

DIVISION 1 GENERAL REQUIREMENTS

SECTION 01 1102

SUMMARY OF WORK – DESIGN-BUILD CONTRACTOR SERVICES

PART 1 – INTRODUCTION

1.01 Design-Build Contractor Entity Services

- A. Design-Build Team shall provide Owner with professional construction and design-build general contractor services in connection with the Project.
- B. Services under this Section 01 1102 include:
 - 1. Existing Conditions Review and Verification
 - 2. Construction Progress Planning
 - 3. Securing of Necessary Permits and Approvals For Design-Build Team's Work – Verification and Assistance
 - 4. Public Relations Activities
 - 5. Operations and Safety Program
 - 6. Federal, State, and Local Coordination/Processing
 - 7. Recommendations for Professional Consultants
 - 8. Subcontractor Procurement Plan
 - 9. Master Project Schedule
 - 10. Monthly Project Reports
 - 11. Recordkeeping Requirements
- C. Services under this Section 01 1102 shall proceed concurrently with other Contract Documents services, including without limitation design services under Section 011 1101 Summary of Work – Design Services. Identifying and numbering of Tasks in this Section shall not control Design-Build Team in its planning, sequencing, or execution of the Work, or otherwise relieve Design-Build Team of its all-inclusive design-build responsibilities or any other responsibilities under Contract Documents including, without limitation, requirements relating to Contract Modifications and claims.

1.02 Compensation

- A. Amounts paid for services required by this Section 01 1102 shall be paid as otherwise provided in the Contract Documents. To the extent the amounts have been paid prior to execution of the Contract Documents, such amounts shall be credited as payments reducing the Contract Sum.

PART 2 – PROJECT PLANNING TASKS

2.01 Task #1: Existing Conditions Review and Verification.

- A. Consistent with the standard of care of an experienced design-build contractor building a similar size and nature facility in the geographic locale of the Project, Design-Build Team shall conduct a comprehensive review of Project site conditions and contiguous site conditions, sufficient to successfully perform all aspects of the Work, including, but not limited to:
 - 1. Site logistics, site access restrictions or requirements, traffic, noise restrictions, hourly work restrictions, requirements of public and/or private authorities with jurisdiction, and any other

- restriction or consideration that may affect Design-Build Team's Work.
2. Existing conditions information provided by Owner including, without limitation, review and study of all available as-built information, geotechnical reports, engineering studies, previous contracts, measurements, surveys, documents and materials described and/or provided in the series 00 3100 Documents.
 3. Any other investigations Design-Build Team deems necessary to fully acquaint itself with existing conditions for purposes of its Work.
- B. Design-Build Team shall perform the investigations promptly after contract award and report to Owner in writing, any additional information Design-Build Team needs, lacks, or would assist Design-Build Team in assessing existing conditions. Owner and Design-Build Team shall work collaboratively to secure any further, additional information required by Design-Build Team, to the extent reasonably available.
- C. Design-Build Team's performance of this Task #1 is intended to supplement, not replace, its pre-Proposal investigations, and Design-Build Team remains fully responsible for any deficiencies in its pre-Proposal investigations.

2.02 Task #2: Construction Progress Planning.

- A. For the Owner's planning purposes, Design-Build Team shall provide Owner with a report on specific requirements to maintain construction progress. Requirements shall specifically include, without limitation, the following:
1. Required Owner Coordination for Early Procurement – Approvals, Selections, Planning. Design-Build Team will advise Owner regarding materials or equipment that require early procurement to maintain the Project schedule, and steps, approvals, reviews or other Owner actions, that Design-Build Team may require to maintain this part of the schedule. Design-Build Team will provide Owner with a written report evaluating early procurement requirements and identifying the dates by which decisions must be made.
 2. Logistics. Design-Build Team will advise Owner regarding the effect of site logistics on schedule, specific requirements or requirements to manage such logistics with the expected construction and construction progress, and will make recommendations for improving site or other logistics to reduce the potential for interferences or increased costs. All recommendations must consider functionality, the effect of logistics on the operation of Owner's facilities, and Design-Build Team's contract commitment to manage and execute the Project in a manner that meets the requirements of the Contract Documents, including but not limited to, non-interference with continuing Owner operations on and adjacent to the Site.

2.03 Task #3: Securing of Necessary Permits and Approvals for Design-Build Team's Work – Verification and Assistance

- A. Governmental Requirements. Design-Build Team will provide all necessary information, applications, documents and forms, as may be required by City, County, and other regulatory and permitting AHJ, necessary to secure the necessary approvals and permits, necessary to perform the Work. Design-Build Team shall provide Owner with a listing of all information, approvals, and/or consents, required from Owner, to perform this requirement. Design-Build Team shall provide Owner with such listing significantly in advance of the required information, approvals and/or consents, to permit Owner reasonable time for compliance.
- B. Permits. Design-Build Team shall conduct the necessary research, investigations and inquiry to determine and verify that Owner, Design-Build Team, and any other Project participants have applied

for and secured all building permits, special permits, and approvals necessary for Design-Build Team to perform its Work and/or for the permanent improvements, financing, permitting, and operation of the Project and each Subproject. This task shall apply to City and County requirements, as well as other federal, state, local, and special district or other regulatory requirements or AHJ.

- C. Fees and Assessments. Design-Build Team shall verify that each applicant for a permit required for construction, has paid applicable fees and assessments, and filed necessary reports and or materials, and that responsible parties have secured such permits. Design-Build Team shall assist and coordinate efforts of Owner and other consultants in connection with Design-Build Team's responsibility for filing documents required for approvals of City/County and other applicable public regulatory authorities having jurisdiction (AHJ).

- 1. For SWPPP: Contractor is required to provide QSP and QSD.

- D. Utilities. Design-Build Team shall take primary responsibility to assist, manage and (if necessary) verify that Owner has applied for any applicable utility permits (if such permits must be in Owner's name), and that any such applicable fees and assessments are paid. Design-Build Team shall take primary responsibility to assist Owner in obtaining approvals and securing such utility permits from public and/or private AHJ over the Project. Design-Build Team shall coordinate any on-site activities of utility companies, materials and soils testing engineering and regulatory agencies, utility outages or other connections or re-routing of services.

- 1. For Edison: Owner pays for permanent power only; Design-Build Team prepares application. Design-Build Team pays for temporary power until final completion.

- E. Statutory Approvals. Design-Build Team shall assist Owner in obtaining statutory approvals or local approvals, for example, County Fire and City Building Departments and other AHJ, if applicable.

2.04 Task #4: Public Relations Activities

- A. Design-Build Team shall designate a Design-Build Team representative to attend, and will assist Owner in, all public relations matters including, but not limited to, preparing Project information and attending internal, permitting, and public meetings as required by AHJ having jurisdiction.
- B. A designated Owner representative shall be the point of contact for the entire community during all phases of construction in regards to any complaints, questions, safety issues, noise problems, dust problems, and the like, except for such specific areas Owner's representative delegates to Design-Build Team.

2.05 Task #5: Operations and Safety Program.

- A. Design-Build Team will be responsible for developing and implementing an Operations and Public Safety Program ("Operations and Safety Program"), which shall be a specific written deliverable provided by Design-Build Team to Owner and that Design-Build Team shall implement once Owner has completed its review. The Operations and Safety Program shall specifically include, without limitation:
 - 1. Project-specific measures for coordination of the Project with on-going Owner operations and other businesses or operations at or contiguous to the Site, to assure that such operations shall continue unimpeded (including without adversely affecting safety) during the Work. These measures include coordination of construction operations including, but not limited to, noise, traffic, vibration, and any other issues that may be foreseeable with such operations.

2. Temporary measures include, without limitation, covered walkways, barriers and walls, pavement, directional signage, lighting, and ventilation. Design-Build Team shall provide these temporary measures to maintain the continued, uninterrupted operation of Owner facilities, Owner operations, adjacent businesses and structures, including traffic flow, during the Construction phase of the Work. The first priority for all such temporary measures shall be the continued, uninterrupted operations of the Owner, the safety of the general public, and substantially unimpeded vehicular and pedestrian traffic flow.
3. Coordination of construction, delivery, installation, commissioning, testing and turnover, of products, equipment, and systems, with responsible Owner and/or other AHJ, including the identification of organizational responsibility and authority for decisions, consents or approvals, to ensure performance of such work without delays resulting from lack of required consents.
4. For any Work within an existing facility, a clear identification of the physical boundaries in which all Work is to take place.
5. Design-Build Team shall be exclusively responsible for determining the requirements and assignment of safety responsibilities included in the Contract Documents.

2.06 Task #6: Federal, State and Local Coordination/Processing.

- A. Design-Build Team, in cooperation with Owner, shall have primary responsibility for the coordination and processing of all necessary applications, permits, changes, paperwork, approvals, instruction bulletins, accommodating meetings and inspections, and close-out documents with the City/County and any other applicable AHJ.
- B. Design-Build Team shall take all steps to secure approvals and all other required reviews and approvals of the design documents from all AHJ. All submittals to AHJ shall be through Owner and under no circumstances shall Design-Build Team submit directly to AHJ.

2.07 Task #7: Recommendations for Professional Consultants.

- A. Design-Build Team shall advise Owner of any need for the any additional, professional services of surveyors, special consultants and testing laboratories, not foreseen at the time of contracting. Design-Build Team shall then, to the extent such consultants are not covered in Design-Build Team's scope of work under this Contract, assist the Owner, if required, in selecting and retaining such consultants, and coordinate their services, as and if necessary for the Project or for Design-Build Team to perform its services

2.08 Task #8: Subcontractor Procurement Plan.

- A. Design-Build Team shall develop and submit to Owner a Subcontractor Procurement Plan which is consistent and complies with Subcontractor procurement requirements in Document 00 7253 General Conditions.
- B. See Document 00 7253 (General Conditions) paragraph 4.03 regarding various Subcontractor procurement requirements, including providing Owner with additional versions of Document 00 4330 (Subcontractors List).

PART 3 – SCHEDULING, REPORTING AND RECORD KEEPING

3.01 Task #9: Master Project Schedule.

- A. By no later than the first payment application, Design-Build Team will develop a Master Project Schedule, subject to review and acceptance by Owner, which will contain key milestones to be

accomplished by the Project participants for design, construction and project management.

B. The Master Project Schedule shall also include:

1. The Master Project Schedule shall meet the requirements of Section 01 3200, Progress Schedule, and will reflect the detail and progress of the Project Schedule appropriate to the stage of planning, design, and construction.
2. Preconstruction and construction services under this Section 01 1102, at the top of the schedule.
3. The first level of detail from Subcontractors, Design-Build Team's design team, inspectors and other parties interfacing with the Project, including necessary reviews, approvals, permitting and authorization milestones.
4. Long lead item procurement.
5. Subcontractor packages and critical construction milestones.
6. Owner review and approval requirements
7. Schedule of Shop Drawings and Sample Submittals, as described in Section 013300 (Submittal Procedures).

3.02 Task #10: Monthly Project Reports.

- A. Design-Build Team shall provide Owner with monthly written reports covering the Project and that address the general status, problems, concerns, and progress of the Project and a 90-day look ahead schedule.
- B. A progress summary shall be the first page of the Monthly Project Report. The report shall indicate in column format (i.) the original and forecast cost and dates of completion; (ii.) the original and adjusted contract sums; (iii.) pending change order requests and claims; and (iv.) the original and projected completion dates.
- C. The Monthly Project Report shall include construction progress and updates.
1. Construction progress: generally since prior report, and percentage completion. Design-Build Team shall include a narrative of the work performed and an updated task list and identify areas of concern, actions and approvals needed.
 2. Design-Build Team schedule: work progress against schedule. The report shall clearly identify actual performance with respect to the current approved version of the schedule. The narrative shall include any problems or delays encountered, causes of delays, proposed ways to work around any problems that arise and schedule assessment.
- D. Design Status. The Monthly Project Report shall include a section on design status for the Project. The report shall also include a list of any Contract deliverables and identification of areas of concern, actions and approvals needed, and recommendations regarding ongoing design work with respect to value engineering, constructability coordination of design services with other Project items, and any and all design changes affecting appearance, size, function, usage or cost of the Project or any Subproject.
- E. Subcontractor Procurement. The Monthly Project Report shall include a section on subcontractor procurement. The narrative shall include progress on and changes to the original Subcontractor Procurement Plan.
- F. Design-Build Team's Safety Program. The Monthly Project Report shall include a section on the Design-Build Team's Safety Program. The narrative shall include incident reports and statistics and

other Design-Build Team recommended information to demonstrate and promote the effectiveness of its Safety Program.

- G. Disputes and claims. The Monthly Project Report shall include a section on disputes and claims. For the Project and each Subproject, the narrative shall include a discussion on disputes, potential claims, and claims made.
- H. Look Ahead Task List. The Monthly Report shall include a 90-day look ahead/task listing for Owner planning purposes, of Owner-specific activities, inspections, approvals, tie-ins, connections, consents, decisions, necessary from the Owner to facilitate Design-Build Team's progress.
- I. Daily log (electronic copy only). Design-Build Team shall keep a daily log containing a record of weather, contractor activities, and subcontractors working on the site, number of workers, work accomplished, problems encountered, impacts on the Work and specific activities, and other relevant data or such additional data as Owner may require. Design-Build Team shall maintain the log electronically in a format acceptable to Owner, with each data-point maintained separately for separate sorting, charting or study by Owner if necessary. Design-Build Team shall submit such electronic file monthly, with the Monthly Progress Report.

3.03 Task #11: Recordkeeping Requirements

- A. Design-Build Team shall maintain construction records to include, without limitation, the following documents to be maintained on a current basis and available on site: an up-to-date and current record copy of the Contract Documents, drawings, specifications, addenda, change orders, change modifications, and other modifications, organized, in good order and marked to record all as-built changes made during construction; shop drawings; product data/material data sheets; samples; submittal; purchases; materials; equipment; inspections; applicable Federal, State, and local titles, regulations publications, handbooks or manuals of requirements and codes applicable to the design and construction of the facility; maintenance and operating manuals and instructions; other related documents and revisions which arise out of the Construction Contracts. Design-Build Team shall maintain records in duplicate, of principal building layout lines, elevations for the bottom of footings, floor levels, and key site elevations (certified by a qualified surveyor or professional engineer, if necessary).
- B. Design-Build Team shall make all such records available to Owner. At the completion of the Project, Design-Build Team shall deliver all such records to the Owner to have a complete set of record as-built drawings.
- C. Design-Build Team's failure to comply with recordkeeping requirements under this subparagraph entitles Owner to withhold five percent of any Application for Payment until compliance.

END OF DOCUMENT