirements under the Contract Documents, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor’s Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsibly in submitting names as required.

...§ 5.2.5 The form and content of each subcontract shall be submitted to the Owner for its approval, which shall not be unreasonably withheld or delayed. Each subcontract shall expressly provide for the contingent assignment referred to in Section 5.4.1.

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including without limitation the responsibility for safety of the Subcontractor’s Work, Work and the obligations set forth in Section 3.18, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors. Each subcontract agreement shall state that (1) the Subcontractor agrees that the Contractor’s rights under the subcontract agreement may (a) be assigned to the Owner, subject to the conditions of Section 5.4.1 of these General Conditions, (b) include agreements to mediate consistent with those in the Contract Documents and (c) be terminated without penalty or premium if the Contractor’s services are terminated. By entering into a subcontract for any portion of the Work, a Subcontractor shall be deemed to have agreed to the terms of the preceding sentence as if such terms were included in its subcontract agreement, and (2) the Subcontractor shall be required to perform its Work in accordance with all applicable laws, statutes.
ordinances, building codes, rules and regulations without any adjustment to the subcontract amount or time for performance.

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§ 5.5 Contractor will require each Subcontractor to employ a competent superintendent or trade foreman who shall be in attendance at the Project site during the progress of Subcontractor’s Work.

...§ 6.1.1.1 Notwithstanding anything to the contrary, the Owner shall have the right to install fixed and loose furniture, furnishings, fixtures, data communications lines, equipment and other items during the Contractor’s performance of the Work or portion(s) thereof. The Owner and the Contractor shall cooperate in scheduling and coordinating any such activities by or on behalf of the Owner. Any such installation or activities by or on behalf of the Owner shall not be deemed as acceptance of any part of any Work not completed in accordance with the Contract Documents.

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§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner’s own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12—Intentionally omitted.

...§ 7.1.4 If, subsequent to execution of the Agreement, the Architect issues any proposal requests, supplemental instructions, sketches and other materials intended to further define, clarify or modify the Contract Documents (collectively, the “Supplemental Material”) Contractor shall, within ten (10) days of receiving any Supplemental Material, notify the Architect and Owner’s Representative in writing of any error, inconsistency or discrepancy that the Contractor discovers between the Supplemental Materials and the Contract Documents and indicate whether the Supplemental Material have any impact upon the Contract Sum and/or the Contract Time. Failure of the Contractor to provide such notice is hereby deemed to mean: (1) such Supplemental Materials are consistent with the Contract Documents; (2) do not require a change in the Contract Sum and/or Contract Time; and (3) Contractor is willing and able to perform all of the Work for the Contract Sum, and in accordance with all the requirements of the Contract Documents. If the Contractor notifies the Owner’s Representative and Architect that it believes the Supplemental Materials are either inconsistent with the Contract Documents and/or represent added Work or will delay performance in accordance with the Project schedule, the Owner’s Representative and Architect will review the Contractor’s response and provide the Owner with recommendations for approval or disapproval, and the Owner shall have one or more of the following options:

(a) The Owner may direct the Architect to modify that aspect of the Supplemental Materials to which the Contractor objects. The Contractor shall cooperate with the Owner, Owner’s Representative and the Architect during the modification effort and shall make recommendations appropriate to correct such portions of the Supplemental Materials. The Architect shall submit to the Contractor the revised Supplemental Materials as approved by the Owner. The Contractor shall promptly reexamine such revised Supplemental Materials as described in Section 7.1.4.

(b) If, upon review of the Contractor’s notice, the Owner (after consultation with the Architect and Owner’s Representative) believes that the portion of the Work described therein does not constitute a material change in the Work, or disagrees as to the impact claimed by the Contractor to the Contract Sum or Contract Time, as applicable, the Owner may so advise the Contractor through the Owner’s Representative or Architect. If such disagreement is not promptly resolved, the Work subject to disagreement shall be identified in a schedule (the “Disputed Work Schedule”). Whenever possible, the Owner and the Contractor shall resolve items set forth in the Disputed Work Schedule confirming such resolution in Change Orders. Items in the Disputed Work Schedule that are not resolved by the Owner and the Contractor shall be subject to the dispute resolution procedures set forth in Article
15. During the pendency of such dispute resolution procedures, all items remaining in the Disputed Work Schedule shall be performed by the Contractor as required by the Contract Documents and a tentative adjustment shall be made to the Contract Sum to the extent of any undisputed aspect of the item. No adjustment shall be made to the Contract Sum for any disputed item or portion of an item. For each remaining item in the Disputed Work Schedule, the Contractor shall keep a specific, detailed accounting of the time and materials required to complete such item. Adjustments to the Schedule shall not be permitted on a tentative basis; or

(c) If, upon review of such notice from Contractor, the Owner agrees that all or a portion of the Work therein entitles the Contractor to Change Order and the Owner elects not to direct the Architect to modify the Supplement Materials, the Owner and the Contractor shall enter into a written Change Order providing for such agreed changes to the Contract Sum and/or Contract Time, as applicable.

§ 7.1.5 Unless otherwise agreed to by the Owner, the aggregate limitation on the amount of profit and overhead that the Contractor, each Subcontractor and all lower tier subcontractors and suppliers can charge for Work performed pursuant to Change Orders and Construction Change Directives shall be as follows: (a) for the Contractor for Work performed by the Contractor's own forces, ten percent (10%) of the cost of the Work; (b) for the Contractor for Work performed by Subcontractors, five percent (5%) of the cost of such Work; (c) for each Subcontractor for Work performed by such Subcontractor's own forces, ten percent (10%) of the cost of such Work for overhead and for profit; and (d) for each Subcontractor for Work performed by lower tier subcontractors, five percent (5%) of the cost of such Work for overhead and for profit. This aggregate combined profit and overhead amount shall include all other markups and non-direct costs.

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§ 7.2.2 Unless expressly reserved therein, an executed Change Order shall constitute a final settlement of all matters relating to the change in the Work which is the subject of the Change Order, including, but not limited to, all direct and indirect costs associated with such change, any adjustments to the Contract Sum or GMP and any adjustments to the Schedule, Contract Time and/or Milestone Dates.

...

§ 7.3.7 If the Contractor does not respond promptly or disagrees Failure of the Contractor to notify the Owner of any disagreement with any proposed adjustment to the Contract Sum or Contract Time, as applicable, or method for determining them set forth in a Construction Change Directive within ten days after the date of receipt by the Contractor of such Construction Change Directive shall be deemed to be an agreement by the Contractor to the proposed adjustment to the Contract Sum or Contract Time or method for determining them set forth in such Construction Change Directive. If the Contractor disagrees in writing on a timely basis with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit set forth in the Agreement, or if such amount is set forth in the Agreement, a reasonable amount, in accordance with Section 7.1.5 above. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

1. Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or contract, and workers' compensation insurance;
2. Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
3. Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
4. Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and
5. Additional costs of supervision and field office personnel directly attributable to the change if the Owner and the Contractor fail to agree on the adjustment to the Contract Sum or Contract Time, as applicable, or method for...
determining them arising from any Construction Change Directive. (a) the adjustment to the Contract Sum shall be the net increase or decrease in the Cost of the Work attributable to the Construction Change Directive plus mark-up per Section 7.1.5 and (b) the adjustment to the Contract Time shall be equal to the net increase or decrease (if any) in the time required to perform the entire Work attributable to the Construction Change Directive. As used in this Section, the term "Cost of the Work" for Contractor shall mean the Cost of the Work as defined in the Agreement and for Subcontractors as defined in Section 7.6 below. Any disagreement as to the determination of such items that are not resolved by the Owner and the Contractor shall be subject to the dispute resolution procedures set forth in Article 15 of these General Conditions of the Contract.

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§ 7.5 BACK-UP FOR CHANGE ORDERS
§ 7.5.1 Lump Sum Proposal: The Contractor, Subcontractor or lower tier subcontractor's proposal covering the extra Work or change will be itemized for the various components or Work and segregated by labor, material and equipment in a detailed format satisfactory to the Owner. Such format will include a material and labor quantity take-off and related pricing information and extensions (by drawing, if applicable). The Contractor will furnish his itemized lump sum proposal and the similarly detailed proposals of any Subcontractors, lower tier subcontractors or material suppliers.

§ 7.5.2 Time and Material: Should the Owner elect to have the extra Work or change performed on a time and material basis, and so notify the Contractor in writing, the Contractor, Subcontractor or lower tier subcontractor shall perform the Work in such manner. Records supporting the actual cost of the Work (as defined in the Section 7.6) performed must be kept and forwarded to the Owner's representative. Such records include, but are not limited to, material tickets for all actual material used, daily time sheets itemizing workmen's names and hours worked for all actual labor costs, and such other evidence as the Owner's representative may reasonably request. Owner may require authentication of all time sheets and material tickets. If so requested, the failure to provide such authentication may constitute a waiver of any rights to payment of the Contractor, Subcontractor or any lower tier subcontractor for the extra Work or change performed.

§ 7.5.3 Unit Prices: The Contractor, Subcontractor or lower tier subcontractor's proposal shall itemize the quantities of each item of Work for which there is an applicable unit price. The quantities must be itemized in relation to each specific Contract Drawing.

§ 7.6 ACTUAL COST OF THE WORK FOR SUBCONTRACTORS
§ 7.6.1 If performed on a time and material basis, the Actual Cost of the Work for a Subcontractor shall comprise the following elements:

§ 7.6.1.1 Direct Job Costs for Labor: The number of hours, hourly payroll cost, labor burden (as defined in 7.6.1.2) and extended totals for each item of Work to arrive at the cost for direct jobsite labor including working foremen. All other administration, clerical expense and supervision above the level of working foremen (such as general foremen, superintendent, project manager, etc.) shall be considered covered by the Subcontractor's mark-up per Section 7.1.5.

§ 7.6.1.2 Labor Burden: The employer's net actual cost of payroll taxes (FICA, SUTA, FUTA), net actual cost of union benefits, and net actual cost for workers' compensation insurance, taking into consideration adjustments for experience modifiers, premium discounts, dividends, rebates, etc. Labor burden shall not be considered to include costs of Commercial General Liability Insurance, auto insurance or umbrella insurance which shall be considered covered by the Subcontractor's mark-up per Section 7.1.5.

§ 7.6.1.3 Direct Job Costs for Materials & Equipment: The quantity, price and extended totals for each item of Work to arrive at the costs of direct material and equipment. Appropriate amounts may be included for the rental of major equipment (defined as tools and equipment with individual purchase costs of more than $1,000) specifically needed to perform the extra Work or change. Use of small tools (defined as tools and equipment with individual purchase costs of less than $1,000) is considered covered by the mark-up percentage to be added to the direct cost of the extra work or change. Cost, for construction equipment, shall be the lower of the total expected rental cost or ownership cost equivalent including transportation charges and all applicable taxes.

§ 7.6.2 If performed on a unit price basis, the Actual Cost of Work shall comprise the following elements:
§ 7.6.2.1 Unit prices are for Work complete, measured in place (i.e., actual quantity installed) and cover profit and all other costs and expenses of the Contractor, Subcontractor or lower tier subcontractor. Unit prices include, without limit, all conditions of the Contract and all general requirements such as layout, reproduction of Drawings and Specifications, testing and inspection, shop drawing and sample coordination, supervision (field and home office), small tools and expendable items, insurance, taxes, temporary facilities and services, including access and safety provisions, "as-built" drawings, and general and administrative overhead and profit.

§ 7.6.2.2 Unit Price Application: For unit price items, additions and deletions of like items shall be algebraically summed and then multiplied by the applicable unit prices.

§ 7.6.3 Any changes undertaken without the Architect’s or the Owner’s authorization will not be recognized as a basis for a Claim for extra cost at a later date. If the Contractor claims that any instructions or orders, whether oral, written, by drawings, or otherwise, involve extra cost or time, and such instructions or orders are not accompanied by a written acknowledgement by the Owner or the Architect that extra payment will be made or time extended, they shall promptly notify the Architect in writing and should not proceed with the Work until they have received a further written order to proceed, except in cases of emergency affecting life or property. No claim for extra cost or time on account of such instructions shall be valid unless the Contractor has so notified the Architect, before proceeding, that they claim extra cost and time and has received the further written order form the Owner’s representative to proceed.

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§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, area-wide labor disputes not directed expressly at Contractor or any Subcontractor, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor’s control; or by delay authorized by the Owner; pending mediation and arbitration, Owner; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order, Construction Change Directive for such reasonable time as the Architect may determine. The Contractor acknowledges and agrees that (a) no adjustments to the Contract Time shall be made unless the events described above shall have the effect of actually delaying completion of components of the Work on the critical path indicated in the Schedule and (b) adjustments to Milestone Dates and/or the Contract Time will be permitted in connection with any such delay only to the extent such delay (i) is not caused, or could not have been avoided, by the Contractor, (ii) could not be limited or avoided by the Contractor’s timely notice to the Owner of the delay, (iii) has an impact of at least one (1) day and (iv) has no concurrent or contributing cause for which the Contractor would not be entitled to an extension of the Contract Time. Notwithstanding anything to the contrary, the Contractor shall not be entitled to any extension in the Contract Time for delays in receiving required licenses, permits, inspections or approvals unless the Owner is required to provide or obtain such licenses, permits, inspections or approvals.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 45-15 and this section 8.3.2 through section 8.3.8 below. Contractor’s written Claim for extension of Contract Time shall be accompanied by detailed dates, correspondence, notices, and any other data which provides proof of the events which are the basis for the Claim, including a network analysis justifying the time extension. Said network analysis shall specifically detail the extension of the critical path of the Project caused by the events which underlie the time extension request.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents. Should the Contractor be delayed in the performance of the Work, the Contractor shall (a) notify the Owner and the Architect in writing within three (3) days following the event or occurrence causing such delay and (b) notify the Owner and the Architect of the estimated extent of the delay and the cost, if any, which may be incurred as result of the delay within twenty-one (21) days following the event or occurrence causing such delay. If the Contractor fails to so notify the Owner and the Architect, the Contractor shall be barred from asserting any claim for compensation, expense or damages with respect to such delay.

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User Notes:
§ 8.3.4 No claim for delay shall be allowed on account of failure of the Architect to furnish Drawings, Specifications or instructions, or to return Shop Drawings or Samples until a reasonable period of time (but in any event not less than fifteen days or such longer period as may be agreed to among the Architect, the Contractor and the Owner) after receipt by the Architect of written demand for such instructions, Drawings, or Samples, and not then unless the Contractor shows that the Architect’s delay has materially interfered with the progress of the Work.

§ 8.3.5 Notwithstanding anything to the contrary in any of the Contract Documents, the Contractor acknowledges and agrees that no extension of time shall be granted on account of weather conditions except as provided for in this Section 8.3.5. A Claim by the Contractor for an increase in the Contract Time on account of weather shall only be granted if all the following conditions are met: (1) the weather during any calendar month (or pro rata portions of partial months at the beginning and end of the Contract Time) is “abnormal,” as defined below; (2) the Contractor demonstrates that such abnormal weather had the effect of delaying completion of components of Work on the critical path indicated in the Construction Schedule; and (3) such Claim is made by written notice. “Abnormal weather” shall, for purposes of this Section, be limited to circumstances in which adverse weather conditions significantly exceed those which have historically been encountered, or may reasonably be expected to be encountered, at the Project site.

§ 8.3.6 If any of events described in this Section 8.3 of the General Conditions of the Contract entitle the Contractor to an extension of the Contract Time, the sole remedy of the Contractor shall be such extension of the Contract Time and the Contractor shall not be entitled to any adjustment of the Contract Sum, except as otherwise provided in the following sentence. If and to the extent that the Contract Time is extended by more than ten (10) business days solely on account of fault or neglect of the Owner or Architect, the Contract Sum shall be increased by the Contractor’s reasonable and verified additional direct out of pocket costs of performing the Work to the extent directly and solely attributable to extensions of the Contract Time on account of the fault or neglect of the Owner or Architect in excess of ten (10) business days.

§ 8.3.7 The Owner and Contractor agree that it is the intent of the Contract Documents that the Contractor shall have responsibility to achieve Substantial Completion of the Work within the Contract Time with an adequate work force, irrespective of any labor dispute (other than those of general applicability not directed at the Project, the Contractor or anyone for whom the Contractor is responsible), including picketing at or near the Project site, whether or not the Contractor is the primary employer involved in the labor dispute or a neutral employer, and whether or not the Contractor has a collective bargaining relationship with the union(s) involved in the labor dispute. Notwithstanding anything to the contrary in any of the Contract Documents, the Contractor acknowledges and agrees that no extension of time shall be granted on account of a labor dispute (other than those of general applicability not directed at the Project, the Contractor or anyone for whom the Contractor is responsible).

§ 8.3.8 If the Contractor submits a progress report indicating, or otherwise expresses an intention to achieve, completion of the Work prior to any completion date required by the Contract Documents or expiration of the Contract Time, no liability of the Owner to the Contractor for any failure of the Contractor to so complete the Work shall be created or implied.

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The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total maximum amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents. The Contractor shall provide to the Owner, throughout the course of the Work, reports projecting the cash flow needs of the Contractor. This report shall be prepared and delivered monthly, projecting the anticipated needs for the balance of the Project.

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Owner and Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor’s Applications for Payment. Each item in the schedule of values shall be inclusive of the Contractor’s Fee. The proper share of the Contractor’s Fee for each item shall be listed in a separate line or column.
§ 9.3.1 At least ten days before the date established by the time or times established in the Agreement for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2.1-9.2.2, for completed portions of the Work. The format and number of copies of such Applications for Payment shall be as directed by the Owner. Such application shall be notarized, if required, and supported by such data substantiating the Contractor’s right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents. Each Application for Payment shall be accompanied by the following, all in form and substance satisfactory to the Owner: (i) a current Contractor’s lien waiver and duly executed and acknowledged sworn statement showing all Subcontractors and material suppliers with whom the Contractor has entered into subcontracts, the amount of each such subcontract, the amount requested for any Subcontractor and material supplier in the requested progress payment, together with similar sworn statements from all such Subcontractors and material suppliers; (ii) duly executed waivers of mechanics’ and material suppliers’ liens from all Subcontractors and, when appropriate, from material suppliers and lower tier Subcontractors establishing payment or satisfaction of payment of all amounts requested by the Contractor on behalf of such entities or persons in any previous Application for Payment; (iii) proof of compliance with insurance and surety provisions as outlined in this Agreement; (iv) an updated Schedule that accurately reflects the current status of the Project; and (v) all information and materials required to comply with the requirements of the Contract Documents or reasonably requested by the Owner or the Architect.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders. Orders when such Construction Change Directives have set forth an adjustment to the Contract Sum.

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§ 9.3.4 Contractor shall maintain record drawings as required by the Contract Documents, including for the mechanical and electrical trades, and shall review and inspect such drawings on a monthly basis. Contractor shall, on a monthly basis provide to Owner written confirmation that the record drawings are current.

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.2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by Contractor, including subcontractor and/or supplier lien claims which have not been dissolved by bond by operation of law by the Contractor;

... 

.7 repeated failure to carry out the Work in accordance with the Contract Documents.

.8 failure to maintain current record drawings

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor. Intentionally omitted.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, except as may otherwise be required by law, sub-subcontractor, or vendor.
§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3, 9.6.6 and 9.6.4.

... If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven-fourteen (14) days after receipt of the Contractor’s Application for Payment, or if the Owner does not pay the Contractor within seven-fourteen (14) days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven-fourteen (14) additional days’ written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor’s reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.

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§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use and only minor items which can be corrected or completed without any material interference with the Owner’s use of the Work which remains to be corrected or completed. Further, the following items are required from the Contractor prior to the Owner’s issuing of the Certificate of Substantial Completion: (i) the Owner and Architect agree that the Project is ready for the use intended without any concurrent Work that will disrupt the Owner’s activities; (ii) the Owner and the Architect agree that the Work has been completed in accordance with the Contract Documents, specifications, plans, drawings and all Change Orders; (iii) all HVAC systems included in the Work are functioning in accordance with the Contract Documents and a satisfactory test and balance report for said systems has been received by the Architect; (iv) all life safety systems included in the Work are functioning in accordance with the Contract Documents; (v) receipt by the Architect of the list of all outstanding Work that shall become the Punch List; and (vi) receipt by the Owner of all required final certifications and/or approvals from the governmental authorities having jurisdiction over the Work.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Intentionally omitted.

... § 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project stage. Such partial occupancy or use may commence only later or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them respective responsibilities of Owner and Contractor for the ownership, maintenance, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents as established in writing. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

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§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner’s property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract

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Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5) payment, (5) waivers of liens, in the form provided by the Owner, from the Contractor and all Subcontractors and suppliers who performed portions of the Work or supplied materials or equipment in connection with the Work, (6) the expiration of time within which any Contractor, Subcontractor or supplier could file a lien under law, (7) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner, Owner, (8) to the extent that final certificates(s) of occupancy for the Project and the certificates of inspection and operating permits described in Section 13.5.4 are required by governmental authorities to use and occupy the Project as intended, and to the extent that such items were not delivered to the Owner as a condition to Substantial completion of the Work, the final certificate(s) of occupancy for the Project and the certificates of inspection and operating permits described in Section 13.5.4, (9) the As-Built Documents and reproducible transparencies thereof, in accordance with Section 3.11, (10) all special warranties required by the Contract Documents, endorsed by the Contractor and in a form reasonably acceptable to the Architect and the Owner, and (11) all manufacturers' catalogs, instructions, and other similar data, including the necessary graphic cuts, diagrams, value charts, and the like, covering all mechanical and manually operated devices furnished and/or installed in any permanent structure. All of the foregoing items shall be submitted to the Owner in a single binder (the "Project Binder"), and the Contractor shall submit to the Owner four (4) copies of the Project Binder. As an additional condition to be satisfied prior to final payment, the Contractor's personnel or Subcontractors' or suppliers' personnel, as appropriate, shall provide the property management and operations personnel at the Property with training in the operation and maintenance of building systems and controls installed as part of the Work. If a Subcontractor refuses to furnish a release or waiver required by the Contractor, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

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4. any Claim which has not been waived in accordance with this Agreement shall be deemed to have accrued upon discovery by the Owner of the condition or breach upon which such Claim is based, for the purpose of any applicable statute of limitation.

§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY The Contractor shall provide and maintain in good operating condition suitable and adequate fire protection equipment and services, and shall comply with all reasonable recommendations regarding fire protection made by the representatives of the fire insurance company carrying insurance on the Work or by the local fire chief or fire marshal. The area within the site limits, including all storage areas, shall be kept orderly and clean, and all combustible rubbish shall be promptly removed from the site.

§ 10.2.9 The Contractor is responsible for maintaining the area within the site limits free of all debris and food-related trash that may harbor and/or attract rodents. The Contractor shall provide secure refuse containers for all food-related trash. The containers shall be heavy-duty refuse containers with tight-fitting domed lids, with a spring loaded flap, and no opening that allow access by rodents. The Contractor shall notify the Owner immediately whenever rodents or signs of rodents (e.g., burrows, droppings) are observed.

§ 10.2.10 The Contractor shall at all times protect excavations, trenches, buildings and materials, from rain water, ground water, backup or leakage of sewers, drains and other piping, and from water of any other origin and shall remove promptly any accumulation of water. The Contractor shall provide and operate all pumps, piping and other equipment necessary to this end.

§ 10.2.11 The Contractor shall take reasonable precautions to prevent loss or damage caused by vandalism, theft, burglary, pilferage or unexplained disappearance of property of the Owner, whether or not forming part of the Work, located within those areas of the Project to which the Contractor has control.
§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY

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§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions and normal and/or customary construction practices will be adequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.

Intentionally omitted.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances on site.

§ 10.3.4.1 Hazardous waste that is generated by the Contractor as part of the Work shall be stored and disposed of in accordance with all applicable Federal, State and local regulations. Hazardous waste storage requirements include, but are not limited to, secondary containment, proper labeling, segregation of incompatible materials and routing inspection of storage areas. In addition, all hazardous waste containers shall be constructed of a material that is compatible with the waste, shall be in sound condition, and shall be kept securely closed at all times.

§ 10.3.4.2 The Contractor is responsible for the proper removal and disposition of all surplus chemicals (e.g., paints, lubricants, cleaning products) that they bring on-site as part of the Work. The Contractor shall not use any drain, pipe or plumbing fixture for the disposal of any waste materials. No chemicals that the Contractor brings on-site shall remain on the Project site at the completion of the Work.

§ 10.3.4.3 To ensure that construction activities and the use of heavy equipment does not increase the risk of release of oil or hazardous materials to the environment, the Contractor shall have and implement a Spill Plan that reflects all regulatory standards. The Contractor shall immediately report all spills/releases to the Owner. The Contractor shall coordinate with the Owner regarding reporting and follow-up documentation to outside regulatory agencies.

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§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance outside the scope of its Work solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

§ 10.3.7 Notwithstanding anything to the contrary, the Contractor acknowledges and agrees that the Work will likely require the removal and/or remediation of soil, debris and other items containing hazardous materials or contaminants to the extent disclosed in reports or materials previously delivered to the Contractor. All such Work shall be performed, and all such materials shall be removed and disposed of, by qualified and licensed (where required) parties engaged by the Contractor in compliance with all applicable legal requirements.
§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies acceptable to Owner and lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

1. Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
2. Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
3. Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
4. Claims for damages incurred by usual personal injury liability coverage;
5. Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
6. Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
7. Claims for bodily injury or property damage arising out of completed operations; and
8. Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18. Such insurance shall include, at a minimum, the following:

§ 11.1.1

The Contractor shall maintain the insurance coverages set out in this Section, insuring the Contractor and its employees, agents, and designees, which insurance shall be by policies that are subject to the Owner's approval:

a. Workers' Compensation Insurance to cover full liability under the Workers' Compensation laws of the state or jurisdiction in which the Project is located at the statutory limits required in said jurisdiction, including coverage for the benefits provided under United States Longshoremen's & Harbor Workers' Act, if applicable.

b. Employers' Liability Insurance (with limits of not less than $500,000 per accident for Bodily Injury by accident, $500,000 each employee - by disease and $500,000 policy limit - by disease), covering operations of the Contractor.

c. Commercial General Liability ("CGL") Insurance for operations of the Contractor with coverage written at least as broad as that of the standard Commercial General Liability Insurance policy (Occurrence Form) including hazards of operations (including explosions, collapse, and underground operations), with contractual liability coverage and personal injury liability coverage for claims arising out of this Agreement. The insurance required by this subsection (c) shall be written for not less than limits of liability as follows: $1,000,000 each occurrence for bodily injury and property damage; $2,000,000 general aggregate; and $2,000,000 aggregate products/completed operations. CGL coverage shall be written on ISO Occurrence Form CG 00 01 (10 01) or a substitute form providing equivalent coverage and shall cover liability arising from premises, operations, independent contractors, products, completed operations, and personal and advertising injury.

d. Automobile Liability Insurance covering all owned non-owned and hired automobiles, trucks, and trailers of the Contractor. Such insurance coverage shall be written at least as broad as that of the Standard Commercial Automobile Liability policy and shall be written for not less than a $1,000,000 limit of liability per occurrence for bodily injury and property damage.

e. Should aircraft or watercraft of any kind be used by Contractor, any tier of Subcontractor or by anyone else on their behalf, Contractor or Subcontractor shall maintain or cause the operator of the aircraft/watercraft to maintain Aircraft/Watercraft Public Liability Insurance including bodily injury, property damage, and passenger liability, with respect to any aircraft/watercraft owner, used, operated or hired in connection with the Work the Contractor, Subcontractor or anyone else written for not less than a $5,000,000 limit of liability per occurrence for bodily injury and property damage.

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f. Should the performance of this Agreement require the Contractor, any tier of subcontractor or anyone else on their behalf to conduct any activities in the vicinity of a railroad, the Contractor or Subcontractor shall maintain such Railroad Protective Insurance as may be required by the affected railroad written for not less than the limits required by such railroad. The Contractor’s Railroad Protective Insurance shall be written on the policy form required by the affected railroad.

g. Excess or Umbrella Liability Insurance with coverage written at least as broad as those of the primary policies required by this Subsections 1(b), (c), (d), and (e) above and written for not less than a $10,000,000 limit of liability per occurrence.

§ 11.1.1.2 Each insurance policy to be maintained under the prior Section, subparts 1(b), (c), (d), (e), (f), and (g), shall be endorsed to name as Additional Insureds: the Owner, Owner’s Representative, Architect and the trustees, directors, officers, agents, consultants, servants and employees of each of them and all other interests as may be reasonably required by the Owner. Such parties shall be included as Additional Insureds on the CGL and Umbrella using ISO Additional Insured Endorsement CG 20 10 (1 85) or CG 20 33 (1 01) AND CG 20 37 (10 01) or an endorsement providing equivalent coverage to the additional insureds. This insurance for the Additional Insureds shall be as broad as the coverage provided for the named insured. Such insurance shall apply as primary and non-contributing insurance before any other insurance or self insurance, including any deductible, maintained by, or provided to, the Additional Insured. If the Additional Insureds have other insurance which is applicable to the loss, such other insurance shall be on an excess or contingent basis and apply to the Additional Insureds only. The amount of Contractor’s insurance shall not be reduced by the existence of such other insurance. All Subcontractors shall provide endorsements naming the Contractor, the Owner, Owner’s Representative, Architect, and any lenders of Owner and all other parties required by this Agreement as “Additional Insureds” on their CGL, and Umbrella policies using the same ISO forms or combinations of forms. Contractor and all Subcontractors shall maintain CGL and Umbrella coverage for themselves and all additional insureds for the duration of the Work and maintain Completed Operations coverage for themselves and the Additional Insureds for at least six (6) years after Substantial Completion of the Work.

§ 11.1.1.3 Prior to the date on which Contractor commences the performance of the Work, the Contractor shall cause to be furnished to the Owner the Certificate of Insurance for the coverages required by this Agreement to be maintained by Contractor with insurance carriers acceptable to the Owner. As and when the Owner may direct, copies of the actual insurance policies or renewals or replacements thereof shall be submitted to the Owner. All copies of policies, if any, and Certificates of Insurance submitted to the Owner shall be in form and content acceptable to the Owner. In the event Contractor maintains insurance with limits exceeding the limits required hereunder, the Certificate of Insurance shall state the full extent of the coverage available to the above Additional Insureds. Such excess liability coverage will inure to the benefit of the Additional Insureds in the event of loss in excess of the minimum insurance required herein. Contractor will obtain and maintain copies of Certificates of Insurance from all Subcontractors.

§ 11.1.1.4 Contractor shall require all policies of insurance that are secured and maintained by Contractor to include clauses providing that each carrier shall waive all of its rights of recovery, under subrogation or otherwise, against the Owner, Owner’s Representative, Architect and their affiliates. In addition, Contractor waives all rights of recovery against the Owner, Owner’s Representative and/or Architect it may have or acquire because of deductible clauses in or inadequacy of limits of any policies of insurance that are in any way related to the Work or activities of Contractor. Nothing contained herein shall relieve contractor from its obligations to exercise due care in the performance of its duties under this Contract. If the Contractor fails to furnish and maintain the required insurance, the Owner may, at its option, purchase such insurance on behalf of the Contractor, and Contractor shall pay the cost thereof to the Owner upon demand and shall furnish to the Owner any information needed to obtain such insurance.

§ 11.1.2 The insurance required by Section 11.1.1 shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Work until the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor’s completed operations coverage, until the expiration of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents. Intentionally omitted.
§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage or account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness. These certificates shall set forth evidence of all coverage required by Section 11.1.1. The form of certificates shall be the ACCORD form. Contractor shall furnish to the Owner copies of any endorsements that are subsequently issued amending limits of coverage.

§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Contractor's architects as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations, and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations. Intentionally omitted.

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§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss. The Owner's property insurance will not cover hoists, tools, or other equipment belonging to the Contractor or any Subcontractor.

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§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles-deductibles unless such loss is due to the fault or neglect of Contractor or a party for whom Contractor is responsible.

... The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused, unless caused to the extent covered by insurance.

... § 11.3.5 If during the Project construction period the Owner insures properties, real or personal or both, on or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

§ 11.3.5 Intentionally omitted.

...
§ 11.3.8 A loss insured under the Owner’s property insurance shall be adjusted by the Owner as fiduciary in good faith and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner’s duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account, proceeds so received, which the Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7—Intentionally omitted.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner’s exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the event of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

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§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract. The cost of all bonds premiums shall be a cost of the work. If the construction manager requires bonding of subcontractors, this cost shall be noted as a separate cost item on the subcontractors’ bid and contract. The Owner shall have the right to reject the bond cost for subcontractors as a cost of the work and require the construction manager to carry the cost as part of the base fee.

...§ 11.5.1.1 In addition, should anyone claiming by, through or under Contractor assert a mechanic’s lien on the Project alleging non-payment for work, labor and materials or other similar claims regarding the Project, Contractor shall be obligated to obtain a bond pursuant to applicable law, or if acceptable to Owner, other lawful and satisfactory security, to discharge said lien and to clear the title of the Project.

...The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect’s services and expenses made necessary thereby, and any cost, expenses, loss or damages to the Owner resulting from such failure or defect, shall be at the Contractor’s expense.

...§ 12.2.2.1 In addition to the Contractor’s obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor...
an opportunity to make the correction, the Owner waives the right to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4. This obligation under the Section 12.2.2 shall survive acceptance of the Work under the Contract and termination of the Contract.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work. This obligation under this Section 12.2.2 shall survive acceptance of the Work under the Contract and termination of the Contract.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

Intentionally omitted.

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If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable—equitable, but in such event, the Owner’s acceptance shall not be deemed a waiver of any other rights the Owner has hereunder. Such adjustment shall be effected whether or not final payment has been made.

...

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

...

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other, provided, however, that either party may assign this Agreement or any rights acquired hereunder without the other party’s consent if such assignment is to any corporation or entity which may hereafter become the party’s successor-in-interest or which purchases all or substantially all of the party’s assets. In the event an assignment is approved, the assignee must expressly assume all obligations and liabilities of the assignor hereunder, and such assignment will not relieve the assignor of its obligations hereunder. Any attempt at assignment without the consent of the other party as provided herein shall be deemed null and void and a material breach of this Agreement. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The notwithstanding the foregoing, the Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner’s rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

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The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law, but in any event not more than 10 years after the date of Substantial Completion of the Work—law. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

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§ 14.2.2 When any of the above reasons exist, the Owner, upon certification by the Initial Decision Maker that sufficient cause exists to justify such action, may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

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§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed in place.

... A Claim is a demand or assertion by one of the parties or the Contractor seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and the Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim, Contractor.

Claims by either the Owner or Contractor must be initiated by written notice to the other party containing a clear statement of the basis of the Claim and the relief sought by the Contractor, and such notice shall be provided to the Owner and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party the Contractor must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant-Contractor first recognizes the condition giving rise to the Claim, whichever is later; provided that, in the case of a Claim based upon delay to the Contractor, as a condition precedent to any Claim, the Contractor shall first provide initial notice of a delay within 3 days of the event giving rise to the delay, and then provide a Claim within such 21 day period thereafter; and further provided, however, that the Contractor shall use its best efforts to furnish the Architect and the Owner, as expeditiously as possible, with notice of any Claim including, without limitation, those in connection with concealed or unknown conditions, once such Claim is recognized, and shall cooperate with the Architect and the Owner in an effort to mitigate the alleged or potential damages, delay or other adverse consequences arising out of the condition which is the cause of such a Claim. THE CONTRACTOR EXPRESSLY AGREES THAT FAILURE OF THE CONTRACTOR TO INITIATE A CLAIM WITHIN THE TIME LIMITS SPECIFIED IN THIS SECTION 15.1.2 SHALL RESULT IN SUCH CLAIM BEING WAIVED.

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments that are not in dispute in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

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If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein in Section 15.1.2 shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.5.1 Contractor shall advise the Owner and Architect in writing of any known delay within three (3) days of its knowledge of the same (including delays in the receipt of drawings or designs from designer or Architect), and shall include an identification of the delay, its anticipated duration and its anticipated effect on the prosecution and completion of the Work. If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein in Section 15.1.2 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary. The
Contractor shall have the burden of demonstrating the effect of the claimed delay on the Contract Time, and shall furnish the Owner and Architect with such documentation relating thereto as they may reasonably require. The Contractor shall take all prudent steps necessary to minimize the delay, and shall diligently proceed to complete the Work as required by the Contract Documents. Notwithstanding the foregoing, time for performance of a party's obligations hereunder shall not be tolled unless and until the party claiming such excuse has provided the other party with written notice of the event.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction. Claims arising from adverse weather conditions shall be subject to the provisions of Section 8.3.5.

§ 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES
Intentionally omitted.

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

1—damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and

2—damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

§ 15.1.7 No extension of time shall be granted to the Contractor for delays occurring to parts of the Work that have no measurable impact on the completion of the Milestone Dates, nor shall any extension of time be granted for delays to parts of the Work that are not located on the critical path. The Contractor acknowledges and agrees that an excusable delay in a portion of the Work or schedule activity does not necessarily result in a delay of equal duration in the completion of the entire Project.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.1.8 Direct Negotiation. Any dispute arising at any time during or after the construction of the Project shall be resolved, if possible, by negotiations between duly authorized representatives of the Contractor and the Owner. If such duly authorized representatives are unable to resolve any dispute within ten (10) days after written notice of such dispute together with all relevant supporting documentation is given by either party to the other, the matter may be submitted by either party to the dispute resolution process set forth below.

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§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings a civil action, but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings a civil action, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.4 LITIGATION AND ARBITRATION

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded. Any dispute that is not resolved by negotiation or mediation or arbitration shall be resolved.
by litigation in state or federal court. Contractor assents to jurisdiction in the state or federal courts of New Hampshire and agrees that the sole venue of any litigation between Contractor and Owner shall be Hillsborough County, New Hampshire. To the extent the parties have agreed in the Owner-Contractor Agreement that claims below a certain dollar threshold shall be decided by binding arbitration, such arbitration shall be conducted and the arbitrator(s) selected in accordance with the Construction Industry Rules of the American Arbitration Association then pertaining unless the parties mutually agree otherwise.

§ 15.4.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 CONSOLIDATION OR JOINDER

§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement.
Certification of Document's Authenticity
AIA® Document D401™ – 2003

I, Matthew Moore, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 16:37:04 on 10/18/2013 under Order No. 0642214944_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A201™ – 2007, General Conditions of the Contract for Construction, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

>Title

(Dated)
TECHNICAL SPECIFICATIONS

All work shall be in accordance with State of New Hampshire, Department of Transportation
NHDOT Standard Specifications for Road and Bridge Construction, approved and adopted in
August 2010 (Standard Specifications).

The NHDOT specifications are hereby amended as follows:

1. Delete Division 100-General Provisions in its entirety. The Applicable provisions
   within the AIA Document A201-2007 shall apply. Should any descrepancies
   develop between the technical specifications and the AIA document, the AIA
document shall govern.

2. Substitute “Owner’s Representative” for “Engineer”, “Department”, “State”, “Bureau of
   Bridge Design”, “Bureau of Materials and Research” or “NHDOT Compliance Review
   Officer” throughout the specifications.

All applicable portions of Sections 201 through 699 from the NHDOT Standard Specifications
(English Units) apply to this Project, unless modified by Supplemental Specifications or Special
Provisions in this document.

The NHDOT Specifications are periodically supplemented with updates posted on the NHDOT
website at
www.nh.gov./dot/org/projectdevelopment/highwaydesign/specifications/supplementals/index.htm
All applicable supplemental specifications for sections 201 through 699 available at the time
that the bid is due will be considered part of this contract specification.

The following plans from NHDOT Standard Plans for Road and Bridge Construction are also
considered a part of this contract:

CR-2       Bituminous Curb Type B
DR-1       Type “B” Grate and Frame
DR-2       Manhole Cover and Frame
PM-1       Layout Details
PM-2       Tolerances for Pavement Marking Lines
PM-11      Accessible Parking Detail

These lists are not all inclusive and do not relieve the Contractor from complying with any or all
NHDOT specifications or plans referred to by the contract documents or referred to by sections
of the NHDOT specifications that apply. It is the contractor’s responsibility to obtain copies of
these specifications and plans. These plans may also be downloaded, free of charge, from the
NHDOT website at

NHDOT Standard Specifications for Road and Bridge Construction and NHDOT Standard
Plans for Road and Bridge Construction may be purchased from NHDOT, Records
Section, 1 Hazen Drive, P.O. Box 483, Concord, NH 03302-0483, Phone No. 603-271-3514.
These specifications may also be downloaded, free of charge, from the NHDOT website at
SPECIAL PROVISIONS

The following Special Provisions are to be used in conjunction with the NHDOT Standard Specifications and are herein made a part of the Contract Documents and apply to this project:

Special Provisions

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>604</td>
<td>Catch Basins, Drop Inlets and Manholes</td>
<td>SP-2</td>
</tr>
<tr>
<td>1010.30</td>
<td>Quality Assurance Testing</td>
<td>SP-3</td>
</tr>
<tr>
<td>16402</td>
<td>Site Electrical Work</td>
<td>SP-5</td>
</tr>
</tbody>
</table>
DESCRIPTION

1.1 This work shall consist of furnishing and installing an outlet pipe hood as shown on plans and details.

MATERIALS

2.1 The materials shall consist of a glass reinforced resin composite outlet hood with an anti-siphon device, access port, and all necessary mounting hardware, as manufactured by Best Management Products, Inc. or approved equal.

CONSTRUCTION REQUIREMENTS

3.1 The Contractor shall make submittal for approval prior to construction.

3.2 Outlet pipe hoods are to be constructed as shown on plans and details and in accordance with manufacturer’s recommended installation procedure.

END OF SECTION
SPECIAL PROVISION

SECTION 1010.30 – QUALITY ASSURANCE TESTING ALLOWANCE

Description

1.1 The Contractor will be required to hire an outside independent testing firm, acceptable to the Owner and the Owner’s Representative to perform testing services on the installed portions of the work as ordered by the Owner’s Representative. All costs for testing required by specifications shall be included in the lump sum bid price. This item is a mechanism for the Owner’s Representative to order additional testing as deemed necessary by the Owner’s Representative. Billing rates and direct expenses will be submitted for approval to the Owner’s Representative in advance of the requested services.

1.1.1 This item does not include mix designs or materials testing required by individual item specifications or required to prove that supplied materials conform to the materials requirement for any item. All such costs shall be included in the lump sum bid price.

1.1.2 This item does not include sieve and proctor tests required as a base line for field testing. These tests shall be deemed to be part of mix design and materials testing and all costs shall be included in the lump sum bid price.

Materials

2.1 Not Applicable.

Construction Requirements

3.1 The Contractor shall be responsible for coordinating and scheduling the outside independent testing firm as approved by the Owner’s Representative based on his work schedule and requirements of the requested tests.

3.1.1 Copies of test reports shall be mailed directly to the Owner’s Representative.

Method of Measurement

4.1 The quantity of Item 1010.30 will be measured as the amount of the outside independent testing firm’s charges for labor, equipment and laboratory fees.

4.1.1 This quantity will be considered subcontracted extra work with allowed contractor markup as detailed by General Conditions.

Basis of Payment

5.1 Payment for work authorized under this section will be made on a dollar basis. The dollar limit set in the proposal will not limit the Owner’s Representative in the value of work performed under these limits.

5.1.1 Payment of the amount set in the proposal will not be on a lump sum basis, but only the amount determined for the value of the work ordered will be paid.

5.1.2 Retesting of work required due to faulty or defective work or work that had previously failed tests will not be paid for.
5.2 The Bidder’s attention is called to the dollar amount inserted in the proposal under these items, which dollar amount is the allowance the OWNER has set up for the special work. This figure must not be altered by the Bidder on the proposal, and must be included to obtain the grand total of the bid.

**Pay item and units:**

1010.30 Quality Assurance Testing Allowance $6000

END OF SECTION
PART 1 – GENERAL

The work under this item shall conform to the relevant provisions of Section 614 of the Standard Specifications and the following:

1.1 DESCRIPTION

A. Examine all other sections of the Specifications for requirements which affect the work of this Section, whether or not such requirements are particularly mentioned herein.

B. Coordinate the work of this section with the related work of other trades, and cooperate with such trades to assure the steady progress of all work of this Contract.

1.2 SCOPE

A. The work covered by this Specification consists of furnishing all labor, materials, equipment, supplies, devices, conduits, wiring, etc and the performance of all operations necessary for the installation of underground site electrical installations (distribution, controls, etc.) about the facility and lighting fixtures, poles and service receptacles as indicated on the Contract Documents for the new Parking Lot "E".

B. This work shall include all costs involved in providing installations as required by the various code standards.

C. Without limiting the scope of work, the following is included in this project:

1. Installation of conduits and wiring for electrical lighting and power distribution (including controls and connections to existing facility panelboards) and for future CCTV camera installations as indicated on Contract Drawings, including in ground pull boxes.

2. Distribution panelboard branch circuit breakers for existing panelboards, photoelectric controls, contactor(s), enclosures, etc.

3. Provision of light fixtures, poles, lamps and appurtenances, service receptacles, etc. This includes the provision of cast concrete bases for the new lighting fixture poles.

4. All electrical permits, etc., to allow the project to be constructed.

1.3 WORK OF OTHER SECTIONS

A. Temporary utilities (if any).

B. Excavation and backfill.

1.4 SUBMITTALS

A. Shop Drawings:
1. Submit shop drawings in accordance with the requirements of the General Conditions and in the manner described therein. Shop drawings shall indicate specifications section and paragraph requiring equipment indicated.

   a. Shop drawings are required on all major pieces of equipment in the following list, but not necessarily limited thereto: conduit, conduit spacers, wire/cable, light fixtures, poles, controls, enclosures, panelboard components, receptacles, etc.

B. Record Drawings:
   1. The Subcontractor shall furnish and keep on the job at all times one complete set of black line prints of the electrical work, on which shall be clearly, neatly and accurately noted, promptly as the work progresses, all electrical changes, revisions and additions to the work. Wherever work is installed otherwise than as shown on the Contract Drawings, such changes shall be noted.

   2. The Subcontractor shall indicate on these prints the daily progress by coloring in the various apparatus and associated appurtenances as they are installed.

   3. No approval of requisition for payment for work installed will be given unless supported by record prints as required above.

C. Operating Instructions and Maintenance Manual:
   1. The Subcontractor shall instruct, to the Owner's satisfaction, such persons as the Owner designates in the proper operation and maintenance of systems and their parts.

   2. Parties indicated above sign affidavits stating that the above instructions were given by the Electrical Subcontractor.

   3. Furnish operating and maintenance manuals and forward same to the Owner's Representative for transmittal to the Owner.

   4. The operating instructions shall be specific for each system and shall include copies of posted specific instructions.

   5. For maintenance purposes, provide shop drawings, parts lists, specifications and manufacturer's maintenance bulletins for each piece of equipment. Provide name, address and telephone number of the manufacturer's representative and service company, for each piece of equipment so that service or spare parts can be readily obtained.

D. Manufacturer's Data:
   1. Within ten days of award of Contract, the subcontractor shall submit for Engineer's approval a complete list of manufacturer's names of all materials and equipment proposed for the project.

   2. After approval of the above list, the Subcontractor shall submit for Engineer's approval complete detailed manufacturer's data consisting of bulletins, shop drawings, and parts lists of the materials and equipment to be furnished, as required.
3. Shop drawings and manufacturer's data submitted must bear the Electrical Subcontractor's stamp stating that the shop drawings and data have been checked and meet the plans and specifications before being submitted for Engineer's approval, or they will not be considered and will be returned for resubmission. If the shop drawings and data show proposed variations from the requirements of the plans and specifications because of standard practice or other reason, specific mention shall be made of such variations in the letter of transmittal.

4. The Electrical Subcontractor shall assume the entire cost and responsibility for any changes in the work which may be occasioned by approval of materials other than those specified.

5. Errors, omissions and coordination of shop drawings shall be the sole responsibility of the Subcontractor whether or not the shop drawings are approved.

6. In the event that any specified manufacturer's number has been superseded by a new number since the writing of this specification, the new manufacturer's number shall be immediately submitted to the Engineer for approval. It shall be the responsibility of the Subcontractor to notify the Engineer of any superseded manufacturer's numbers mentioned in these specifications.

1.5 QUALITY ASSURANCE

A. Applicable Standards, Permits and Codes

1. The installation shall comply with all laws applying to electrical installations in effect in Manchester, New Hampshire and with regulations of any other governmental body or agency having jurisdiction with regulations of the National Electrical Code where such regulations do not conflict with those laws, with the regulations of the electrical utility company involved, with the telephone utility, and with ASHRAE Standard 70, as amended.

2. File all required notices and plans. Obtain and pay for all permits, inspections, licenses, and certificates required for work under this Section.

3. If any portion of the electrical plans or specifications conflict with the laws or ordinances with regard to type of materials, equipment or fixtures to be used, the Electrical Subcontractor shall bring it to the Engineer's attention at least seven days before submitting the bid. Otherwise the cost of all work necessary to make the installation comply with said laws or ordinances shall be paid by the Electrical Subcontractor and shall become a part of this Contract.

1.6 EXAMINATION OF SITE AND CONTRACT DOCUMENTS

A. Before submitting prices or beginning work, thoroughly examine the site and Contract Documents.

B. No claim for extra compensation will be recognized if difficulties are encountered which an examination of site conditions and Contract Documents prior to executing the Contract would have revealed.
1.7 DRAWINGS

A. The Subcontractor shall refer to the electrical drawings, and other plans and
details for a full comprehension of the extent and detail of the work to be per-
formed. These drawings are intended to be supplementary to the specifications,
and any work indicated, mentioned or implied in either is to be constructed as
specified by both.

B. All work shown on the Drawings is intended to be approximately correct to the
scale of the drawings, but figured dimensions and detailed drawings are
diagrammatic and are not intended to show every detail of construction or the
exact location of equipment. Where project construction makes it advisable or
necessary to change the location of equipment, the Contractor shall perform
such work without cost to the Owner on written request of the Engineer. Any
doubt as to the intended location of equipment shall be resolved by the Engineer
before proceeding with the installation.

C. The intent is to obtain an electrical installation of all systems, complete in every
detail within and about the project site, and with all facilities properly
interconnected with power. The Electrical Contractor shall complete the systems
in accordance with the best trade practice and to the satisfaction of the Engineer.
Upon completion, the electrical systems and all equipment throughout the project
shall operate properly and adequately and function as intended.

D. In any discrepancy between requirements of any Section, between notes on the
drawings, between drawings, between details in the specifications, or between
drawings and specifications, that which is in the best interest of the Owner shall
apply.

1. Testing by Contractor: Provide equipment and personnel for operating
test of electrical system.

2. Changes by Contractor: The contract drawings indicate the extent and
schematic arrangement of the conduit and wiring systems. If changes
from the drawings are deemed necessary by the Contractor, submit
details of such changes within 30 days of award of Contract. Make no
changes without written authorization of Engineer. Where conduit
routings are not indicated, coordinate with Engineer, General Contractor,
and other Subcontractors to insure no conflicts resulting from routings
selected.

1.8 ELECTRICAL REFERENCE SYMBOLS

A. Standard symbols have been employed where such will meet the need. These
are augmented and modified to illustrate as necessary. The chart on the
Contract Drawings is intended to illustrate all symbols and explain the function
and installation method of the device represented. When not clear, or where one
has been inadvertently omitted, it shall be the responsibility of the Electrical
Contractor to obtain a ruling on the intent before proceeding with any work.

1.9 TEMPORARY POWER

A. If required by any trade, the Electrical Subcontractor shall furnish and install tem-
porary service and feeders of proper capacity power required for the site work
while under construction. The Electrical Subcontractor shall provide all required
transformer(s), panels, etc. Sufficient outlets shall be installed at convenient
locations so that extension cords of not over 50 feet will reach all areas requiring
B. The General Contractor will pay for the cost of energy consumed by all trades.

C. The General Contractor and all subcontractors shall furnish their own extension cords and such lamps as may be required for their work, and shall pay for the cost of temporary wiring of construction offices or shanties used by them and any temporary wiring of a special nature for light and power required other than that mentioned above.

1.10 GUARANTEE
A. Contractor's guarantee for items furnished covers and includes:
   1. Faulty or inadequate design of equipment provided.
   2. Improper installation.
   3. Defective workmanship and materials.

B. Warranties of Manufacture
   1. Not less than one year.
   2. As specified.
   3. As normally supplied if greater than one year.

1.11 ALTERATIONS
A. The Electrical Subcontractor shall execute all alterations, additions, removals, relocations, or new electrical work, etc., as indicated or required to provide a complete installation in accordance with the intent of the drawings and specifications.

B. Remove any existing equipment to be discontinued as directed by the Owner's Representative.

C. Existing electrical equipment removed shall remain the property of the Owner and shall be carefully packed and delivered for on site storage at a location designated by the Owner.

D. Any existing work disturbed or damaged by the alterations or new work shall be repaired or replaced to the Owner's satisfaction.

E. Any existing electrical equipment discontinued and removed and indicated as not wanted for Owner salvage shall be disposed of in a legal and lawful manner by the Electrical Subcontractor.

1.12 SCHEDULING
A. The Subcontractor shall schedule his work in accordance with Contract Requirements relative to any interruption of services and/or the requirements to maintain site areas or spaces available for the Owner's use during construction.

B. If required to maintain operations, work may be required to be scheduled around such limiting conditions. If this occurs this Subcontractor shall provide a suitable work force to accommodate the schedule requirements.
PART 2 - PRODUCTS

2.1 GENERAL REQUIREMENTS
A. All materials, devices, and equipment, unless specifically excepted, shall be new.

2.2 IDENTIFICATION
A. All materials shall bear UL labels where such have been established for the particular device.
B. All devices shall show make, type, serial number (where applicable), voltage, amperage, wattage, motor ratings, and all other pertinent data.
C. All wire shall have make, type of insulation, size, and voltage rating clearly marked upon it.

2.3 WIRE AND CABLE
A. All wire and cable shall comply with the latest requirements and specifications of the NFPA and/or the Insulated Power Cable Engineers Association (IPCEA) and shall be as manufactured by Triangle, General Cable, General Electric, Carol, or approved equal, unless otherwise specified or indicated.
B. All conductors used in this wiring system shall be soft-drawn copper wire having a conductivity of not less than 98 percent of that of pure copper, unless otherwise indicated or specified.
C. Wire No. 10 AWG and smaller may be solid and wire No. 8 AWG and larger shall be stranded.
D. All wire and cable shall be stamped approximately every two feet to indicate voltage, type, temperature rating, UL listing, manufacturer’s name, size, etc.
E. All cable and wire shall be: 600-volt; installed in approved raceways or conduit
F. Insulation for cable and wire shall be as follows:
   Distribution XHHW-2, THWN-2
G. The following color code shall be used for all conductors. The colors must be fast, fadeless, and capable of withstanding cleaning:

<table>
<thead>
<tr>
<th>Conductors</th>
<th>120/208 Volt, 3 phase</th>
<th>277/480 Volt, 3 Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase A (Leg 1)</td>
<td>Red</td>
<td>Brown</td>
</tr>
<tr>
<td>Phase B (Leg 2)</td>
<td>Black</td>
<td>Yellow</td>
</tr>
<tr>
<td>Phase C (Leg 3)</td>
<td>Blue</td>
<td>Orange</td>
</tr>
<tr>
<td>Neutral</td>
<td>White</td>
<td>Gray</td>
</tr>
<tr>
<td>Bond</td>
<td>Green</td>
<td>Green</td>
</tr>
</tbody>
</table>
H. All circuit wires shall be tagged in cabinets, etc., with 1/16” thick tags securely fastened to the connectors with a heavy type of linen wrap at time wires are pulled in and tested. Circuit numbers shall be indicated on the tags. Tags shall not be removed for any reason.
I. Wires and cables shall be carefully handled during installation.
J. When a lubricant is necessary for pulling wires, it must be listed by UL and of such consistency that it will leave no obstruction or tackiness that will prevent pulling out old wires or pulling in new wires or additional wires. No soap flake or vegetable soaps will be permitted.
K. Conductors shall be continuous with no splices below grade.
L. All conductors and connections shall be free of grounds, shorts, and opens.
M. Aluminum conductors shall NOT be used on this project.
N. It is the intent of the Engineer that all wiring installed shall be continuous from circuit origin to controls and from controls to and through pull boxes and into the base of the lighting pole it will be utilized at, with splices of conductors that continue to other poles for the same circuit from that pole being made in the base of the pole and no splices being made in the in-ground pull boxes.

2.4 PULLING CABLES
A. All raceways are to be equipped with conductors. Swab all conduit before cable is drawn into them. Any crushed raceways shall be replaced before drawing in cable. Where cable-pulling compounds are required, materials specifically intended for that purpose that may be utilized.

2.5 WIRE CONNECTORS AND DEVICES
A. Provide appropriate devices. Twist on type wire nuts will not be considered acceptable in any wet or damp areas of this project.
B. Each pole shall receive full sized wires into the base and exiting the base to the next pole, with all connections made in the pole base.

2.6 UTILITY SERVICE
A. Electrical utility service is existing and is not modified by this project.

2.7 ELECTRICAL DISTRIBUTION SYSTEM
A. The project consists of the provision of new branch circuit breakers for installation in the Owner's existing distribution panelboards and the wiring from those to the indicated loads on the Contract Drawings.

2.8 PANELBOARDS
A. Panelboards are existing manufactured by General Electric.
B. The existing 120/208 Volt panelboard is Type NLAB with TQB branch breakers. It is mounted adjacent to existing 277/480 volt panel LP4 in the indicated electrical room. It has 2 blank spaces for new breakers for this project.
C. The existing 277/480 Volt designated LP4 with TED branch breakers. There are blank circuit positions available in the panel.

2.9 CONDUITS
A. Exterior below grade.
   1. Direct buried conduit and conduit in concrete in earth shall be schedule 40 PVC. All elbows and/or offsets shall be rigid galvanized steel.
   2. PVC conduit shall be type II by Carlon Products or approved equal. All plastic joints shall be cemented or heat welded.
   3. Provide expansion fittings on all conduits rising from below grade at the exterior of poles and/or other structures and elsewhere as required by codes, ordinances and/or utility standards.
4. Provide manufactured PVC or other nonmetallic spacers to maintain uniform separation of all conduits in common trench/ditch installations. Maintain any utility, code and/or ordinance specified separation between conduits for electric power and conduits provided for other purposes.

2.10 JUNCTION AND DEVICE BOXES

A. All boxes shall be held to wood surfaces by wood screws. On metal surface, boxes shall be held by metal-to-metal screws or by machine bolts.

B. Exposed boxes in unfinished areas, where required, shall be coordinated with Owner as to final location and shall be cast metal style with integral threaded hubs and matching plates (Crouse Hinds Types FS or FD). Bell style boxes will not be accepted.

C. Any outside boxes mounted exposed shall be cast metal type with integral threaded hubs, Crouse Hinds Types FS or FD.

D. Pull boxes, cabinet boxes and junction boxes shall be constructed of code gauge galvanized sheet metal of not less than the minimum size recommended by the National Electric Code. Boxes shall be furnished with screw-fastening covers. Where several feeders pass through a common pull box, they shall be tagged to indicate clearly their electrical characteristics, circuit number and panel designation. Where pull boxes must be used in finished areas, the Owner shall be consulted for the location, style of cover, and finish of the box. The location shall always be as inconspicuous as possible. Where shown on the drawings, sizes of pull boxes, terminal and junction boxes shall be followed or next larger standard trade size shall be used. Add pull boxes when such are deemed advantageous.

2.11 RECEPTACLES

A. Ground fault receptacles shall be Class A, NEMA 5-20R configuration. Each device indicated as “GFI” on contract drawings shall be an individually protected device. Receptacles shall listed "weather resistant" type.

B. Outdoor and elsewhere as shown or required to be damp or wet location rated use weatherproof covers, UL listed and identified as "extra duty" and as conforming to NEC Article 406.9(B).

C. Automatic grip set outlets are not permitted.

D. Outlets and plates shall be a product of Bryant, Hubbell, or approved equal.

2.12 CCTV

A. Provide conduit for future CCTV wiring installations as indicated on the Contract Drawings. Provide pull cords on all conduits with attached identification tags on each end to identify the starting and end of each pull cord. Provide in-ground pull boxes for the system as indicated.

B. Conduits shall be provided from the existing electrical room as located on the Contract Drawings to and through underground pull box(es) and to rise in the base of the poles indicated on the Drawings. All cameras, camera brackets, mounting of brackets, wiring, and routing of wiring from within the indicated electrical room to other location(s) within the facility will be by others in the future and all such materials and installations are not a part of the work to be provided under this Project and Contract.
2.13 **LIGHTING CONTROLS**

A. Controls shall consist of a suitably rated photoelectric controller, with appropriate mounting enclosure and shielding as may be required to shield it from adjacent building and/or vehicular traffic lights. This shall be used in conjunction with a time clock installed in the electrical room and approved equal to Paragon 4214-27S, 277 volt, NEMA 1 enclosed controlling power to the associated light fixtures. A contactor, NEMA 1 enclosed, 4 pole, 20 ampere contacts, 277 volt coil, approved equal to Square D Lighting Contactor, Class 8903, Type LG40.

2.14 **IN GROUND PULL/SPLICE BOXES**

A. Provide all required in ground pull/splice boxes for all electrical power or other uses. Units shall be per Contract Drawings and Quazite boxes by Hubbell, sized per codes, shall be acceptable.

B. Design provides one in ground pull/splice box adjacent to each light pole for electric power. Additional boxes are indicated for future CCTV wiring. Check Contract Drawings for numbers and locations. Units for electric conductors shall have "Electric" or "Power" on their covers. Units for future CCTV conductors shall have "Comm." on their covers.

2.15 **CLEAN UP OF SITE**

A. At project completion the site is to be cleaned of any and all debris.

B. All accessible abandoned/discontinued wiring, poles, etc. shall be removed.

2.16 **DELIVERY, STORAGE AND PROTECTION**

A. The Contractor shall be responsible for the work and equipment until finally inspected, tested and accepted. Carefully store materials and equipment which are not immediately installed after delivery to the site. Close open ends of work with temporary covers or plugs during construction to prevent entry of obstructing material.

B. Each Subcontractor shall protect work and material of other trades from damage that might be caused by that Subcontractor’s work or workers and shall make good a damage thus caused.

**PART 3 - INSTALLATION**

3.1 **GENERAL**

A. The entire work provided in this specification shall be constructed and finished in every respect in a workmanlike and substantial manner.

B. The Subcontractor shall obtain detailed information from the manufacturer of apparatus as to the proper method of installing and connecting same. The Subcontractor shall also obtain all information from the General Contractor and other Subcontractors that may be necessary to facilitate the work and the completion of the whole project.

C. Before installing any of the work, the Subcontractor shall see that it does not interfere with the clearances required.

D. Work installed by the Subcontractor which interferes with or modifies the design
as shown on the Contract Drawings shall be changed as directed by the Engineer, and all costs incidental to such changes shall be paid by the Subcontractor.

E. In any and all cases of discrepancy in figures, plans or specifications the matter shall be immediately submitted to the Engineer for decision.

3.2 SITE VISITS
A. The Subcontractor will be required to visit the site as the work progresses and to carefully investigate the structural and finished conditions affecting all details of the work, and shall arrange such work required to meet such conditions.

3.3 CONDUITS
A. Conduits are to be installed in accordance with details on Contract Drawings and/or any requirements of the utility that will be assigned use of the conduit.

3.4 GROUNDING
A. A copper ground bonding conductor shall be installed in the same conduit as all power wiring. The use of metallic conduit as a bonding conductor is not permitted for installations under this Contract.

3.5 EXPLOSION PROOF REQUIREMENTS
A. Explosion proof areas are not known to exist on the project. If encountered provide appropriate installations per NEC.

3.6 PULLING CABLES
A. Cables shall be installed utilizing pulling equipment designed for the types of wireways or conduits installed. Where lubricating material is required, it shall be a material manufactured for and designed by UL label as suitable for the types of insulation involved on the conductors.

B. Care shall be taken during cable pulling not to cause kinks or sharp bends in the conductors. If insulation on conductors is cut or nicked during pulling, the conductors involved shall be removed and replaced at no added cost to the Owner. During pulling, the maximum strain applied to the conductors shall not exceed 50% of the ultimate strength of the conductors.

3.7 EXAMINATION AND APPROVAL OF WORK
A. No work shall be covered before examination and approval by the Engineer and by all inspectors and authorities having jurisdiction. Replace any imperfect or condemned work with work conforming to requirements and satisfactory to the Engineer, without extra cost to the Owner. If work is covered before due inspection and approval, the Subcontractor shall pay all costs of uncovering and reinstalling the work.

3.8 CLEAN UP AND REPAIR
A. At the completion of the work, the work area shall be left clean. Any damage caused to work of other trades by these installations shall be repaired at the expense of the Subcontractor.

3.9 GUARANTEE
A. Attention is directed to provisions of the General Conditions regarding guarantees and warranties for work under this Contract.
B. Manufacturer shall provide standard guarantees for work under this Section. However, such guarantees shall be in addition to and not in lieu of all other liabilities which the manufacturer and Subcontractor may have by law or by other provisions of the Contract Documents.

C. All materials, items of equipment and workmanship furnished under this Section shall carry the standard warranty against all defects in material and workmanship for a period of not less that one (1) year from the date of final acceptance of the work. Any fault due to defective or improper material, equipment, workmanship or design which may develop within that period shall be made good, forthwith by and at the expense of the Subcontractor, including all other damages done to areas, materials and other systems resulting from this failure.

D. This Subcontractor shall guarantee that all elements of the systems are of sufficient capacity to meet the specified performance requirements as are set forth herein or as indicated.

E. Upon receipt of notice from the Owner of failure of any part of the systems or equipment during the guarantee period, the affected part or parts shall be replaced by the Subcontractor.

F. This Subcontractor shall furnish, before the final payment is made, a written guarantee covering the above requirements.

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For standard plans, see “Standard Plans for Road Construction” DATED 2010 (4 BOUND BOOKS).

High tension overhead transmission lines are located throughout the project with crossings at various locations and running along the road throughout the project even on regular poles. The contractor is advised that extreme caution will be required in the operation of equipment. Especially cranes and pile driving equipment.

Additional delineators and witness markers ordered will be paid under the appropriate items of the contract.

No existing monuments, bounds, or benchmarks shall be disturbed without first making provisions for relocation.

Perform all work within the existing right-of-way, unless otherwise shown on the plans or as ordered by the engineer.

Remove unprotected project markers (subsidiary).

Survey data for this project was collected by SDR and the field notes can be found in the field book(s). Coordinates are New Hampshire State Plane Coordinates of NAD83, 1986 Adjustment and the bearings are grid. Elevations are referenced to NGVD 1929.

The following information is provided to help in the contractor’s preparation of the environmental protection agency NPDES permit. No guarantee is made. It is expressly understood and agreed that the information has been obtained with reasonable care and recorded in good faith. Hoyle, Tanner and Manchester Community College assume no responsibility whatsoever with respect to the sufficiency or accuracy of the information.

Alteration of terrain permit #: Act-0641
Latitude: 43°-01'-09" Longitude: 71°-29'-02"
SIC or designated activity code: Colleges and universities code 8221
Name of receiving water(s) (within 1 mile): None
Estimated area to be disturbed (acres): 1.9 acres
Estimated area of site (acres): 57.86 acres
Estimated runoff coefficient of site after construction: 0.48
Types of soil (SCS soil classifications): Pr, Hs
Endangered or threatened species in project area: Multiple (however not impacted by project)
Criteria (4 thru F): Criterion D: Hoyle, Tanner received a letter dated 9/13/2013 from the NH Natural Heritage Bureau stating “Although there was a NHB record present in the vicinity, we do not expect that it will be impacted by the proposed project.”
Designated critical habitat in project area: None
Discharge consistent with requirements of EPA approved or established TMDL: YES

The contractor shall notify “Dig Safe” at least 72 hours prior to any excavation.

The contractor shall notify “Dig Safe” at least 72 hours prior to any excavation.
NOTES

1. ALL HOODS SHALL BE CONSTRUCTED OF A GLASS REINFORCED RESIN COMPOSITE WITH ISO GEL COAT EXTERIOR FINISH WITH A MINIMUM 0.125” LAMINATE THICKNESS.

2. ALL HOODS SHALL BE EQUIPPED WITH A WATERTIGHT ACCESS PORT, A MOUNTING FLANGE, AND AN ANTI-SIPHON VENT AS DRAWN. (SEE CONFIGURATION DETAIL)

3. THE SIZE AND POSITION OF THE HOOD SHALL BE DETERMINED BY OUTLET PIPE SIZE AS PER MANUFACTURER’S RECOMMENDATION.

4. THE BOTTOM OF THE HOOD SHALL EXTEND DOWNWARD A DISTANCE EQUAL TO 1/2 THE OUTLET PIPE DIAMETER WITH A MINIMUM DISTANCE OF 6” FOR PIPES %%12712” I.D.

5. THE ANTI-SIPHON VENT SHALL EXTEND ABOVE HOOD BY MINIMUM OF 3” AND A MAXIMUM OF 24” ACCORDING TO STRUCTURE CONFIGURATION.

6. THE SURFACE OF THE STRUCTURE WHERE THE HOOD IS MOUNTED SHALL BE FINISHED SMOOTH AND FREE OF LOOSE MATERIAL.

7. THE HOOD SHALL BE SECURELY ATTACHED TO STRUCTURE WALL WITH 3/8” STAINLESS STEEL BOLTS AND OIL-RESISTANT GASKET AS SUPPLIED BY MANUFACTURER. (SEE INSTALLATION DETAIL)

TYPICAL INSTALLATION

ITEM 604.0008 OUTLET PIPE HOOD DETAIL

NOT TO SCALE
EXISTING INFILTRATION BASIN
EXISTING OUTFALL TO REMAIN

PROPOSED PARKING LOT EXPANSION
CLEAR TO SLOPE LIMITS

EXISTING SALT SHED TO BE RELOCATED (BY OTHERS)

ITEM 641 - LOAM (6") AND ITEM 646.31 - TURF ESTABLISHMENT WITH MULCH AND TACKIFIERS
ITEM 645.43 - TEMPORARY SLOPE STABILIZATION TYPE C

NOTES:
1. SHEET STANDARDS DETAILS SHALL BE USED UNLESS OTHERWISE SPECIFIED.
2. SEE TITLE SHEET FOR DESIGN DETAILS.
3. SSWL - SINGLE SOLID WHITE LINE
4. SSWL - SINGLE SOLID YELLOW LINE
EROSION CONTROL NOTES:

1. PERIMETER CONTROLS, INCLUDING SILT FENCE AND HAY BALE, SHALL BE INSTALLED PRIOR TO ANY EARTH MOVING OPERATIONS.

2. THE CONTRACTOR SHALL PLACE CONSTRUCTION ACTIVITIES TO MINIMIZE THE TIME THAT SILT IS LEFT EXPOSED.

3. THE CONTRACTOR SHALL FOLLOW GUIDELINES FOR EROSION CONTROL AS SHOWN ON THE PLANS AND AS OUTLINED IN SECTION 645 OF THE STATE OF NH DEPARTMENT OF TRANSPORTATION SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

4. PROPERLY ENCRUSTED SOLUTION FENCE AND DOUBLE-STAKED HAY BALES SHALL BE INSTALLED IMMEDIATELY OUTSIDE OF THE FOOTPRINT OF ANY SHOULDER OR IN THE ROADbed.

5. SILT FENCE/HAY BALE INSTALLATIONS SHALL BE INSPECTED FOR THE FOLLOWING:
   - VISIBLE DAMAGE TO SILT FENCE/HAY BALE INSTALLATIONS.
   - SEDIMENT ACCUMULATION - SEDIMENT REMOVAL SHOULd OCCUR WHEN SEDIMENT HAS ACCUMULATED TO A HEIGHT NO HIGHER THAN THE HEIGHT OF THE FENCE.
   - SIGNS OF CHANNEL OR GULLY EROSION FORMATION PARALLEL TO THE FENCE.
   - SIGNS OF DETERIORATION OR CLOSED GEOTEXTILES REPLACE AS NEEDED.
   - SIGNS OF INNER CUTTING OR BURNING.
   - VISUALIZATION THAT STUDS ARE SECURED TO THE GROUND.

6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSPECTION AND MAINTENANCE OF ALL EROSION CONTROL MEASURES INSTALLED ON THE PROJECT SITE.

7. PRE-INSPECTION AND MAINTENANCE REPORTS SHALL BE PREPARED BY THE CONTRACTOR FOLLOWING ALL FORMAL INSPECTIONS. REPORTS SHALL BE SUBMITTED TO THE ENGINEER AND THE OWNER WITHIN THIRTY DAYS OF CONSTRUCTION.

8. TEMPORARY SEDIMENT TRAP DETAIl:

   a. PUMP WITH SEDIMENT TRAP DETAIl:

   b. PIPELINE WITH SEDIMENT TRAP DETAIl:

   c. SEDIMENT TRAP DETAIl:

   d. SEDIMENT TRAP FILTER BAG DETAIl:

9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL EROSION CONTROL PERMITS REQUd ERED WITHIN THE PROJECT SITE.

10. ALL DISTURBED AREAS SHALL BE STABILIZED IN ACCORDANCE WITH THE PERMITTING REQUIREMENTS.

11. ALL TEMPORARY AND PERMANENT SEEDING SHALL BE DONE IN ACCORDANCE WITH THE SPECIFICATIONS.

12. LINING, FERTILIZER AND MULCH SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFICATIONS.

13. SMALL SEEDING LIMITATIONS FOR DROUGHT OR DROUGHT-RESISTANT SEEDS ARE TO BE TREATED WITH BIDDEd FIBER MULCH.

14. ALL ESTIMATED AREAS SHALL BE STABILIZED IN ACCORDANCE WITH PERMIT REQUIREMENTS.

15. ALL CUT OFFS, ROADWAYS, AND PARKING LOTS SHALL BE PERMANENTLY STABILIZED PRIOR TO TOTAL EXHAUSTION OF AVAILABLE FERTILIZER.

16. ALL SEDIMENT, Silt, and Processed Silt Shall Be STABILIZED AS SOON AS CONSTRUCTION ACTIVITIES ALLOW AND SHALL BE SUBMITTED PRIOR TO RECEIVING RUNOFF.

17. IN NO CASE, DURING CONSTRUCTION, SHALL TOTAL DISTURBED AREA EXCEED 3 ACRES AT ANY ONE TIME. THE ESTIMATED AREAS SHOULd BE STABILIZED AT A RATIO OF 85% VEGETATION.

18. ALL AREAS SHALL BE STABILIZED AS SOON AS PERTINENT EXHAUSTION.

19. ALL SEDIMENT TRAP FILTER BAGS SHALL BE INSTALLED IMMEDIATELY PRIOR TO DEBUTING.

20. THE CONTRACTOR SHALL FOLLOW GUIDELINES FOR TYPHOON CONTROL AS SHOWN ON THE PLANS AND AS OUTLINED IN SECTION 645 OF THE STATE OF NH DEPARTMENT OF TRANSPORTATION SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
STAPLE PATTERNS ARE DEPENDENT ON SITE CONDITIONS.

TOTAL SHEETS 13

EROSION CONTROL BLANKET SHALL BE PROVIDED UNDER ITEM 645.43.

SEE SPECS.

BURIED FLAP - FILTER FABRIC W/ 5. BALES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFULNESS SO AS NOT TO

FORCE BALES TOGETHER. THE FIRST STAKE IN EACH BALE SHALL BE ANGLED TOWARDS PREVIOUSLY LAID BALE.

THE BALES. THE FIRST STAKE IN EACH BALE SHALL BE ANGLED TOWARDS PREVIOUSLY LAID BALE.

SPACING OF WOOD FENCE POSTS NOT TO EXCEED 10'-0".

N.T.S.

FILTER FABRIC SHALL BE ENTRENCHED 6" MIN. BELOW EXISTING OR FINISHED GRADE.

FILTER FABRIC TO BE FASTENED SECURELY TO WOVEN WIRE FENCE.

WOVEN WIRE FENCE TO BE FASTENED SECURELY TO POSTS WITH WIRE TIES OR STAPLES.

SILT FENCE SHALL BE INSTALLED BEFORE ANY EARTH REMOVAL OR EXCAVATION TAKES PLACE.

NOTES FOR SILT FENCE

MANCHESTER.

BLOCK OR IMPEDE STORM FLOW OR DRAINAGE, AND AFTER APPROVAL OF THE CITY OF

PROMPTLY AS NEEDED.

FILTER FABRIC FOR SIDE SEAM ABUTMENT STAPLED 1/2" W.F.

STAPLED HAY OR STRAW BALES WITH SILT FENCE

NOTE: NORMAL USE IN NARROW DITCH SECTION

NOTE: NORMAL USE AT BOTTOM OF FILL SLOPE

NOTE: NORMAL USE IN WIDE DITCH SECTION

NOTE: NORMAL USE IN WIDE EXISTING SECTION

NOTE: NORMAL USE IN WIDE DITCH SECTION

CREEK OR WETLANDS.
1. The intent of this Plan is to show the proposed truck routes from Front Street to the work zones and establish construction maintenance requirements.

2. The contractor will be responsible for the construction and maintenance of traffic and site safety. It shall be the responsibility of the contractor to provide any excavation safeguards, necessary barriers, etc. for traffic control and site safety. It shall be the responsibility of the contractor to ensure all work is done in accordance with OSHA and the conditions of the site.

3. The contractor is responsible for maintaining adequate fire and safety measures at all buildings in the project area. Contact will coordinate with the Manchester Fire Department and College Personnel.

4. Temporary student parking shall be provided at the soccer field while lot E is closed for construction. Parking in the soccer field will not be allowed until the owner's representative pre-approves it. The contractor shall provide construction signage to direct the students.

5. Students shall be allowed to park on the newly constructed parking area during winter months starting November 1. No parking is allowed after January 2, 2016, based on the interim completion date in the contract.

6. The contractor is responsible for maintaining the cleanliness of the campus roadways. The contractor shall prevent the transport of sediment by construction vehicles onto the campus site.

7. Trash and debris shall be picked up by the contractor using access/egress routes as needed or as directed by the owner's representative.

8. Dust control shall be implemented as needed or as directed by the owner's representative.

9. While one campus, shirts are required to be worn at all times on the work site. Smoking is allowed in designated smoking areas. No radios or headsets are allowed, and food is available for purchase in the student center and parking. Use of cell phones and radios are prohibited while vehicles are in motion. Posted speed limits are to be obeyed. Infractions of rules can result in the offender being asked to leave the campus.

10. Temporary sanitary facilities and enclosures shall be provided at the time of project mobilization and shall be maintained daily in clean and sanitary condition.

11. Chain link fence, concrete jersey barriers, and/or temporary safety fence shall be provided as appropriate to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for the college's safe use of the site, and to protect the existing facilities and adjacent properties from damage from construction operations.

12. The contractor shall be responsible for the construction and maintenance of traffic detours around the work for vehicles and pedestrians. Pedestrian safety shall be of the utmost importance.

13. It shall be the responsibility of the contractor to provide any excavation safeguards, necessary barriers, etc. for traffic control and site safety. It shall be the responsibility of the contractor to ensure all work is done in accordance with OSHA requirements.

14. All excavations shall be thoroughly secured on a daily basis by the contractor at the completion of construction operations within the limit of work.

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18. The contractor shall be responsible for the construction and maintenance of traffic detours around the work for vehicles and pedestrians. Pedestrian safety shall be of the utmost importance.

19. All excavations shall be thoroughly secured on a daily basis by the contractor at the completion of construction operations within the limit of work.

20. The contractor shall be responsible for snow removal on the construction site (lot E) until approval of the interim completion by the owner's representative at which time the owner will be responsible for winter maintenance.

21. The intent of this Plan is to show the proposed truck routes from Front Street to the work zones and establish construction maintenance requirements.

22. The contractor will be responsible for the construction and maintenance of traffic and site safety. It shall be the responsibility of the contractor to provide any excavation safeguards, necessary barriers, etc. for traffic control and site safety. It shall be the responsibility of the contractor to ensure all work is done in accordance with OSHA and the conditions of the site.

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28. Dust control shall be implemented as needed or as directed by the owner's representative.