**SECTION 01 1100 SUMMARY OF WORK**

**PART 1 – GENERAL**

1. **RELATED DOCUMENTS**

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

Requirements for temporary facilities are described elsewhere in this Specification.

1. **SUMMARY**

Section Includes:

Project Information

Work covered by Contract Documents

Work Restrictions and Phasing of the Work

Construction and Sequence Schedule

Protection of the Work and Adjacent Property

Construction Access and Facilities

Work by the Owner

Owner Occupancy

1. **PROJECT INFORMATION**
2. Project: [Project Name]

[Project Address]

1. Project Team:
2. Owner: Hernando County School District, as represented by:

[Contact Person’s Name]

(352) 797-7050

[Contact Person’s Email Address]

1. Design Professional: [Name of Prime Firm], as represented by:

[Contact Person’s Name]

[Contact Person’s Phone Number]

[Contact Person’s Email Address]

1. Consultants:

[List by discipline, with contact info]

1. **WORK COVERED BY THE CONTRACT DOCUMENTS**
2. Project Description: [Brief description of project scope]
3. Contract Documents: Contract documents are defined in the General Conditions of the Contract, and include the following:

[Insert List of Drawings with issue dates]

[Insert Project Manual’s Table of Contents with issue date]

All addenda issued prior to Bid Opening

1. Type and Form of Contract:
2. Except as otherwise indicated, all work under this contract will be under a single prime Contract between the Owner and the Contractor.
3. **WORK RESTRICTIONS AND PHASING OF THE WORK**
4. The School District publishes bell times and school holidays on its web site. The Contractor must plan the work to avoid disrupting the District’s mission of teaching and learning. The Contractor shall schedule the work with the input of the site administrator and the Owner’s project representative and shall **ensure that work activities coincide with the school’s schedule, including all after-hours or extra-curricular events.** The District acknowledges that some activities may take place during the normal school day which are not disruptive to teaching and learning, and which shall be approved in advance by the Facilities Operations Representative. The Contractor understands that he may be asked to stop any work activity during the normal school day if the activity proves to be a nuisance.

Disruptive activities include those which generate odor, vibration, dust or noise which can be heard in adjacent buildings.

1. Work by Others: refer to the Drawings for information related to Work being performed concurrently under separate contracts and work by the Owner.
2. The Contractor will not interrupt access to the site, access to the buildings, or use of any facility, driveway or parking area except as permitted by the Owner.
3. Keep all corridors, walkways, emergency exits, gates, and ramps free of obstructions, tools, equipment and debris. Provide temporary directional signage when necessary.
4. The Contractor will not interrupt power, lighting, low voltage systems, safety systems, and plumbing, telephone, or HVAC services without advance written Owner approval.
5. Work and storage areas are to be fenced with 6’ high temporary chain link fencing unless otherwise noted on these plans or approved in writing, in advance of construction. Temporary fencing and barricades are to be maintained through substantial completion. The Contractor is responsible to ensure that the work area is secure, and to ensure the safety of students and staff.
6. Provide a written request a minimum of eight (8) business days in advance when the work may impact occupancy and use of any facility, including systems noted above.
7. Work may not be performed and materials may not be delivered to the job site during times when the Construction Superintendent is not on site. The Construction Superintendent is defined as a direct employee of the Contractor. This role may not be delegated to a subcontractor.
8. Communications: Construction Workers and delivery personnel are prohibited from communicating with staff and students at the job site. All communication is to be routed to the Design Professional or the Facilities Operations Representative.

In the event of an emergency at the job site, the jobsite superintendent is to communicate the concern to the Site Administrator, and immediately contact the Facilities Operations Representative and Design Professional.

1. Deliveries are to be made directly to the job site and signed for by the Construction Superintendent. Deliveries will not be accepted by the District’s administrative staff.
2. Where temporary barriers and partitions are shown separating the work area from the occupied areas of the building, they are to be constructed using nominal 2x4 wood studs with ½” plywood or ½” gypsum wallboard on the occupied side.
3. Work limits and phasing of the Work, if applicable, is shown on the Drawings. Where multiple phases are required, the Contractor is required to achieve substantial completion of the preceding phase prior to beginning the next phase unless otherwise noted.
4. Work areas are to be secured at the end of each work day and made safe for occupancy prior to the next school day.
5. Jessica Lunsford compliance is required at all times unless waived in writing for special circumstances. **Badges issued by the District are required in addition to any State-issued badges.** Compliance issues must be coordinated through the District’s Safe Schools Department by calling 352-797-7233. For additional information, visit the Safe Schools web page: <https://www.hernandoschools.org/departments/safe-schools/fingerprinting>

1. Any work that must be done outside of the designated construction area or phase limit in order to accomplish the Work of the project or phase of the project must have **prior written approval** fromthe Owner’s project representative and must be scheduled so as to avoid disrupting the Owner’s operations.
2. Construction Workers are prohibited from smoking on the Owner’s property, no exceptions.
3. **CONSTRUCTION AND SEQUENCE SCHEDULING**
	1. Generally, in order to accommodate the uninterrupted operation of the existing facility during the various phases of construction, the sequence of construction operations shall be as follows:
4. Make necessary provisions to allow the occupied portions of the facility to function during construction, including provisions for temporary utilities, temporary walkways, erection of temporary barricades and fencing, and the like.
5. Complete and turn over for occupancy the project or portions of the project, as phased. Unless otherwise specified or specifically approved during construction, work of subsequent phases cannot begin prior to substantial completion of the previous phase.
6. Upon final completion, Owner acceptance of the project.
	1. Some overlapping of construction operations may occur, and where necessary the Contractor may request permission to start certain portions of the work before the previous operations are completed in their entirety. Such detailed scheduling shall be done as the work progresses, provided that the Owner’s operations remain uninterrupted, but in all cases must receive Owner approval.
	2. Where it is not possible to complete certain mechanical and electrical services to make the work complete and ready for occupancy, temporary services may be approved to permit occupancy by the Owner at the earliest possible date.
	3. Detailed construction scheduling is the responsibility of the Contractor.
7. **PROTECTION OF WORK AND ADJACENT PROPERTY**
	1. Buildings and adjacent areas may be subject to damage due to construction operations. At the Completion of the project, the Contractor shall restore existing buildings, landscaping, turf, parking facilities, sidewalks, etc., to the same or better condition as prior to the start of the work.
	2. In addition to requirements of the General Conditions of the Contract for Construction, the Contractor shall:
8. Notify, in writing, the Facilities Operations Representative when equipment or property interferes with the Work, and arrange for disposition of such property.
9. Provide coverings over inlets, area drains, drywells, etc. to prevent soil and construction debris from running into the storm system. In the event of a failure of a covering, the Contractor is required to clean the affected piping and structure(s) prior to substantial completion.
10. Provide protection from rain, wind, and extreme temperatures to protect new work, materials, equipment, fixtures and adjacent areas from damage.
11. Provide protection against stormwater back-ups when the storm system is affected by the work. Maintain flows as needed to avoid damage to the work and to surrounding areas.
12. Provide temporary protection around openings through and at floors, roofs and other openings.
13. Per the Florida Trench Safety Act (ss. 553.60-553.64): Provide and maintain proper shoring and bracing for excavations to prevent collapse or other damage until they can be properly back-filled upon completion of the new work.
	1. The Contractor is required to photograph existing conditions related to existing conditions and to provide photographs in electronic format to the Design Professional and Facilities Operations Representative a minimum of 7 days prior to starting work on site. Sufficient photos with adequate detail to thoroughly document existing conditions shall be provided.
14. **CONSTRUCTION ACCESS AND FACILITIES**

Construction access path, contractor parking area(s), dumpster locations, temporary office location, and material storage/staging areas are to be provided as indicated on the construction drawings or if not shown, shall be approved by the Facilities Operations Representative with input from the School staff in advance of starting work. Construction access and facilities may not adversely impact school operations.

1. **WORK BY THE OWNER**
2. The Owner may concurrently perform construction work at the Project site. The Contractor is required to cooperate fully so as not to interfere with the work performed by the Owner under separate contracts.

When required by these documents, schedule and coordinate the work of the Owner’s separate Contractors.

1. The Owner may furnish products indicated on the Contract Documents. Where noted, the Contractor is required to coordinate delivery times, handle, store, protect and install the products.
2. Unless otherwise specified, the Owner will perform the necessary tasks to vacate work areas in advance of construction, including removal of furniture and equipment except where such work is specified to be performed by the Contractor.
3. The Contractor is to allow 3 days minimum, or as otherwise noted in these documents, for Owner move-out at the start of the Project and at the beginning of each Phase.
4. **OWNER OCCUPANCY**
5. The Owner reserves the right to occupy and to install equipment in completed areas of the building prior to Substantial completion, provided that such occupancy does not interfere with completion of the work. Such occupancy shall not constitute acceptance of the work.
6. Upon Substantial Completion of the project or portions thereof, the Owner will take occupancy. The Contractor is required to adjust work hours as needed in occupied areas so as to avoid disrupting Owners operations.

Access to the facility and work area will be controlled by the Owner beginning at Substantial Completion. Refer also to the Close Out Procedures section.

**END OF SECTION 01 1100**