

SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract.

1.2 SUMMARY

- A. Special Provision Includes:

- 1. Project information.
- 2. Work covered by Contract Documents.
- 3. Scope of Work construction.
- 4. Access to site.
- 5. Coordination with occupants.
- 6. Work restrictions.
- 7. Special provisions, specification and drawing conventions.

- B. Related Sections:

- 1. Special Provision 01 22 00 - Unit Prices for service contract.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work for this Project is defined by the Contract Documents and consists of the following:

The project consists of supplying all the labor, equipment, tools, and materials for the structural and cosmetic integrity repairs as well as the asphalt approaches of aging pedestrian bridges throughout the City's park system. In total, two (2) pedestrian bridges have been identified by EBA Engineering Bridge Inspection reports in need of repairs to either prefabricated corten, timber or culvert pedestrian bridges.

- B. Type of Contract:

- 1. Project will be constructed under a single prime contract and approved subcontractors managed by the prime contractor.

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Except as noted below, this is a lump sum contract and the bid shall include all work, labor, and materials required to complete the project. The bid amounts shall be provided in the Bid Pricing Form.

1.4 SCOPE OF WORK

A. Work shall be completed in one mobilization as follows:

1. Provide temporary work zone controls for pedestrian traffic and safety
2. Protection of structure and grounds
3. Mobilization
4. Demolition
5. Secure/re-attach multiple loose planks
6. Install posts to railings per code
7. Replace/Install wood railings per code
8. Remove and replace wood decking in-kind
9. Remove and replace fascia boards in-kind
10. Replace hardware as needed
11. Reinstall and tighten missing washers, nuts, and bolt's various locations
12. Remove and repave asphalt approach
13. Remove and repour concrete approach
14. Prep, prime and paint
15. Hi-Pressure wash and apply sealer
16. Daily clean-up of work area

1.5 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated by requirements of this Special Provision.
- B. Use of Site: Limit use of Project site to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
1. Driveways, Walkways and Entrances: Keep driveways, parking and loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Coordinate with Project Manager for Contractor employee parking.
 - a. Schedule material deliveries to minimize use of parking lot and entrances to parks.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

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- C. Condition of Existing Bridges: Maintain portions of existing bridges affected by construction operations in a condition safe for pedestrian access. Repair damage caused by construction operations.

1.6 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: The Owner will occupy the site and parks during entire construction period. Cooperate with the City Administrator during construction operations to minimize conflicts and facilitate Owner usage. Perform the work so as not to interfere with the Owner's day-to-day park operations. Work in accordance with the allowable work hours as described in SP 1-2.

1.7 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Limit work in the parks to normal business working hours of 8:00 a.m. to 4:00 p.m., Monday through Friday, unless otherwise indicated.
 - 1. No work will be performed on scheduled State Holidays unless approved by the City Administrator.
 - 2. Nonsmoking Parks: Smoking is not permitted on City of Rockville property.

1.8 SPECIAL PROVISION, SPECIFICATION, AND DRAWING CONVENTIONS

- A. Special Provision and Specification Content: The Special Provisions and Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Imperative mood and streamlined language are generally used in the Special Provisions and Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 - 2. Special Provision and Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Special Provisions in Division 01 apply to the Work of all Special Provisions in the Special Provisions.
- C. Reference to Specifications shall include the Maryland Department of Transportation State Highway Administration Standard Specifications for Construction and Materials latest edition.

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- D. Drawing Coordination: Requirements for materials and products identified on inspection reports are described in detail in the Special Provisions. One or more of the following are used on Drawings to identify materials and products:
1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Special Provisions.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid

END OF SPECIAL PROVISION 01 10 00

SECTION 01 31 00 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract.

1.2 SUMMARY

- A. Special Provision includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

- 1. General coordination procedures.
- 2. Administrative and supervisory personnel
- 3. Requests for Information (RFIs).
- 4. Project meetings.

- B. Related Requirements:

- 1. Special Provision 01 73 00 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

1.3 DEFINITIONS

- A. RFI: Request from Project Engineer, or Contractor seeking information required by or clarifications of the Contract Documents.

1.4 INFORMATIONAL SUBMITTALS

- A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the Following:

- 1. Name, address, and telephone number of entity performing subcontract or supplying products.
- 2. Drawing number and detail references, as appropriate, covered by subcontract.

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- B. Key Personnel Names: Within 7 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home, office, and cellular telephone numbers and e-mail addresses. Provide names, addresses, and telephone numbers of individuals assigned as alternates in the absence of individuals assigned to Project.

1.5 GENERAL COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations included in different Special Provisions of the Specifications to ensure efficient and orderly installation of each part of the Work.

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Coordinate construction operations, included in different Special Provisions that depend on each other for proper installation, connection, and operation.

- B. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different

Special Provisions that depend on each other for proper installation, connection, and operation.

- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's construction schedule.

- D. Provide Activities Chart Project Schedule

1. Preparation of the schedule of values.
2. Installation and removal of temporary facilities and controls.
3. Delivery and processing of submittals.
4. Progress meetings.
5. Preinstallation Meeting.
6. Project closeout activities.
7. Startup and adjustment of systems.

1.6 **PROJECT MEETINGS (If required by City Project Coordinator)**

- A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify the Project Engineer of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including the Project Manager, within three days of the meeting.

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- B. Preconstruction Conference: The Project Manager will schedule and conduct a preconstruction conference before starting construction.
1. Conduct the conference to review responsibilities and personnel assignments.
 2. Attendees: Authorized representatives of, Project Engineer, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that could affect progress.
 4. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Progress Meetings: Conduct progress meetings at monthly intervals.
1. Coordinate dates of meetings with preparation of payment requests.
 2. Attendees: In addition to representatives of City of Rockville Manager, and Project Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future

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activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.

3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
4. Prepare and distribute minutes of each progress meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid.

END OF SPECIAL PROVISION 01 31 00

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. General Provisions, Terms and Conditions.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other miscellaneous submittals.
 - 1. The Contractor shall submit a complete submittal register to the Project Engineer for review and approval prior to the Notice to Proceed. This submittal register shall be developed in Microsoft Excel and an electronic copy shall be submitted to the Project Engineer. The submittal register shall include related specification section and article number, submittal number, product description, anticipated date to be submitted, and actual date submitted. The Contractor shall be responsible to update the submittal register continuously and submit a copy to the Project Engineer monthly. The updated

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submittal register will be reviewed and discussed at the Monthly Schedule Update Meeting.

1.3 DEFINITIONS

- A. Informational Submittals: Written information that does not require Project Engineer or Project Engineer's approval. Submittals may be rejected for not complying with requirements of applicable sections.
- B. Requests for Information (RFI) may be submitted by the Contractor as required to clarify the contract requirements. RFI's shall be subject to the same submittal requirements described below for other submittals required by the Contract.

1.4 SUBMITTAL PROCEDURES (**Only if required by City Project Coordinator on special materials used**)

- A. General: Contractor shall utilize the electronic copy of the Contract Drawings obtained from the City's web site or eMarylandMarketplace for Contractor's use in preparing submittals.
- B. Product Warranty Submittals: Product Warranties shall be submitted with the technical submittals. Failure to submit the product warranty with the technical submittal shall be cause for the entire technical submittal to be rejected.
- C. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
 - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 - 2. Coordinate transmittal of different types of submittals for related parts of the work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - 3. Project Engineer reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- D. Submittals Schedule: Comply with requirements of Activities Chart Project Schedule for submittals and time requirements for scheduled performance of related construction activities.
- E. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Project Engineer's receipt of submittal. No

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extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.

1. Initial Review: Allow 10 working days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Project Engineer will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 5 working days for review of each resubmittal.
- F. Identifications: Place a permanent label or title block on each submittal for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 4 by 5 inches on label or beside title block to record Contractor's review and approval markings and action taken by the Project Engineer.
 3. Include the following information on label for processing and recording action taken:
 - a. Project Name
 - b. Date
 - c. Name and address of Engineer
 - d. Name and address of Contractor
 - e. Name and address of Subcontractor
 - f. Name and address of Supplier
 - g. Name of Manufacturer
 - h. Unique identifier, including revision number
 - i. Number and title of appropriate Specification Section
 - j. Drawing number and detail references, as appropriate
 - k. Other necessary identification.

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- G. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. The Project Engineer will return submittals without review received from sources other than Contractor.
1. Include Contractor's certification stating that information submitted complies with requirements of the Contract Documents.
 2. Transmittal Form: Provide locations on Contractor's typical transmittal form for the following information:
 - a. Project Name
 - b. Date
 - c. Destination (To)
 - d. Source (From)
 - e. Names of subcontractor, manufacturer, and supplier
 - f. Category and type of submittal
 - g. Submittal purpose and description
 - h. Submittal and transmittal distribution record
 - i. Remarks
- H. Use for Construction: Use only final submittals with mark indicating action taken by Project Engineer in connection with construction.

PART 2 - PRODUCTS

- 2.1 **ACTION SUBMITTALS (Only if required by City Project Coordinator on special materials used)**
- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
1. Electronic Submittal Format: All electronic submittals shall be in a format readable by the City of Rockville Manager. The submittals shall be in Adobe portable document format (PDF) compatible with version 6.0 of Adobe Acrobat. Electronic files shall not be secured.
 2. Submittals shall be submitted as single files if under 5MB in size. Multiple submittals and files exceeding 5MB shall be submitted via CD.

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- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment. If information must be specially prepared for submittal because standard printed data is not suitable for use, submit as Shop Drawings, not as Product Data.
1. Mark each copy of each submittal to show which products and options are applicable.
 2. Include the following information, as applicable;
 - a. Manufacturer's written recommendations.
 - b. Manufacturer's product specifications.
 - c. Manufacturer's installation instructions.
 - d. Standard color charts.
 - e. Manufacturer's catalog cuts.
 - f. Wiring diagrams showing factory-installed wiring.
 - g. Printed performance curves.
 - h. Operational range diagrams.
 - i. Mill reports.
 - j. Standard product operating and maintenance manuals.
 - k. Compliance with recognized trade association standards.
 - l. Compliance with recognized testing agency standards.
 - m. Application of testing agency labels and seals.
 - n. Notation of coordination requirements.
- A. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Include the following information, as applicable:
 - a. Dimensions.
 - b. Identification of products.
 - c. Fabrication and installation drawings

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- d. Roughing-in and setting diagrams.
 - e. Shopwork manufacturing instructions.
 - f. Templates and patterns.
 - g. Schedules.
 - h. Design calculations
 - i. Compliance with specified standards
 - j. Notation of coordination requirements
2. Notation of dimensions established by field measurement.
 3. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.
- B. Coordination Drawings: Refer to Terms and Conditions – General Information for requirements associated with Working Drawings.
- C. Samples: Prepare physical units of materials or products, including the following:
1. Samples for Initial Selection: Submit manufacturer’s color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 2. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from the same material to be used for the Work, cured and finished in manner specified, and physically identical with the product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials, complete units of repetitively used materials; swatches showing color, texture, and pattern color range sets; and components used for independent testing and inspection.
 3. Preparation: Mount, display, or package Samples in manner specified to facilitate review of qualities indicated. Prepare Samples to match Engineer’s same where so indicated. Attach label on unexposed side that includes the following:
 - a. Generic description of Sample
 - b. Product name or name of manufacturer.
 - c. Sample source

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3.1 CONTRACTOR'S REVIEW

- A. Review each submittal and check for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to the Project Engineer.
- B. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Document.

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid.

END OF SPECIAL PROVISION 01 33 00

SECTION 01 60 00 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract

1.2 SUMMARY

- A. Special Provision includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.

1.3 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
- B. Basis-of-Design Product Special Provision: A Special Provision in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties,

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appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the Special Provision.

1.4 ACTION SUBMITTALS

- A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Special Provision number and title and Drawing numbers and titles.

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

1.6 PRODUCT WARRANTIES

- A. Warranties specified in other Special Provisions shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and

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limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. **Manufacturer's Warranty:** Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to City of Rockville Manager.
2. **Special Warranty:** Written warranty required by the Contract Documents to provide specific rights for City of Rockville Manager.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. **General Product Requirements:** Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 2. **Standard Products:** If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
- B. **Product Selection Procedures:**
 1. **Products:**
 - a. **Nonrestricted List:** Where Special Provisions include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements.
 2. **Manufacturers:**
 - a. **Nonrestricted List:** Where Special Provisions include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements.
 3. **Basis-of-Design Product:** Drawings and Special Provisions indicate sizes, profiles, dimensions, and other characteristics that are based on the product named.
- C. **Visual Matching Specification:** Where Specifications require "match Project Engineer's sample," provide a product that complies with requirements and matches sample. Project Engineer's decision will be final on whether a proposed product matches.

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- D. Visual Selection Specification: Where Special Provisions include the phrase "as selected by Project Engineer from manufacturer's full range" or similar phrase, select a product that complies with requirements. Project Engineer will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid

END OF SPECIAL PROVISION 01 60 00

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SECTION 01 73 00 - EXECUTION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract.

1.2 SUMMARY

- A. Special Provision includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
 - 1. Construction layout.
 - 2. Installation of the Work.
 - 3. Welding, Cutting and Patching
 - 4. Progress cleaning.
 - 5. Starting and adjusting.
 - 6. Protection of installed construction.
 - 7. Correction of the Work.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other work.
- B. Patching: Fitting and repair work required to restore construction to original conditions after installation of other work.

1.4 QUALITY ASSURANCE

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
 - 1. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.

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2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety
 3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety
 4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Project Engineer's or City of Rockville Manager's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Special Provisions.
- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to City of Rockville Manager for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.
- B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where

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indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.

- C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to City of Rockville Manager that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Project Engineer according to requirements in Special Provision 01 31 00 "Project Management and Coordination."

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to existing benchmarks. If discrepancies are discovered, notify Project Engineer and Project Engineer promptly.
- B. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical

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and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

3.4 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Tools and Equipment: Do not use tools or equipment that produces harmful noise levels.
- G. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
 - 1. Allow for building movement, including thermal expansion and contraction.
 - 2. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts,

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and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

- I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.5 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Special Provision 01 10 00 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to minimize interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and

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with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.

2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
3. Proceed with patching after construction operations requiring cutting are complete.

H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Special Provisions, where applicable.

1. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
2. Floors and Walls, Ceiling: Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
3. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
4. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.

- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.6 PROGRESS CLEANING

- A. General: The Contractor shall maintain the work during construction and until acceptance. This maintenance shall constitute continuous and effective work prosecuted as required with

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adequate equipment and forces to the end that all parts of the work be kept in satisfactory condition at all times. (GP-5.11, (a))

1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning

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materials that are not hazardous to health or property and that will not damage exposed surfaces.

- D. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- E. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways.
- F. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

3.7 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.8 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.
- B. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid.

END OF SPECIAL PROVISION 01 73 00

SECTION 01 74 19 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
 - 1. Salvaging nonhazardous demolition and construction waste.
 - 2. Recycling nonhazardous demolition and construction waste.
 - 3. Disposing of nonhazardous demolition and construction waste.
- B. Related Requirements:
 - 1. Terms and Conditions, TC-6.10 Recycled or Rehandled Material
 - 2. Terms and Conditions, TC-6.11 Construction and Waste Material.
 - 3. Section 024119 "Selective Demolition" for disposition of waste resulting from partial demolition of buildings, structures, and site improvements.

1.3 DEFINITIONS

- A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
- B. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.
- C. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.
- D. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.
- E. Salvage: Recovery of demolition or construction waste and subsequent sale or reuse in another facility.

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F. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.

1.4 QUALITY ASSURANCE

A. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SALVAGING DEMOLITION WASTE

A. Salvaged Items for Reuse in the Work: Salvage items for reuse and handle as follows:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
3. Store items in a secure area until installation.
4. Protect items from damage during transport and storage.
5. Install salvaged items to comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make items functional for use indicated.
 - Note to Contractor: when performing demolition of existing fire systems, the Contractor is required to contact the Contract Manager, for each building, to determine if any fire alarm equipment is to be salvaged and returned to the. For example, certain buildings have a modern addressable Fire Alarm Control Panel) that may want to retain for spare parts. The Contractor shall contact the Contract Manager for this determination in writing, and will make the determination and return a written response.

B. Salvaged Items for Sale and Donation: Not permitted on Project site.

C. Salvaged Items for Owner's Use: Salvage items for Owner's use and handle as follows:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.

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5. Protect items from damage during transport and storage.
- D. Plumbing Fixtures: Separate by type and size.
 - E. Electrical Devices: Separate switches, receptacles, switchgear, transformers, meters, panelboards, circuit breakers, and other devices by type.
- 3.2 RECYCLING DEMOLITION AND CONSTRUCTION WASTE, GENERAL
- A. General: Recycle paper and beverage containers used by on-site workers.
 - B. Preparation of Waste: Prepare and maintain recyclable waste materials according to recycling or reuse facility requirements. Maintain materials free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process.
 - C. Procedures: Separate recyclable waste from other waste materials, trash, and debris. Separate recyclable waste by type at Project site to the maximum extent practical according to approved construction waste management plan.
 1. Provide appropriately marked containers or bins for controlling recyclable waste until removed from Project site. Include list of acceptable and unacceptable materials at each container and bin.
 2. Stockpile processed materials on-site without intermixing with other materials. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
 3. Stockpile materials away from construction area. Do not store within drip line of remaining trees.
 4. Store components off the ground and protect from the weather.
 5. Remove recyclable waste from Owner's property and transport to recycling receiver or processor.
 - D. Refer to Administration Spec TC-6.10 – Recycled or Rehandled Material.
- 3.3 RECYCLING DEMOLITION WASTE
- A. Metals: Separate metals by type.
 1. Structural Steel: Stack members according to size, type of member, and length.
 2. Remove and dispose of bolts, nuts, washers, and other rough hardware.
 - B. Piping: Reduce piping to straight lengths and store by type and size. Separate supports, hangers, valves, sprinklers, and other components by type and size.
 - C. Conduit: Reduce conduit to straight lengths and store by type and size.

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3.4 RECYCLING CONSTRUCTION WASTE

A. Packaging:

1. Cardboard and Boxes: Break down packaging into flat sheets. Bundle and store in a dry location.
2. Polystyrene Packaging: Separate and bag materials.
3. Pallets: As much as possible, require deliveries using pallets to remove pallets from Project site. For pallets that remain on-site, break down pallets into component wood pieces and comply with requirements for recycling wood.
4. Crates: Break down crates into component wood pieces and comply with requirements for recycling wood.

3.5 DISPOSAL OF WASTE

A. General: Except for items or materials to be salvaged, recycled, or otherwise reused, remove waste materials from Project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction.

1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.

B. Burning: Do not burn waste materials.

C. Disposal: Remove waste materials and dispose of at designated spoil areas on Owner's property.

D. Disposal: Remove waste materials from Owner's property and legally dispose of them.

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

A. These items will be paid for at the Contract Lump Sum Price bid

END OF SPECIAL PROVISION 01 74 19

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SECTION 02 41 19 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract.,

1.2 SUMMARY

- A. Special Provision Includes:

- 1. Demolition and removal of selected portions of building or structure.

- B. Related Requirements:

- 1. Special Provision 01 10 00 "Summary" for restrictions on the use of the premises, City of Rockville -occupancy requirements, and phasing requirements.
- 2. Special Provision 01 73 00 "Execution" for cutting and patching procedures.

1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- C. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

1.5 PREINSTALLATION MEETINGS

- A. Predemolition Conference: Conduct conference at Project site.

1.6 INFORMATIONAL SUBMITTALS

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- A. Schedule of Selective Demolition Activities: Indicate the following:
1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure City of Rockville on-site operations are uninterrupted.
 2. Interruption of utility services. Indicate how long utility services will be interrupted.
 3. Coordination for shutoff, capping, and continuation of utility services.
 4. Coordination of City 's continuing occupancy of portions of existing building and of City of Rockville Manager's partial occupancy of completed Work.
- B. Warranties: Documentation indicated that existing warranties are still in effect after completion of selective demolition.

1.7 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.
- B. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.8 FIELD CONDITIONS

- A. City of Rockville Manager will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so City of Rockville Manager's operations will not be disrupted.
- B. Provide dust barriers between areas of construction and adjacent service bays in operation.
- C. Conditions existing at time of inspection for bidding purpose will be maintained by City of Rockville Manager as far as practical.
- D. Notify Engineer of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- E. Contaminated Soil Materials: There is a potential for the discovery of contaminated soils adjacent to the existing generators being removed which will be addressed as extra work if found. In the event suspicious soils are found, notify the Engineer for determination by MDE. Contractor shall remove contaminated soils at the direction of the Engineer and dispose of contaminated soils in a licensed landfill and replace excavated materials with Graded Aggregate Base.

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- F. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
 - 1. The Contractor is responsible to visit the site and inspect the existing conditions before bid in order to ensure proper evaluation of working conditions. If hazardous materials are suspected or encountered, do not disturb; immediately notify the Engineer and City of Rockville Manager.
- G. Storage or sale of removed items or materials on-site is not permitted.
- H. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

1.9 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA and MDE notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI/ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
- B. Review record documents of existing construction provided by City of Rockville Manager. City of Rockville Manager does not guarantee that existing conditions are same as those indicated in record documents.
- C. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.

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- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Engineer.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.

- 1. Comply with requirements for existing services/systems interruptions specified in Special Provision 01 10 00 "Summary."

- B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.

- 1. City of Rockville Manager will arrange to shut off indicated services/systems when requested by Contractor.

- 2. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.

- 3. Disconnect, demolish, and remove plumbing, and HVAC systems, equipment, and components indicated to be removed.

- a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.

- b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.

- c. Lines containing oil, hydraulic fluid, or similar materials shall be flushed and cleaned prior to capping.

- d. Equipment to Be Removed: Disconnect and cap services and remove equipment.

- e. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.

3.3 PREPARATION

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- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
 - 3. Provide tight fitting barriers from floor to bottom of roof deck sealed to prevent the escape of dust from the area of the work. Barriers shall be polyethylene/wood or other suitable materials acceptable to the City of Rockville Manager. Polyethylene without any support is unacceptable.
 - 4. Cover and protect furniture, furnishings, and equipment that have not been removed.

3.4 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
 - 1. Proceed with selective demolition systematically, from higher to lower level.
 - 2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
 - 3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 - 4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.
 - 5. Maintain adequate ventilation when using cutting torches.

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6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
8. Dispose of demolished items and materials promptly.

B. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Protect items from damage during storage.
3. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

C. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Engineer, items may be removed to a suitable, protected storage location during selective demolition and reinstalled in their original locations after selective demolition operations are complete.

3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

A. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals using power-driven saw, then remove concrete between saw cuts.

1. Use wet saw method to reduce dust.

B. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, and then remove masonry between saw cuts.

C. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, then break up and remove.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain City of Rockville Manager's property, remove demolished materials from Project site and legally dispose of them in an EPA or MDE-approved landfill.

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1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.

B. Burning: Do not burn demolished materials.

3.7 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

PART 4 - MEASUREMENT AND PAYMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement will be made for work under this section.

4.2 BASIS OF PAYMENT

- A. These items will be paid for at the Contract Lump Sum Price bid.

END OF SPECIAL PROVISION 02 41 19