

Section 011000 Summary of Work

PART 1 - GENERAL

1.01 General

- A. The requirements set forth in the General Conditions shall be in addition to the standards provided herein.
- B. The requirements set forth in the Special Conditions shall be in addition to the standards provided herein.

1.02 Project Description

- A. Project Name, location and address.
- B. Project description/scope of work.
- C. The Contractor, prior to submission of his bid, shall visit the site and become familiar with the physical site conditions, the plans and specifications. All existing site conditions, apparent in a detailed, on-site inspection, shall be a part of the project. Submission of a bid shall represent the Contractor's acknowledgment of the existing site conditions and its affect on the implementation of the contract documents.

1.03 Engineering

- A. Field Engineering, as a part of this contract, shall include:
 - 1. Layout of the work and establishment of lines and grades.
 - 2. Said work to be performed by a California Registered Civil Engineer or a California licensed Land Surveyor.
 - 3. When discrepancies between the drawings and actual site conditions are discovered, notify the Inspector for instruction on how to proceed.
 - 4. All work shall:
 - a) Establish indicated layout in relation to the property survey and existing reference points.
 - b) Establish and preserve permanent reference points during the course of construction.

- c) Set locations and elevations of all site elements as required for proper completion of the work.

1.04 Permits, Fees and Notices

- A. The Contractor and/or his assigned Subcontractors shall obtain any and all required permits (beyond those provided in the Appendix) from all governing authorities, including other City Departments, prior to start of construction.

1.05 Construction Plans

- A. The Contractor shall be responsible for changes to the Plans that occur between the advertisement/bid period and the award of the contract, if the bid set does not have the City of Roseville Building Division of Public Works acceptance prior to bidding. Such acceptance is indicated on the Plan cover sheet where Building Division's signature/acceptance is indicated.
- B. Upon receipt of the building permit, the Contractor shall receive the final accepted contract documents. The Contractor shall use the accepted Plans to make reproducible copies. The Contractor shall be responsible to provide his Subcontractors with copies of the final accepted contract documents to be used during the course of construction.
- C. Any discrepancies or omissions found in the Contract Documents shall be reported to the City's project manager immediately. The City's project manager will clarify discrepancies or omissions, in writing, within a reasonable time.

In resolving inconsistencies among two or more sections of the Contract Documents, precedence shall be given in the following order:

1. Notice to Contractors
2. Special Provisions
3. City of Roseville Parks Construction Standards
4. City of Roseville Design and Construction Standards
5. Drawings

Addenda shall take precedence over all sections referenced therein. Figure dimensions on Drawings shall take precedence over scale dimensions. Detailed Drawings shall take precedence over general Drawings.

1.06 Definitions

- A. The term "accepted" where used within, shall mean accepted in writing by the City of Roseville's Project Manager.

- B. The term “Inspector”, where noted, shall mean the project representative, appointed by the City of Roseville, who will oversee the project on a day-to-day basis.
- C. The term “Project Manager”, where noted, shall mean the project representative appointed by the Parks Department.
- D. The term “Consultant”, where noted, shall mean the prime Consultant listed on the cover sheet of these Specifications.
- E. The term “accepted equal”, where used herein, shall mean the equal in the opinion of the Project Manager, in consultation with the Consultant, when necessary, and as accepted in writing by the Project Manager.
- F. The term “Project Owner”, where used herein, shall mean the landowner or developer.
- G. The term “provide”, where used herein, shall mean furnish and install complete.
- H. The term “as selected”, where used herein, shall mean as selected by the Consultant and as accepted by the Project Manager.
- I. See Section 1 of the General Conditions for additional definitions and terms.

1.07 Standards

- A. Numerous standards are referenced in these contract documents. The referenced standards shall be the current edition as of the date of these contract documents. Also, see Section 4 - 1.02 of the General Conditions.
- B. The codes adopted by the City, County, State and federal agencies shall govern minimum requirements for this project. Where codes conflict with these Specifications, the more stringent shall apply, and such conflicts shall be brought to the attention of the Project Manager. Cal Trans Standards shall be applied where specifically referenced. In the absence of specific reference requirements in the contract documents, the applicable codes shall govern.
- C. In addition to the standards noted in individual sections of these Specifications, standards of the following organizations shall be noted by initials only.
 - 1. ANSI: American National Standards Institute.
 - 2. ASTM: American Society for Testing and Materials.

1.08 Submittals

- A. All submittals shall be submitted at one time within ten (10) working days from issuance of Notice to Proceed. The review time for submittals shall be as noted in Section 2 - 1.04 of the Special Conditions. Items returned for re-submittal shall be returned to the City within two weeks.
- B. The Contractor shall include a cover sheet indicating the following (*A sample is provided in Section 5: Forms*):
1. Drawing sheet or specification section reference (by section, paragraph and sub-paragraph numbers);
 2. Item description;
 3. Specific requirement, e.g. test, report, catalog data, sample; shop drawing; or color selection;
 4. Indication whether this item is "as specified" or "proposed substitution"; and
 5. A space for itemized response summary, e.g. "reviewed" or "resubmit".
- C. Contractor shall submit a minimum of two copies/samples of each submittal. It shall be the Contractor's responsibility to ensure that the summary sheet and the appropriate number of copies are included in the submittal package. Incomplete submittal packages (i.e., the lack of a summary sheet or lack of the appropriate number of copies) will not be reviewed.
- D. Proposed substitution requests must include a comparison between the originally specified item and the proposed substitute. The burden of proof of compliance for proposed substitutions with project requirements rests with the Contractor. Coordination of the installation of accepted substitutions, including incidental changes/modifications to accommodate proposed products shall be at no additional cost to the Owner.
- E. Where required in specified Section of these Specifications, submittals shall include proof of order of site furnishings, play equipment or other materials within two weeks (ten working days) from issuance of Notice to Proceed. Submittals of orders shall be made at one time. Exceptions will be considered, with justification.

1.09 Tests

- A. In addition to Section 4 - 1.03 of the General Conditions, testing and inspections may be performed by a private testing laboratory. The testing laboratory, provided by the City, shall be under the direction of a California registered civil engineer. All work shall conform to requirements set forth by ASTM B329, and shall be acceptable to the City.

- B. Copies of the laboratory reports/results of each test or inspection shall be provided to the Project Manager, Inspector and Contractor.

1.10 Temporary Facilities / Utilities

- A. All utility connection fees, meters, and cost of utilities used during the course of construction and establishment are considered a direct cost and are the responsibility of the Contractor until project acceptance.
- B. Sanitary provisions shall be the responsibility of the Contractor. Existing restroom facilities shall be not utilized by the Contractor, his Sub-contractors, or employees thereof, unless specifically accepted by the Project Manager. Provide chemical toilets or water closets and urinals connected to the sewer in a location accepted by the Project Manager.
- C. Barricades shall be the responsibility of the Contractor and shall be erected as necessary to protect the property, the construction and the public from hazards due to construction.
- D. Signs, other than those identified in these Specifications, shall be prohibited. Notices, required by law, shall be posted and maintained.

1.11 Dust/Noise Control Requirements

- A. Dust and other air pollution nuisances on or adjacent to the site, shall be abated, per Section 2 - 1.07 of the General Conditions. Dirt shall not be allowed to accumulate on streets or sidewalks nor be washed into sewer. The Contractor shall install silt basin, silt fences or other physical means to prevent winter run-off or dry season flow passing through the site.
- B. Noise from construction operations shall be kept to a minimum. Allowable hours of operations shall be from 7 a.m. to 7 p.m. Monday through Friday. Work on weekends and holidays must be approved by the project manager. Work on weekends and holidays shall not begin before 8 a.m. and must be completed by 8 p.m.

1.12 Tree Replacement Schedule

- A. Trees damaged or removed without prior approval shall be replaced at an inch per inch basis on-site, except otherwise accepted. New stock shall follow the table provided:

Plant Size	Inch Value
3 Five Gallon Stock	One Inch
1 Fifteen Gallon Stock	One Inch
1 24" Box Stock	Two Inches
1 36" Box Stock	Three Inches

1.13 Inspection of Construction

- A. In addition to the routine inspections performed by the Inspector, portions of work shall be inspected by the Parks Department. Notify the Project Manager a minimum of 48 hours prior to date of inspection.
- B. The Parks Inspector shall be the main line of communication between the site superintendent, the project manager and other City department inspectors. Changes in scope of work or standards shall be approved by the project manager.
- C. Refer to the inspection record provided in the Parks Construction Standards, latest edition. This shall be issued at the Pre-Construction meeting and shall be utilized by the Contractor throughout the course of construction. A completed "hard card" shall be submitted to the Project Manager along with "As-built" drawings (See 1.15 this Section) upon final acceptance of the project. The Notice of Completion shall not be filed until all record documents have been received and accepted.

1.14 Pre-final Inspection/Establishment Period

- A. Notify, in writing, the Project Manager that the work is substantially complete. The notification shall be made upon completion of the second mowing of all turf areas and shall include a list of items remaining to be completed. Substantially complete is defined as "the state of work where it may be used in a suitable and intended manner with exception of minor corrections". Pump and controller must be certified and operational before the start of the establishment period.
- B. A Pre-final walk-through will be conducted within seven (7) days of receipt of notification. A punch list will be developed at that time. If the Project Manager, Inspector and their Consultants agree that the project is in substantial compliance, the establishment period may be accepted to commence.
- C. The duration of the establishment period shall be ninety (90) calendar days, unless otherwise noted. The maintenance period shall not begin before the project has been determined to be in substantial compliance nor prior to the second mowing of established and germinated turf. A portion of the project may not be accepted for maintenance prior to the substantial completion of the entire project.
- D. Draft As-Built plans shall be submitted to the Parks Inspector for review during the establishment period. Establishment shall begin only when the draft as-built plans have been received by the Parks Inspector.

1.15 Final Inspection

- A. One month (30 days) prior to the end of the establishment period, the Contractor shall notify the Project Manager. Upon notification, the Project Manager shall schedule a final walk-through to review the completed project.
- B. The project shall be prepared and cleaned per Section 2 - 1.12 of the General Conditions; the turf shall be mowed; and the irrigation heads shall be adjusted appropriately prior to the day of final inspection.
- C. Acceptance of the project shall be considered “field accepted” and a recommendation will be forwarded to the City Council for “final acceptance” per Section 7 - 1.01 of the General Conditions.
- D. An unaccepted project shall extend the establishment period until such time as the unaccepted portions of the project have been reviewed and accepted by the Inspector and Project Manager.

1.16 Record Documents

- A. Record documents or as-built plans shall be maintained on-site and updated routinely as specified in Section 2 - 1.13 of the General Conditions. Record documents shall include **all items under the contracted scope of work.**
- B. Record documents shall be submitted as:
 - 1. two (2) full size sets of final asbuilt drawings (revised/verified by the Parks Inspector during the establishment period) including: irrigation, planting, grading , electrical, drainage, all utilities, site furnishings, etc.;; and
 - 2. two (2) sets of 11 x 17 reductions of the complete asbuilt package; and
 - 3. two (2) 11 x 17 laminated reductions of the irrigation plan illustrating with colors the individual controller stations; and
 - 4. one (1) CD containing PDF scanned images of the complete asbuilt package.

1.17 Warranties and Guarantees

- A. Warranties are required under various Sections of these Specifications. Prior to final acceptance, the Contractor shall assemble all warranties into a single, bound or stapled package. All warranties shall be clearly labeled and the number of years highlighted. Also, see Sections 7 - 1.10 and 7 - 1.11 of the General Conditions.

1. Warranties for equipment shall be submitted in the manufacturer's standard form and shall be countersigned by the subcontractor or supplier and the Contractor.
2. All other warranties shall be provided in the following format, written on subcontractor's or supplier's letterhead, signed by the subcontractor or supplier and countersigned by the Contractor:

WARRANTY FOR _____ YEARS

"We hereby warrant that the product which we have installed at project name has been done in accordance with the contract documents, and that the work, as installed will fulfill the warranty requirements included in the Specifications.

We agree to repair or replace any or all of our work, together with any other adjacent work which may be displaced by so doing, that may prove to be defective in its workmanship or material within the warranty period stated above commencing from the date of final acceptance of the above named project by the City of Roseville's City Council, without additional expense to the City, ordinary wear and tear and unusual abuse or neglect excepted.

In the event of failure to comply with the above conditions within thirty (30) days of notification by the City, we collectively or separately do hereby authorize the City to proceed with the repairs or replacement of such defects at our expense. Payment of said costs and charges will be forwarded to the City upon demand.

Signed: _____
Subcontractor or Supplier Date

Countersigned: _____
Contractor Date

- B. Guarantees shall be a minimum of one (1) year for all plant material, including trees and shrubs. Groundcovers and turf are accepted. Vandalism, neglect and acts of God shall release the Contractor from replacement responsibilities. See Section 329000: Planting.

END OF SECTION