



Platte County R-3 School District

PCR3 Security – Summer 2019

Request for Proposal (RFP)

April 22, 2019

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Notice to Bidders

The Platte County R-3 School District wishes to obtain bids for Electronic Security Upgrades – Summer 2019.

The Platte County R-3 School District will receive sealed proposals from Bidders **until Monday, May 6, 2019, at 2 p.m.**, at which time, the bids received will be opened. The Platte County R-3 School District reserves the right to reject any or all bids and to waive informalities or irregularities in bids.

All bidders are mandated to visit the site, to observe existing conditions, prior to submitting a bid. Site visits must be coordinated with David Dixon, Technology Services Coordinator, (816) 858-1000, dixond@platteco.k12.mo.us

Each sealed bid shall contain Bid Proposal, e-Verify and Bidders Qualification; forms for each are attached to this RFP.

Bids shall be in sealed envelopes labeled:

**Platte County R-3 School District
PCR3 Security – Summer 2019
Mr. Jay Harris
Executive Director of Operations
Platte County R-3 School District
998 Platte Falls Road
Platte City, MO 64079**

Bids received after the time and date above specified shall be returned, unopened, to the Bidder.

Any questions related to this RFP or bid requirements, please contact:

Mr. Jay Harris
816.858.5420
harrisj@platteco.k12.mo.us

Instructions to Bidders

PROPOSALS: All proposals must be made on the forms provided herein. All proposals must be legibly written. No alterations in proposals or in the printed forms will be acceptable unless each alteration is signed by the Bidder. No alterations or physical changes shall be made by anyone, in any bid, after its submission by the Bidder.

SIGNATURE OF BIDDERS: Each Bidder shall sign a proposal, using the customary name under which the Bidder does business, utilizing the customary signatures of an authorized representative, and providing a full business address, including identity of any registered or local agent.

WITHDRAWAL OF BID: A Bidder may withdraw its proposal at any time prior to the expiration of the time and date during which proposals may be submitted, by written request submitted by the Bidder to the Platte County R-3 School District. A Bidder may correct any mistakes in its bid by submitting a written request to the Platte County R-3 School District, provided the written request is made and the bid is corrected and resubmitted prior to the expiration of the time and date during which proposals may be submitted.

BID PROPOSAL INSTRUCTIONS: A Bidder shall submit a completed Bid Proposal Form. Each project is identified on the Bid Proposal Form.

INSURANCE: Contractor shall provide certificates of insurance and renewals thereof on standard ACORD forms. This inclusion shall not make the Platte County R-3 School District a partner or joint venture with the Contractor in its operations hereunder. The School District shall be notified by receipt of written notice from the insurer at least thirty (30) days prior to material modification or cancellation of any policy listed in the certificate.

Contractor will provide the School District with proof of liability insurance in the minimum amount of \$1,000,000.00 listing Platte County R-3 Schools as additionally insured.

Contractors will also provide proof of Worker's Compensation insurance in the minimum amount of \$500,000.00 listing Platte County R-3 Schools as additionally insured.

EXCEPTIONS: The bidder shall furnish a statement on company letterhead giving a complete description of any exception to the terms, conditions, and specifications. Failure to furnish the statement will mean that the bidder agrees to meet all requirements of the Request for Proposal.

RESPONSIBILITY OF CONTRACTOR: The Contractor shall furnish all labor, transportation, tools, equipment, machinery, and all suitable appliances, requisite for execution of this agreement and shall be solely answerable for the same and for the safe, proper, and lawful construction, maintenance, and use thereof. Contractor shall be solely answerable for all damage to any Platte County R-3 School District property, to other contractors or other employees of the School District, to the neighboring premises, or to

any private or personal property, due to improper, illegal, or negligent conduct of itself or its subcontractors, employees, or agents in and about said work, or in the execution of the work covered by this agreement, or any extra work undertaken as herein provided.

Contractor shall not assign this agreement. The agreement will be terminated in the event the contractor sells the business. The School District reserves the right to continue with the new owner or select another contractor.

RELATIONS WITH OTHER CONTRACTORS: The Contractor shall cooperate with all other contractors who may be performing work on behalf of the School District, and workers who may be employed by the School District, on any work in the vicinity of the work to be done under this agreement, and the Contractor shall so conduct its operations as to interfere to the least possible extent with the work of such contractors or workers.

PROTECTION OF PUBLIC AND PRIVATE PROPERTY: The Contractor shall assume full responsibility for the protection of all public and private property, structures, sewers, and utilities, both above and below ground, along, beneath, above, across or near the site or sites of the work being performed under this agreement, or which are in any manner affected by the prosecution of the work or the transportation of men or materials in connection therewith.

COMPLIANCE WITH O.S.H.A. REGULATIONS: The Contractor shall comply with all regulations of the Occupational Safety and Health Administration (OSHA) and hold the School District and its representatives harmless from all actions resulting from the Contractor's failure to comply with said regulations, orders and citations.

VERBAL STATEMENTS NOT BINDING: It is understood and agreed that the written terms and provisions of this agreement shall supersede all prior verbal statements of any and every official and/or other representative of the School District, and such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any way whatsoever, the written agreement.

PAYMENTS: Payment shall be made to the Contractor upon completion of the work.

COMPLETION: The Platte County R-3 School District wishes to have this electronic security work done by Monday, August 2, 2019.

TERMINATION: Platte County R-3 School District reserves the right to terminate the agreement without notice for just cause which may include but not limited to some of the following: unauthorized staff of the contractor (sex offenders, convicted felons, etc.); weapons on school property; inappropriate behavior with students or staff; use of alcohol, tobacco or drugs on school property; use of unauthorized sub-contractors or 1099 employees; use of illegal alien employees; lapse of insurance coverage; failure to complete work as specified; poor quality of work; damage to school district property; etc.

SECTION 008100

PREVAILING WAGE DETERMINATION

PART 1 - GENERAL

- 1.1 This Project is contracted under the requirements of Missouri Prevailing Wage Law. This Section includes general information and forms for convenience. Detailed requirements, information, forms, and assistance may be obtained by contacting the following:
1. Missouri Department of Labor and Industrial Relations
Division of Labor Standards
Prevailing Wage Section
PO Box 449
Jefferson City, MO 65102-0449
Phone: 573-751-3403
Fax: 573-751-3721
Email: prevailingwage@labor.mo.gov
Website: www.labor.mo.gov/lis/prevailingwage
- B. Prevailing Hourly Rate of Wages: Not less than the prevailing hourly rate of wages, as set out in the wage order attached, must be paid to all workers performing work under this Contract.
1. Contractor shall forfeit a penalty to the contracting public body of \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under this Contract by the Contractor or by any Subcontractor.
 2. Submit certified copies of Contractor's and subcontractor's payrolls to contracting public body on a weekly basis.
- C. Safety Training Program: All on-site employees, including those of Contractor and subcontractors, are required to complete the ten-hour safety training program required under Section 292.675 RSMo, if they have not previously completed the program and have documentation of having done so.
1. Contractor shall forfeit a penalty to the contracting public body of \$2500 plus an additional \$100 for each employee, including those of subcontractors, for each calendar day, or portion thereof, such employee is employed without the required training.
- D. Construction Transient Employers: Every transient employer, as defined in section 285.230 RSMo, must post in a prominent and easily accessible place at the site, a clearly legible copy of the notices listed below. Any transient employer failing to comply with these requirements shall, under section 285.234 RSMo, be liable for a penalty of \$500 per day until notices are posted as required by the statute:
1. The notice of registration for employer withholding issued to such transient employer by the director of revenue.
 2. Proof of coverage for workers' compensation insurance or self-insurance signed by transient employer and verified by the Department of Revenue through records of the Division of Workers' Compensation.
 3. The notice of registration for unemployment insurance to such transient employer by the Division of Employment Security.
- E. Posting of Wage Rates: While work under this Contract is being performed, a legible list of all prevailing wage rates must remain posted in a prominent and easily accessible location at the site by the Contractor and each subcontractor on the project. Such notice shall remain posted during the full time that any worker is employed on the project.
- F. Project Notification - Contractor Information Notification: Before performing any Work, submit a completed PW-2 Form "Prevailing Wage Project Notification - Contractor Information Notification,"

available at www.labor.mo.gov/ls/prevailingwage under "Forms," to The Division of Labor Standards (DLS).

- G. Project Completion Notification – Affidavit of Compliance: Before final payment will be made, the Contractor shall file a fully executed affidavit, PW-4 Form "Affidavit – Compliance with the Prevailing Wage Law", available at www.labor.mo.gov/ls/prevailingwage under "Forms," to The Division of Labor Standards (DLS).
- H. Monthly Applications for Payment: Pursuant to prevailing wage laws, an Affidavit of Compliance (Form PW-4) must be filed with the District before payment will be approved. The District will withhold and retain any amounts due as a result of any violation of the prevailing wage law prior to making payment with any contractor. Include Affidavit of Compliance with each application for payment.

PART 2 - PRODUCTS (NOT APPLICABLE)

PART 3 - EXECUTION (NOT APPLICABLE)

END OF SECTION 008100

PROPOSAL FORM – EXHIBIT ‘A’

Bid to:

Platte County R-3 School District
Attn: Mr. Jay Harris
998 Platte Falls Rd
Platte City, MO 64079

Place of Bid Opening:

Platte County R-3 School District
998 Platte Falls Rd
Platte County, MO 64079

Bid for:

PCR3 Security – Summer 2019
Platte City, MO 64079

Date and Time for Receipt of Bids:

Monday, May 6, 2019 at 2:00 p.m. (Local Time)

We, the undersigned Bidder, hereby submit our Proposal on the General Contract for the **Platte County R-3 School District Security – Summer 2019**, which includes; all electrical work listed below.

Name of Bidder: _____

Address of Bidder: _____

Telephone Number: _____ Fax Number: _____

1. THE SITE AND THE DOCUMENTS

We have carefully examined the site and all conditions affecting the work.

We have carefully examined the following documents:

We the undersigned, having examined the Contract Documents listed below and the site of the proposed Work and being familiar with all conditions affecting the construction of the Project, here by propose and agree to provide and furnish all labor, material, equipment, supervision and other items necessary to perform and complete, in a workmanlike manner, all Work required by the contract Documents, at the prices stated below. Stated sums include fees, insurance, payroll taxes, and all other charges applicable to materials, appliances, labor and all charges that may be levied. This Bid excludes sales tax.

- (a) Prevailing Wage Determination
- (b) E-Verify
- (c) Technical Specifications
- (d) Drawings

In the following proposal, the amounts shall be shown in both words and figures. In case of discrepancy between the word and the figures, the words shall govern. Owner intends to award the Contract to a single Bidder.

2. THE AMOUNT OF THE BASE BID

We propose to furnish all materials and labor for the **PCR3 Security – Summer 2019 (Platte County Middle School and Siegrist Elementary)** called for by the above Documents for the Base Bid work for the total sum of:

_____ Dollars and Cents

(\$ _____).

3. THE AMOUNT OF THE ALTERNATE BID

We propose to furnish all materials and labor for the **PCR3 Security – Summer 2019 (Barry School and Pathfinder Elementary)** called for by the above Documents for the Alternate Bid work for the total sum of:

_____ Dollars and Cents
(\$ _____).

4. CHANGES IN THE WORK

Changes in the Work shall be as established in the Contract Documents. The following fees shall be used for Lump Sum pricing and actual cost pricing of additions and deletions to that work included in the Bid, namely:

	<u>Overhead & Profit Not to Exceed</u>
A. To Contractor for work performed by his/her own forces.	10%
B. To Contractor for work performed by other than his/her own forces.	5%
C. To Subcontractor for work performed by his/her own forces.	10%
D. To Subcontractor for work performed by other than his/her own forces.	5%

5. COMPLETION OF THE WORK

If we are notified of the acceptance of the Base Bid of this Proposal within thirty (30) days after the above date, we agree to execute a Contract for the above Work, for the above stated compensation and agree to guarantee the Substantial Completion and completion of all punch list work as listed hereinafter:

Substantial Completion Date: 8/2/2019

The Undersigned hereby agrees to commence work under the Contract within seven (7) days after the date of a "Notice to Proceed", unless otherwise stipulated in that notice.

6. PERFORMANCE BOND AND PAYMENT BOND

We, the undersigned, agree to furnish to the Owner a Performance Bond and Payment Bond in the amount of 100 percent of the Contract Sum. Form of the Bond shall be AIA Document A312 from the American Institute of Architects, as modified by Owner.

7. ACKNOWLEDGEMENT AND SEAL

We, the undersigned, acknowledge and agree that the Owner reserves the right to waive any informalities in any Bid and to reject any or all Bids.

The undersigned Bidder, on behalf of itself and all sub-bidders, releases the Owner, Architect, and other Bidders from any claim arising out of or relating to the acceptance, non-acceptance, or rejection of the undersigned's or any other Bidder's Bid, including without limitation, Bids of its sub-bidders on this Project.

NOTE: If the Contractor is a Corporation, Proposal must be signed by an authorized officer, showing his/her title.

Corporate Seal (Below)

Yours very truly,

FIRM

ADDRESS
TELEPHONE: _____
FAX: _____
BY: _____
TITLE: _____
STATE OF INCORPORATION: _____
FIN _____ or SSN _____

Notary Seal (Below)

Notary Public
Subscribed and sworn to before me within and for
STATE OF _____
COUNTY OF _____
On this _____ Day of _____, 20____
My Commission Expires: _____

END OF PROPOSAL FORM

STATE OF MISSOURI

COUNTY OF __PLATTE

AFFIDAVIT

Before me, the undersigned authority, personally appeared _____
_____, who, being by me duly sworn, deposed as follows:

My name is _____, I am of sound mind, capable of making this
affidavit, and personally acquainted with the facts herein stated:

1. I am an officer/agent of _____ (company name) _____ and
have the authority to make these affirmations.

2. _____ (company name) _____ has enrolled and participates in a federal work
authorization program with respect to the employees working in connection with _____
_____ (company name's) _____ contract with the Platte County School District. Such
participation is confirmed by the following documentation attached hereto: _____ (list
documentation provided by company) _____.

3. _____ (company name) _____ does not knowingly employ any person who is an
unauthorized alien in connection with the contracted services for the _____ School
District.

Affiant

In witness whereof I have hereunto subscribed by name and affixed my official seal this
_____ day of _____, 20_____.

(Seal)

Notary Public

My Commission Expires:

EXHIBIT 'C'

STATEMENT OF BIDDER'S QUALIFICATIONS

Each bidder for the work included in the specifications and bid documents shall submit with their bid the data requested in the following information. This data must be included in and made a part of each bid document and be contained in the sealed envelope. Failure to comply with this instruction may be regarded as justification for rejecting the contractor's bid.

Name of Bidder: _____

Business Address: _____

When Organized: _____

Date Incorporated: _____

Number of years engaged in conducting business under present firm name: _____

If you have operated business under a different name, please give name and location.

Have you ever failed to complete any work awarded to your company? If so, where and why?

Have you ever defaulted on a contract? If so, where and why?

List any school district, government entity or tax-based organizations you work for currently, or have worked for in the past three (3) years. Please include name of organization, point of contact and contact information.

Name, address and telephone number of at least three references who are familiar with the job performance of your company on similar size jobs:

Reference 1: _____

Reference 2: _____

Reference 3: _____

SECTION 00420
FORM OF AGREEMENT

PART 1 - GENERAL

1.1 FORM OF AGREEMENT

- A. The Agreement that will be executed by the successful Contractor and Owner consists of the following:
 - 1. AIA Document A107-2004 as amended by Owner
 - 2. The Additions and Deletions Reports for the above.
- B. The individual Documents that will comprise the Agreement between Owner and the Contractor are contained on the pages following this Specification Section.

1.2 LIEN WAIVERS

- A. Partial and Final Waiver and Release of Lien forms to be utilized by the Contractor and Contractor's subcontractors and suppliers are contained in the pages following this Specification Section.
- B. See Specification Section 01200 for Contractor's requirements related to transmission of Partial and Final Waiver and Release of Liens to Owner.

1.3 OTHER FORMS

- A. The Request for Information (RFI) to be utilized by the Contractor are contained in the pages following this Specification Section.
- B. See Specification Section 01200 for Contractor's requirements for the use of and transmission of RFIs.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 00420

SECTION 01200
CONTRACT SUPPLEMENTAL CONDITIONS

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Work Sequence, Schedule for Completion and Penalties.
- B. Contractor's Construction Schedule
- C. Substantial Completion.
- D. Final Completion.
- E. Application for Progress Payments.
- F. Application for Final Payment.
- G. Changes and Clarifications to the Work
- H. Contractors Administrative Responsibilities.
- I. Project Safety Requirements.
- J. Warranties.
- K. Demolition and Repairs.
- L. Temporary Utilities.
- M. Assignment of the Work.
- N. Manufacturer's Directions.
- O. Storage of Materials.
- P. Use of the Site.
- Q. Measurements.
- R. Occupancy.
- S. Construction by Others.
- T. Runways and Drop Cloths.
- U. Special Working Conditions.
- V. Documents at the Site.
- W. Record Documents.
- X. Project Manual.
- Y. Correction of the Work.
- Z. Hazardous Materials.

1.2 WORKING SEQUENCE, SCHEDULE FOR COMPLETION AND PENALTIES

- A. Contractor and all Subcontractors, and Suppliers shall furnish sufficient forces, construction tools and equipment, and shall work such hours as may be required to insure the execution of the Work in accordance with the Project Milestone Schedule, the Project phasing, the allowable working hours and the allowable disruptions to Owner's normal use of the facility stated in the Contract Documents. If in the opinion of Owner, the Contractor is not making sufficient progress towards meeting these requirements, the Contractor shall take such steps as may be necessary to improve the progress. Should the Owner deem it necessary to meet these requirements, Owner will require the Contractor to increase the level of staffing, the number of shifts, overtime work and additional days of work including holidays, Saturdays and Sundays, in addition to other measures as necessary all without additional payments to the Contractor.
- B. Owner has the authority to call a progress meeting at the job site at any time. The Contractor's Project Manager is required to attend all such meetings. It is the Owner's intent to hold regular meetings through the course of the Project. Scheduling of these meetings shall be established by Owner prior to the start of the Work.
- C. Substantial Completion shall be achieved per the schedule below. Refer to the Project Milestone Schedule included in these Specifications for additional Project schedule information.

	Substantial
<u>Start Date</u> _____	<u>Completion Date</u>
Per Owner	8/2/2019
Notice to Proceed	

- D. Penalties associated with failure to meet Substantial Completion date will be incurred starting with the calendar day following the Substantial Completion date listed above and accrue each calendar day until Substantial Completion is achieved. Substantial Completion is defined in these Specifications. Owner will assess the Contractor the penalty amounts listed by deducting the total penalty amount from any amounts due to the Contractor by Owner.
- E. If the Contractor incurs a delay due to factors beyond their, their Subcontractors, and their Suppliers control, the Contractor shall submit a claim to Owner, within three (3) weekdays after such occurrence, requesting additional time to achieve Substantial Completion. Failure to submit a claim within the required time will result in a rejection of the claim by Owner.
- F. If a Proposal Request for additional work will require the Contractor additional time to achieve Substantial Completion, the Contractor shall submit with the reply to the Proposal Request a claim for additional time to Owner. The Contractor shall include in the request for additional time sufficient information to demonstrate the cause and to what extent the change will delay obtaining Substantial Completion of the Contract.
- G. The determination that delays have occurred beyond the Contractor's control does not automatically mean an extension of time will be granted. The Contractor must substantiate the

delay by indicating suspended Work activities on the critical path of the Contractor's Construction Schedule.

- H. Determination of the date of achievement of Substantial Completion by the Contractor shall be solely the responsibility of Owner.

1.3 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Contractor shall, within 7 calendar days after receipt of notice to proceed, submit to Owner the Contractor's construction schedule for the Work. The Contractor's construction schedule shall:
 - 1. Demonstrate compliance with Project Milestone Schedule; Project phasing requirements; and Project allowable disruption to Owner's normal use of the facility.
 - 2. Include scheduled deliveries of Owner provided equipment and material.
 - 3. Include scheduled deliveries of Contractor provided equipment critical to the Project schedule.
 - 4. Include activities and schedule of Contractor's subcontractors.
 - 5. Be prepared, in sufficient detail, to allow review and approval by the Construction Manager.
- B. Contractor's construction schedule shall be periodically updated to reflect current conditions when directed by Owner and when Project schedule is altered as allowed by Owner.

1.4 SUBSTANTIAL COMPLETION

- A. Substantial Completion as used in the Contract Documents and body of these Specifications shall be defined as follows:
 - 1. All software fully installed and fully functional, including all security.
 - 2. All equipment installed and operational.
 - 3. All system and equipment insulation complete.

1.5 FINAL COMPLETION

- A. Final Completion as used in the Contract Documents and body of these Specifications shall be defined as follows:
 - 1. Substantial completion achieved.
 - 2. All required tagging, labeling complete and signs installed.
 - 3. All electrical directories complete.
 - 4. All construction materials and tools removed from the site and site turned over to Owner "broom clean".
 - 5. All punch list inspection items completed and approved by Owner.

6. All inspections and tests required by authorities having jurisdiction completed and approved and submitted to Owner.
7. All items required to be included with application for final payment delivered to Owner.
8. Record drawings delivered to Owner.
9. Owner training schedule established and agreed to by Owner.
10. Operation and Maintenance Manuals delivered to Owner.

1.6 APPLICATION FOR PROGRESS PAYMENTS

- A. At a time consistent with the requirements of this Section and the Form of Agreement between Owner and Contractor, or as mutually agreed to by the Contractor and Owner, Contractor shall submit a properly executed and notarized Application for Payment.
- B. The amount shown on the Application for Payment shall be established by the value of work completed as stipulated in the Form of Agreement between Owner and Contractor.
- C. The form of application for payment shall be the 1992 edition of AIA Document G702 "Application and Certificate for Payment" and the 1992 edition of AIA Document G703 "Continuation Sheet".
 1. Include with Application for Payment a completed Schedule of Values indicating percent of work completed for each item in the Schedule of Values.
 2. Schedule of Values shall provide a detailed breakdown of the Work. Breakdown shall include itemization of all major trades by major segments of the Work and large equipment and material quantities.
 - a. Submit Schedule of Values to Owner for approval a minimum of 14 days prior to submitting first Application for Payment. Revise schedule of values as directed by the Owner and resubmit.
 - b. Update schedule of values to reflect all approved changes in the Work.
 3. Materials and equipment shall not be included with Application for Payment until materials and equipment have been delivered to the site. Application for payment shall not include materials and equipment stored off-site.
- D. Owner will not process Contractors 1st application for payment until Contractor has provided Owner all required submittals and all required submittals have been approved by Owner.
- E. Contractors executed and notarized partial or final lien waivers using the forms included in Division 0 shall be submitted with all applications for payment.
- F. Partial or final lien waivers properly executed and notarized by each of the Contractors subcontractors and suppliers shall be submitted with each application for payment.
 1. Submit lien waivers for each of Contractors subcontractors and suppliers where total subcontracted amount is \$5,000 or greater.
- G. Contractor warrants that title to all work covered by an application for payment will pass to the Owner at the time of payment.

- H. Contractor warrants all work for which payment has been received from Owner shall, to the best of the Contractor's knowledge, be free and clear of any liens, claims, security interests or encumbrances.
- I. Payments by Owner to the Contractor do not constitute acceptance by Owner of any portion of the Work.

1.7 APPLICATION FOR FINAL PAYMENT

- A. Submit Final Application for Payment following the procedures specified for progress payments and per the following:
- B. Complete the following prior to submitting Application for Final Payment.
 - 1. All work defined as being required to be completed per these Specifications.
 - 2. Forward to Owner all written Warranties provided by the equipment and material manufacturers and suppliers.
 - 3. Forward to Owner copies of Record Drawings, and Operation and Maintenance Manuals.
 - 4. Deliver to location designated by Owner all extra stock and spare parts required by this Contract. Forward acknowledgement of receipt of same to Owner that includes Owner's signature.
 - 5. Prepare and deliver other documents identified in Section 01220 "Contract Closeout".
 - 6. Complete all other requirements to be completed prior to submitting Application for Final Payment identified elsewhere in the Contract Documents.
- C. Include the following with Application for Final Payment.
 - 1. Written confirmation, signed by Owner, of completion of Owner training or a written agreement detailing times and dates that the Owner training will be performed.

1.8 CLARIFICATIONS AND CHANGES TO THE WORK

- A. Request for Information (RFI)
 - 1. If during the performance of the Work clarification of the Contract Documents is required, Contractor shall request such clarification from Owner utilizing the Request for Information (RFI) form included in these Specifications. Owner shall provide written response to all RFIs and return to the Contractor for distribution to all Contractor's subcontractors.
 - 2. Owner responses to Contractor's RFI's are not authorization to proceed with any work which in the Contractor's opinion requires additional compensation or change to the Project Schedule. If additional compensation or time is required, the Contractor shall immediately submit a Change Order Request to Owner.
- B. Proposal Request (PR)
 - 1. Should the Owner contemplate making a change in the Work, Owner will issue a Proposal Request (PR) to the Contractor. If the changes described in the proposal request impact project cost and/or time, the Contractor shall prepare a proposal for submission to Owner. The Contractor's proposal shall include a detailed itemization of costs listing individual

material and equipment unit costs and quantities; labor hours and hourly rates for each trade and Contractor and subcontractor mark-ups. Itemization shall include both adds and deducts. The same level of detailed itemization of cost required of the Contractor shall be required of Contractor's subcontractors when subcontractors represents 20% or more of the total cost of the Proposal Request. Owner will review the cost documentation to determine if a Change Order will be issued. Contractor shall not proceed with additional work until authorization has been received in writing from Owner. No additional amount will be paid for preparation or submittal of proposals in this form or for re-submittal should the breakdown or other documentation be considered inadequate by the Owner.

2. The following maximum increases in cost (mark-up) shall be allowed in establishing the total cost of additions and deletions to the scope of the Project:

	Fee not to <u>Exceed</u>
a. To Contractor for work by Contractor's own forces.	<u>10%</u>
b. To Contractor for work performed by other than Contractor's own forces.	<u>5%</u>
c. To Subcontractor for work performed by Subcontractor's own forces.	<u>10%</u>
d. To Subcontractor for work performed by other than Subcontractor's own forces.	<u>5%</u>

3. The above percentages will not be allowed on insurance premiums, taxes or fees. The above percentages include and shall represent all the cost of compiling the general requirements, all supervision and all overhead and profit associated with changes in the scope of the Project.
4. Contractor's response to a Proposal Request shall clearly quantify any change in Contract time that will result if Contractor's response is accepted by Owner. Contractor shall furnish sufficient documentation for changes to the Contract Time to allow review by Owner.
5. Contractor shall provide individual itemized costs and effects on Contract time where a Proposal Request includes multiple changes to the work.

C. Change Order (CO)

1. If the Owner determines that a Proposal Request (PR) or Contractor's Change Order Request will be accepted, Owner will prepare a Change Order (CO) form which will describe the change or changes, will refer to the Owner's Proposal Request or Contractor's Change Order Request, and will be signed by Owner and Contractor. No work associated with any Change Order is authorized nor will payments be made without a fully executed written Change Order Form.
2. When authorized in writing and in advance by Owner, time and material accounting of a change in work may be used. The Contractor shall maintain an accurate account of labor and material involved in the change. Such time and material records shall be forwarded to Owner, on a daily or weekly basis, per the Owner's direction, for verification prior to Contractor including the change in the Application for Payment. Notify Owner when work on the change is to start and when it has been completed. To receive full recognition, labor assigned to the changes must, insofar as possible, work continuously on the change, rather than interchanging between contract work and the work associated with the change performed using time and material accounting.

D. Construction Change Directive (CCD)

1. A Construction Change Directive is a written order signed by Owner directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.
2. A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.
3. Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise Owner of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.
4. A Construction Change Directive signed by the Contractor indicates the agreement of the Contractor therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.
5. If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the method and the adjustment shall be determined by Owner on the basis of reasonable expenditures and costs of those performing the Work attributable to the change, including, in case of an increase in the contract sum, a reasonable allowance for overhead and profit. In such case the Contractor shall keep and present, in such form as Owner may prescribe, an itemized accounting together with appropriate supporting data.

1.9 CONTRACTORS ADMINISTRATIVE RESPONSIBILITIES

- A. Contractor shall utilize a full time, on-site Project Superintendent, under direct employment of the Contractor, to oversee and coordinate all aspects of the Work required by this Contract.

1. The Project Superintendent shall have full authority to make decisions for and to act on the behalf of the Contractor without requiring notice to or approval of any of the employees or agents of the Contractor.
 2. Contractor's Project Superintendent shall have a minimum five (5) years experience in the type of work required by this Contract.
 3. Project Superintendent shall be on-site at all times during which work is being performed by the Contractor or their Subcontractors.
 4. Project Superintendent shall be responsible for coordinating all work, schedules and utility interruptions with the Owner's representative.
 5. Project Superintendent shall serve as the primary point of contact between Owner and Contractor's Subcontractors, equipment Suppliers and the Owner's representative.
 6. Project Superintendent shall conduct all construction meetings required by these Specifications.
 7. Project Superintendent shall complete and submit to Owner a Daily Work Report using the form included in Division 0.
- B. Contractor shall be responsible for all scheduling of and coordination with all Subcontractors and material Suppliers, including those directly contracted with the Owner, to ensure timely sequencing of the Work, to minimize any disruption to utilities and to the Owner's normal use of the facility; and to ensure work is completed according to the Project Milestone Schedule.
 - C. Contractor shall coordinate all work involving Facility utility services and associated local utility companies, to ensure timely sequencing of the work and to minimize interruptions of normal utility service. All fees and costs assessed by the utilities shall be paid by the Contractor and shall be considered work required by the Contract.
 - D. Contractor shall be responsible for obtaining approval of all authorities having jurisdiction as described in these Specifications.
 - E. Contractor shall coordinate the start-up of all system, sub-systems and equipment. Contractor shall require and schedule the attendance of all Subcontractors performing work related to systems and equipment start-up. Contractor shall notify the Owner a minimum 72 hours in advance of all system and equipment start-up.

1.10 PROJECT SAFETY REQUIREMENTS

- A. All parties involved with this Project are and shall be committed to maintaining a safe worksite and integrating safety into all construction and construction related activities.
- B. It shall be the Contractor's responsibility to identify and comply with all applicable provisions of federal, state and municipal safety laws, regulations, and building codes as they apply to the Work required by this Contract. Contractor shall be responsible for the safety of the Contractor's employees, agents, suppliers and Subcontractors.
- C. Prior to beginning any on-site activities the Contractor shall develop a Project specific written Safety Program. The Safety Program shall:
 1. Identify the Contractor's standard safety policies, procedures and employee training.

2. Identify hazards specific to the Work required by this Project, such as crane use, open shafts, excavation, fall protection and confined spaces; and the procedures and policies that will be used to protect workers and the public.
 3. Identify hazards specific to the Work required by this Project that may pose risks to the Owner's employees, agents, and the public; and the procedures and policies that will be used to notify and protect the Owner's employees, agents, and the public.
 4. Establish schedule of weekly "toolbox" safety meetings and identify personnel that will conduct the meetings. Owner's personnel will also attend the weekly meetings.
 5. Identify the Contractor's employee that will be responsible for maintaining a safe worksite and enforcing Contractor's general and Project specific safety policies and procedures.
 6. Address other topics that may be requested by the Owner.
- D. Project Safety Program shall be submitted to the Owner prior to the Contractor beginning any on-site activities.
1. A sample job hazard analysis is included at the end of this Specification Section.
- E. Contractor shall provide, at Owner's request, a copy of the topics addressed during the weekly safety meeting and a list of the meeting attendees.
- F. The Owner may, at the Owner's sole discretion, require the Contractor to submit written incident reports to the Owner, using a format acceptable to the Owner. Reporting requirements may include any of the following:
1. Injury accidents.
 2. "Near Miss" incidents.
 3. Non-injury accidents involving damage to property, materials or equipment.
- G. Contractor shall periodically perform inspections of all areas of the Project site to verify safety policies and procedures are fully in place and to identify and remedy any unsafe conditions, construction methods or other hazards. Frequency of inspections shall be as needed to maintain a safe worksite.

1.11 WARRANTIES

A. Project Warranty:

1. The Contractor shall provide a one year warranty for all materials, equipment, and labor furnished by the Contractor under this Contract. Contractor's warranty shall include all materials, parts, labor and all other costs necessary to honor the warranty. Contractor warrants that the Work is free from defects in material and workmanship, complies with the Contract Documents and is 100 percent complete including all remedies to the Work identified by Owner.

B. Other Warranties:

1. Disclaimers and Limitations: Any of the Contractor's Equipment Manufacturers, Materials Supplier's or Subcontractor's disclaimers and limitations on product or installation

warranties not in compliance with specified Project Warranty do not relieve the Contractor from providing the specified Project Warranty.

C. Warranty Requirements:

1. Related Damages and Losses: When required to be corrected under the Project warranty, Contractor shall remove and replace construction that has been damaged as a result of such failure or must be removed and replaced to provide access for correction of warranted construction.

D. Commencement of Warranty Period:

1. Warranty period shall commence at time Final Completion is achieved as defined in these Specifications and as determined by Owner.
2. Owner shall issue in writing to Contractor warranty start and end dates.

1.12 DEMOLITION AND REPAIRS

- A. All equipment and material removed during the performance of the Work shall be presented to the Owner. Equipment and material accepted by the Owner shall be delivered to a location on the site designated by the Owner. All equipment and material not accepted by the Owner shall be deemed property of the Contractor, shall be promptly removed from the site, and shall be legally disposed of by the Contractor.
- B. Contractor shall be responsible for removal and reinstallation of all existing building structure, fixtures, finishes, and other building components (i.e., ceiling, walls, light fixtures, roofing, windows and doors, etc.) required to perform the Work.
- C. Contractor shall repair all building structure, improvements, permanent and moveable fixtures and finishes including paving and landscaping damaged as a result of Work performed under this Contract using skilled tradesmen and materials matching existing structure, improvements, fixtures and finishes. All repairs shall be completed to the satisfaction of the Owner.

1.13 TEMPORARY UTILITIES

- A. Temporary Electric Power: Electric power for equipment and power tools may run from Owner's existing service. Contractor to provide all materials and labor necessary to connect to existing service. Location of connection to existing service is to be at Owner's convenience and direction.
- B. Temporary Water: Water will be provided by Owner from Owner's existing service. Location of connection is to be at Owner's convenience and direction.
- C. Sanitary Agreements: Owner will allow workmen to use only those toilets, sinks and drinking fountains in the existing Facility designated by the Owner.

1.14 ASSIGNMENT OF THE WORK

- A. The division of the body of the Specifications into various sections or headings and the assignment of the Work to individual drawings and the use of drawing numbers and titles has been arranged for clarity in the delineation of the various parts of the whole work. It is not the

intent of each Specification Section, each Drawing nor each drawing number or title to develop any secondary responsibilities for the satisfactory completion of the Work; nor is the assignment by Owner of any parts of the Work to any specific trade or craft to be inferred from the Specifications or the Drawings. Contractor is fully responsible for providing all work required by this Contract.

1.15 MANUFACTURER'S DIRECTIONS

- A. All Manufacturer's materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as recommended by the Manufacturer unless otherwise specifically directed by Owner or specified herein.

1.16 STORAGE OF MATERIALS

- A. All materials delivered to the job shall be stored so as to keep them in first class condition and free from deterioration. Equipment and material shall be stored as recommended by the manufacturer. Steel shall be stored on racks at least 6 inches from the ground, and shall be protected from the weather. In general, material deliveries shall be coordinated with the progression of work to avoid prolonged storage of materials or equipment at job site. On-site storage of equipment, materials and tools shall be only in locations and for durations identified by the Owner.

1.17 USE OF THE SITE

- A. Rubble, trash, demolished or removed materials and equipment shall not be stored on the site or left unattended and shall be disposed of daily in a manner approved by the Owner.
- B. Contractor's and subcontractor's employees shall park personal and company vehicles only in the locations designated by the Owner.

1.18 MEASUREMENTS

- A. Before ordering any materials or equipment or doing any work, the Contractor shall verify all measurements at the site and shall be responsible for the correctness of same. No extra charge shall be allowed on account of the differences between actual measurements and those indicated on the Drawings.

1.19 OCCUPANCY

- A. All areas of building shall remain occupied by the Owner during the performance of the Work except those specific areas where work is actually being performed as identified by the Contract Documents. Contractor shall notify Owner 7 days in advance of need to interrupt Owner's normal occupancy and use of areas involved in this Contract, or any other areas within the Facility, and shall perform the work in such a manner to minimize all such interruptions.
- B. Occupancy or use of a portion or portions of the Work by the Owner shall not constitute acceptance of Work not complying with the Contract Documents.

1.20 CONSTRUCTION BY OTHERS

- A. Owner reserves the right to perform construction and construction related work at the site with their own forces and with other contractors.
- B. Contractor shall fully cooperate with the Owner so that neither the Contractor's work nor work performed by the Owner is adversely affected. Cooperation shall include coordination, exchange of information, attending meetings and efforts as necessary by both the Contractor and the Owner's employees and contractors.
- C. Contractor shall not restrict the Owner and their Subcontractor's access to or use of the site, nor inhibit in any way their ability to meet their contractual obligations.

1.21 RUNWAYS AND DROP CLOTHS

- A. Whenever Contractor's performance of the Work requires them to work in proximity to or in direct contact with any finishes, furnishing or furniture, Contractor shall protect such finished work using the best possible practices.

1.22 SPECIAL WORKING CONDITIONS

- A. The Contractor will recognize the presence of employees, visitors and other members of the public at the site and shall employ adequate precautions to protect the employees, visitors and the public from all hazards associated with the Work and to protect the Work from damage. "Spotters" shall be utilized when equipment is being installed or removed.
- B. Contractor's materials, tools, equipment and construction apparatus shall not be left unlocked or unprotected. Contractor's workmen shall be instructed to keep small tools in their personal possession or observation at all times. Neither the Owner nor the Construction Manager assume responsibility for the Contractor's materials, tools, equipment or construction apparatus used or stored at the site.
- C. The Owner's building engineering staff and administrators shall be consulted as to any hazards particular to this site, this facility and the Work. Contractor shall comply with all directions given by the Owner and the Owner's designated representatives.
- D. No firearms or other weapons, explosives, intoxicating beverages or narcotics shall be carried on, or used on the Owner's property. Contractors and all Subcontractors shall adhere to Owner's tobacco use policy.
- E. There shall be no fraternization with visitors or employees on the job.
- F. Contractor shall recognize the fact that most employees of the Owner are non-union personnel and that such fact shall not be considered as excuse for delay in the Work. Contractor, its agent, Subcontractors, employees and Suppliers shall not interfere in any manner with the labor relations between Owner and its employees. In no case will any responsibility of the Contractor to employ union labor be extended to Owner, nor will the work performed by Owner's employees, whether union or non-union, be interfered with by Contractor, its employees, Subcontractors, agents or suppliers.

- G. The Contractor shall be responsible for informing all of their personnel and employees, Subcontractors, Suppliers and related employees of the "Special Working Conditions".

1.23 DOCUMENT AT THE SITE

- A. Contractor shall maintain at the site one record set of the Drawings, Specifications, Addenda, Change Orders, RFIs, and all approved submittals. Contractor shall continuously update and mark these documents to reflect actual installed condition and locations (both horizontally and vertically) and all approved changes issued by Owner.
- B. These documents maintained at the site shall become the basis of the Contractor's preparation of the Project Record Drawings and Project Manual.

1.24 RECORD DOCUMENTS

- A. Prepare "as-built" record documents for all mechanical, fire protection, medical gas, plumbing and electrical systems. Record drawings shall be provided using AutoCAD (most current version). Provide both hard copies and electronic copies on CDROM's as part of record Drawings. Record Drawings shall be updated shop drawings or Drawings issued for Bid and shall include:
 - 1. Record Drawings shall represent actual installed condition of all work.
 - 2. Ductwork mains and branches, type, size, location, and elevation for both exterior and interior; locations of fire, smoke, combination fire/smoke, balancing, backdraft and other types of dampers or louvers, and other control devices; filters; grilles and diffusers with airflow rates and devices requiring periodic maintenance or repair, turning vanes, access doors, air terminal units and all other devices located in or connected to ductwork systems.
 - 3. Mains and branches of all piping systems, type, size, locations and elevation with valves and control devices located and numbered to match valve schedule, with items requiring maintenance located (i.e., traps, strainers, expansion compensators, mixing valves, etc.). Indicate actual inverts and locations of all underground piping.
 - 4. Equipment locations (exposed and concealed), dimensioned from prominent building lines.
 - 5. Approved substitutions, Contract Modifications, and actual equipment and materials installed.
- B. Owner will provide Contractor with AutoCAD Drawing files for use by the Contractor in maintaining, preparing and submitting final Record Drawings.

1.25 PROJECT MANUAL

- A. Assemble and submit at completion of the Project, a Project manual that includes at a minimum all of the following:
 - 1. All RFI's with Owner's responses.
 - 2. Copies of all approved submittals, including all shop Drawings.
 - 3. Copies of all test reports.

4. Copies of all reports by inspectors representing authorities having jurisdiction. Include initial and final reports and any Contractor responses to same.
5. Copies of all system, equipment, etc. start-up reports.
6. Other information that may be useful or required by Owner necessary to document the work performed under this contract.

1.26 CORRECTION OF THE WORK

- A. Contractor shall correct any Work rejected by Owner for failure to comply with the Contract Documents, whether discovered before or after the Work has been covered by subsequent Work, whether or not inspected by Owner and whether or not the Work has been determined to be substantially or finally complete.
- B. Contractor shall bear the full cost of correcting the Work to bring the Work into compliance with the Contract Documents. Cost of correction shall include all costs associated with:
 1. Uncovering and recovering the Work.
 2. Recovering and replacing the non conforming Work
 3. Any re-inspections, acceptances, certifications and approvals required by authorities having jurisdiction and by the Contract Documents.
 4. Revisions to Record Documents.

1.27 HAZARDOUS MATERIALS

- A. Contractor shall comply with the Contract Documents and all laws, standards and handling criteria regarding hazardous materials, substances and wastes, including asbestos, lead-based paints, petroleum products, mold, radon and polychlorinated biphenyl (PCB) in performing the Work. No hazardous materials shall be brought onto the Project site or otherwise incorporated into the Work by any of the Contractor parties. In the event hazardous materials are encountered that are not addressed in the Contract Documents, Contractor shall immediately (1) stop Work in the affected area, (2) report the condition to the Owner both verbally and in writing and (3) take all reasonable precautions to prevent or contain the movement, spread or disturbance of the suspected hazardous materials and to protect all persons and property. Once the Owner has investigated and, if necessary, properly remediated, abated or contained the suspected hazardous material, Work in the affected area shall resume. Provided the Contractor fulfills its obligations herein, The Contract Time shall be extended appropriately by Change Order.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01200

SECTION 01220
CONTRACT CLOSEOUT

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes requirements for Contract closeout and related matters.
- B. All documents described in this Section of the Specifications shall be submitted to the Owner prior to Owner making final payment to Contractor.

1.2 CLEAN UP

- A. At the completion of work, remove all temporary facilities, unused materials, tools, equipment, trash and debris from the site. Leave the site clean, neat and ready for full and normal use by the Owner.

1.3 OPERATION AND MAINTENANCE MANUALS

- A. Submit Operation and Maintenance Manuals to Owner for approval. Organize operating and maintenance data into suitable sets of manageable size. Bind and properly index data in individual heavy-duty, 3-ring, vinyl covered binders, with pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder. Include the following types of information:
 - 1. Emergency instructions.
 - 2. Spare parts list.
 - 3. Copies of warranties.
 - 4. Control and wiring diagrams.
 - 5. Recommended "turn around" cycles.
 - 6. Inspection and Maintenance procedures.
 - 7. Shop Drawings and Product Data.
 - 8. One copy of all submittals and "As Built" Drawings.

1.4 FINAL INSPECTION REPORT

- A. Submit to Owner a report detailing actions taken by Contractor as a result of Owner's final project inspection. Contractors report shall detail action taken for each individual item included in Owner's final inspection report. Include a copy of Owner's inspection report with Owners signature verifying completion of remedial actions with Contractor's submission.

1.5 OTHER DOCUMENTS

- A. See Section 01200 for other documents to be submitted with Application for Final Payment. Documents identified in Section 01200 include:
1. Record Drawings.
 2. Project Manual.
 3. Lien Waivers.
 4. Owner Training Verification.
 5. Extra Stock and Spare Parts.
 6. Project and Other Warranties.

END OF SECTION 01220

SECTION 01330
PERMITS, REGULATIONS AND TAXES

PART 1 - GENERAL

1.1 CONTRACTORS RESPONSIBILITIES

- A. The Contractor shall be responsible for obtaining and paying for any and all permits, licenses, plan reviews, inspections, etc, including building permits, required by all authorities having jurisdiction over the Work required by this Contract.
- B. Contractor shall arrange and pay for any and all inspections required by non-governing authorities having jurisdiction over the Work, including any utility companies, as required by the Work.
- C. Owner is a not for profit entity and such is not subject to sales and similar taxes. Contractor shall not be required to make such tax payments for this project. Successful bidder will be provided with proof of Owners tax exempt status prior to award of the Contract.
- D. All work shall be in full compliance with the building codes, ordinances and regulations adopted by all governing bodies having jurisdiction over the Work required by this Contract.
 - 1. The Contractor shall promptly notify Owner if the Contractor observes that any portions of the Contract Documents are at variance with the codes, ordinances and regulations governing the Work. Owner shall take such actions necessary to bring the Work into compliance.
- E. Contractor shall, after obtaining approval of submittals from Owner, forward any and all required information to any authority having jurisdiction, including but not limited to local and State Fire Marshals, as required to obtain approval of same.
- F. The Contractor and all Subcontractors performing work under this Contract shall fully comply with the provisions of the Federal Occupational Safety and Health Act and the rules and regulations promulgated pursuant to this Act.
- G. Contractor shall comply with or warrant:
 - 1. Contractor represents and warrants that neither it nor any of the other Contractor Parties will employ or use any individual to perform Work who is not legally authorized to work in the United States in the capacity required to perform such Work. Contractor further certifies that all employees and other individuals performing Work are legally authorized to work in the United States in the capacity required to perform the Work and will provide upon request written documentation to support such certification. Contractor shall indemnify, hold harmless and, if the Owner elects, defend Owner from and against all claims, damages, losses and expenses arising out of any alleged failure of Contractor to comply with its warranties, representations, and certifications under this paragraph.

2. Contractor shall maintain, preserve and make available to Owner for at least six years after final payment, records of all costs incurred by Contractor arising out of or relating to the Work, including invoices, vouchers, checks, receipts, time sheets, accounts, cost reports, contracts, inspections, tests, lien waivers and releases. Upon reasonable notice, Owner shall have the right to audit all of the Contractor's books and records with respect to the Project.

PART 2 - SUBCONTRACT AGREEMENTS

- A. Contractor agrees to include all the provisions contained in Specification Section 01330 in each of its agreements with all subcontractors for work or services to be performed for the Project.

PART 3 - PRODUCTS

(NOT USED)

PART 4 - EXECUTION

(NOT USED)

END OF SECTION 01330

SECTION 01340
TESTS AND INSPECTIONS

PART 1 - GENERAL

1.1 CONTRACTOR'S RESPONSIBILITIES

- A. Contractor shall arrange for and pay for all tests, inspections and approvals, associated with the Work, required by the Contract Documents, by laws, or by any authorities having jurisdiction over the Work.
- B. All required tests and inspections shall be scheduled and obtained by the Contractor matching the sequence of the Work to ensure Work is completed per the Project Milestone Schedule.
- C. Contractor shall forward to Owner all certificates or notices of all tests and inspections, including the results of tests and inspections, issued by the entities performing the tests and inspections. Where such entities do not issue certificates and/or results of tests and inspections, Contractor shall provide a written report to Owner detailing:
 - 1. Date and time of test or inspection.
 - 2. System or equipment tested or inspected.
 - 3. Entity performing test or inspection, including contact name and contact information.
 - 4. Results of test or inspection.
 - 5. Any remedial actions identified by the entity performing the test or inspection.
- D. Contractor shall perform all remedial actions identified by the entity performing the test and/or inspection; and shall perform any other work required to obtain the approval of the entity performing the test and/or inspection. No additional payments shall be made to the Contractor, nor shall any extensions to the Project Milestone Schedule be granted where required remedial actions are Work required by the Contract Documents.

PART 2 - PRODUCTS

(NOT USED)

PART 3 - PART 3 – EXECUTION

(NOT USED)

END OF SECTION 01340

SECTION 01420

SUBMITTALS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes administrative and procedural requirements for submittals required for performance of Work.
 - 1. See individual specification sections for submittal requirement specific to each product, material, equipment or service required by the Work.
 - 2. Contractor shall, prior to forwarding a submittal, review each submittal to ensure the information required to be included in the submittal (as identified in each specific section) is in fact included.
 - 3. Submittals that do not include all required information (as identified in each specification section) will be returned to the Contractor without review.

1.2 SUBMITTAL PROCEDURES

- A. Engineer will provide Contractor with a project submittal log identifying all submittals required to be furnished by the Contractor to Engineer and Owner.
 - 1. Engineer will maintain Project Submittal Log to reflect current status of all submittals required to be furnished by the Contractor. Contractor may request a copy of the Project Submittal Log at any time during the project.
- B. All submittals shall be forwarded to the Engineer electronically using read only PDF files. Large submittals shall utilize multiple PDF files with each individual PDF file being clearly named (describing contents of file) and limited to a maximum file size of 8 MB.
 - 1. Each submittal shall include an Owner transmittal cover sheet. Owner will provide Contractor with a master transmittal cover sheet.
 - 2. Submittals shall be emailed to: Ciarra.king@hendersonengineers.com
 - 3. Email Subject Line: PCR3 Security – Summer 2019
- C. Processing: Allow sufficient review time so that the Project will not be delayed as a result of the time required to process submittals, including time for required re-submittals.
 - 1. Allow 7 calendar days for Engineer's MEP submittal review. Allow additional time if processing must be delayed to permit coordination with subsequent and related submittals.
 - 2. No extension of Contract Time will be authorized due to Contractor's failure to transmit submittals to Engineer sufficiently in advance of the Contractor's need for approved submittals based on the Contractor's Project Schedule.

- D. Clearly mark each submittal to show applicable choices, options and accessories provided. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the information applicable to the product or material supplied. Submittals not marked to show applicable choices will be returned for revision. Include the following information with each submittal where applicable. See each Section of these Specifications for additional information to be included with each submittal.
 - 1. Manufacturer's printed installation and application recommendations.
 - 2. Compliance with specified trade association's standards.
 - 3. Compliance with specified testing agencies, Codes and Standards requirements.
- E. Contractors Review: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents prior to forwarding to Owner. Note any corrections and required field dimensions on body of submittal.
- F. Approval Stamp: Stamp each submittal with a Contractor's approval stamp. Include Project name and location, submittal number, Specification Section number and title, name of reviewer, date of Contractor's approval and statement certifying that submittal has been reviewed, checked and approved by the Contractor for compliance with the Contract Documents.
- G. Organize and forward submittals to Engineer by individual Specification Section. Provide a minimum of one submittal per Specification Section.

1.3 ENGINEER'S ACTION

- A. Engineer will review each submittal, will revise submittal as required to comply with the Contract Documents and will mark with Action Stamp.
- B. Engineer will return reviewed submittal electronically using the same file format as used by Contractor.
- C. Action Stamp: Each submittal will be stamped with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, as follows, to indicate the action taken:
 - 1. "1" – Approved: When submittal is marked "Approved" that part of the Work covered by the submittal process may proceed.
 - 2. "2" – Approved as Corrected: When submittal is marked "Approved as Corrected", that part of the Work covered by the submittal may proceed provided all submittal review notes are fully complied with, without exception.
 - 3. "3" – Revise and Resubmit: When submittal is marked "Revise and Resubmit", do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery or any other activity. Prepare a NEW submittal in accordance with all submittal review notes and specified requirements; resubmit without delay.
 - 4. "4" – Rejected: Where submittal is marked "Rejected", submittal has been rejected without review for compliance with specifications. Do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery or any other activity. Prepare a NEW submittal showing full compliance with the specified requirements; resubmit without delay. Contractor shall perform no portion of the Work that requires the Contractor to obtain approved submittals until such approval has been obtained from Owner.

5. "5" – Not Reviewed: Where submittal is marked "Not Reviewed". Submittal will be returned with an explanation as to why the submittal was not reviewed.
6. "6" – For Information Only: Where submittal is primarily for information or record purposes, special processing or other activity, the submittal will be returned, marked "For Information Only". Resubmittal is not required.
7. "7" – See Attached Review by Others: Submittal was reviewed by an Owner retained consultant. Follow the submittal actions directed by the consultant.

D. Review of submittals shall be for compliance with Drawings, schedules, Specifications and design intent. Approval of a submittal or any portion of a submittal shall not be interpreted as approval of the following information included in the submittal:

1. Quantities (i.e. number, lengths, volumes, square feet, weights, etc.)
2. Dimensional compatibility with installed locations.
3. Methods of factory and/or field assembly.
4. Transport, storage, rigging, installation, start-up and testing methods.
5. Warranties in conflict with specified warranties.
6. Payment terms in conflict with specified terms.

E. Contractor's first Pay Application will not be processed until all required submittals have been received and approved by Engineer and Owner.

1.4 SUBMITTALS TO AUTHORITIES HAVING JURISDICTION

- A. Contractor shall be responsible for preparing and submitting calculations, shop drawings, product data and all other required documents to all authorities whose approval must be obtained to perform and accept the Work.
- B. Format and number of copies shall be as required by reviewing authorities. Engine shall be provided with one copy of all such submissions concurrent with submission to reviewing authority.
- C. Contractor shall provide the Engineer one copy of all approved submissions (with proof of reviewing authority's approval). Contractor shall provide the Owner with one copy of all field inspection and field test reports issued by the reviewing authorities.
- D. Documents required by paragraphs A, B and C above shall be included in the Project Manual detailed in Section 01200.

PART 2 - PRODUCTS

(NOT USED)

PART 3 - EXECUTION

(NOT USED)

END OF SECTION 01420

SECTION 01530

WORKING HOURS, UTILITY INTERRUPTIONS AND PROJECT PHASING

PART 1 - GENERAL

1.1 BASIS OF BID

- A. Contractor shall prepare the bid and execute the Work based on conducting all work to be performed at the site only during the allowable working hours specified in this Specification Section and detailed elsewhere in the Contract Documents.
- B. Contractor shall prepare the bid and execute the Work requiring utility interruptions per the requirement of this Specification Section and detailed elsewhere in the Contract Documents.
- C. Contractor shall prepare the bid and execute the Work utilizing the Project Phasing requirements of this Specification Section and detailed elsewhere in the Contract Documents.

1.2 ALLOWABLE WORKING HOURS

- A. Allowable Working Hours: Allowable working hours shall be defined as those hours during which Contractors, material Suppliers, technicians, and startup personnel may have access to various interior and exterior areas at the site for the purpose of performing all work required by this Contract.
- B. Normal Business Hours: 6:30am to 4:30pm; Monday through Friday. Not all work required to complete the Project can be performed during normal business hours. Work required to be performed outside normal business hours is identified later in this Specification Section.
- C. Application: All work performed at the site, both within the Facility and exterior to the Facility, by the Contractor, by all Contractor's Subcontractors and by all other Contractor's Partners shall be performed only during the specified allowable working hours.
- D. Verification of allowable working hours shall be the responsibility of the Contractor prior to the start of any work required by this Contract. Verification shall include the following:
 1. Contractor shall meet with Owner's representative to detail the type of work to be performed in each area where work will be performed within and exterior to the facility.
 2. Contractor shall obtain, from Owner's representative, Owner's normal occupancy and utilization schedules for all areas within the Facility that will be affected by work required by this contract.
 3. Contractor shall then establish allowable working hours, for each type of work in each individual area in which work is to be performed. All allowable working hours shall be approved by Owner.
 4. Contractor shall prepare a written description of allowable working hours for each type of work in each individual area in which work is to be performed. Written description shall be distributed to all Subcontractors, all other Contractor's Parties, to the Owner.

- E. In general, Owner will allow the Contractor to perform work in the following areas during normal business hours, if work performed by the Contractor does not adversely affect in any manner Owner's normal use of the Facility, nor create objectionable noise, dust or other disturbances.
 - 1. Mechanical and electrical rooms.
 - 2. Exterior to the Facility excluding work associated with exterior equipment such as rooftop air handlers, cooling towers, utility services, roadways, parking lots, etc.
 - 3. Other areas specifically as identified by the Owner.
- F. Owner reserves the right to require Contractor to immediately cease any work in any location should said work produce noise, dust, fumes or in any other manner interfere with Owner's normal or required use of the Facility; or creates any unacceptable interruption in the normal operation of any mechanical, electrical, plumbing or fire protection and alarm systems or other required systems.
- G. Owner reserves the right to require Contractor to cease work in any area Owner requires access to on an emergency basis.
- H. Contractor shall maintain contingency work plans should Owner be required to alter allowable working hours on short notice or require Contractor to cease work as previously described. Contractor contingency plan shall allow efficient use of their personnel in other areas or perform other portions of the Work when Owner exercises the right to deny Contractor access to specific areas. Additional payment to the Contractor will not be allowed as a result of Owner's denial of access to areas within the Facility.
- I. Contractor's and Subcontractor's personnel may, at the Owners discretion, be allowed access to the area within the Facility during times other than during specified allowable working hours to perform the following:
 - 1. Taking of measurement, inventory, etc., as required to order product and materials and to shop fabricate items for field installation.
 - 2. Making general observations related to scheduling of work and product and material deliveries.
 - 3. Receiving products and materials that cannot be delivered during allowable working hours.
 - 4. Owner will require Contractors to immediately cease work associated with items 1, 2 and 3 above should said work produce noise, dust, fumes or interfere in any way with Owner's normal and required use of the Facility.
 - 5. All work listed for items 1 through 4 above shall be scheduled in advance with the Owner.
- J. Delivery of material and products shall be scheduled to occur during normal business hours. Where deliveries cannot occur during allowable working hours, Contractor shall coordinate delivery times and location with Owner, a minimum of 72 hours in advance of delivery. Owner shall identify allowable areas of on-site temporary storage and allowable maximum storage period. Materials and products shall be set in final installed location only during allowable working hours.

1.3 UTILITY INTERRUPTIONS

- A. Definition: Utility interruptions shall be defined as any disruption to the normal operation of the following MEP systems caused by the Contractor in order to perform the work required by this contract.
1. HVAC Systems:
 - a. Heating
 - b. Cooling
 - c. Airflow
 - d. Exhaust
 - e. Temperature control systems
 2. Plumbing Systems:
 - a. Domestic cold and hot water
 - b. Sanitary drainage
 - c. Storm drainage
 - d. Fire protection
 - e. Natural gas
 3. Electrical Systems:
 - a. Normal and emergency power
 - b. Lighting
 - c. Phone/data/communications
 - d. Local and facility P/A
 - e. Security
 - f. Cable and satellite television
 - g. Fire detection
 - h. Fire annunciation
- B. All disruptions of utility services shall be performed only during hours specified later in this Specification Section or where not specified only during hours identified by the Owner. Contractor shall establish allowable time periods for utility interruptions using methods similar to that described for establishing allowable working hours (Section 1.2).
- C. All interruptions shall be as short in duration as possible. Any service interrupted shall be restored to full operation as soon as practical and at a minimum shall be restored to full operation a minimum of 2 hours prior to Owner occupancy or normal use of space or system affected by interruption.
- D. All interruptions shall be scheduled with Owner a minimum of 7 days in advance of interruption.

- E. Contractor shall schedule the work in such a manner as to minimize the number of utility interruptions required to perform the Work.

1.4 SPECIAL WORKING HOURS

- A. No Work in project scope is identified as requiring special working hours.

1.5 DRAWINGS AND SPECIFICATIONS

- A. Additional requirements for project phasing, allowable working hours and utility interruptions may be identified in other Sections of these Specifications and on the Drawings.

END OF SECTION 01530

SECTION 01600
CUTTING AND PATCHING

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.

1.2 DEFINITIONS

- A. Cutting: Removal of existing construction necessary to permit installation or performance of the Work.
- B. Patching: Restoration and repair work required to restore surfaces to original conditions after installation of the Work.

1.3 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational and Miscellaneous Elements: Do not cut and patch 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.
- C. Visual Requirements: Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- D. Rated Construction: Cut and patch existing elements that are fire and/or smoke rated using methods and materials that maintain the existing rating and that are approved by authorities having jurisdiction.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Existing Materials: Use materials identical to existing materials. For exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
 - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of existing materials and that are approved in advance by the Owner.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
 - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with existing finishes.
 - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect existing 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.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
- D. Existing Services: Where existing services are required to be removed, relocated or abandoned, bypass such services before cutting to minimize interruption of services to occupied areas using methods approved by the Owner.

3.3 PERFORMANCE

- A. 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 existing 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. Noise and Dust Generating Operations: Coordinate noise and dust generating operations with the Owner and Owners Facility Specific Procedures (01510) to minimize disturbance to normal operations. Noise and dust generating operations may be required to be conducted at other than normal working hours.
- C. Cutting: Cut existing 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, and 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 as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Existing Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Proceed with patching after construction operations requiring cutting are complete.

- D. 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 possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.
1. Inspection: Where feasible or required, test and inspect patched areas after completion to demonstrate integrity of installation.
 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in new space. Provide an even surface of uniform finish, color, texture and appearance. Remove existing 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, apply primer and intermediate paint coats over patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 - b. Perform work to maintain existing fire and smoke ratings.
 4. Ceilings: Patch, repair or re-hang existing ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weather tight condition.
 6. Rated Construction: Where cutting and patching rated construction fully restore fire and/or smoke rating of existing construction using only materials and methods acceptable to authorities having jurisdiction. Obtain and pay for any required inspections after completion of restoration.

END OF SECTION 01600

CONTRACTOR'S AFFIDAVIT AND FINAL WAIVER AND RELEASE OF LIEN

- A. OWNER: Platte County R-III School District
- B. CONTRACTOR: _____
- C. PAYER: Platte County R-III School District
- D. PROJECT: PCR3 Security – Summer 2019
- E. ADDRESS: _____

- F. APPLICATION FOR PAYMENT NUMBER: _____
- G. AMOUNT OF FINAL PAYMENT: _____

For and in consideration of the payments made by Owner to the Contractor or to any subcontractor, materialman or supplier of the Contractor, for labor and employed in and/or materials furnished for the construction of the above referenced Project, the Contractor hereby certifies as follows:

1. Upon receipt of the sum specified in Item G. above, the Contractor certifies that it has received payment in full for all sums due and payable under the contract described herein, as amended by all change orders and other amendments, if any (collectively, the "Contract"), and all sums due for all materials furnished to and/or for all Work performed and labor and services furnished in the construction of the Project, and the Contractor hereby affirms that there will be no outstanding claims against the Contractor and/or its sureties in connection with this Project.
2. Contingent upon receipt of the sum specified in item G., the Contractor does hereby waive, release and quit claim in favor of the Owner of the Project, each and every party acquiring title to and/or making a loan on the Project, and the title company or companies examining and/or insuring title to the Project and any and all of their successors and assignees, all rights of the Contractor to assert any lien upon the land and improvements comprising the Project, by virtue of any law in the jurisdiction in which the land and improvements are situate or any amendment of said law, regarding the rights of a contractor, subcontractor, laborer, supplier, or materialman to assert a lien or claim against the Project.
3. Contingent upon receipt of the sum specified in Item G., the Contractor does hereby forever release, waive, and discharge the Project and the Owner of the Project, from any and all causes of action, suits, debts, accounts, damages, liens, encumbrances, judgments, claims, and demands whatsoever, in law or equity which the Contractor and/or its successors and/or assignees ever had, now have, or ever will have against the Owner of the Project, by reason of the Contract and/or the performance of Work and/or the furnishing of labor, services and materials relating to the construction of the Project; and the Contractor hereby agrees to indemnify and hold the above parties harmless from any and all damages, costs, expenses, demands, suits, and legal fees, directly or indirectly relating to or arising out of any claim or lien by any party relating to that which was paid or performed or should have been performed by or for the Contractor in connection with the Project or under the terms of the Contract.
4. The Contractor has not and will not assign any claim against the Owner of the Project, nor any lien or right to perfect a lien against the Project, and the Contractor has the right, power, and authority to execute this Affidavit, Final Waiver and Release.

5. Contingent upon receipt of the sum specified in Item G., the Contractor agrees that all laborers and all subcontractors employed by it, and all other laborers, trade contractors and subcontractors and sub-subcontractors of every tier and all suppliers or materialmen who have furnished Work, labor, materials or services in connection with the Project will be paid in full and that none of such laborers, subcontractors, trade contractors, sub-subcontractors, suppliers, materialmen, or other claimant will have any claim, demand or lien against the Project, and the Contractor hereby agrees to hold the Project and the Owner of the Project harmless from any such claim, demand or lien.

6. No security interest has been given or executed by the Contractor for or in connection with any materials, appliances, machinery, fixtures, or furnishings placed upon or installed in the Project.

This Affidavit, Waiver and Release shall be an independent agreement and covenant and shall operate and be effective with respect to Work and labor done and materials furnished under any supplemental contract or contracts, whether oral or written, for extra or additional work on the Project and for any further work done or materials furnished at any time with respect to the Project subsequent to the execution hereof.

IN WITNESS WHEREOF, this Final Release of Lien has been executed this _____ day of _____, 20____.

WITNESS

	By: _____
	Its: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

(Notary Public)

My Commission Expires: _____

(Notarial Seal)

CONTRACTOR'S PARTIAL WAIVER AND RELEASE OF LIEN

- A. OWNER: Platte County R-III School District
- B. CONTRACTOR: _____
- C. PAYER: Platte County R-III School District
- D. PROJECT: PCR3 Security – Summer 2019
- E. ADDRESS: _____

- F. APPLICATION FOR PAYMENT NUMBER: _____
- G. AMOUNT OF PAYMENT: _____

For and in consideration of the payment to be made by Owner to the Contractor in the amount set forth in Item H. above, which payment is for Work, labor and services and/or materials furnished for the construction of the above referenced Project, the Contractor hereby certifies as follows:

- 1. The Contractor hereby waives, releases and quit claims in favor of the Owner of the Project, each and every party acquiring title to and/or making a loan on the Project, and the title company or companies examining and/or insuring title to the Project and any and all of their successors and assignees, all rights of the Contractor to assert a lien upon the land and improvements comprising the Project, but only to the extent of sums actually received for Work, labor, services and materials furnished through _____, plus the sum paid as set forth in item G above.
- 2. The Contractor has not assigned any lien or right to perfect a lien against the Project, and the Contractor has the right, power and authority to execute this document.
- 3. The Contractor warrants that all laborers and all subcontractors employed by the Contractor, and all other laborers, trade contractors and sub-subcontractors of every tier and all suppliers or materialmen who have furnished work, labor, materials or services incorporated into the Project and any lien or bond claimant relating to the Work, labor, materials or services of any such laborers, subcontractors, trade contractors, sub-subcontractors, suppliers or materialmen furnished in connection with the Project, have been paid their respective portion of all prior payments and that none of such laborers, subcontractors, trade contractors, sub-subcontractors, suppliers, materialmen, or other claimants have any claim of lien against the Project through the _____ day of _____, 20____.
- 4. No security interest has been given or executed by the Contractor for or in connection with any materials, appliances, machinery, fixtures, or furnishings placed upon or installed in the Project.

IN WITNESS WHEREOF, this Partial Release of Lien has been executed this _____ day of _____, 20____.

WITNESSES

By: _____
Its: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

(Notary Public)
My Commission Expires: _____

(Notarial Seal)

PLATTE COUNTY SCHOOL DISTRICT ELECTRONIC SECURITY STANDARDS

DATE: MONDAY, APRIL 22, 2019

SUMMARY

- A. These standards serve to guide the implementation of the District's Safety and Security Masterplan, established to increase the safety and security of students, staff, visitors, facilities, and property of the Platte County School District.
- B. The Platte County School District will be converting, upgrading, and expanding electronic security systems across facilities per the criteria of this narrative.
- C. Currently installed Electronic Security Systems are obsolete, approaching end of life, are inconsistently applied, or are non-existent.
- D. The intent of this document is to establish and maintain a consistent Electronic Security System Standard across all district facilities. It is in the interest of Platte County School District to leverage available technology within each sub-system, reduce administrative complexity, and increase functionality by integration described within these standards.

GENERAL

- A. All Electronic Security Contractors wishing to perform Work for the Platte County School District shall be factory certified to design, supply, install, warranty, and support the Electronic Security Subsystems.
- B. The Work shall consist of providing all labor, equipment, materials, and services, as well as performing all related work necessary to provide a complete and functional installation of the new Electronic Security Systems or additional Electronic Security Devices.
- C. This narrative is schematic in nature and is intended to depict the general scope of Work required. It is the Electronic Security Contractor's responsibility to design, furnish, and install a properly working system.

EXISTING CONDITIONS

- A. Prospective Electronic Security Contractors (ESC) shall visit and inspect the site where the work required by Platte County Schools Request for Proposal (RFP) is to be performed. ESC shall inform themselves of the conditions under which the work is to be performed, the obstacles which may be encountered, the demolition and temporary removal and reinstallation required to provide access to the Work, and all other relevant matters affecting the performance of the Work. Site inspections shall be scheduled with Jay Harris at Platte County School District or conducted during times and dates per the RFP.
- B. ESC shall not be afforded additional compensation or project schedule extensions for work execution issues in which the ESC could have informed themselves of had they diligently performed the required site inspection prior to the submission of their Proposal.
- C. It shall be the ESC's responsibility to advise Jay Harris before May 6th, 2019 of conflicting scope requirements, omissions, errors or ambiguities of information that require clarification, and to request such clarification from design consultant prior to the April 29th, 2019.
- D. Any drawings are schematic in nature. Existing devices indicated on drawings are taken from the best information available and they are not to be construed as "AS BUILT" conditions. The information is shown to help establish the extent of the new Work.
- E. Verify all existing conditions at the project site and perform the Work as required to meet the intent of the Work indicated.

PERMITS, STANDARDS, & GUIDELINES

- A. The Electronic Security Contractor shall be responsible for obtaining and paying for any and all required permits, licenses, plan reviews, inspections, etc., including building permits, required by all authorities having jurisdiction over the Work.
- B. It shall be the Electronic Security Contractor's responsibility to identify and comply with all applicable provisions of federal, state and municipal safety laws, regulations, and building codes as they apply to the Work required.
- C. Electronic Security Contractor shall be responsible for the job site safety of the Electronic Security Contractor's employees, agents, suppliers and Subcontractors.
- D. All equipment and installations shall meet or exceed minimum requirements of ADA, ANSI, ASTM, IEEE, NEC, NEMA, NFPA, OSHA, UL, and the State Fire Marshall.
- E. Low voltage shall be installed in accordance with BICSI – "Telecommunications Distribution Methods Manual", BICSI – "Information Technology Systems Installation Methods Manual"
- F. Mounting heights for equipment and devices requiring operational access shall conform to ADA requirements.

EXISTING ELECTRONIC SECURITY SYSTEMS

- A. The current Video Surveillance System installed across Platte County School District facilities is typically a mixture of Axis Internet Protocol (IP) cameras and various analog cameras. These are served by a Pelco Digital Sentry Video Management System. Digital Sentry Encoders are used to integrate analog cameras into the Digital Sentry Digital Video Recorders (DVR), which are distributed across facilities. Several of the DVRs are used to serve multiple facilities. The intent of the school district is to:
 - 1. Transition to a new a VMS with centralized servers for all facilities.
 - 2. Use all existing Axis IP cameras with the new VMS; replace failed IP cameras with new.
 - 3. Replace analog cameras and cabling with new IP cameras and category cabling.
 - 4. Add new IP cameras and cabling as needed to meet surveillance goals.
- B. The current Access Control System is Cisco Physical Access Manager with Cisco Physical Access Gateways distributed throughout facilities. From general observations, these were typically located near the controlled doors and were Powered over Ethernet (PoE). The intent of the school district is to:
 - 1. Transition to a new Access Control System and Software
 - 2. Use existing electrified door hardware
 - 3. Replace card readers
 - 4. Consolidate controllers to centralized cabinets within the telecom rooms
 - 5. Install new cabling between controller and electrified door hardware
 - 6. Expand Access Control System to serve additional doors and devices
- C. Type, condition, and presence of entry intercoms are inconsistent across buildings. Existing intercoms are typically Aiphone analog units. The intent of the school district is to:
 - 1. Replace all analog audio intercoms with Session Initiation Protocol (SIP) Video Intercoms
 - 2. Add new SIP Video Intercoms as needed

SUBMITTALS

- A. Prior to beginning any work, the ESC shall submit a spreadsheet to the Platte County School District having the following information for all new Electronic Security equipment that will be connected to a building's network:
 - 1. Room Number of Equipment Location (Example: Room 113)
 - 2. Equipment Type (Example: POE Camera)
 - 3. Manufacturer (Example: Axis)
 - 4. Model Name (Example: 1080p Indoor Network Camera)
 - 5. Model Number (Example: P3346-VE)
 - 6. Mac Address (Example: 14:A9:9F:0D:3D:16)
 - 7. IP Address, IPV4 and IPV6 (coordinate with District IT Department)
 - 8. WAN Access Required? (Example: No)
 - 9. PoE / PoE+ (Example: Yes, PoE+)

10. Anticipated and maximum Bandwidth demands (Example: 133/460 kbps)
 11. QoS (Quality of Service) (Example: Medium)
 12. Serving Telecom Room (Example: MDF 120)
 13. Network Switch and Port.
- B. Upon completion of any work, submit two electronic copies (one CD, one thumbdrive) of Operation and Maintenance Manuals to Platte County School District. Create cover page and properly index data. Include the following types of information:
1. All previously submitted data, updated where revised
 2. All warranty data
 3. All device settings with applicable screen shots of entry pages
 4. As-build drawings.

PROJECT SCHEDULE

- A. Work shall be sequenced and performed using methods and work schedules that will minimize disruption to the District's normal use of the facility, and that will in no way endanger the facility's occupants and visitors.
- B. Work shall be performed outside of school hours. Work shall be performed on evenings, nights, weekends, holidays, and breaks unless otherwise approved by District.
- C. Within 7 calendar days after receipt of notice to proceed, the Electronic Security Contractor shall submit a construction schedule for the Work to the Platte County School District.
- D. Interruption of Existing Electronic Safety or Security System Service: Do not interrupt service to facilities unless coordinated and permitted by the Platte County School District. Notify the District no less than one week in advance of proposed interruption of service. Do not proceed with interruption of service without the District's written permission.

DEMOLITION

- A. All equipment and material removed during the performance of the Work shall be offered to the District. Equipment and material accepted by the District shall be delivered to a location on the site designated by the District. All equipment and material not accepted by the District shall be deemed property of the Contractor and shall be promptly removed from the site and legally disposed of by the Contractor.
- B. Contractor shall be responsible for removal and reinstallation of all existing building structure, fixtures, finishes, and other building components (i.e., ceiling, walls, light fixtures, roofing, windows and doors, etc.) required to perform the Work.
- C. Contractor shall repair all building structure, improvements, permanent and moveable fixtures and finishes including paving and landscaping damaged as a result of Work performed under this Contract. Work shall be performed by skilled tradesmen with materials matching existing structure, improvements, fixtures and finishes. All repairs shall be completed to the satisfaction of the District.

ACCESS CONTROL SYSTEMS REQUIREMENTS

- A. Access Control System (ACS) shall be RS2 Technologies hardware and RS2 Technologies Access It! Universal.NET software.
- B. The ACS shall monitor end devices and report an alarm for the following events:
 1. Door Forced Alarm
 2. Door Held Open Too Long
 3. Panic / Duress Buttons
 4. Invalid, Lost, Stolen, Expired, or Terminated Credential
- C. The ACS shall monitor power supply issues and report an alarm for the following events:
 1. Trouble Alarm: Normal power-off, load assumed by battery.
 2. Trouble Alarm: Low battery
 3. Tamper Alarm: Equipment Cabinets opened
- D. Access Control Panels shall utilize a unified UL listed enclosure containing integral electrified lock power supplies.

- E. All controlled access points, duress buttons, alarms, cameras, intercoms, and any other devices integrated into the access control system shall be programmed into the interactive map feature in the Access It! Software giving operators full functional control of the system through graphic map screen.
- F. Doors with ADA operators and managed by ACS shall be cabled, configured, and programmed to require presentation of a valid credential before the door is unlocked and the ADA push-button is permitted to actuate its respective door opener.
- G. Network connecting the Central Workstation / Server, other workstations/enrollment stations, and field-installed controllers/panels shall be via a dedicated VLAN on the District-provided network. Controllers shall maintain a current copy of the credential database. In the event of a temporary LAN/WAN outage, the ACS shall still operate; when LAN/WAN connection is restored, the ACS shall automatically upload events/logs to the Central Server and download a current copy of the credential database.
- H. All controllers, power supplies, and back-up batteries shall be installed in NEMA rated enclosures, rated for their environment. Enclosures shall have keyed locks and tamper switches. All enclosures at a facility shall be keyed alike.
- I. End-of-line resistors shall be installed at door position and other sensors providing circuit supervision to all controller inputs.
- J. The Salient CompleteView Video Management System shall be integrated with RS2 Access It! to provide the following features:
 - 1. View live video within Access It!
 - 2. Playback recorded video within Access It!
 - 3. Recorded video automatically associated to alarms
 - 4. View and manage cameras from multiple CompleteView NVRs simultaneously
 - 5. PTZ camera control
 - 6. Display current recording status of cameras
 - 7. Live video window popup on event (with CompleteView Spotlight)
 - 8. Playback controls include Play, Stop, Skip to beginning/end, Skip forward/back
- K. New Card Readers shall be HID multiCLASS SE Readers. Existing 125kHz proximity card readers shall be upgraded to HID multiCLASS SE Readers. Readers shall support legacy 125kHz proximity cards, 13.56MHz iCLASS, iCLASS Seos, MIFARE Classic, and MIFARE DESFire EV1. The card readers shall include and connect via Open Supervised Device Protocol (ODSP). Card reader communication cables shall be routed, unspliced, to Access Control Panels.
- L. Contractor shall be responsible for establishing or migrating existing user credentials to 13.56MHz cards.

VIDEO MANAGEMENT SYSTEMS REQUIREMENTS

- A. The Video Management System shall be Salient CompleteView. All software licensing shall be provided by ESC for additional cameras, intercoms, integrations, and clients for respective scope of work.
 - 1. Licensing shall be a one-time, per camera fee and not associated with a hardware MAC address. No client instance software based limitations shall apply.
 - 2. Advanced Mapping shall be configured with color coded field of view cones.
 - 3. Shall record full resolution while utilizing dynamic resolution scaling to scale transmissions to manage client-side processing and minimize transmission bitrates.
- B. Network Video Recorder (NVR) shall be the Salient PowerProtect Platform. New servers may or may not be required for each project. If project utilizes existing servers, ESC shall evaluate available capacity on existing servers prior to RFP submission to determine whether additional server or storage hardware are needed. Provide unit pricing at time of bid, when it is determined by ESC that additional servers may be required.
- C. Security cameras shall be Axis IP cameras. The locations, quantities, and models are as noted on drawings. The following pixel density criteria shall be met for a given camera placements.
 - 1. All exterior entrances (captured from interior), 88ppf
 - 2. All exterior entrances (captured from exterior), 46ppf
 - 3. General coverage of hallways and common areas, pixel density, 18ppf

4. Bathroom entrances, 35ppf
 5. Reception/front office, 35ppf
 6. Gymnasium/Cafeteria, 18ppf
 7. General exterior areas, 7ppf
 8. Exterior building perimeter, parking areas, 18-35ppf
- D. Camera installation:
1. Axis recessed mounting boxes shall be used for interior camera types unless a recessed mounting box is not available for specific model or location prohibits installation or recessed mounting box.
 2. Exact location, conduit routing, mounting accessories and penetrations for exterior cameras shall be approved by District and documented prior to installation.
 3. Mounting arms, surface mounting backboxes, pendant mounts, parapets, weathershields, pendant caps shall be manufactured by Axis.

VIDEO ENTRY INTERCOMS REQUIREMENTS

- A. Video Intercoms shall be Axis IP Door Stations, model number A8004-VE.
- B. The Video Intercom shall be integrated with the Access Control System such that all door releases are controlled and recorded by the ACS. The door station relay shall not be used to circumvent or bypass the ACS. The door station relay shall be wired input to the ACS, and the ACS programmed to release the respective lock. Door releases actuated by the video intercom shall be identified in ACS event logs as such.
- C. The Video Intercom shall be integrated with the Video Management System allowing release of door through VMS client software. The door station shall utilize CompleteView Spotlight on desired client workstations to establish live video display and two way audio communications.
- D. The Video Intercom shall be added as a SIP extension to the District VOIP telephone system. The door station shall dial preprogrammed numbers as coordinated with District. Dual-tone multi-frequency (DTMF) shall be configured to initiate a lock release.

ANCILLARY DEVICES

- A. Video Monitors
 1. Monitors served by client workstations, such as receptionist desks shall be provided by District unless otherwise noted on drawings.
 2. Monitors used for before or after school programs shall provide display of video intercom camera for respective exterior entrance. Monitors shall be 1080P resolution with size as noted in drawings. An Axis T8705 Video Decoder shall provide live video to monitor via HDMI connection. ESC shall provide data cabling between Decoder and District's Network Switch. Monitor shall be mounted with articulating wall arm and mounted in method and with fasteners designed to support load on substrate. Exact location as coordinated with Platte County School District.
- B. Duress Buttons
 1. Install Potter Amseco HUSK-20 latching undercounter panic buttons. Buttons shall be wired as normally closed. Buttons shall be supervised, end-of-line resistors wired in series near Panic Buttons. Buttons shall be key-reset only. All buttons shall be keyed alike at a facility.
- C. Door Releases
 1. For areas requiring under counter release push button, ESC shall furnish and install metal enclosed momentary push button. Push button shall be protected with shroud or guard. Cabling shall be in flexible metal conduit and securely fastened every 18".
 2. For areas used for before or after school programs, ESC shall Furnish, Install, and Program a SDC WRC-R2 Receiver and provide 3 WRC-2B transmitters. Receiver shall be wired as auxiliary input to Access Control System and programmed to release respective doors as confirmed with the District. Receiver shall be installed within the before/after school room. Mounting location shall be deterrent of vandalism and approved by the District. Power shall be supplied to receiver from the Access Control Panel power supplies.
- D. Request to Exit Devices

1. Exit switches shall be installed in accordance with International Building Code, International Fire Code, and NFPA 101 Life Safety Code for any access controlled egress doors, such as doors with electromagnetic locks. "Push to Exit" buttons shall be SDC 400M Series.
- E. Door Position Sensors
1. Magnetic Door Position Switches shall be the recessed type with cable fished or concealed within door frame and wall cavity. Switch shall be Interlogix 1078/1076 Series or equal.
 2. Should surface mounted door position switches be necessary due to existing conditions, a vandal resistant magnetic switch with armored cable is required. Switch shall be Interlogix 2500 Series or equal.
 3. Locksets or magnetic locks with integrated door position sensors shall eliminate need for external magnetic door position switch.
- F. Client Workstations
1. Client workstations will be provided by Platte Country School District IT Department. Coordinate and assist with VMS and ACS Client software installation.
- G. Surge Protection
1. All exterior cameras shall be surge protected. Surge protector shall meet UL497, exceed TIA 568 Category performance standards, and be POE+ compatible. Surge protectors shall be APC PNETR6 modules mounted in APC chassis. Installations with 4 or less exterior cameras, mounting chassis shall be APC PRM4. Installations with greater than 4 exterior cameras, mounting chassis shall be APC PRM24. Grounding conductor sizing, routing, and connections shall be per the manufacturer's recommendation.

POWER SUPPLIES

- A. Power supplies shall be LifeSafety Power MCLASS and utilize a consolidated enclosure with RS2 System Control Processors.
- B. Power supplies shall monitor health and status of power supply, batteries, and outputs. Power supplies shall have integral tamper switch and temperature monitor. Thresholds shall be established and configured by ESC to recognize abnormal/trouble current draw conditions caused by electrified locking hardware. Test schedules, reporting, and trouble email notifications shall be coordinated with the District IT Department. Data cabling to power supply network module from the District's switch shall be provided by ESC.
- C. All outputs shall be Class 2 Power Limited.
- D. Power supply shall have battery back-up, providing automatic switch over upon AC failure. Minimum battery back-up capacity shall be calculated by ESC to provide 2 hours of at stand by load or 1 hour at alarm load, whichever is greater. Batteries and enclosures shall be provided by ESC.
- E. Voltages and current requirements of power supplies shall be compatible with existing and/or new hardware. Any existing electrified locking hardware with holding current or current in-rush which would exceed the centralized power supplies' capacity should be replaced with an equivalent electrified locking device having lower current draw. Existing electrified locking hardware shall not create a condition where cabling distance creates excessive voltage drop.

NETWORK

- A. The electronic security system shall reside on a converged network established by the District. The district will provide all network switches and infrastructure between telecom rooms and facilities. The ESC shall be responsible for furnishing copper category data cabling, patch panels, patch cords, and terminations between the District provided network switch and new security devices.
- B. The district will be responsible for providing client workstations meeting or exceeding Salient Systems and/or RS2 Technologies recommended specifications. The data cabling shall assumed to be existing to client workstations unless otherwise noted.
- C. Coordinate the following with the District's IT and Security Operations departments:
 1. Quantity of additional data ports (PoE and non-PoE) required at each Telecommunications Room/Rack.

2. IP / Mac Addresses of all new Electronic Security equipment that will be connected to the building's Electronic Security Network.
3. Additional bandwidth requirements of the new Video Surveillance cameras from each Telecommunications Room to each camera.
4. Additional storage requirements of the new Video Surveillance cameras to be recorded onto the District's existing NVR / Storage Server(s).
5. All camera setup information, including passwords.

EQUIPMENT ROOMS

- A. ESC shall be responsible for providing power to new Access Control Panels and Power Supplies, which shall be installed by a licensed electrician or electrical sub-contractor. Provide new circuit breakers for installation in existing panelboards/switchboards, of the same manufacturer and type as the existing panelboard/switchboard circuit breakers. Short circuit current interrupting rating of any new breaker shall match existing panel rating.
- B. For dedicated Electronic Security Equipment Room(s), provide plywood backboard as shown as indicated with ¾" thick fire retardant treated plywood (FRTW) such as Dricon. Plywood shall be A-C grade and void free. Paint "A" side with two coats of white fire-retardant paint taking care to mask fire rating stamp. Install with "C" side to the attaching wall.
- C. Panels tops shall be installed below 6'-0" above finished floor.
- D. Ground cable shields, drain conductors, and equipment to eliminate shock hazard and to minimize ground loops, common-mode returns, noise pickup, cross talk, and other impairments. Properly ground/bond all ACS equipment in accordance with manufacturer's instructions. All grounding and bonding connectors shall be listed by a Nationally Recognized Testing Laboratory (NRTL) as required by the NEC, such as UL. All grounding and bonding conductors shall be stranded copper.

CABLING AND PATHWAYS

- A. As part of a complete and functioning Electronic Security System and associated infrastructure, provide conductors and cables of appropriate type.
- B. Conductor and cable requirements are unique to each manufacturer equipment / device. Unless otherwise noted, exact conductor and cable types are to meet the requirements of the Electronic Security manufacturer. Size conductors per manufacturer recommendations and power/voltage drop based on installed cable length.
- C. Provide additional Telecommunications Structured Cabling System to support a complete and functioning Electronic Security System.
 1. The maximum allowable horizontal cable length is 295 feet (90 meter). This maximum allowable length does not include an allowance for the length of 16 feet (4.88 meter) to the workstation equipment. The maximum allowable length does not include an allowance for the length of 16 feet (4.88 meter) in the horizontal cross-connect.
 2. Utilize Direct Attach Method – as defined in ANSI/BICSI 005-2013, the horizontal cabling on the remote camera device end directly attaching (or connecting) to the device through a connectorized cable or hard-wired termination.
 3. Copper Category Network Cabling:
 - a) Shall be Category 6E. Cabling type shall be of consistent manufacturer at each school. The following cables are pre-approved:
 - (1) Belden 4800 Series
 - (2) BerkTek LANmark 2000
 - (3) Commscope CS37P
 - (4) Superior Essex NextGain
 - b) Shall follow the District IT Department's color standards.
 - (1) Green shall be used for Access Control System
 - (2) Yellow shall be used for Video Surveillance System

- c) All horizontal cables shall be plenum (CMP, MPP, OFNP, or OFCP) rated
 - d) Horizontal cables installed in "wet" locations as defined by the NEC (such as conduits embedded or routed below a ground floor slab) shall be suitable for installation in such environments. Unlisted cables shall transition to an indoor rated cable within 50 feet (15.24 meter) of the entrance point as required the NEC. No portion of outdoor only (unlisted) cables may be installed with the cable jacket exposed in any plenum or other air handling space nor shall they be allowed to transition between different levels of the building. Rigid metallic conduit shall be used to route outdoor (unlisted) cabling to within 50 feet (15.24 meter) of the transition point to indoor rated cabling in accordance with the NEC.
4. Copper Category Connectivity:
 - a) Shall be Category 6E, 1 Gigabit.
 - b) Patch Panels shall be identical to existing Leviton patch panels
 5. Patch Cords:
 - a) Shall be 6E
 - b) Shall follow the District IT Department's color standards.
 - (1) Green shall be used for Access Control System
 - (2) Yellow shall be used for Video Surveillance System
 6. Wire Management:
 - a) Provide a Panduit horizontal wire manager, identical to existing, below each new patch panel.
- D. Conductors and cables shall be UL Listed and Approved for the intended application.
 - E. Install continuous conductors between outlets, devices and boxes without splices or taps. Do not pull connections into raceways. Leave at least 12 inches of conductor in backbox at each device location.
 - F. Low Voltage Cables shall follow existing communications pathways when available. Cables shall run parallel and perpendicular to building lines.
 - G. Cables shall remain unattached to pathways or other cables and shall simply lay at rest on the supports provided by its pathway (including cable trays, wire basket, j-hooks, conduit, etc.). Wire ties, velcro straps, electrical tape or any other method shall not be used to attach cables to cable supports or to create cable bundles.
 - H. Cables shall not be supported or attached to conduits, other cable bundles, piping, duct work, ceiling wires or other ceiling supports. Where not in conduit, utilized listed open cabling support methods (J-hooks, cable tray, etc).
 - I. Rigidly terminate conduits entering sheet metal enclosures to the enclosure with a bushing and locknut on the inside and a locknut or an approved hub on the outside. Conduit shall enter the enclosure squarely.
 - J. A licensed electrician shall install all control wire operating at 120V nominal and above. Work shall conform to NFPA 70.
 - K. Do not install kinked, scored, deformed, or abraded cable. Remove and discard cable if damaged during installation and replace it with new cable.
 - L. Provide fire resistant materials of a type and composition necessary to restore fire ratings to all wall, floor or ceiling penetrations; including membrane penetrations. All materials shall be classified or listed as a complete system by UL and meet NEC and local codes. Provide fire-rated pathway device anywhere cables are required to pass through fire-rated walls, floors or partitions.
 - M. All cables that extend beyond the envelope/footprint of the building shall be installed with entrance protectors.
 - N. Label all cabling with machine-printed labels according to the labeling scheme identified by the District IT Department. Cables shall be labeled within 6" at each end.

PENETRATIONS

- A. Exterior penetrations
 1. Prior to penetrating exterior walls, review locations of penetrations with and obtain approval from

- the District.
2. For raceways penetrating exterior walls, effectively seal raceways by installing a conduit fitting at the boundary of the two spaces and filling it with an approved pliable material after conductors or cables have been installed. Provide fitting whenever raceways pass from non-cooled to cooled spaces, raceways transition from outside a facility or enclosure to inside, or whether buried or exposed.
- B. Structural penetrations
1. No penetrations which would affect the integrity of any structural member are allowed.
- C. Slab or core penetrations
1. No penetrations slab or core penetrations are anticipated as existing pathways are assumed to be adequate for scope of work. Should slab or core penetration be required, obtain approval from the district and design consultant.
- D. Fire Rated penetrations
1. Provide fire resistant materials of a type and composition necessary to restore fire ratings to all wall, floor or ceiling penetrations; including membrane penetrations. All materials shall be classified or listed as a complete system by UL (or an approved NRTL by the Design Consultant and AHJ) and meet NEC and local codes. The use of partial systems or components of systems is not allowed unless specifically identified in the documents.
 2. All penetrations through fire rated floors and walls shall be sealed to prevent the passage of smoke, flame, toxic gas or water through the penetration before, during or after a fire. The fire rating (F and T) of the penetration seal shall be at least that of the floor or wall into which it is installed, so that the original fire rating of the floor or wall is maintained as required by referenced building codes.

TESTING

- A. Official Acceptance shall include, but is not limited to, satisfactory testing of all systems.
- B. The ESC shall be responsible for testing and delivering final test reports to Platte County School District. Prior to performing any tests, ESC shall submit test plan and report template to Platte County School District and design consultant for approval.
- C. Platte County Schools and Design Consultant reserves the right to observe the conduct of any or all portions of the testing process.
- D. All cables that fail testing are to be corrected prior to substantial completion and acceptance by Platte County Schools. Replace entire cable if bad pair or conductor is found.
- E. The Video Management System installation shall be tested for following functionality:
1. Automatic call up of events from Access Control System
 2. Automatic call up of Video Intercom
 3. Two way communications configured with Video Intercom
 4. Door release of entry having Video Intercom through Client Software
 5. Mapping placement of cameras
- F. The Access Control System shall be tested for the following functionality:
1. Door Force Alarms
 2. Propped Door Alarms
 3. Logging of door releases initiated through Video Intercom, by both VMS Client and using DTMF from desired VOIP Phone.
- G. The Video Intercom System shall be tested for the following functionality:
1. Calling up live video on VMS Clients
 2. Establishing two-way audio through VMS Clients
 3. Establishing two-way audio through VOIP phone
 4. Playback of archived video recordings through VMS Clients
- H. The Structured Cabling System shall be tested for:

1. Wire Map
2. Length
3. Insertion Loss
4. Near-end crosstalk (NEXT) loss.
5. Power sum near-end crosstalk (PSNEXT)
6. Equal-level far-end crosstalk (ELFEXT)
7. Power sum equal-level far-end crosstalk (PSELFEXT)
8. Return loss
9. Propagation delay
10. Delay skew

OWNER TRAINING

- A. Train Platte County School District maintenance personnel on procedures and schedules for troubleshooting, servicing, and maintaining equipment.
- B. Demonstrate methods of determining optimum alignment and adjustment of components and settings for system controls.
- C. Review equipment list and data in maintenance manuals.
- D. Conduct up to 3 training sessions, minimum of 2 hours each with representatives of Platte County School District. Provide tutorial on software and device components.

WARRANTY

- A. At a minimum, the manufacturer(s) equipment shall be covered by a 1-year parts and labor warranty covered by the ESC starting from Substantial Completion.
- B. All Warranty Work shall be completed by factory-certified technician(s) of the component(s) being address.
- C. Any manufacturer's equipment warranty exceeding the initial 1-year parts and labor warranty shall be extended to Platte County School District.
- D. At time of bid, provide optional price for 3-Year Service Agreement which will extend parts and labor warranty additional 3-years beyond initial 1-year warranty.

REVISIONS

PLATTE COUNTY SCHOOL DISTRICT R-III
SIEGRIST ELEMENTARY SECURITY UPGRADES
1701 BRACH, ST PLATTE CITY MO 64079

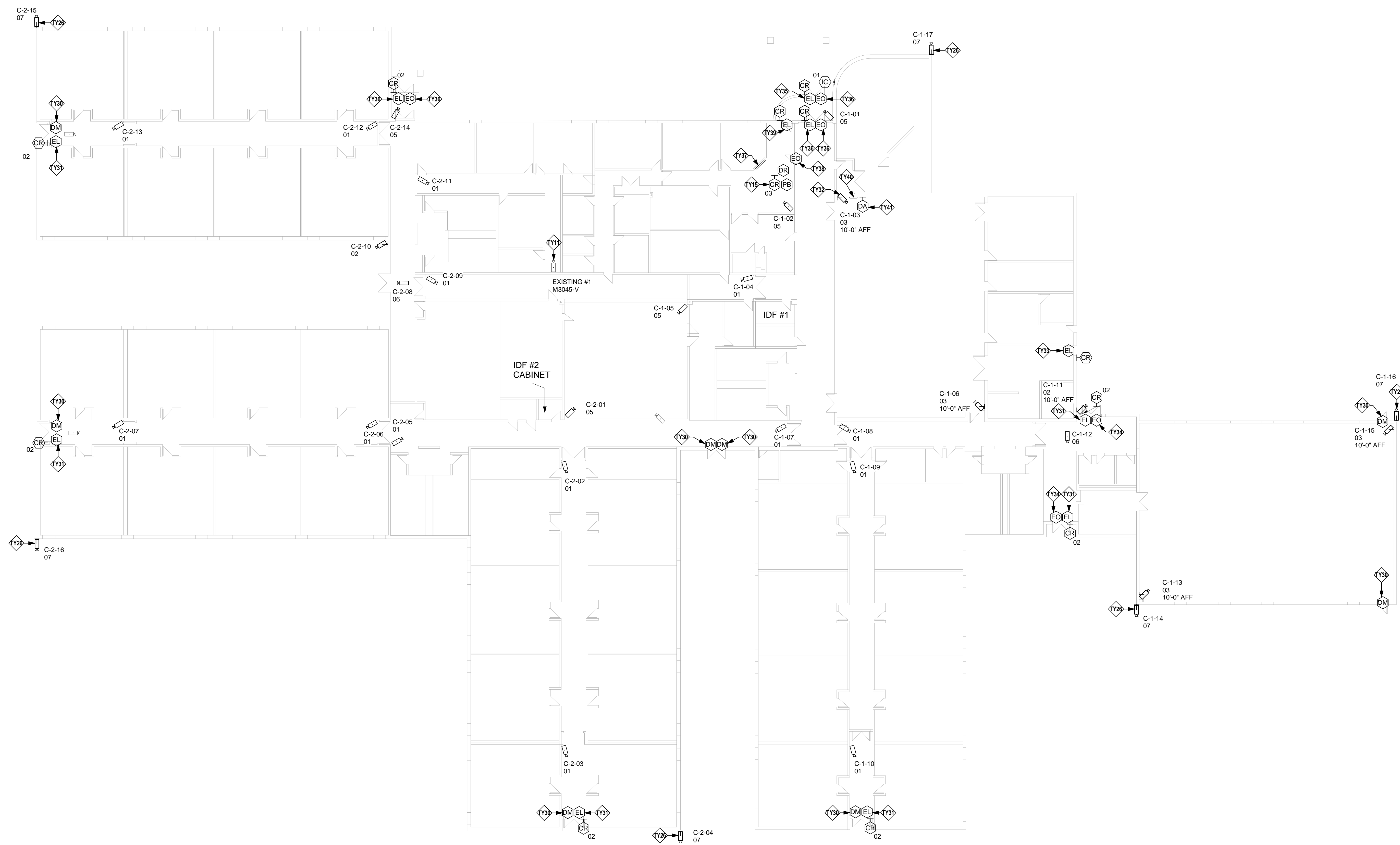
△ REVISION DATE

HEI JOB NO: 1950002197
DATE: 4/22/2019
DESIGNED BY: RNM

SHEET NO.
TY101

◇ SECURITY PLAN NOTES

- TY11 EXISTING CAMERA. PROVIDE VMS LICENSE, PROGRAM INTO MAPS, AND INTEGRATE/ASSOCIATE WITH RESPECTIVE DOOR.
- TY15 CARD READER AT DESK TO ALLOW REMOTE ENTRY RELEASE AND ENROLLMENT OF CREDENTIALS. COORDINATE EXACT PLACEMENT WITH OWNER.
- TY26 PROVIDE WALL ARM AND CORNER MOUNT BRACKET.
- TY30 EXISTING VON DUPRIN EXIT DEVICE. RETROFIT WITH INTEGRAL REQUEST TO EXIT AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.
- TY31 EXISTING VON DUPRIN QEL ELECTRIFIED LATCH. RETROFIT WITH REQUEST TO EXIT AND LATCH BOLT MONITOR.
- TY32 REMOVE EXISTING ANALOG CAMERA. INSTALL NEW IP CAMERA.
- TY33 RETROFIT WITH ELECTRIC STRIKE. VON DUPRIN 6400 SERIES OR COMPARABLE. STRIKE SHALL HAVE DEAD BOLT KEEPER AND INTEGRAL LATCH POSITION SENSOR. CONTRACTOR TO CONFIRM FIT PRIOR TO BID. INSTALL BOSCH DS160 SERIES REQUEST TO EXIT AND DOOR POSITIONS SENSOR.
- TY34 EXISTING VON DUPRIN EXIT DEVICE. RETROFIT WITH QEL FOR ELECTRIC DOGGING. RETROFIT WITH INTEGRAL REQUEST TO EXIT AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.
- TY35 ALL OTHER EXIT RIM DEVICES IN ENTRY VESTIBULE TO MATCH EXISTING STYLE AND FINISH ON THIS DOOR. CONTRACTOR TO CONFIRM THIS IS APEX 2000 SERIES WITH MOTORIZED LATCH RETRACTION, LATCH BOLT MONITOR, INTEGRAL REQUEST TO EXIT SWITCH. CONTRACTOR SHALL RETROFIT OR REPLACE EXISTING AS NECESSARY TO MEET THESE REQUIREMENTS. POWER SUPPLY SHALL BE CENTRALIZED IN IDF #1. INSTALL NEW CONDUCTORS AND POWER SUPPLY SIZED PER RIM DEVICE MANUFACTURER.
- TY36 INSTALL NEW EXIT RIM DEVICE WITH MOTORIZED LATCH RETRACTION, INTEGRAL REQUEST TO EXIT, AND LATCH BOLT MONITOR. INSTALL DOOR POSITION SWITCH. ALL DOORS IN VESTIBULE SHALL MATCH.
- TY37 PROVIDE 55" VMS DISPLAY. PROVIDE NEW POWER, PATHWAY, DATA CABLE, ARTICULATING MOUNT AND CONNECTIONS TO OWNER PROVIDED MINI CLIENT WORKSTATION MOUNTED TO MONITOR. COORDINATE EXACT LOCATION WITH OWNER.
- TY38 RETROFIT ELECTRONIC STRIKE. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY39 RETROFIT ELECTRONIC STRIKE, DOOR POSITION SWITCH, AND BOSCH DS160 REQUEST TO EXIT. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY40 PROVIDE 32" SPOT MONITOR WITH AXIS DECODER FOR FRONT ENTRY CAMERAS. PROVIDE DATA CABLE TO DECODER. PROVIDE WIRELESS SDC RECEIVER AND TRANSMITTER. RECEIVER SHALL BE PROGRAMMED TO RELEASE TEMPORARILY RELEASE BOTH VESTIBULE DOORS DURING SCHEDULES AS COORDINATED WITH DISTRICT FOR Y-CLUB. COORDINATE EXACT MONITOR LOCATION WITH DISTRICT. FURNISH AND INSTALL WIRE GUARD OVER MONITOR.
- TY41 PROVIDE DOOR ANNUNCIATOR SCHEDULED TO SOUND DURING Y-CLUB HOURS UPON REQUEST FROM AXIS VIDEO ENTRY INTERCOM. ANNUNCIATOR SHALL HAVE ADJUSTABLE TONE AND VOLUME. LOGIC SHALL BE CONTROLLABLE THROUGH ACCESS CONTROL SYSTEM.



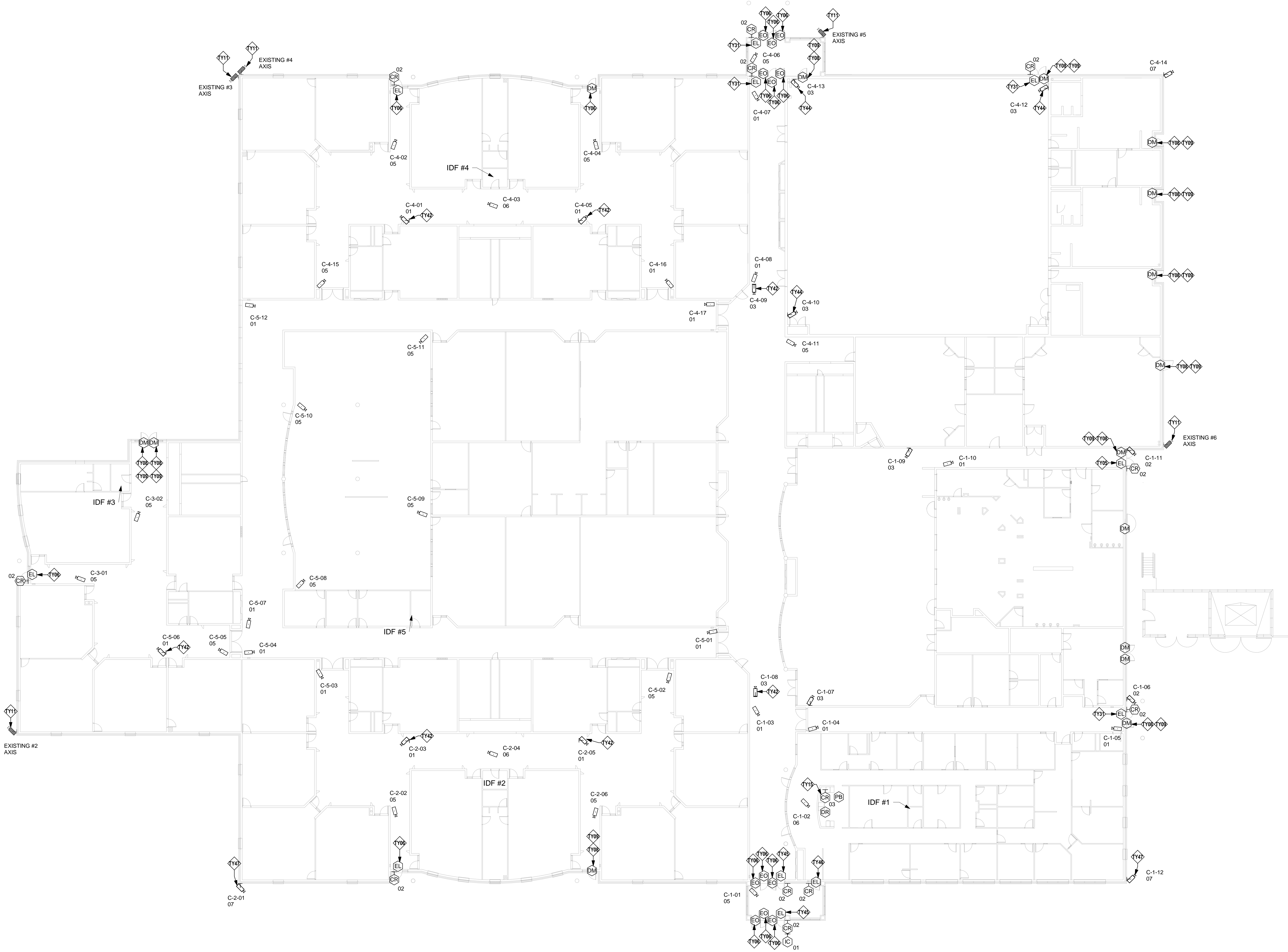
① SIEGRIST SECURITY LEVEL 1 PLAN
1/16" = 1'-0"

REVISIONS

PLATTE COUNTY SCHOOL DISTRICT R-III
PLATTE COUNTY MIDDLE SCHOOL SECURITY UPGRADES
900 PIRATE DR., PLATTE CITY, MO 64154

◇ SECURITY PLAN NOTES

- TY05 RETROFIT PANIC HARDWARE WITH QEL ELECTRONIC LATCHING MECHANISM. RETROFIT PANIC HARDWARE WITH REQUEST TO EXIT AND LATCH BOLT MONITOR. DOOR SHALL BE INDEPENDENTLY RELEASED BY VALID CREDENTIAL.
- TY06 RETROFIT PANIC HARDWARE WITH QEL ELECTRONIC LATCHING MECHANISM. RETROFIT PANIC HARDWARE WITH REQUEST TO EXIT AND LATCH BOLT MONITOR.
- TY08 RETROFIT WITH INTEGRAL REQUEST TO EXIT.
- TY09 RETROFIT WITH INTEGRAL LATCH BOLT MONITOR.
- TY11 EXISTING CAMERA. PROVIDE VMS LICENSE, PROGRAM INTO MAPS, AND INTEGRATE/ASSOCIATE WITH RESPECTIVE DOOR.
- TY15 CARD READER AT DESK TO ALLOW REMOTE ENTRY RELEASE AND ENROLLMENT OF CREDENTIALS. COORDINATE EXACT PLACEMENT WITH OWNER.
- TY31 EXISTING VON DUPRIN QEL ELECTRIFIED LATCH. RETROFIT WITH REQUEST TO EXIT AND LATCH BOLT MONITOR.
- TY42 SURFACE MOUNT ON VERTICAL FACE OF SOFFIT. (NO ARM)
- TY44 MOUNT AT ELEVATION AND EXACT LOCATION TO PROVIDE CLEAR FIELD OF VIEW OF COURTS AND BLEACHERS WHEN EXTENDED.
- TY45 EXISTING VON DUPRIN QEL ELECTRIFIED LATCH. RETROFIT WITH REQUEST TO EXIT AND LATCH BOLT MONITOR. EXTERIOR ADA OPERATOR SHALL REQUIRE VALID CREDENTIAL DURING SECURE SCHEDULE PRIOR TO ACTUATION. DOOR SHALL ALWAYS UNLATCH TO ALLOW FREE EGRESS UPON REQUEST FROM EGRESS ADA ACTUATOR.
- TY46 EXISTING ELECTRONIC STRIKE. PROVIDE DOOR POSITION SWITCH, AND BOSCH DS160 REQUEST TO EXIT. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY47 REPLACE EXISTING IP CAMERA WITH NEW TYPE 07 AND CORNER MOUNT HARDWARE. SURRENDER EXISTING IP CAMERA TO OWNER.



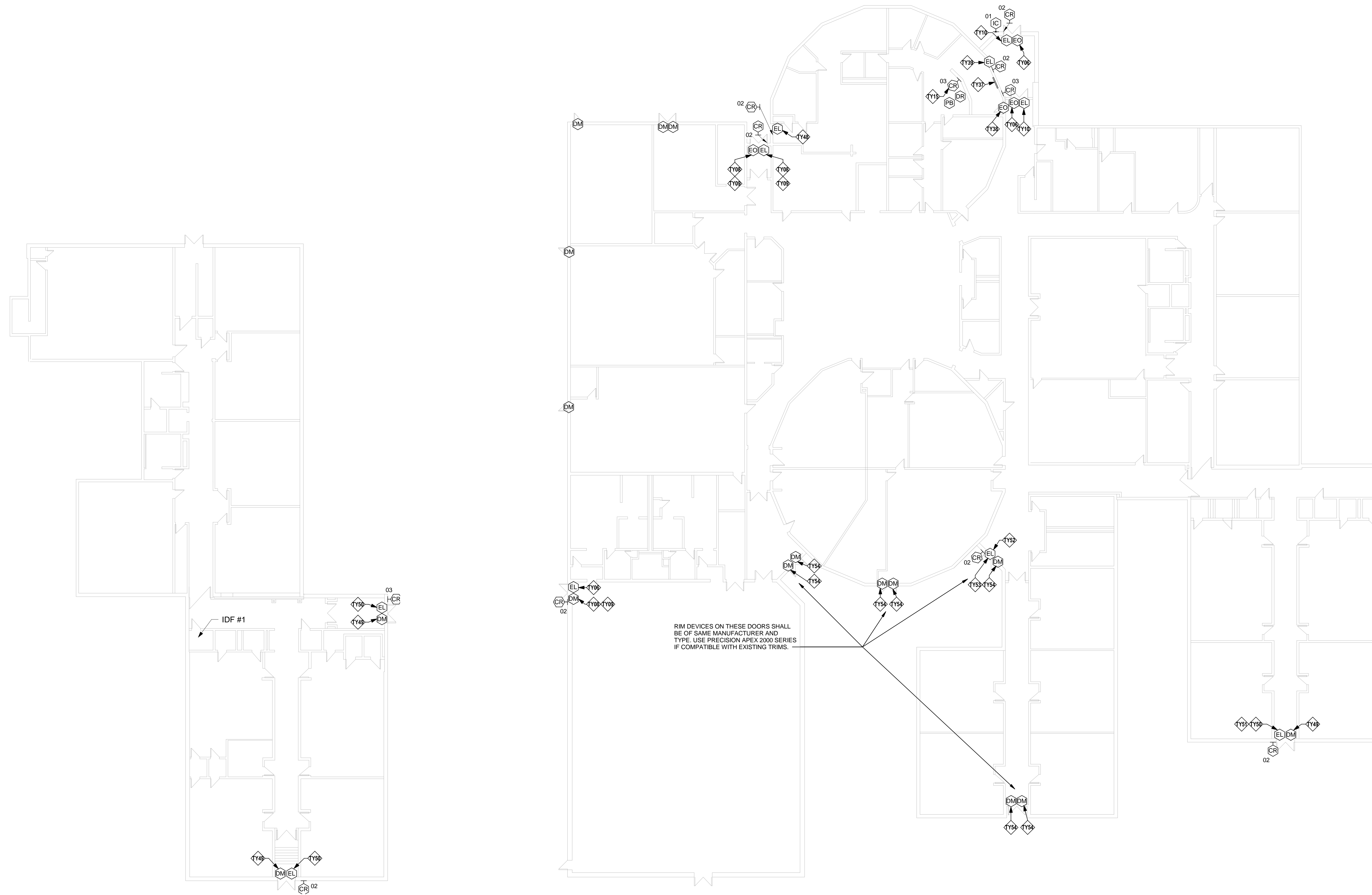
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REVISIONS

PLATTE COUNTY SCHOOL DISTRICT R-III
BARRY SCHOOL SECURITY UPGRADES
2001 NW 87TH TERRACE, KANSAS CITY, MO

◇ SECURITY PLAN NOTES

- TY06 RETROFIT PANIC HARDWARE WITH QEL ELECTRONIC LATCHING MECHANISM, RETROFIT PANIC HARDWARE WITH REQUEST TO EXIT AND LATCH BOLT MONITOR.
- TY08 RETROFIT WITH INTEGRAL REQUEST TO EXIT.
- TY09 RETROFIT WITH INTEGRAL LATCH BOLT MONITOR.
- TY10 RETROFIT PANIC HARDWARE WITH QEL ELECTRONIC LATCHING MECHANISM, RETROFIT PANIC HARDWARE WITH REQUEST TO EXIT AND LATCH BOLT MONITOR. DOOR SHALL BE INDEPENDENTLY RELEASED BY VALID CREDENTIAL. EXTERIOR ADA OPERATOR SHALL REQUIRE VALID CREDENTIAL DURING SECURE SCHEDULE PRIOR TO ACTUATION. DOOR SHALL ALWAYS UNLATCH TO ALLOW FREE EGRESS UPON REQUEST FROM EGRESS ADA ACTUATOR.
- TY15 CARD READER AT DESK TO ALLOW REMOTE ENTRY RELEASE AND ENROLLMENT OF CREDENTIALS. COORDINATE EXACT PLACEMENT WITH OWNER.
- TY37 PROVIDE 55" VMS DISPLAY. PROVIDE NEW POWER, PATHWAY, DATA CABLE, ARTICULATING MOUNT AND CONNECTIONS TO OWNER PROVIDED MINI CLIENT WORKSTATION MOUNTED TO MONITOR. COORDINATE EXACT LOCATION WITH OWNER.
- TY38 RETROFIT ELECTRONIC STRIKE. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY39 RETROFIT ELECTRONIC STRIKE, DOOR POSITION SWITCH, AND BOSCH DS160 REQUEST TO EXIT. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY48 EXISTING ELECTRIC STRIKE, PIR MOTION REQUEST TO EXIT, AND DOOR POSITION SWITCH. PROVIDE NEW CARD READER AND CABLING TO NEW ACS PANEL.
- TY49 EXISTING YALE 7000 SERIES EXIT RIM DEVICE. CONTRACTOR TO VERIFY DOOR HAS INTEGRAL REQUEST TO EXIT, LATCH BOLT MONITOR, AND DOOR POSITION SWITCH. RETROFIT OR REPLACE WITH NEW AS REQUIRED TO INCLUDE ANY MISSING COMPONENTS.
- TY50 EXISTING YALE 7000 SERIES EXIT RIM DEVICE. CONTRACTOR TO VERIFY DOOR HAS ELECTRONIC LATCH RETRACTION, INTEGRAL REQUEST TO EXIT, LATCH BOLT MONITOR, AND DOOR POSITION SWITCH. RETROFIT OR REPLACE WITH NEW AS REQUIRED TO INCLUDE ANY MISSING COMPONENTS. VERIFY EXISTING POWER SUPPLY MEETS RIM DEVICE SPECIFICATIONS. IF POWER SUPPLY DOES NOT MEET RIM DEVICE SPECIFICATIONS, PROVIDE NEW POWER SUPPLY, CABLING, AND ELECTRICAL CIRCUITING TO MEET SPECIFICATIONS.
- TY51 REMOVE ELECTRIC STRIKE AND CABLING. REPLACE WITH NON-ELECTRIFIED STRIKE SIMILAR TO OTHER DOORS.
- TY52 DEMOLISH EXISTING MAGLOCK AND KEYPAD SYSTEM, RACEWAY, AND CABLING.
- TY53 INSTALL NEW EXIT RIM DEVICE WITH ELECTRONIC LATCH, INTEGRAL REQUEST TO EXIT, AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.
- TY54 INSTALL NEW EXIT RIM DEVICE WITH INTEGRAL REQUEST TO EXIT AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.



① BARRY SECURITY LEVEL 1 PLAN
1/16" = 1'-0"

② BARRY SECURITY LEVEL 2 PLAN
1/16" = 1'-0"

△ REVISION DATE

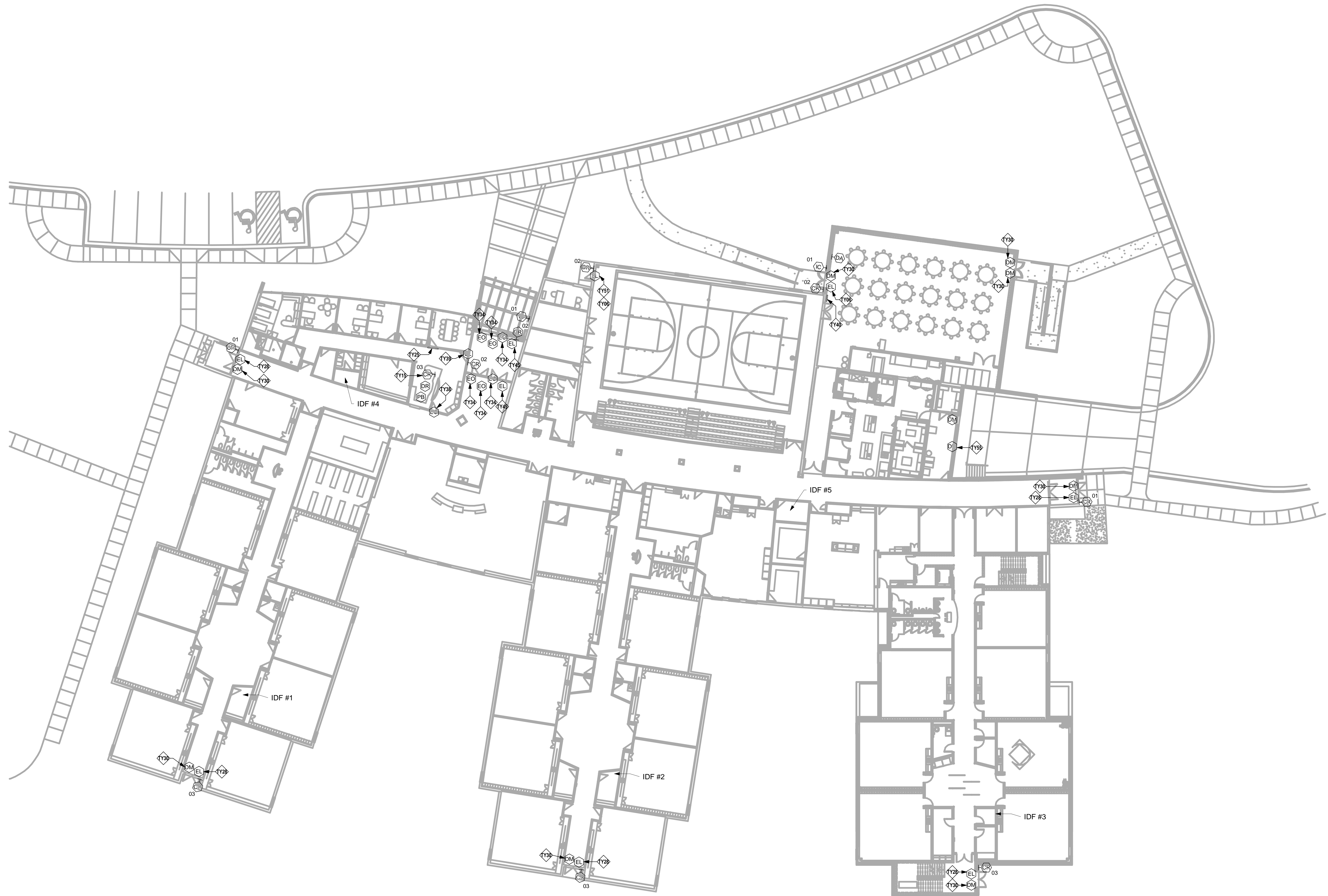
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DATE: 4/22/2019
DESIGNED BY: RNM

SHEET NO.
TY103

PLATTE COUNTY SCHOOL DISTRICT R-III
PATHFINDER ELEMENTARY SECURITY UPGRADES
1951 NW 87TH TERRACE, KANSAS CITY, MO

◇ SECURITY PLAN NOTES

- TY06 RETROFIT PANIC HARDWARE WITH QEL ELECTRONIC LATCHING MECHANISM. RETROFIT PANIC HARDWARE WITH REQUEST TO EXIT AND LATCH BOLT MONITOR.
- TY15 CARD READER AT DESK TO ALLOW REMOTE ENTRY RELEASE AND ENROLLMENT OF CREDENTIALS. COORDINATE EXACT PLACEMENT WITH OWNER.
- TY25 PROVIDE 55" VMS DISPLAY. PROVIDE NEW POWER, PATHWAY, ARTICULATING MOUNT, AND AV CABLE FOR CONNECTION TO OWNER PROVIDED CLIENT WORKSTATION. COORDINATE EXACT LOCATION WITH OWNER.
- TY28 EXISTING VON DUPRIN QEL ELECTRIFIED LATCH. RETROFIT WITH REQUEST TO EXIT AND LATCH BOLT MONITOR. ADD DOOR MONITOR.
- TY30 EXISTING VON DUPRIN EXIT DEVICE. RETROFIT WITH INTEGRAL REQUEST TO EXIT AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.
- TY34 EXISTING VON DUPRIN EXIT DEVICE. RETROFIT WITH QEL FOR ELECTRIC DOGGING. RETROFIT WITH INTEGRAL REQUEST TO EXIT AND LATCH BOLT MONITOR. INSTALL NEW DOOR POSITION SWITCH.
- TY38 RETROFIT ELECTRONIC STRIKE. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY39 RETROFIT ELECTRONIC STRIKE, DOOR POSITION SWITCH, AND BOSCH DS160 REQUEST TO EXIT. LOGIC SHALL BE CONTROLLED BY ACCESS CONTROL SYSTEM FOR SCHEDULING, LOCKDOWN, AND UNDERCOUNTER DOOR RELEASE.
- TY40 PROVIDE 32" SPOT MONITOR WITH AXIS DECODER FOR FRONT ENTRY. CAMERAS. PROVIDE DATA CABLE TO DECODER. PROVIDE WIRELESS SDC RECEIVER AND TRANSMITTER. RECEIVER SHALL BE PROGRAMMED TO RELEASE TEMPORARILY RELEASE BOTH VESTIBULE DOORS DURING SCHEDULES AS COORDINATED WITH DISTRICT FOR Y-CLUB. COORDINATE EXACT MONITOR LOCATION WITH DISTRICT. FURNISH AND INSTALL WIRE GUARD OVER MONITOR.
- TY45 EXISTING VON DUPRIN QEL ELECTRIFIED LATCH. RETROFIT WITH REQUEST TO EXIT AND LATCH BOLT MONITOR. EXTERIOR ADA OPERATOR SHALL REQUIRE VALID CREDENTIAL DURING SECURE SCHEDULE PRIOR TO ACTUATION. DOOR SHALL ALWAYS UNLATCH TO ALLOW FREE EGRESS UPON REQUEST FROM EGRESS ADA ACTUATOR.
- TY51 REMOVE ELECTRIC STRIKE AND CABLING. REPLACE WITH NON-ELECTRIFIED STRIKE SIMILAR TO OTHER DOORS.
- TY55 PROVIDE OVERHEAD DOOR POSITION SENSOR.



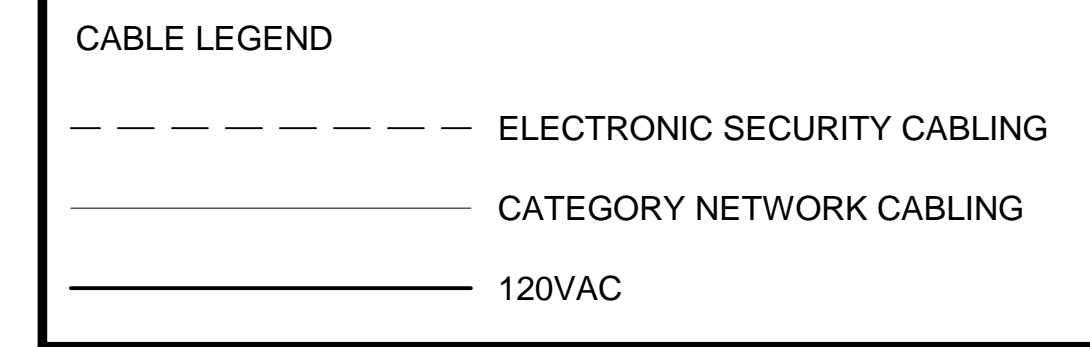
REVISIONS

PLATTE COUNTY SCHOOL DISTRICT R-III
PLATTE COUNTY SECURITY UPGRADES

REVISION	DATE

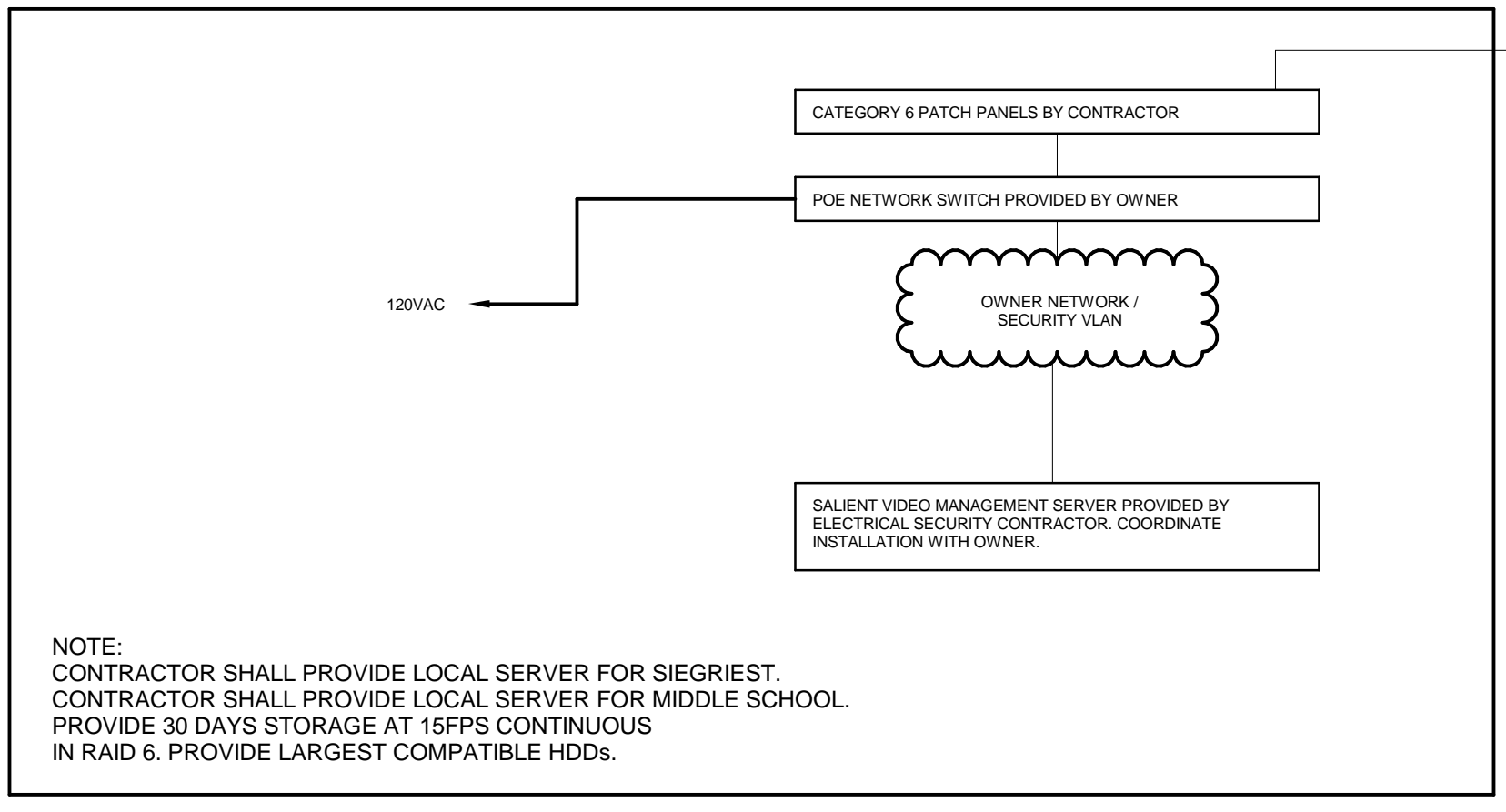
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DATE: 4/22/2019
DESIGNED BY: RNM

SHEET NO.
TY300

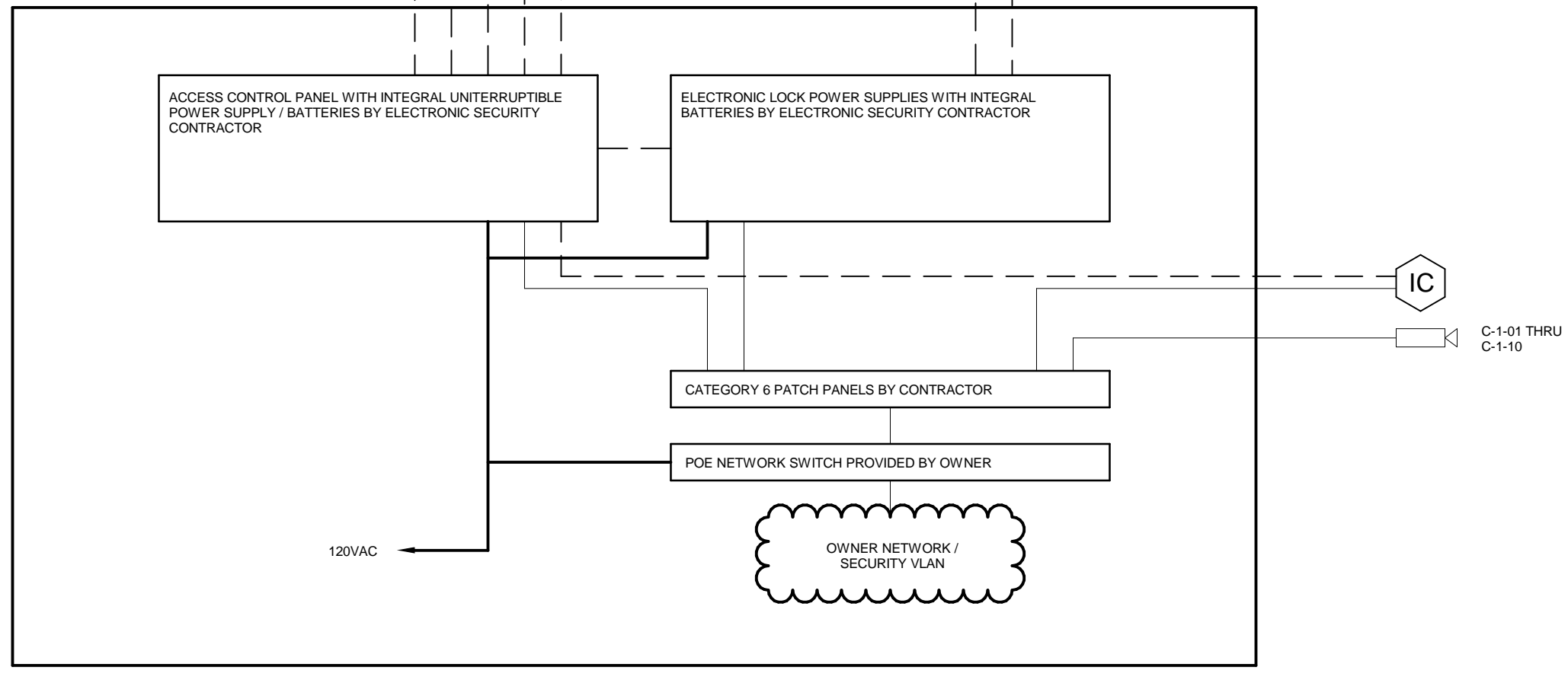


GENERAL NOTES:
CABLING SERVING LOCATIONS ARE ASSUMED. FIELD CONDITIONS MAY RESULT IN DIFFERENT SERVING LOCATIONS BASED ON EXISTING LOW VOLTAGE CABLING PATHWAYS. CONTRACTOR MAY FOLLOW EXISTING PATHWAYS. CATEGORY CABLING DISTANCES MAY NOT EXCEED 295FT. ACCESS CONTROL CABLING DISTANCES SHALL NOT EXCEED MANUFACTURERS RECOMMENDED REQUIREMENTS OR VOLTAGE DROP LIMITATIONS AS DEFINED BY NEC.

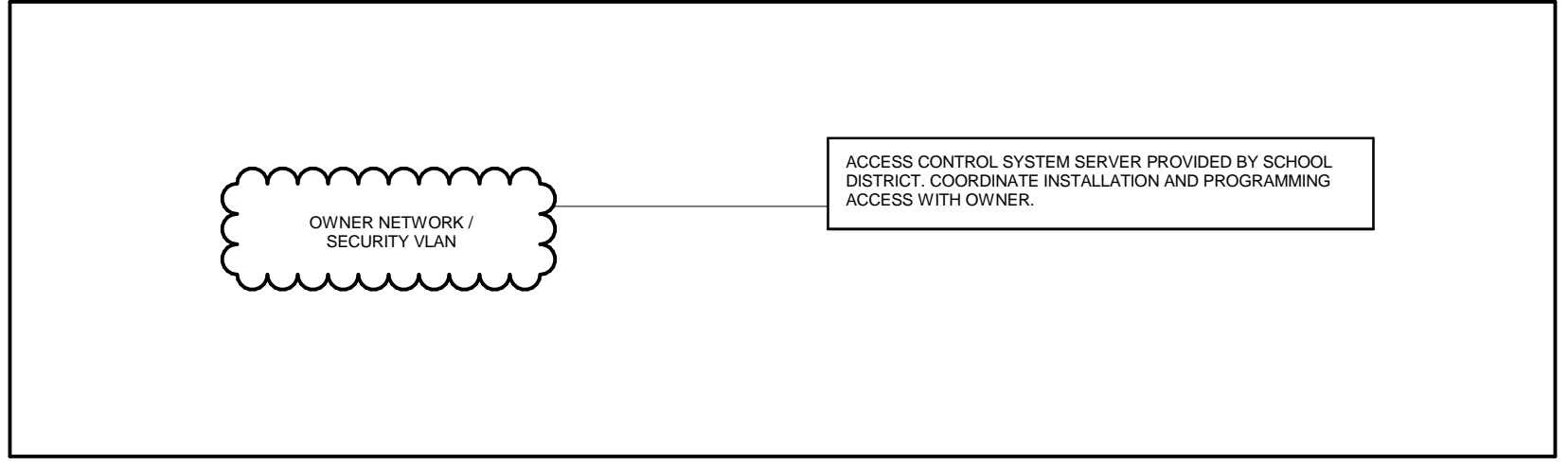
TYPICAL IDF FOR VIDEO SURVEILLANCE CAMERAS



TYPICAL IDF FOR ACCESS CONTROL SYSTEM



PLATTE COUNTY SCHOOLS DATA CENTER



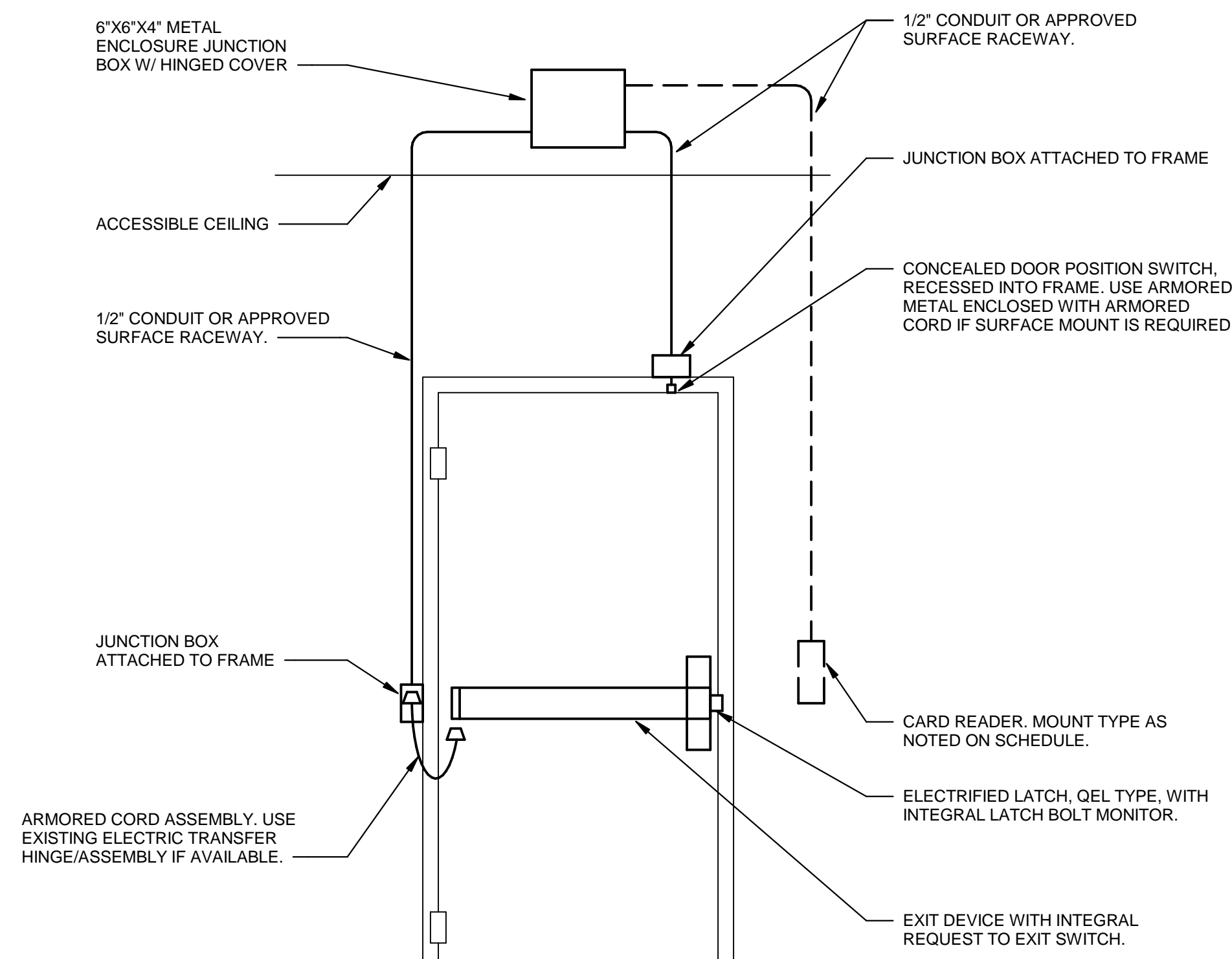
REVISIONS

PLATTE COUNTY SCHOOL DISTRICT R-III
PLATTE COUNTY SECURITY UPGRADES

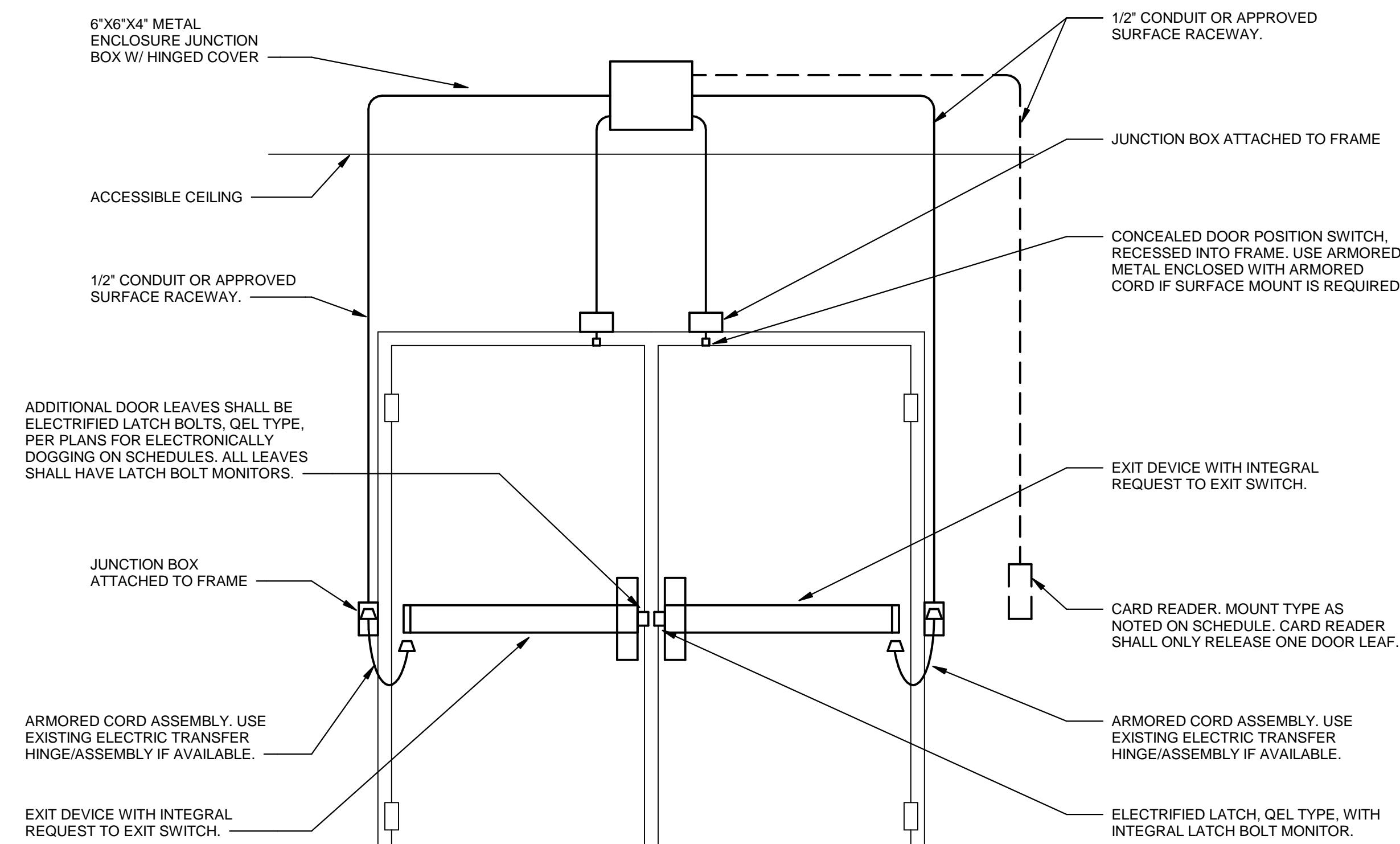
REVISION DATE

HEI JOB NO: 1950002197
DATE: 4/22/2019
DESIGNED BY: RNM

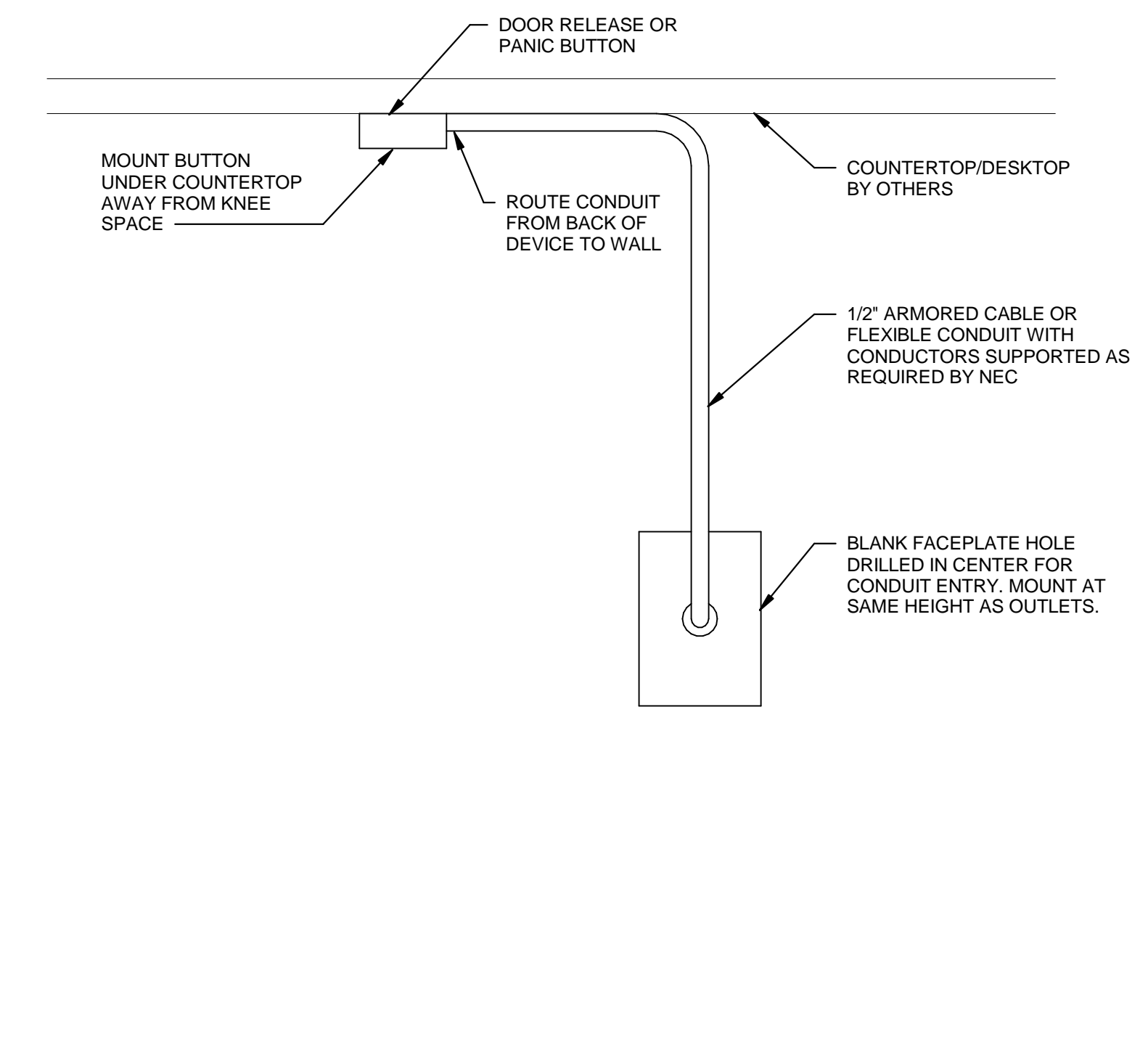
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TY400



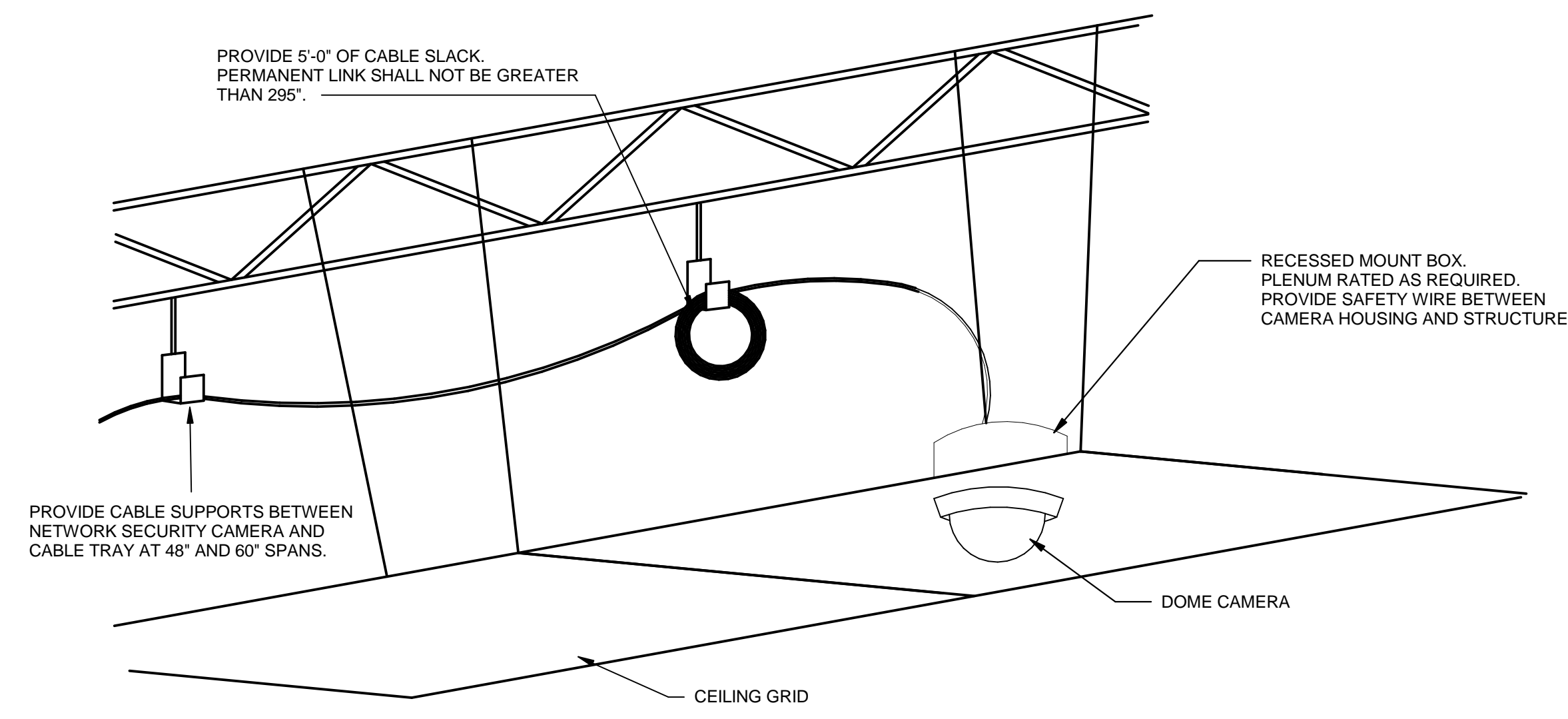
1 TYPICAL ACCESS CONTROL DETAIL - ELECTRIFIED RIM EXIT DEVICE
NTS



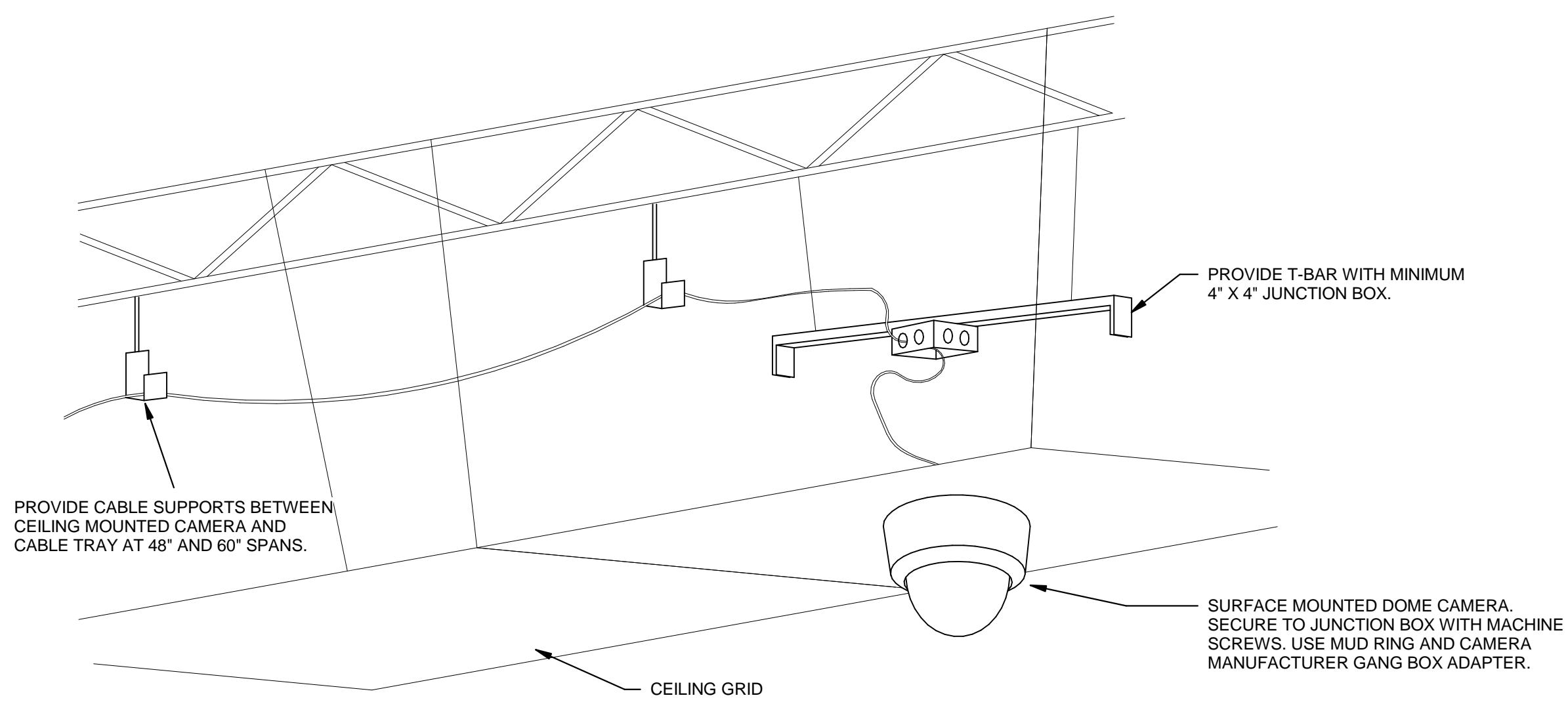
2 TYPICAL ACCESS CONTROL DETAIL - ELECTRIFIED RIM EXIT DEVICE MULTIPLE DOORS
NTS



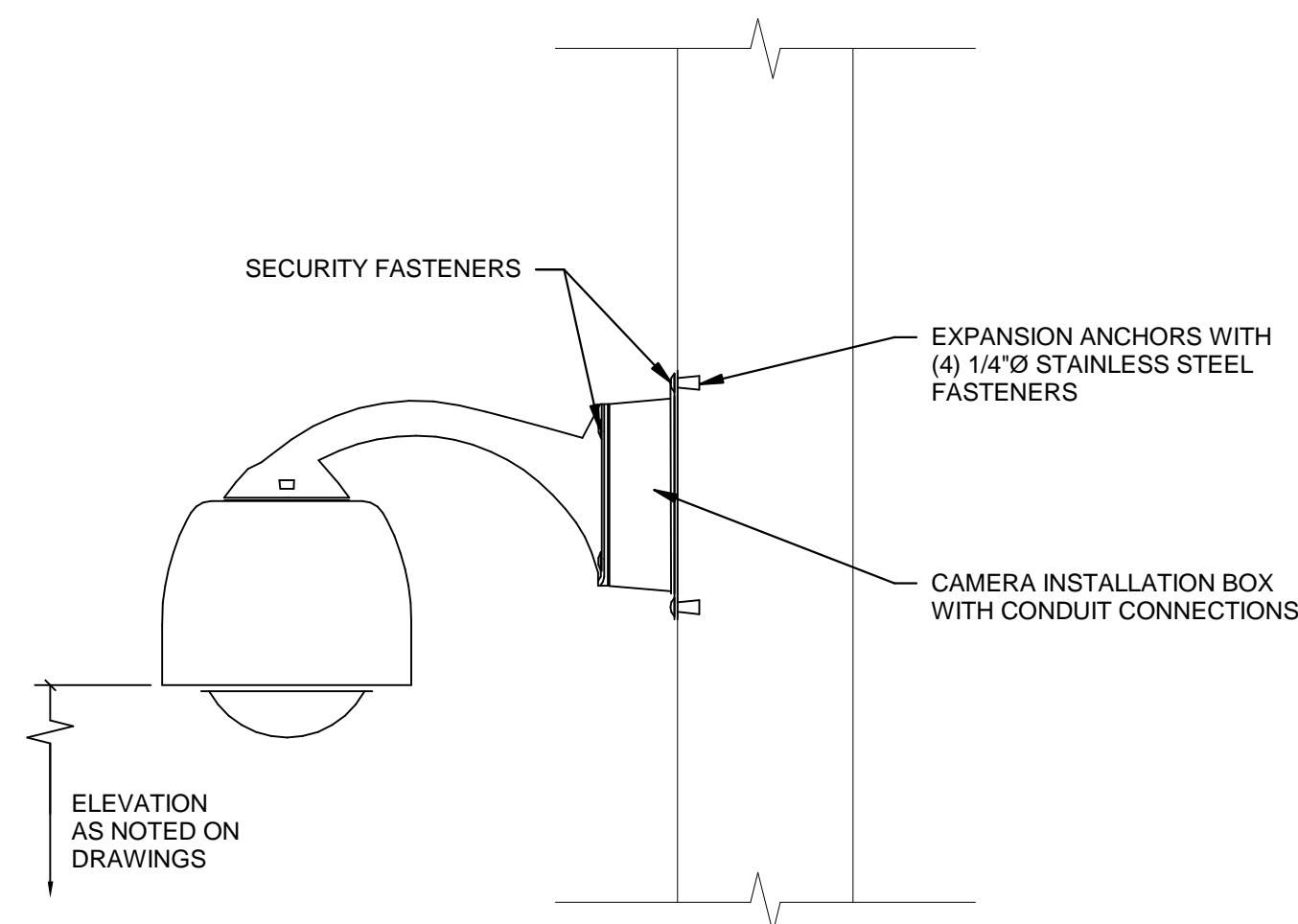
3 UNDER COUNTERTOP PANIC BUTTON AND DOOR RELEASE BUTTON DETAIL
NTS



4 TYPICAL CAMERA INSTALLATION DETAIL - RECESSED ACOUSTICAL CEILING MOUNT
NTS



5 TYPICAL CAMERA INSTALLATION DETAIL - SURFACE ACOUSTICAL CEILING MOUNT
NTS



6 TYPICAL CAMERA INSTALLATION DETAIL - WALL MOUNT WITH ARM
NTS

NOTE:

THESE DRAWINGS ARE SCHEMATIC IN NATURE. EXISTING CONDITIONS ARE FROM GENERAL OBSERVATIONS AND ARE NOT EXHAUSTIVE OF ALL FIELD CONDITIONS.

THE LOCATIONS AND DEVICES DEPICTED ON DRAWINGS ARE REPRESENTATIVE. THE CONTRACTOR SHALL SURVEY SITE AND PROVIDE A COMPLETE AND FUNCTIONING SYSTEM MEETING THE MINIMUM REQUIREMENTS THE DISTRICT STANDARDS AND SECURITY DRAWINGS.

INSTALLATIONS SHALL COMPLY WITH ALL LOCAL BUILDING, FIRE, AND ELECTRICAL CODES. ALL INSTALLATIONS MUST SATISFY THE AUTHORITY HAVING JURISDICTION.