

SECTION 013100 - COORDINATION, FIELD ENGINEERING AND MEETINGS

PART 1 - GENERAL

1.1 SECTION INCLUDES:

- A. Coordination – General.
- B. Coordination with Owner’s Operations.
- C. Field engineering.
- D. Progress meetings.
- E. Pre-installation conferences.

1.2 COORDINATION - GENERAL

- A. Contractor shall coordinate scheduling, submittals, and work of the various sections of the work to assure efficient and orderly sequence of installation of interdependent construction elements, with provisions for accommodating items installed later. Refer to Section 01010 – Summary of Work for specific construction sequence.
- B. Contractor shall verify that utility requirement characteristics of operating equipment are compatible with building utilities and coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- C. Contractor shall coordinate space requirements and installation of mechanical and electrical work which are indicated diagrammatically on drawings and shall follow routing shown for pipes, ducts and conduit as closely as practicable. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance and for repairs.
- D. In finished areas, except as otherwise indicated, Contractor shall conceal pipes, ducts and wiring within the construction and coordinate the locations of fixtures and outlets with finish elements.
- E. Contractor shall coordinate completion and clean up of work of separate sections in preparation for substantial completion and for portions of work designated for Owner’s occupancy.
- F. After Owner occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner's activities.
- G. Coordinate work with other site contractors involved in the Project as indicated by the Plans and Specifications, or as directed by the Owner.

1.3 COORDINATION WITH OWNER'S OPERATIONS

- A. The Contractor shall schedule construction activities so as to keep existing Owner's roadways, utilities and facilities in operation at all times unless otherwise approved by the Owner.
- B. Temporary roadways if required to divert traffic around this work area shall be furnished, maintained and subsequently removed by the Contractor.
- C. All temporary pumping, piping or miscellaneous equipment required shall be furnished, maintained and subsequently removed by the Contractor.
- D. All proposed construction sequences, and all process shutdowns and equipment tie-ins shall be scheduled well in advance and shall occur only after being approved by the Owner.

1.4 FIELD ENGINEERING

- A. Contractor shall locate and protect property stakes, legal survey monuments, and survey control and reference points. Contractor shall pay for replacement of disturbed property stakes and legal survey monuments by a Professional Surveyor registered in the State of Ohio and acceptable to the Owner.
- B. Contractor shall provide field engineering services as required to establish elevations, lines, and levels, utilizing recognized engineering survey practices.
- C. Contractor shall be responsible for all lines, elevations, and measurements of buildings, structures, piping, utilities, and other work executed by the Contractor under the Contract. Contractor must exercise proper precaution to verify figures before laying out the work, and will be held responsible for any error resulting from their failure to exercise such precaution.

1.5 PROGRESS MEETINGS

- A. Progress meetings will be held throughout progress of the Work at intervals agreed to by the Owner, Engineer and Contractor. Interval will generally be monthly.
- B. Contractor's project manager, job superintendent, major subcontractors and suppliers shall attend as appropriate to agenda topics for each meeting. Contractor's representatives shall have authority to bind Contractor to decisions at the meetings.
- C. At the meetings the Contractor shall submit typed reports detailing the progress of the Work, compliance with submitted progress schedules and future construction plans affecting the schedule of the Work.
- D. The Engineer will prepare and distribute minutes to all attending parties.

1.6 PREINSTALLATION CONFERENCES

- A. When required in individual specification Section, convene a pre-installation conference at work site prior to commencing work of the Section.
- B. Require attendance of parties directly affecting, or affected by, work of the specific Section.
- C. Notify Engineer a minimum of five (5) days in advance of meeting date.
- D. Review conditions of installation, preparation and installation procedures, and coordination with related work.

PART 2 - PRODUCTS

Not Applicable.

PART 3 - EXECUTION

Not Applicable.

END OF SECTION 013100