

**SECTION 01 11 16
SUMMARY OF WORK**

**[DESIGNER OF RECORD TO INSERT CONTENT IN ACCORDANCE TO THE CONTRACT
REQUIREMENTS]**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General Requirements
- B. Scope of Work
- C. Division of Work into Assemblies
- D. Additional Scope of Work Requirements
- E. Sequencing and Coordinating of Work
- F. Contractor's Responsibility Regarding Project Sequencing
- G. Contractor's use of Premises
- H. Site Protection
- I. Coordination
- J. Cooperation with Authority and Residents

1.02 GENERAL REQUIREMENTS

- A. The Work shall consist of providing all materials, labor, tools, related services and incidental items required, in accordance with the Contract Documents, for the execution of this Contract.
- B. This project description is a general summary only, is not a complete listing of work required under this Contract, and does not limit Contract work as stipulated in other parts of the Documents. The Contractor is responsible for every part of the Work indicated in the Contract Documents whether or not it is included in the following summary. Refer to all parts of the Contract Documents for the total work included in this Contract. In general, the Work shall consist of performing and providing the following in accordance with the Contract Documents.
- C. Local Regulations: Conform to regulations of public agencies, including any specific requirements of the city and/or state of jurisdiction.
- D. Bidders may gain access to the work area for inspection purposes by visiting the Management Office at **[Insert Management Office Address]**
- E. Structural Safety during Construction Operations: All removals must be in accordance with the requirements of current applicable code and other code sections pertaining to structural safety during construction. No work can begin until the requirements of these sections are met, and the ongoing requirements must be maintained continuously during construction.
- F. Hazardous Materials Abatement:
 - 1. Asbestos Abatement: All ACM is to be abated in accordance with hazardous material drawings, specifications, applicable laws and regulations. Where materials are scheduled for removal, such removal and disposal of materials shall be treated as abatement. All building materials containing ACM are to be abated, including but not limited to the following general items (Required as per contract requirements **[AOR to insert]**):
 - a. **[REDACTED]**
 - b. **[REDACTED]**
 - 2. To facilitate ACM removals, the contractor is required to cut and remove a 3' perimeter strip of roofing adjacent to the parapet, and 16" perimeter strip at roof bulkheads and other ACM items, down to the structural slab. All coal tar and other residue is to be removed from existing concrete to remain which shall be mechanically scarified. Temporary protection including temporary roofing is to be provided at all areas where abatement occurs.
 - 3. Lead-Based Paint Abatement: All lead based paint is to be abated in accordance with

hazardous materials drawings, specifications and applicable laws, including Local Law 1 of 2004 (LL1/04). Where items containing or coated with lead based paint are scheduled to be removed and replaced, such removal and disposal shall be treated as abatement. All lead based paint is to be abated, including but not limited to the following general items (Required as per contract requirements [AOR to insert]):

- a. [REDACTED]
- b. [REDACTED]

1.03 SCOPE OF WORK

(Required as per contract requirements [AOR to insert])

- 1. [REDACTED]

1.04 DIVISION OF WORK INTO ASSEMBLIES

- A. The Work under this Contract is divided into System Assemblies for the purposes of bidding and cost determination. For a description of these assemblies see the Drawings and Specification Section 01 22 00 "Unit Price Assemblies".
- B. ADDITIONAL ASSEMBLY INFORMATION:
 - 1. The work of the Assemblies above is further detailed on the Drawings and qualified in the standard CSI Specification divisions which follow.

1.05 ADDITIONAL SCOPE OF WORK REQUIREMENTS

- A. 1. A shop drawing showing layout and details for reinstallation of equipment and security enclosures must be submitted to NYCHA by Telecommunication Company (leasee) prior to their temporary relocation of their equipment. The shop drawings will be reviewed by NYCHA and possibly the roofing manufacturer providing the guarantee for approval.

1.06 SEQUENCING AND COORDINATING OF WORK

- A. The number of buildings the GC shall work on at one time must be approved by NYCHA per GC's capacity, with a minimum of three (3) buildings at any given time.
- B. Sequencing and coordinating work throughout the Development: In order to maximize the [Name of Development] use of portions of the site where no work is taking place, the Contractor shall work on groups of buildings. To accomplish this, the General Contractor shall provide a sequencing plan which takes into consideration the placement of sidewalk shed and temporary construction fence (barriers). The General Contractor shall then submit a sequencing plan along with the Sidewalk Shed/Construction Fence shop drawing showing the sequencing to The CM. After review and approval the CM will in turn send it to the Capital Projects Construction Group for review and approval. No work may begin before this approval is attained.
- C. Work shall begin in buildings as approved by NYCHA, and then proceed as per the approved phasing schedule.
- D. The Contractor shall refer to the following guide to the construction sequence. A detailed sequence shall be submitted The Contractor prior to the commencement of work and revised during the course of construction.
 - 1. All work shall be in accordance with availability of buildings, public spaces, stairhalls, and apartments as set forth in the Special Conditions or as directed by NYCHA.
 - 2. Structural repairs of the top floor beams, slabs and the perimeter spandrel beams and columns shall be done in conjunction with the repair of roofs and parapets to allow for inspection and repair of the top of slabs and beams or any other hidden or deteriorated concrete.
 - 3. At no time shall parapet and roofing work, both removal and reconstruction work, be conducted in more than three buildings simultaneously unless approved by NYCHA prior to commencing work. All roofs shall be protected from inclement weather to prevent damage to apartments and public areas.
 - 4. No work shall begin on the exterior until all approved protective bridging is in place.
 - 5. See drawings, specifications, and all addenda to the Contract for additional information

- and sequencing requirements.
6. Masonry work to be completed prior to roofing
 - E. Upon receiving the Notice to Proceed for a sequence of the Work, the Contractor shall commence work on the buildings in the sequence as directed. At any time during the work in a sequence, NYCHA may, at its option, direct work in any of the buildings in another sequence, as they become available.
 - F. Buildings shall be completed to the complete satisfaction of NYCHA, prior to the Contractors being directed to proceed with the next available building or sequence.
 - G. The number, order and date of buildings available for simultaneous repair work shall be as directed by NYCHA. Contractors are advised that from time to time, NYCHA may experience delays in resident relocation. Contractors shall anticipate re-scheduling construction sequence at no additional cost to NYCHA and shall make no claim for delay or additional expenses due to delays in the process for any reason whatsoever.
 - H. Unit Prices quoted (by the Contractor) in the Form of Proposal shall be applied to all Sequences of the Work.
 - I. Coordinating Roofing and Existing Telecommunication Equipment: The work of roof replacement may require the contractor to coordinate with telecommunications leasees where equipment has to be temporarily raised or removed to permit roof removal and re-roofing/ re-flashing. The contractor shall put in writing when the desired start date for work to initiate the coordination efforts through the NYCHA's Office of Facility Planning & Administration, 250 Broadway, New York, Tel. 212-306-4246. Ms. Anna Maria Gatti, Property Manager.
 1. The company leasing the roof space for the equipment shall be notified 60 days in advance prior to beginning abatement.
 2. The work of roof replacement shall not at any time interrupt the functionality of telecommunication equipment.
 3. The telecommunication Company must provide a shop drawing with reinstallation plans and details to the Designer of Record/Engineer or record and if required the roofing manufacturer for review and approval so as to not void the guarantee on the newly installed roofing system.

1.07 CONTRACTOR'S RESPONSIBILITY REGARDING PROJECT SEQUENCING

- A. The overall sequence of construction is the responsibility of The Contractor, as per the schedule approved by NYCHA.
- B. Whether or not the Contractor follows the limitation on construction sequence described herein, the Contractor remains fully responsible for the Work required to complete the project with minimal disturbance to the existing facility and residents. Adherence to the limitations described herein does not relieve the Contractor from that responsibility.
- C. The Contractor's attention is directed to the fact that he/she is required to submit details of the sequence of construction which fully illustrate the plan for construction and the method by which the schedule shall be met and accomplished.
 1. The details of the sequence of construction submitted should include construction of all elements of the work required to complete the project, including but not limited to those listed herein.
- D. Coordination: The Contractor is advised to plan and coordinate their work operations with NYCHA and the CM in a timely fashion so as to minimize delays in construction as well as interference with resident activities and normal activities in the Development.
- E. The Contractor shall be responsible to clean all areas of work on a daily basis to the complete satisfaction of the onsite NYCHA management.
- F. Meaning and Interpretation of Specifications: These Specifications are comprehensive in nature and are intended to complement and supplement the contract drawings. In the case of any inconsistencies within the Specifications or conflict with the Drawings, the specifications shall govern. In case of discrepancy in the figures in the drawings or in the specifications, the matter

shall be promptly submitted to the Project Manager who shall promptly make a determination in writing. Any adjustments by the contractor without such a determination shall be at its own risk and expense.

- G. In general, all exterior installations must preserve the integrity and the present design of the buildings through the use of materials and assemblies compatible to those of the original construction details.
- H. The Contractor is hereby advised that their work must conform to materials and assemblies as approved by NYCHA. Physical samples, brochures, catalogue cuts, shop drawings and sample installations of all exterior work shall be provided by and installed by the Contractor, as required by NYCHA for approval at no additional cost to NYCHA including the resubmission and reinstallation of the disapproved items. The Contractor shall deliver all submissions to NYCHA's Project Manager. The Contractor shall coordinate their work and cooperate fully with NYCHA for the purpose of obtaining final approval.
- I. The Contractor(s) shall file for and obtain all necessary permits for the Work of this contract at no additional cost to NYCHA.
- J. No deviations from the Contract Documents or substitution of any item shown or specified shall be allowed without the expressed written approval of NYCHA. Should any Contractor wish to deviate from contract requirements or should he/she wish to substitute any item for items previously approved, the Contractor shall assume responsibility for any additional reviews and approvals, and for any contractual delays. Note that Liquidated Damages will not be waived for Contractor-initiated reviews and/or delays.
- K. The apparent silence of the contract documents with regards to any detail of the specified work or the apparent omission from them of a detailed description of work to be done or materials furnishing shall be regarded as meaning that the best general practice is to be used and interpretation of these documents shall be made upon that basis. Should any conflict in the contract drawings or specifications, the contractor shall be determined to have bid on the most expensive way of doing the work unless asked for and obtained a written decision from NYCHA resolving the conflict prior to the bid closing date.
- L. Anything shown on the drawings/ or specifications shall be considered to be on both.

1.08 CONTRACTOR'S USE OF PREMISES

- A. General: Limit use of the premises to construction activities in areas indicated; allow for Authority occupancy and use by the public.
 - 1. Confine operations to areas within indicated Contract limits. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.
 - 2. Keep driveways and entrances serving the premises clear and available to NYCHA and NYCHA's employees at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
 - 3. Access to the site shall be as directed by NYCHA and is fully subject to NYCHA's approval.
- B. Disposal of Waste Materials: Do not dispose of organic or hazardous material on site. Do not dispose of construction debris either by burial or by burning. All waste material shall be promptly removed from the site and disposed of legally. All hazardous material shall be removed from the site on a daily basis or as approved by NYCHA. No storage of debris shall be permitted except in approved containers.
- C. Use of the Existing Building: Repair damage caused by construction operations. Take all precautions necessary to protect the building and its residents during construction.
- D. Use of Existing Stairs and Elevators: Stairs and elevators must be made available to NYCHA and the residents at all times. Coordinate stair and elevator usage with NYCHA. Provide pads and coverings to protect all finished surfaces. At the end of construction restore all finishes to their original or better condition. Contractor may not use the elevator to transport construction materials or tools.

- E. Building staircases generally function as passageways from each apartment to a means of egress on the building roof and the ground floor building entrances. Keep staircases, stair lobbies, and roof doors clear to allow for full emergency exit from the buildings both by residents and construction personnel.

1.09 SITE PROTECTION

- A. The Contractor shall be responsible for their own site security as they deem reasonable to protect equipment, office trailers, and stored materials.

1.10 COORDINATION

- A. Coordinate work of the various Sections of the Specifications to assure an efficient and orderly sequence of installation of construction elements.
- B. The Contractor shall assume complete responsibility for coordinating access into resident apartments. The Contractor shall notify each resident in writing as to the date, time, and work to be performed. Notification may be required in three languages: English, Spanish, and Chinese. The Contractor shall be required to develop an acceptable notification procedure in conjunction with NYCHA and resident leaders. The Contractor shall be back charged by NYCHA for any loss suffered by NYCHA, including failure to keep a scheduled appointment to do work in an apartment which was agreed upon by NYCHA, resident leaders and the Contractor and such failure shall constitute a breach of this contract. The Contractor's repeated failure to keep a scheduled appointment may result in a declaration of the Contractor's default and termination of the Contractor's performance under the contract.

1.11 COOPERATION WITH AUTHORITY RESIDENTS

- A. The Contractor shall coordinate work with residents and NYCHA. The Contractor shall be responsible for notifying residents of work schedules and for giving residents written notice of dates of work. The Contractor shall make as many attempts as necessary to notify the resident to obtain access. No work shall proceed unless all residents have been given at least 48 hours' notice with no less than three (3) prior notices.
- B. Contractors shall attend resident committee meetings (which will be held at night) at the request of NYCHA.
- C. The Contractor shall prepare schedules of the dates and work to be performed in each apartment for NYCHA approval.
- D. The Contractor shall be responsible for the protection of all resident belongings within and adjacent to the Work area.
- E. The Contractor shall clean all public and resident areas at the end of each work day, including broom sweeping and wet mopping all floors. All cleaning shall be done to the complete satisfaction of NYCHA. Re-cleaning may be required in order to comply with NYCHA acceptable standards.
- F. The Contractor shall provide for his/her staff means of identification such as a photo ID that identifies him or her as an employee of the Contractor.

PART 3 EXECUTION (NOT USED)

END OF SECTION