

LANDSIDE EMPLOYEE PARKING LOT RELOCATION

DENVER INTERNATIONAL AIRPORT CONSTRUCTION CONTRACT NO. 201951210

DIVISION 01 – GENERAL REQUIREMENTS

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SECTION 011100 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY AND DESCRIPTION

- A. The Work specified in this contract consists of furnishing all management, supervision, labor, materials, tools, equipment, services, testing and incidentals for the construction of the Work indicated in the contract documents including lump sum items and unit price items.
- B. The Work in this Contract may affect operations at DEN. The Contractor shall bid, plan and execute the Work to minimize disruption of operations and inconvenience to the public.
- C. Change Notice:
 - 1. The Contractor will be required to submit a proposal for each Change Notice
 - 2. The Contractor shall submit a proposal for the complete scope of the Work within the specified duration identified by the Notice. Where there is no time requirement identified by the notice documents, the Contractor shall submit a proposal within 20 days of receiving the notice or as allowed in Title 11 - Changes in the Work, Contract Price, or Contract Time of the General Contract Conditions, 2011 Edition.
 - 3. The proposal could contain both competitive bid and estimated costs and shall adhere to the requirements of Title 11 of the General Contract Conditions.
 - 4. The Contractor shall not proceed on any change notice work until a change order is issued.
- D. Change Directives:
 - 1. The DEN Project Manager may issue Change Directive(s) for a Scope of Work. The Contractor shall keep all Time and Material record for any Change Directive(s) issued until a final settlement for the task is settled and finalized in a Change Order.
 - 2. The Contractor shall keep records and approvals for all Time and Material impacts of a Change Directive until a final settlement is reached and fully executed by the DEN Project Manager.
 - 3. The Contractor may invoice for a Change Directive in accordance with Title 11 of the General Contract Conditions, 2011 Edition.
- E. Guaranteed Maximum Price (GMP): For Contracts assigned as GMP the Contractor

shall follow the Special Conditions issued for the Contract.

- F. This Project will be administered using the current Project Management Information System (PMIS). The application will be supplied by DEN at no cost to the Contractor. DEN will provide PMIS training for up to two (2) of the contractor's personnel. PMIS training is required for all new users.
- G. THIS SECTION DOES NOT APPLY.
- H. DEN utilizes several programs as part of the Asset Management System. Keeping accurate as-built record and operation and maintenance data are essential in the integrity and the validity of the airport operation. The Contractor is required to make every effort to keep the airport data informed, updated and accurate in the format required by DEN Project Manager:
 - 1. The Contractor shall comply with all the requirements of Section 013223.11 Construction Layout and As-Built Surveys and provide the data to DEN to produce the complete record of the BIM model of the Project
- I. Inspection Requirements:
 - 1. Special Inspection and Testing required by the building official or the Engineer of Record in the Contract Documents or in the Statement of Special Inspections will be performed by DEN contracted Agencies.
 - 2. Contractor shall subcontract Qualified Material Testing Agency(s) to perform all necessary Quality Control, processing control and any additional Testing required by the Contract Documents.
 - 3. DEN Quality Assurance Manager may audit all material tests performed by the Contractor Quality Control at any time. Testing and Inspections for structural elements reinforced concrete, steel, masonry caissons, fire protection, precast and post tension concrete not identified as special inspection will be performed by the Contractor Quality Control Program and Contractor Material Testing Agency and audited and confirmed by DEN Quality Assurance Manager. DEN will perform 100% visual inspection on all weldments. DEN will perform Quality Assurance testing at a frequency of approximately 10% of the Quality Control test and inspection frequencies. The testing frequencies by DEN may escalate to higher percentages and the Contractor will be responsible for all costs associated with failing tests of the same pay item elements. The Contractor may not hire the DEN contracted or testing agency in any capacity on this Project.
- J. DEN Quality Assurance will perform all quality assurance pull and adhesion tests. Contractor shall perform all quality control tests for the same items.
- K. DEN Quality Assurance is required to submit a letter indicating that all Work performed on the project complies with all applicable codes. The Contractor shall make sure that all required test frequencies and all deficiencies has been corrected to comply with all applicable codes standards and the requirements of the Contract Documents.

1.3 WORK BY OTHERS AND FUTURE WORK

- A. Refer to Title 7 – Cooperation, Coordination and Rate of Progress of the General Contract Conditions, 2011 Edition

1.4 SITE CONDITIONS

- A. Refer to Title 14 – Site Conditions of the General Contract Conditions, 2011 Edition

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 CONTRACTOR'S DUTIES

- A. Refer to Title 3 – Contractor Performance and Services of the General Contract Conditions, 2011 Edition
- B. Execute the Work as specified and in a timely manner. Submit a schedule of Work that will be performed at times other than during the eight-hour working day of Monday through Friday, daylight hours. Submit this schedule five (5) working days prior to the beginning of Work to the DEN Project Manager for review and acceptance. Approval to work at night may be obtained after Contractor presents a written program outlining special precautions to be taken to control the extraordinary hazards presented by night work. That program shall include, but not limited to, supplementary lighting of work areas, availability of medical facilities, security precautions, and noise limitations.

3.2 COORDINATION

- A. Coordinate execution of the Work with those public utilities, governmental bodies, private utilities and other contractors performing work on and adjacent to the worksites. Eliminate or minimize delays in the Work and conflicts with those utilities, bodies, and contractors. Schedule governmental, private utility and public utility work that relies upon survey points, lines and grades established by the Contractor to occur immediately after those points, lines and grades have been established. Confirm coordination measures for each individual case with the DEN Project Manager in writing.
- B. In the coordination effort of work by others, the Contractor shall obtain and refer to equipment locations and other layouts, as available, to avoid interface problems.
- C. The City reserves the right to permit access to the site of the Work for the performance of work by other contractors and persons at such times that the City deems proper. The exercise of such reserved right shall in no way or to any extent relieve the Contractor from liability for loss and damage to the Work due to or resulting from its operations or from responsibility for complete execution of the Contract. The

Contractor shall cooperate with other contractors and persons in all matters requiring common effort.

3.3 CONTRACTOR USE OF WORK SITE

- A. Confine work site operations to areas permitted by law, ordinances, permits, and the Contract.
- B. Consider the safety of the Work and that of the people and property on and adjacent to the work site when determining amount, location, movement, and use of materials and equipment on work site.
- C. Do not load work site with equipment and products that would interfere with the Work. Only equipment, tools, or materials required for this Work may be stored at the work site.
- D. Protect products, equipment, and materials stored on work site.
- E. Relocate stored products, equipment, and materials that interfere with operations of City, government bodies, public, and private utilities, and other contractors.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 011100

SECTION 011400 - WORK SEQUENCE AND CONSTRAINTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 OTHER WORK

- A. Other concurrent construction contracts with which the Contractor must interface are described elsewhere in the Contract Documents. Refer to Section 013210 "Schedule" and the Special Conditions for specific work constraints and milestones.

1.3 WORK SEQUENCE

- A. The work sequence shall comply with Phasing, Sequencing, and Milestones as indicated in the Contract Documents and in accordance with the approved Construction Schedule developed by the Contractor. The schedule shall comply with requirements indicated in the Special Conditions and Section 011400 "Work Sequence and Constraints". The Construction Schedule is described in Section 013210 "Schedule".

1.4 WORK CONSTRAINTS

- A. Site Constraints:
 - 1. Access to the Project shall be generally as indicated in the Contract Documents. Access shall be organized and planned by the Contractor to ensure no disruption of airline or DEN operations.
 - 2. Access to work sites will be strictly monitored and must comply with DEN Airport Operations and FAA Regulations. The Contractor shall provide monitoring and escorts as required by DEN Operations in the area of the Work.
 - 3. The Contractor's staging area will be as indicated in the Construction Documents.
 - 4. Contractor employee parking will not be allowed within the existing revenue control system. Parking facilities will be as indicated in the Construction Documents.
 - 5. Material for work in the Terminal may be brought in through the Terminal Loading Dock accessed via Gate 1. Employee and material access to the Concourses will be via Gate 5. It is not anticipated access to the Terminal or Concourses will be required for this project.
 - 6. The Contractor shall use the haul routes specified in the Construction Documents. If the haul route is not specified in the Construction Documents, the

Contractor shall propose a haul route subject to the approval of the DEN Project Manager and DEN Operations.

7. If required, the Contractor shall provide a bus and driver to transport the Contractor's employees between the designated employee parking area and the work sites. No separate payment will be made for this bus and driver. The cost shall be included in the bid item "Mobilization". The bus driver shall be provided at all times when Contractor employees are working on the Project.

B. System Interruptions:

1. DEN is a 24/7/365 facility. Construction activity that requires any system shutdown must be coordinated with the DEN Project Manager and DEN MCC.
2. The Shutdown cannot proceed unless all approver groups have approved the request. If any of the groups rejects the request, you may not proceed with the Shutdown. If a Shutdown is determined to be an emergency due to pending health issues or the risk of additional damage, this process may be bypassed, at the discretion of the DEN Project Manager. If the Shutdown is an emergency, proceed with the shutdown without the approvals. Approvals must be obtained as follows
 - a. Airfield Shutdowns must be submitted at least 72 hours prior to the shutdown start date.
 - b. All other Shutdowns must be submitted at least five (5) business days prior to the shutdown start date.
 - c. All Shutdown Requests must be submitted using the Shutdown Request form, by the DEN Project Manager.

C. THIS SECTION DOES NOT APPLY.

D. Conduct of persons using the Denver Municipal Airport system:

1. Contractor activities shall comply with Airport Operations and Regulation 130 "TRAFFIC" and Regulation 20 "CONDUCT OF PERSONS USING THE DENVER MUNICIPAL AIRPORT SYSTEM" shall be followed at all times. These regulations are available from Airport Operations at Denver International Airport.

E. Operational safety on airports during construction:

1. All Work shall be accomplished in accordance with FAA Advisory Circular AC150/5370-2C, "Operational Safety on Airports during Construction", FAR Part 139 and FAR Part 107 except as herein modified.

F. Welding Equipment, Procedures and Constraints:

1. THIS SECTION DOES NOT APPLY.
2. THIS SECTION DOES NOT APPLY.
3. Electrical Service: The Contractor shall be responsible for verifying with the DEN Project Manager or representatives locations acceptable for accessing electrical power for welders and other electrical equipment feeders. The Contractor shall be responsible for all work and equipment required to install temporary or

permanent electrical modifications for construction power and lighting.

- a. Temporary Hook-up: In addition to the requirements of paragraph "Temporary Power and Lighting for Construction" below, comply with the following:
 - 1) Provide wiring sized to accommodate full load of welding equipment, accounting for voltage drop.
 - 2) Provide appropriate NEMA twist-lock or ANSI receptacle for welder hook-up.
 - 3) 480V, 3 phase, 3 pole, 4-wire twist lock ground line.
 - 4) NEMA L16-20 or ANSI C73.87.
 - b. The Contractor may not begin operation of the equipment prior to request for inspection by DEN representatives and acceptance of the installation.
 - c. Permanent installation of electrical branch circuiting for welding equipment shall be made in accordance with all Division 26 Specification Sections
4. Welding Practices: All standard safe welding practices must be followed, including but not limited to the following:
- a. Flash protection for surrounding areas.
 - b. Contractor fire extinguisher in area.
 - c. One person in each welding area solely designated as fire watch for each welder.
 - d. Protect all equipment, cable trays and contents, etc., in area.
 - e. Use fire blankets and other appropriate materials to confine sparks and molten metal from the welding, cutting, and/or grinding activities.
 - f. All welders shall have been qualified through welding tests in accordance with applicable welding code, such as but not limited to AWS, ASME, API, within one year prior to welding taking place. Evidence of qualification shall be through Welding Performance Qualification Records (WPQR).
 - g. All welder qualifications test shall be or shall have been administered and witnessed by an Independent Testing Agency (ITA), AWS Certified Welding Inspector (CWI).
 - h. If recertification of welders is required, delay costs and retesting costs shall be borne by the Contractor.
5. Grounding: Review with DEN representative's area of work prior to beginning work to ensure ground procedures do not induce undesirable charges in steel building system or other systems. This review should take place subsequent to the pre-work meeting. Do not ground to adjacent building systems, baggage system, hangers, or devices that support mechanical or electrical equipment.
- G. Temporary Power and Lighting for Construction:
1. The Contractor shall be responsible for all work and equipment required to install temporary or permanent electrical modifications for construction power and lighting.
 2. The Contractor shall be responsible for all work and equipment required to install

temporary or permanent electrical modifications for construction power and lighting.

- a. Comply with all requirements of NEC Article 590.
- b. Flexible cords used for temporary power shall be listed in accordance with NEC Article 400, and rated for 'extra-hard' usage.
- c. Provide an equipment grounding conductor with all temporary power circuits.
- d. All temporary power distribution devices and equipment shall be listed and rated for the application.
- e. Provide ground fault protection for personnel.
- f. Temporary lighting fixtures shall be protected from physical damage.

H. Cleaning Equipment and Spoils:

1. Discharge of water, liquids, or chemicals into a sanitary sewer system or storm drainage systems is prohibited. The Contractor shall comply with all Federal, State, and Local requirements for disposal of chemicals and equipment wash water. The Contractor shall maintain and service all equipment in work areas and collect all wash water, spoils and water from excavations in containers for discharge or removal off site.

I. THIS SECTION DOES NOT APPLY.

J. THIS SECTION DOES NOT APPLY.

K. THIS SECTION DOES NOT APPLY.

1.5 COORDINATION

- A. The Contractor will designate a contact person for coordination with the DEN Project Manager and all necessary stakeholders, internal and external to DEN. The contact person shall have the authority to make decisions for the Contractor firm and shall have binding signatory power for changes in work. The contact person shall be on site at all times during work activity.
- B. No additional costs shall be considered for coordination activities throughout this project. The Contractor shall include in the Contractor's bid costs for coordination of all activities.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 THIS SECTION DOES NOT APPLY.

3.2 EQUIPMENT

- A. Equipment: CNG-powered equipment is allowed within the buildings. No other fossil fuel equipment may be used within buildings unless the equipment is directly vented to the building exterior.
- B. Electric: Electric powered equipment is acceptable in the Work area.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 011400

SECTION 011810 - UTILITIES INTERFACE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Various utilities are located within the limits of work in the Project area. The owners of these utilities hereinafter noted may require that the Contractor is to work around their existing facilities until such alterations, relocation, or abandonment have been completed. All known existing utilities are shown; however, the Contractor shall verify and satisfy himself that there are no other existing utilities that may not be shown.
- B. The owners of known utilities within the project area include, but are not limited to:
 - 1. Century Link Telephone
 - 2. DEN Telephone
 - 3. Xcel Energy Natural Gas
 - 4. Xcel Energy Elec. Services
 - 5. DEN Storm Water
 - 6. DEN Sanitary Sewer
 - 7. Denver Water Department
 - 8. Inland Technologies
 - 9. Fuel System (ASI)
 - 10. Premise Wiring System- DEN IT Section
 - 11. FAA Duct Bank
 - 12. Oil/Gas Wells
 - 13. DEN Electrical Department
 - 14. Fire Alarm System
 - 15. Paging System
- C. The location and establishment of each construction vehicle crossing shall be at sites mutually agreed upon in writing by the Contractor and the owner of the utility.
- D. At the locations where the Contractor needs to establish a construction vehicle crossing over any of the operating pipelines, the furnishing and placing of a crossing shall be by the Contractor. The crossing shall allow the normal operation of the pipeline at all times. Each crossing shall be adequately marked and signed for safe passage of vehicles over the crossing. Construction vehicles shall not be allowed to cross over operating pipelines at any place other than an established crossing.
- E. These utility locations are based upon information provided by the utility companies or previous construction contractors that were the basis for determining utility

coordinates. The Contractor is responsible for confirming the accuracy of the provided coordinates.

- F. The Contractor shall control the Contractor's operations in order to avoid creating any obstacles for the utility owner's access for maintaining or operating their equipment.

1.3 REFERENCE DOCUMENTS

- A. CDOT Standard Specification Section 206, Subsection 206.02 (a) 2. Structure Backfill (Flow-Fill)

1.4 REGULATORY REQUIREMENTS

- A. The Contractor shall obtain and pay for all utility company permits, fees, and licenses necessary for the execution of this work. The Contractor shall give all notices and shall comply with all laws, ordinances, rules, and regulations of all authorities having jurisdiction.

1.5 QUALITY CONTROL

- A. When the Contractor performs any operations that will affect a utility owner, the Contractor shall give timely notice to the utility owner and the DEN Project Manager so that the Contractor's operations may be observed by the utility owner or their representative.

1.6 WORK INCLUDED

- A. The Work of this Section includes furnishing all materials, equipment, and labor necessary to provide utility crossings as required and as specified herein and subject to approval by the associated utility owner.
- B. North American Resources has a line passing through airport property. The Contractor shall contact the utility prior to beginning earthwork operations to ascertain any special requirements or conditions required to maintain and protect this service during construction activities.
- C. FAA Underground Duct lines: The FAA has duct lines passing under the site. The Contractor shall contact the FAA prior to beginning earthwork operations to ascertain any special requirements or conditions required to maintain this service during construction activities.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Suitable cover material shall be in accordance with Colorado Department of Transportation Standard Specifications. Wet, soft, or frozen material, asphalt chunks, or other deleterious substances shall not be used for cover.
- B. Aggregate for road base material shall consist of clean, sound and durable particles of crushed stone, crushed gravel or crushed slag, shall be free from coatings of clay, silt and organic matter, and shall contain no clay balls. Material shall conform to the State of Colorado Standard Specifications for Road and Bridge Construction Class 6 aggregate base unless otherwise specified.
- C. The materials for the load distribution system on top of the cover shall conform to the specification of the American Institute of Steel Construction, the American Institute of Timber Construction, or the American Concrete Institute, as applicable, depending upon the system agreed upon between the Contractor and utility owner.
- D. Materials for the sleeving of pipelines shall be purchased by the utility owner at the Contractor's expense.
- E. Comply with utility backfill requirements for the use of flowable backfill in CDOT Standard Specification Section 206, Subsection 206.02 (a) 2. Structure Backfill (Flow-Fill) and Division 26 and Division 33 requirements as applicable.

PART 3 - EXECUTION

3.1 NOTIFICATION OF UTILITIES FOR LOCATING AND POTHOLING

- A. The Contractor shall verify the location of all utilities prior to any operations including physically uncovering the utility to verify location as required by the utility owner.
- B. The Contractor shall notify the Utility Notification Center of Colorado at (303) 534-6700 or 811, as a minimum for location of utilities.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 011810

SECTION 012510 - SUBSTITUTIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. All material and equipment substitutions must comply with Title 4, Article 406: Substitution of Materials and Equipment in the General Contract Conditions, 2011 Edition.
- B. The Work specified in this Section consists of submitting form CM-09, Request for Substitution for the approval of a different material, equipment, or process than is described in the Contract Documents.
- C. If the substitution changes the Scope of Work, Contract cost, or Contract time, a Change Order is required.
- D. As-built drawings and specifications must include all substitutions even if a Change Order is not issued.

1.3 REFERENCE DOCUMENTS

- A. Form CM-09, Request for Substitution
- B. Section 013300 "Submittal Procedures"
- C. Section 013325 "Shop and Working Drawings, Product Data and Samples"

1.4 QUALITY CONTROL

- 1. The substitution shall provide as a minimum, the same performance as specified.

1.5 SUBMITTALS

- A. Refer to Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples" for submittal procedures.
- B. A completed Form CM-09 shall be submitted at least 60 days prior to when an order needs to be placed or a method needs to be changed.

- C. The submittal shall contain all the data required to be submitted for acceptance of the originally specified item or process, including, as appropriate:
1. Detailed product data sheets for the specified items and the substitution.
 2. Samples and shop drawings of the substitution.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SUBSTITUTION PROCESS

- A. Provide the information as required on Form CM-09.

3.2 SUBSTITUTION REQUEST

- A. The formal Request for Substitution will be evaluated by the DEN Project Manager and the Designer of Record based on the following criteria:
1. Compatibility with the rest of the project.
 2. Reliability, ease of use and maintenance.
 3. Both initial and long-term cost.
 4. Schedule impact.
 5. The willingness of the Contractor to share equally in any cost savings.
 6. The ability of the item or process to meet all applicable governing regulations, rules, and laws along with funding agency requirements.
 7. The cost of evaluating the substitution.
- B. Based upon the above evaluation, the Sr. Director of AIM Development will make a final determination of what is in the best interest of the City and either approve, disapprove or approve as noted the requested substitution.

3.3 CONDITIONS

- A. As a condition for submitting a Request for Substitution the Contractor waives all rights to claim for extra cost or change in Contract time other than those outlined in the request and approved by the Deputy Manager of Aviation. The Contractor, by submitting a Request for Substitution, also accepts all liability for cost and scheduling impact on other contractors or the City due to the substitution.
- B. Included with the Request for Substitution shall be the following statement:
1. "The substitution being submitted is equal to or superior in all respects to the Contract-required item or process. All differences between the substitution and the Contract-required item or process are described in this request along with all required information, cost, and scheduling data."

- C. The statement shall be signed and dated by the Contractor's Superintendent.
- D. Replacement of Substitution Found to be Not Equal: The Contractor shall be responsible for all aspects and conditions of the substitution that are not clearly identified in the substitution submittal, and shall be liable for the appearance, function, performance or other aspects of the substitution that are found not to be equal to the originally specified item.
 - 1. The Contractor shall incur all labor and costs associated with replacement of any substitution that is found to be not equal to the originally specified item or process and rejected by the DEN Project Manager.
 - 2. The replacement of any rejected substitution shall either be with the originally specified item or process, or a substitution approved by the DEN Project Manager

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 012510

SECTION 012910 - SCHEDULE OF VALUES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions other Division 01 Specification Sections, and Related Requirements apply to this Section.

1.2 RELATED REQUIREMENTS

- A. The Work specified in this Section consists of preparing and submitting the Schedule of Values ("Schedule") as referenced in the General Conditions. Use the Project Specifications Table of Contents or Bid Tabs, if applicable, as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section. The Work also includes the preparing and submitting of updated copies of the Schedule if the Schedule is affected by change orders.
- B. A Schedule of Stored Material is a detailed cost breakdown for permanent materials that will be temporarily stored prior to their being installed and for which the Contractor seeks partial payments. The Schedule of Stored Material will be incorporated as a part of the Schedule of Values.
- C. Within 14 calendar days of issuance of the Notice to Proceed (NTP), the Contractor shall submit the Schedule of Values including the Schedule of Stored Material if applicable. The Schedule of Values and Schedule of Stored Material used to prepare the work/cost breakdown for the Schedule will be used for the Contractor's billings.
- D. Any Contract allowances shall be included in the Schedule. Expenditure of allowances shall be done using the Allowance Authorization form. Use of this form does not increase or decrease the Contract value.

1.3 RELATED DOCUMENTS

- A. Title 9 – Compensation of the General Contract Conditions, 2011 Edition
- B. Section 013300 "Submittal Procedures"
- C. Section 013325 "Shop and Working Drawings, Product Data and Samples".
- D. Form CM-89, Schedule of Values
- E. Form CM-91, Schedule of Values for Unit Price Contracts

1.4 SUBMITTALS

- A. The Schedule of Values shall be formally approved by the DEN Project Manager.
- B. The Schedule shall identify each item of work. Work items in the Schedule shall represent all Work and shall be referenced with the Technical Specifications section numbers, specification subparagraph, specification section title and the bid item number used for the Schedule of Prices and Quantities when applicable.
- C. Upon request by the City, the Contractor shall support values given with the data that will substantiate the correctness of the values.
- D. The Schedule will be utilized only as a basis for review of the Contractor's application for progress payment.

1.5 REVIEW AND RESUBMITTAL

- A. If review by the DEN Project Manager indicates that changes to the Schedule are required, the Contractor shall revise and resubmit the Schedule.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PREPARING SCHEDULE OF VALUES

- A. Provide a breakdown of the Contract Price in enough detail to facilitate continued evaluation of Applications for Payment and progress reports.
- B. Breakdown of the items used in the Schedule shall include the following item costs. Ensure each item is complete:
 - 1. Delivered cost of product with applicable taxes paid.
 - 2. Total installation cost with overhead and profit.
 - 3. Breakdown costs of each lump sum item with a list of products and major operations for which the Contractor seeks to receive progress payments to recover the Contractor's costs for that bid Item.
 - 4. Each unit price item as listed in the bid Schedule of Prices and Quantities shall list products and major operations for which the Contractor seeks to receive progress payments for that bid item.

3.2 PREPARING SCHEDULE OF STORED MATERIAL

- A. The Contractor shall submit with the Schedule an indication of whether products will be stored on or off the work site. The Schedule of Stored Material shall show all quantities and types of products that will be stored.

- B. Material allowances consist of only the net cost of the product, the cost of delivery and unloading at the storage site, the cost of applicable sales taxes, and all discounts.
- C. In no case will the cost paid for a permanent material be greater than 90 percent of the Contract price for the Work in which they are included.

3.3 PAYMENT FOR STORED MATERIALS

- A. Only materials that are described in the specifications and on the drawings will be considered permanent materials. Permanent materials are materials that will be left in the Work after the Contract is completed.
- B. Nothing in these specifications shall be interpreted as requiring the City to pay for stored materials. The DEN Project Manager shall decide on a case-by-case basis whether stored materials shall be paid for. No payment will be made for stored materials that have not been submitted and accepted.
- C. The Contractor must, at all times, store permanent materials in accordance with manufacturer's recommendations. Any material not properly stored will not be paid for. Amounts will be deducted from payments for any stored permanent material previously paid for and subsequently found to be improperly stored or not present, based upon a physical inventory of stored permanent material.
- D. Only the neat line quantity of material needed for the finished product may be paid for.
- E. All requests for stored permanent material payment must be accompanied by paid invoices clearly showing the quantity of permanent material, the type of permanent material and discounts or rebates and the net amount paid to the supplier along with a certificate stating that the permanent material is free of any liens or judgments preventing its use by the City.
- F. If the permanent material is stored outside the Denver area, the Contractor must pay for the City representative's transportation and lodging to see the stored material as needed. Acceptable lodgings must, as a minimum, have a Mobil Travel Guide Rating Criteria® rating of Two-Star or the American Automobile Association Lodging Listing Requirements & Diamond Rating Guidelines® rating of Two Diamonds. The minimum transportation shall be by regularly scheduled commercial air carrier at coach rates. The DEN Project Manager will determine if an overnight stay is required.
- G. All permanent material stored off site, for which payment is being requested, must be insured and stored in bonded, insured warehouses. The Contractor shall provide proof of insurance for all material stored off site, and specific address and storage conditions of storage location.
- H. Any permanent material on which payment is requested must be in such a form that it cannot be used on work other than this Contract or stored in a manner acceptable to the DEN Project Manager to ensure that the permanent material cannot be used on work other than this Contract.

3.4 ALLOWANCE AUTHORIZATION AND PAYMENT

- A. Contractor shall request written approval for expenditure of any Contract allowances PRIOR TO performing the Work involved. List work to be performed and estimated cost in the requesting correspondence.
- B. Original copies of all invoices and receipts must be submitted with the Allowance Authorization as part of the request for payment.
- C. Using the format provided by the City, the Contractor's request for payment of all Contract allowances shall be included in the Schedule of Values.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 012910

SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations and coordination with other stakeholders and adjacent Contractors on the Project including,

1. Subcontractor's Acceptance Certification and Subcontractors List.
2. General Coordination Procedures.
3. Contract Administration Procedures.
4. Current Project Management Information Systems (PMIS)
5. Coordination drawings.
6. Current DEN Asset Management Systems
7. Requests for Information (RFIs).

- B. Related Requirements:

1. Section 011100, " Summary of Work" for a description of the division of work among separate contracts and responsibility for coordination activities not in this Section.
2. Section 011400 "Work Sequence and Constraints" for shutdown requests and coordinating with airport operational activities.
3. Section 011420 "Security Requirements and Sensitive Security Information (SSI)".
4. Section 013210 "Schedule" for preparing and submitting Contractor's Construction Schedule.
5. Section 013223 "Construction Layout, As-built and Quantity Surveys" for coordinating, survey activities and survey related record documents.
6. Section 013300 "Submittal Procedures. "
7. Section 013325 "Shop and Working Drawings, Product Data and Samples".
8. Section 017720 "Contract Closeout" for coordinating closeout of the Contract.
9. Section 017419 "Construction Waste Management and Recycling".
10. DEN Digital Facilities and Infrastructure/BIM Design Standards Manual (DSM)

1.3 DEFINITIONS

- A. RFI: Request from the DEN Contractor to the DEN Project Manager seeking information required by or clarifications of the Contract Documents.

1.4 SUBMITTALS - SUBCONTRACTORS ACCEPTANCE CERTIFICATION AND SUBCONTRACTORS LIST

- A. To comply with Section 502.2 in the General Contract Conditions, 2011 Edition, the Contractor must complete and submit form CM-02 Subcontractor Acceptance Certification for each Subcontractor working on the project. Additionally, the Contractor must prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design.
- B. Provide emergency contacts list to the DEN Project Manager prior to any site activities. List must contain project name, number, location, company name and address, name and title of emergency contacts in order and time and assigned responsibilities. Keep list current and accurate at all times. Include any specific security arrangements or special projects requirements.
- C. Within two (2) days of Notice to Proceed, the Contractor shall submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identifying individuals and their duties and responsibilities listing addresses and telephone numbers, including home, office, and cellular telephone numbers and e-mail addresses. Providing names, addresses, and telephone numbers of individuals assigned as alternates in the absence of individuals assigned to Project.
 - 1. Post copies of the accepted list in project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.5 GENERAL COORDINATION PROCEDURES

- A. Coordination with other Contractors:
 - 1. For details on coordinating with other Contractors, refer to Article 701 Cooperation with Other Work Forces, Article 702 Coordination of the Work, and Article 703 Coordination of Public Contact in the General Contract Conditions, 2011 Edition.
- B. Minimum cooperation requirements with other contractors include the following, unless otherwise directed by the DEN Project Manager in writing:
 - 1. Regular meetings, minimum weekly.
 - 2. Construction schedule coordination.
 - 3. Staging area and access planning (to include employee shuttle routes).
 - 4. Deliveries.
 - 5. Traffic control.
 - 6. When and where required or specified, the Contractor shall develop appropriate coordination drawings for use by interfacing adjacent parties using the Denver International Airport site.
- C. The following is a list that includes, but is not limited to, the known projects and contractors that will be working in the area of the project limits:

1. Pena Blvd Phase 1 (Design-Build) – Interstate Highway Construction, Inc.
2. Parking Revenue Control System Upgrades – TBD
3. 2020 Annual Pavement Rehabilitation Landside – TBD

D. Coordination with DEN entities shall include but is not limited to the following:

1. Coordinate with Owner Contracted Communication Contractor.
2. Coordinate with Utility Companies for utilities that are single sole source.
3. Coordinate with Airport Security and DEN Maintenance for all security related services.
4. Coordinate with DEN Life Safety Team for all issues related to fire alarm, fire protection systems in addition to compliance with all regulatory agencies.
5. Coordinate all shutdowns and system interruptions in accordance with section 011400 "Work Sequence and Constraints."

1.6 Contract Administration Procedures:

- A. This Project will be administered in part using the current Project Management Information System (PMIS). Any processes necessary to properly administer the Contract and not included in the list below shall be addressed as acceptable to the DEN Project Manager. DEN Project Manager may modify the list below in serialized correspondence without constituting a change to the Contract. Administrative tools and processes shall not in any form waive any contractual or legal requirements of the law or the Contract. The Contractor shall attend all coordination meetings with the DEN Project Manager and the DEN Project Control Administrators to arrange for staff training, and technical support to facilitate the execution of electronic data management and control.
- B. Project Management Information Systems (PMIS): Oracle Unifier Enterprise Project Portfolio Manager (EPPM), or the Oracle Primavera P6.
- C. All submittals, RFIs, Pay Applications, Correspondence, change requests, and pricing proposals and settlement agreements shall be recorded and submitted using the current PMIS:
 1. The Contractor shall follow the specified PMIS Access Request Procedure and adhere to all user license conditions.
 2. The Contractor shall sign the Information Technology Agreement (ITA) to comply with the DEN computer system security requirements and any contractual obligation to the software and service providers for the current PMIS software
 3. DEN will train the Contractor's staff on the use of the PMIS. All new users will be required to attend a training session.
 4. At a minimum, the Contractor shall provide computer hardware and software to meet the following requirements and to run the following programs, as required for the project:
 - a. Internet connectivity that provides the necessary high-speed connection to perform all activities indicated in this Contract.
 - b. Internet Explorer version 8 or higher.

- c. Based on the project, a specific Java JRE application may be required, which can be downloaded from the Internet. If needed, the revision and update number will be provided at NTP.
- d. Other files capability pre-approved by the DEN Project Manager.

1.7 COORDINATION DRAWINGS – THIS SECTION DOES NOT APPLY

1.8 Coordination with DEN Asset Management System:

- A. The full intent is to produce comprehensive record documents integrating existing data in the form of digital files and models, reconciled to actual field conditions, modifications or additions facilities or components of existing facilities according to new Contract Documents, and to produce record documents that could be incorporated into DEN asset management system.
- B. THIS SECTION DOES NOT APPLY.
- C. Provide the following information through the execution of the Contract for all elements and element types that DEN has designated as assets. The information shall include but is not limited to:
 - 1. Project title, number, project manager contact information, contractor and subcontractor contact information
 - 2. Pertaining shop drawings
 - 3. Operational Manuals and safety information, MSDS and cut sheets, and any pertinent technical information.
 - 4. Details of all components' maintenance procedures and requirements.
 - 5. Details of all applicable warranties including but not limited to; warranty providers, manufacturers information, warranty start and finish dates, contacts, bonding company name, consent of surety,
 - 6. Equipment location (by room number and location description or grid location format acceptable to DEN Project Manager, for civil projects), equipment make, model, serial number, and other asset information as outlined in the DEN BIM DSM
 - 7. List of all spare parts including but not limited to; equipment make and model, location, submittal number or link, and suppliers reordering information
 - 8. Commissioning results, acceptance criteria, test reports, and Tab reports

1.9 REQUESTS FOR INFORMATION (RFIs)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI through the PMIS
 - 1. DEN Project Manager will distribute the RFIs to the proper entities.
 - 2. DEN Project Manager will coordinate and submit RFIs in a prompt manner to avoid delays in Contractor's Work or work of subcontractors

- B. DEN Project Manager has the right to reject RFIs for those that do not contain proper information and required data to properly evaluate the request and respond in a timely manner.
- C. RFIs: Use PMIS to generate RFIs.
1. Attachments shall be electronic files in Adobe Acrobat PDF format.
 2. Attachments include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
 - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- D. For projects not using Unifier to create the RFI, the RFI must include a detailed, legible description of item needing information or interpretation and the following:
1. Project name.
 2. Project number.
 3. Date.
 4. Name of Contractor.
 5. Name of DOR and DEN Project Manager.
 6. RFI number, numbered sequentially.
 7. RFI subject.
 8. Specification Section number and title and related paragraphs, as appropriate.
 9. Drawing number and detail references, as appropriate.
 10. Field dimensions and conditions, as appropriate.
 11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 12. Contractor's signature.
 13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
- E. DEN Project Manager will review each RFI, determine action required, and respond. RFIs received by DEN Project Manager after 1:00 p.m. will be considered as received the following working day. Direct responses by any entity other than DEN Project Manager shall not be binding to the City and County of Denver. E-mails, and verbal conversations must be followed by an official RFI or proper contractual vehicle before it is considered for any additional compensation or time impact to the project terms and conditions.
1. The following Contractor-generated RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for approval of Contractor's means and methods.
 - d. Requests for coordination information already indicated in the Contract Documents.
 - e. Requests for adjustments in the Contract Time or the Contract Sum.

- f. Requests for interpretation of DEN Project Manager's actions on submittals.
 - g. Incomplete RFIs or inaccurately prepared RFIs.
 2. DEN Project Manager's action may include a request for additional information, in which case DEN Project Manager's time for response will date from time of receipt of additional information.
 3. DEN Project Manager's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Title 11 - Changes In the Work, Contract Price, or Contract Time in the General Contract Conditions, 2011 Edition as amended by Special Conditions.
 - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify DEN Project Manager in writing within five (5) days of receipt of the RFI response or the time required by Title 11 - Changes In the Work, Contract Price, or Contract Time in the General Contract Conditions, 2011 Edition
- F. RFI Log: For projects not utilizing the PMIS application, prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. The log shall include but not limited to the following data:
 1. Project name.
 2. Name and address of Contractor.
 3. Name and address of DEN Project Manager.
 4. RFI number including RFIs that were returned without action or withdrawn.
 5. RFI description.
 6. Date the RFI was submitted.
 7. Date DEN Project Manager's response was received.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT:

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT:

- A. No additional Payment will be made for compliance with the requirements of this

section.

END OF SECTION 013100

SECTION 013119 - PROJECT MEETINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. The Work specified in this Section requires the Contractor's Project Manager, Superintendent, and Quality Control representative to attend meetings scheduled by the DEN Project Manager for the collection and dissemination of information related to the subject Contract.
- B. The DEN Project Manager will prepare the minutes of each meeting and distribute them to each of the participants.

1.3 REFERENCE DOCUMENTS

- A. Form CM-01, Preconstruction Meeting Agenda
- B. Form CM-62, Construction Meeting Agenda/Minutes

1.4 OTHER MEETINGS

- A. The Contractor shall attend all other project related meetings as directed by the DEN Project Manager.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PRECONSTRUCTION MEETING

- A. A Preconstruction Meeting will be scheduled by the DEN Project Manager after the Contract has been signed by all parties. The purpose of this meeting is to introduce the City's Representatives to their counterparts in the Contractor's organization and to establish lines of communication between these representatives and outline some Contract requirements. The Contractor's key personnel and subcontractors shall attend this meeting.

- B. The DEN Project Manager will distribute a notice of this meeting, along with an agenda of the subjects to be addressed. Refer to form CM-01, Preconstruction Meeting Agenda.
- C. The DEN Project Manager will explain and discuss the responsibilities and authorities of the City, the Designer of Record, and the DEN Project Manager's organization.
- D. The Contractor shall introduce the Contractor's key personnel, subcontractors, and representatives and briefly describe each person's responsibilities.
- E. Explanations provided by the DEN Project Manager will not amend, supersede, or alter the terms or meaning of any Contract document, and the Contractor shall not claim reliance on such explanations as a defense to any breach or failure by the Contractor to perform as specified in the Contract.

3.2 CONSTRUCTION PROGRESS MEETINGS

- A. Progress meetings will be scheduled weekly and more often as necessary by the DEN Project Manager to promote the competent and timely execution of the Contract.
- B. The meetings will be held at the work site or at a location selected by the DEN Project Manager. Meetings will be chaired by the DEN Project Manager or the DEN Project Manager's representative.
- C. The Contractor's key personnel shall attend unless otherwise agreed by the DEN Project Manager.
- D. At a minimum, and as directed by the DEN Project Manager, the items detailed in CM-62, Construction Meeting Agenda/Minutes shall be addressed at each meeting. The items addressed in the meeting do not waive notification or submittal requirements as required elsewhere in the Contract.
- E. The DEN Project Manager will be responsible for publishing minutes of the meetings. Refer to form CM-62, Construction Agenda/Meeting Minutes.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment shall be made for work under this Section.

- B. All payments for any Work done under this contract shall be in accordance with Title 9
- Compensation of the General Contract Conditions, 2011 Edition.

END OF SECTION 013119

SECTION 013210 - SCHEDULE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. The Work specified in this Section describes the procedures and requirements for scheduling and documenting the progress of the project:

1. Preliminary Construction Schedule.
2. Initial Project Construction Schedule (IPS).
3. Monthly Progress Schedule update.
4. As-built Schedule.
5. Three-Week Look-Ahead Schedule.
6. Submittal Schedule.
7. Fabrication Schedule.
8. Material Delivery Schedules, cranes, special equipment and staging status.
9. Daily Superintendent/Foreman Reports
10. Daily Quality Control Reports
11. Special reports:
 - a. Weather impacts and mitigations.
 - b. Recovery Schedule and alternatives.

- B. Reference Documents

1. Article 1105 – Time Extensions in the General Contract Conditions, 2011 Edition.
2. Section 011100 "Summary of Work"
3. Section 011420 "Work Sequence and Constraints".
4. Section 012910 "Schedule of Values".
5. Section 013119 "Project Meetings"
6. Section 013300 "Submittal Procedures"

1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a Construction Schedule consume time and resources:
- B. Contract Time: Total number of days provided in the Contract Documents from the Notice to Proceed to the date of Final Completion of the Work. Substantial Completion

shall occur prior to Final Completion. Contract Time may be further defined and divided into phases by the Technical Specifications or Special Conditions. The Contract Documents may require completion on or before a certain specified date.

- C. **Cost Loading:** The allocation of the total contract value spread across each appropriate activity. All project costs, including those for stored materials, allowances and indirect costs shall be loaded into the schedule and shall be balanced to where no activity is unfunded.
- D. **Critical Activity:** An activity on the critical path that must start and finish on the planned early start and finish dates. Any delay in the start or finish of a critical activity will cause a delay to the project finish.
- E. **Critical Path Method (CPM):** A method of planning and scheduling a construction project where activities are arranged based upon defined relationships. Defined relationships determine when activities can be performed and the critical path for completing the Work.
- F. **Critical Path:** The longest chain of interdependent activities through the network sequence that establishes the shortest duration for completing the work and contains no float. The critical path shall be calculated as total float equal to but not less than zero days. Activities on the critical path have a total float of zero.
- G. **Data Date:** The date on which the schedule status is determined. For initial schedules, it is the project Notice to Proceed date. For schedule updates, it is the reporting period cut-off date. Updated schedules depict the actual status of the work started, on-going and/or completed within the reporting period. The data date is used to start the scheduling calculations for forward and backward passes.
- H. **Days:** Consecutive calendar days unless specifically designated otherwise and includes weekends, holidays or days of normal inclement weather.
- I. **Direct Man-hours:** Man-hours related only to the physical construction of the Work, i.e., drywall, carpeting, electrical, masonry, mechanical, etc.
- J. **Final Completion:** Occurs following Substantial Completion and when the Project Manager confirms in writing that the Contractor has completed the work in accordance with the contract, including completion of all punch list items, cleanup work and delivery of all required guarantees, warranties, licenses, releases and other required deliverables.
- K. **Free float:** The amount of time an activity can be delayed without adversely affecting the early start of its successor activity.
- L. **Indirect Man-hours:** Man-hours related to support of the physical construction of the Work, i.e., mobilization, cleanup, traffic control, temporary activities, badging, supervision and overhead, etc.
- M. **Lag:** The delay of a successor activity and represents time that must pass before the second activity can begin. There are no resources associated with a lag.

- N. Lead: The acceleration of a successor activity where it can begin in parallel with the predecessor activity. It compresses the total combined duration of both activities. The dependency must be discretionary and there is no physical limitation on completing Activity "A" before Activity "B" begins.
- O. Longest Path: The longest continuous path of activities through a project, which controls project early completion. It is possible for otherwise defined critical path activities to not be on the longest path and longest path activities to not show calculated critical float.
- P. Notice to Proceed: A notification letter from the Owner addressed to the contractor stating the date on which the contractor can begin project work. The NTP date marks the beginning of the Contract Time.
- Q. Predecessor Activity: An activity that comes before a dependent activity in the network sequence. It must either start or finish before a specified activity can begin.
- R. Resource Loading: A calculated value based on the actual worker's hours and costs, equipment and materials costs that are required to complete an activity. The value is allocated to the specific activities.
- S. Substantial Completion: The Work has progressed to the point that the City can beneficially occupy or utilize the Work for the purpose for which it is intended, and the Work complies with all applicable codes and regulations, including, if required, issuance of a certificate of occupancy, or certificate of suitability for use from the appropriate governmental agencies, as determined by the Manager in its sole discretion.
- T. Successor Activity: A dependent activity that logically comes after another activity in the network sequence.
- U. Total float: The amount of time that an activity in a network sequence can be delayed without causing a delay to subsequent activities and/or the completion date of the Work.
- V. Work Breakdown Structure (WBS): A hierarchical decomposition of the Work to be executed by the contractor. It shall allow for the roll-up and summarization to a predetermined level. The level of breakdown shall be agreed upon by the Contractor and the DEN Project Manager prior to the start of Work.
- 1.4 SUBMITTALS
- A. Submit for City acceptance the following in accordance with Section 01 33 00 – Submittal Procedures:
1. Project Scheduler Qualifications
 2. Preliminary Project Construction Schedule
 3. Initial Project Construction Schedule
 4. Monthly Progress Update Schedules

5. Time Impact Analysis, when necessary
6. As-built Schedule

B. Scheduler/Scheduling Consultant Qualifications:

1. A professional with a minimum of two (2) years of experience with scheduling construction projects similar in size and scope of work as this project using Oracle Primavera P6 software.
2. The scheduler shall have a comprehensive knowledge of Critical Path Method (CPM) scheduling principles and application.
3. The scheduler shall also have the ability to produce reports and diagrams within 24 hours of the DEN Project Manager's request and be able to perform the below tasks, including, but not limited to, the following:
 - a. Create, maintain and update the project construction schedule.
 - b. Prepare monthly progress schedule updates, submit for review and incorporate the City's review comments into the schedule, if any.
 - c. Coordinate the participation of qualified personnel to assist in the development of the initial construction schedule and updating of the monthly progress schedule.
 - d. Develop a WBS to the appropriate level and be able to discuss verbally and in writing the applicability of the WBS.
 - e. Incorporate delivery dates for Owner-furnished products.
 - f. Incorporate submittal requirements, procedures and time required for review of submittals and resubmittals.
 - g. Incorporate requirements for tests and inspections by independent testing and inspecting agencies.
 - h. Incorporate time required for Project closeout and Owner start-up procedures, including commissioning activities.

1.5 COORDINATION

- A. Pre-scheduling Conference: Schedule conference at Pre-Construction meeting to comply with requirements in Section 013100 "Project Management and Coordination." Review methods and procedures related to setting up the Preliminary Project Construction Schedule and Initial Project Construction Schedule, including, but not limited to, the following:
1. Verify availability of qualified personnel needed to develop and update schedule.
 2. Review content and format for reports.
 3. Discuss constraints, including phasing, area separations, interim milestones, and partial Owner occupancy.
 4. Review delivery dates for Owner-furnished products.
 5. Review submittal requirements and procedures.
 6. Review time required for review of submittals and resubmittals.
 7. Review time required for Shutdown request and approval.
 8. Review requirements for tests and inspections by independent testing and inspecting agencies.
 9. Review time required for Project closeout and Owner startup procedures,

- including commissioning activities.
- 10. Review procedures for updating schedule.
- 11. Review requirements for content and input of direct man-hour resources in activities.
- 12. Review requirements for cost loading of activities.
- B. Coordinate Initial Project Construction Schedule with the Schedule of Values.
- C. Work items in the Initial Construction Schedule shall be identified in a Work Breakdown Structure (WBS) format that corresponds with the areas, phasing or schedules of the project and the technical specifications.
- D. Secure time commitments for performing critical elements of the Work from entities involved.
- E. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 SOFTWARE

- A. DEN Default Software:
 - 1. DEN shall use Oracle Primavera P6, Release 18.7 for all City scheduling needs.
- B. Contractor Software:
 - 1. Scheduling software used by the contractor shall be Oracle Primavera P6 Release 16 or higher.
 - 2. The software and any support agreements shall be purchased at the contractor's expense from a vendor of the contractor's choosing.
 - 3. The City will not provide training or support services for contractor purchased software.
- C. Oracle Primavera P6:
 - 1. The following settings are mandatory and required in all schedule submissions to the City:
 - a. Activity codes shall be Project Level, not Global or EPS level.
 - b. Calendars shall be Project Level, not Global or Resource level.
 - c. Activity Duration Types shall be set to "Fixed Duration & Units".
 - d. Percent Complete Types shall be set to "Physical".
 - e. Time Period Admin. Preferences shall remain the default "8.0 hour/day, 40 hour/week, 172 hour/month, 2000 hour/year". Set Calendar Work Hours/Day to 8.0-hour days.
 - f. Set Schedule Option for defining Critical Activities to "Total Float less than or equal to zero (0) hours/day".

- g. Set Schedule Option for defining progressed activities to “Retained Logic”.
- h. Set up cost loading using single lump sum resource. The Price/Unit shall be \$1/hour, Default Units/Time shall be 8h/d”, and settings “Auto Compute Actuals” and “Calculate Cost from Units” selected.
- i. Activity ID’s shall not exceed 10 characters.
- j. Activity Names shall have the most defining and detailed description within the first 30 characters.

PART 3 - EXECUTION

3.1 GENERAL REQUIREMENTS

- A. Prepare for acceptance all Project Schedules utilizing the Critical Path Method (CPM) of network calculation to generate all Project Schedules.
- B. Prepare each Project Schedule utilizing the Precedence Diagram Method (PDM).
- C. Show in the schedule, the proposed sequence to perform the work and dates contemplated for starting and completing the schedule activities.
- D. The scheduling of the entire project is required.
- E. Provide a schedule that is forward planning as well as a project monitoring tool
- F. Contractor management personnel shall actively participate in its development.
- G. Subcontractors and suppliers working on the project shall also contribute in developing and maintaining an accurate project schedule.
- H. The contractor shall keep the subcontractors and suppliers informed of the Project Construction Schedule to enable the subcontractors to plan and perform their work properly.

3.2 COST LOADING

- A. Activity cost loading shall be reasonable and without front-end loading.
- B. Provide additional documentation to demonstrate reasonableness, if requested by the City.

3.3 WITHHOLDINGS / PAYMENT REJECTION

- A. Failure to meet the requirements of this Section may result in the disapproval of the schedules or updates and subsequent rejection of payment requests until requirements are met.
- B. If the DEN Project Manager directs schedule revisions and those revisions have not

been included in subsequent Project Schedule revisions or updates, the DEN Project Manager may withhold 10 percent of pay request amount for each payment period until such revisions to the project schedule have been made.

3.4 PROJECT SCHEDULE DETAIL REQUIREMENTS

A. Level of Detail Required

1. Develop the Project Schedule as a Level 4 execution schedule.
2. Level of detail to address major milestones and to allow for satisfactory project planning and execution.
3. Failure to develop the Project Schedule to an appropriate level of detail will result in its disapproval.
4. The DEN Project Manager will consider, but is not limited to, the following characteristics and requirements to determine appropriate level of detail

B. Activity Durations

1. Reasonable activity durations are those that allow the progress of ongoing activities to be accurately determined between update periods.
2. Less than 2 percent of all non-procurement activities shall have Original Durations (OD) greater than 20 work days or 30 calendar days.

C. Procurement Activities

1. Include activities associated with the critical submittals and their approvals, procurement, fabrication and delivery of long lead materials, equipment, fabricated assemblies and supplies.
2. Long lead procurement activities are those with an anticipated procurement sequence of over 30 calendar days.

D. Mandatory Tasks

1. Include the following tasks/activities in the preliminary and initial project schedules and all updates.
 - a. Notice to Proceed milestone activity.
 - b. Submission, review and acceptance of preconstruction submittals (individual activity for each).
 - c. Long procurement activities.
 - d. Submission and approval of testing activities, as needed by project.
 - e. Submission and approval of Operations & Maintenance (O&M) manuals.
 - f. Submission and approval of as-built drawings.
 - g. City Punch list walk-through.
 - h. Correction of Punch list items based on City Punch list walk-through.
 - i. Substantial Completion milestone activity.

E. Owner Activities

1. Show the City and other agency activities that could impact progress. These

activities include, but are not limited to:

- a. Approvals
- b. Acceptance
- c. Building Department Permits
- d. Environmental Permit Approvals by State Regulators
- e. Inspections
- f. Utility Tie-Ins
- g. Owner Furnished Equipment
- h. NTP For Phasing Requirements.

F. Workers Per Day

1. Assign workers per day for the field construction and direct work activities, if directed by DEN Project Manager.
2. Workers per day shall be the average number of workers expected each day to perform the task for the duration of the activity.

G. Responsible Party Coding

1. Assign responsibility for activities to the Prime Contractor, subcontractors, DEN or other agencies responsible for performing the activity.
2. Activities cannot have more than one Responsibility Code.
3. Examples of acceptable activity code values are:
 - a. DOR (Designer of Record)
 - b. ELEC (electrical subcontractor)
 - c. MECH (mechanical subcontractor)
 - d. PAVE (paving subcontractor)
 - e. DEN (Denver International Airport)

H. Calendars

1. Schedule activities on a calendar to which the activity logically belongs.
2. Develop calendars to accommodate Contract-defined work periods, such as a 7-day calendar for City Acceptance activities, concrete cure times, etc.
3. Develop the default calendar to match the physical work plan with non-work periods identified including weekends and holidays.
4. Develop and assign seasonal calendars to seasonally affected activities.
5. If an activity is weather-sensitive, assign it to a calendar showing non-work days on a monthly basis, with the non-work days selected at random across the weeks of the calendar:
 - a. The assignment of the non-work days should be over a 7-day week since weather records are compiled on 7-day weeks, which will cause some of the weather related non-work days to fall on weekends.
 - b. Monthly average rain and snow measurements can be obtained from the National Climatic Data Center for the Denver Metropolitan Area or any similar trusted resource.

I. Contract Milestones and Constraints

1. Milestone shall be used for significant project events including, but not limited to, project phasing, project start and end activities, and interim milestone and/or completion dates.
2. The use of artificial float constraints such as "zero free float" or "zero total float" are prohibited.
3. Mandatory constraints that ignore or affect network logic are prohibited.
4. No constrained dates are allowed in the schedule other than those specified herein. Submit additional constraints to DEN Project Manager for approval on a case-by-case basis.

J. Project Start Date Milestone

1. The first activity in the project schedule shall be a start milestone titled "NTP Issued" with a date equal to the date that NTP was issued to the contractor.

K. Project Finish Milestone

1. The last activity in the schedule shall be a finish milestone titled "Substantial Completion".
2. The project schedule shall be constrained to reflect the last day of the contract duration in such a way that if the schedule calculates an early finish, then the float calculation for "Substantial Completion" milestone reflects positive float.
3. If the project schedule calculates a late finish, then the "Substantial Completion" milestone float calculation reflects negative float.
4. The City is under no obligation to accelerate City activities to support a Contractor's early completion.

L. Interim Completion Dates and Constraints

1. Constrain contractually specified interim milestone completion dates to show negative float when the calculated last finish date of the last activity in that phase is later than the specified interim completion date.

M. Start Phase

1. Use a start milestone as the first activity for a project phase.
2. The start milestone shall be called "Start Phase X" where "X" refers to the phase of work.

N. End Phase

1. Use a finish milestone as the last activity for a project phase.
2. Call the finish milestone "End Phase X" where "X" refers to the phase of work.

O. Open Ended Logic

1. Only two (2) open ended activities are allowed: the first activity "NTP Issued" shall have no predecessor logic, and the last activity "Substantial Completion" shall have no successor logic.

P. Default Progress Data Disallowed

1. Actual Start and Finish dates shall not automatically update with default mechanisms included in the scheduling software.
2. Updating of the percent complete and the remaining duration of an activity shall be independent functions.
3. Disable program features that calculate one of these parameters from the other. Activity Actual Start (AS) and Actual Finish (AF) dates assigned during the updating process shall match those dates provided in the Contractor Quality Control Reports.
4. Failure to document the AS and AF dates in the Daily Quality Control report will result in disapproval of the Contractor's schedule.

Q. Out-of-Sequence Progress

1. Activities that have been progressed before the preceding logic has been satisfied (Out-of-Sequence Progress) will be allowed only on a case-by-case basis and subject to DEN Project Manager approval.
2. Propose logic corrections to eliminate Out-of-Sequence Progress.
3. Address Out-of-Sequence Progress and logic changes in the Narrative Report and in the periodic schedule update meetings.

R. Added and Deleted Activities

1. Do not delete activities from the project schedule or add new activities to the schedule without approval from the DEN Project Manager.
2. Activity ID and description changes are considered new activities and shall not be changed without approval from the City.

S. Original Durations

1. Activity Original Durations (OD) shall be reasonable to perform the work item. OD changes are prohibited unless justification is provided to and approved by the DEN Project Manager.

T. Leads, Lags, and Start to Finish Relationships

1. Lags shall be reasonable as determined by the DEN Project Controls and not used in place of realistic original durations, shall not be in place to artificially absorb float, or to replace proper schedule logic.
2. Leads (negative lags) and Start to Finish (SF) relationships are prohibited.

U. Retained Logic

1. Schedule calculations shall retain the logic between predecessors and successors ("retained logic" mode) even when the successor activity starts, and the predecessor activity has not finished (out-of-sequence progress).
2. Software features that, in effect, sever the tie between predecessor and successor activities when the successor has started, and the predecessor logic is not satisfied ("progress override") shall not be allowed.

V. Percent Complete

1. Update the percent complete for each activity started, based on the realistic assessment of earned value.
2. Activities which are complete, but for remaining minor punch list work and which do not restrain the initiation of successor activities may be declared 100 percent complete to allow for proper schedule management.

W. Remaining Duration

1. Update the remaining duration for each activity based on the number of estimated work days necessary to complete the activity.
2. Remaining duration may not mathematically correlate with percentage found under Paragraph "Percent Complete", above.

X. Work Performed Under Adverse Weather Conditions

1. In accordance with the 2011 Denver General Contract Conditions (GCC) Section 305 Work Performed Under Adverse Weather Conditions, adverse weather conditions are those that are not abnormal weather conditions but that can, depending on the Work to be performed, cause defective Work.
2. High and low temperatures, excessive moisture or unusual drying conditions are examples. Reflect the number of anticipated adverse weather days allocated to a weather-sensitive activity in the activity's calendar.
3. These conditions must be recorded in the Contractor Daily QC Reports, notification of adverse weather shall be given within twenty-four (24) hours of occurrence to the DEN Project Manager for concurrence and the adverse weather day documented in order to be considered for a time extension adjustment.

Y. Time Extensions for Abnormal Weather Conditions

1. In accordance with the 2011 Denver General Conditions (GCC) Section 1105 Time Extensions, if abnormal weather conditions are the basis for a request to extend the Contract Time, such request will be documented by data substantiating that weather conditions were unusually severe for the period of time and could not have been reasonably anticipated.
2. To establish that the existence of abnormal weather, the Contractor must submit documentation that establishes that the weather conditions experienced fall outside of the extreme ranges of weather data published by the National Climatic Data Center for the Denver Metropolitan Area for the ten (10) year period immediately preceding the data of the Contract.
3. Regardless of actual weather conditions, any Day in which the Contractor is able to work eighty percent (80%) or more of its scheduled work force shall not be counted as an abnormal weather Day for purposes of calculating weather related time extensions.

Z. Early Completion Schedule and the Right to Finish Early

1. An Early Completion Schedule is an Initial Project Schedule that indicates the

scope of the required contract work will be completed before the contractually required completion date.

2. An Initial Project Schedule indicating an Early Completion will not be accepted without being fully resource-loaded (including crew sizes and manhours) and without the DEN Project Manager agreeing that the schedule is reasonable and achievable.
3. The City is under no obligation to accelerate its own work items to ensure that the early completion is met nor is it responsible to modify incremental funding (if applicable) for the project to meet the Contractor's accelerated work.

3.5 PROJECT SCHEDULE SUBMISSIONS

A. General

1. Submit the electronic data files (.xer), reports, and network diagrams required for each submission as described in Article 1.4 SUBMITTALS.
2. If the Contractor fails or refuses to furnish the information and schedule updates as set forth, the Contractor will be deemed unresponsive and payment may be withheld as described in Article 3.3 WITHOLDINGS / PAYMENT REJECTION.
3. Review comments made by DEN Project Controls on the schedules do not relieve the Contractor from compliance with the Contract.
4. Provide the submissions as described below.

B. Preliminary Project Construction Schedule Submission

1. Within ten (10) days after the issuance of Notice to Proceed (NTP), submit the Preliminary Project Construction Schedule:
 - a. If contract time is greater than 120 calendar days, submit the Schedule defining the planned operations detailed, at a minimum, for the first sixty (60) calendar days of the project for acceptance.
 - b. If contract time is shorter than 120 calendar days. submit the Schedule defining the planned operations detailed for the full contract term for acceptance.
 - c. It shall be early start and late finish constrained and logically tied as specified.
2. The Preliminary Project Construction Schedule shall form the basis for the Initial Project Construction Schedule specified herein and shall include all the required plan and program preparations, submissions and approvals identified in the contract. For example, Quality Control Plan, Site-specific Safety Plan, and Environmental Protection Plan, etc.
3. The DEN Project Manager will respond within 14 days to the Preliminary Schedule submittal with either acceptance or direction to revise and resubmit.
4. In lieu of the Preliminary Project Construction Schedule, the Contractor may, at the Contractor's own discretion, submit the Initial Project Construction Schedule at the Preconstruction Meeting.
 - a. If the Initial Project Construction Schedule is submitted in lieu of the

Preliminary Project Construction Schedule, the DEN Project Manager will respond within thirty (30) days with acceptance or direction to revise and resubmit within ten (10) days.

5. Acceptance of Preliminary Project Construction Schedule will not constitute approval of Schedule of Values.

C. Gantt Chart Schedule

1. Submit a time-scaled network diagram printout of the Preliminary Project Construction Schedule at the pre-construction meeting.
2. Preparation
 - a. Indicate each significant construction activity separately.
 - b. Identify first workday of each week with a continuous vertical line.
 - c. Outline significant construction activities for the contract duration.
 - d. Include skeleton diagram for the remainder of the Work, when necessary.
 - e. For a project with contract time greater than 120 calendar days, the Preliminary Schedule shall show all significant Work tasks that occur in the first sixty (60) days including, but not limited to planning, mobilization, shop drawings and technical submittals and approval time, procurement, fabrication and construction.
 - f. For a project with contract time less than 120 calendar days, the Preliminary Schedule shall show all Work tasks that occurs during the contract time including, but not limited to planning, mobilization, shop drawings and technical submittals and approval time, procurement, fabrication and construction.
 - g. It shall identify work items or milestones that affect or are affected by City, other Contractor's work, utilities, and other third parties and it shall list major submittals required by the Contract.

D. Narrative Report

1. For a project with contract time greater than 120 calendar days, the Preliminary Project Construction Schedule shall be accompanied by a narrative describing the Contractor's approach to mobilization, procurement, and construction during the first sixty (60) days.
2. For a project with contract time less than 120 calendar days, the Preliminary Project Construction Schedule shall be accompanied by a narrative describing the Contractor's approach to mobilization, procurement, and construction during the contract time.
3. The narrative shall elaborate based on durations, production rates, major equipment to be used, and shall identify all major assumptions used to develop the schedule.

3.6 Initial Project Construction Schedule Submission

A. General

1. Submit the Initial Project Construction Schedule for acceptance within thirty (30) days after issuance of NTP.
 2. The schedule shall demonstrate a reasonable and realistic sequence of activities which represent the Work through the entire contract performance period.
 3. The DEN Project Manager will respond within 14 days with acceptance or direction to revise and resubmit.
 4. The acceptance of the schedule is for general conformity to the Contract requirements and shall not constitute any relief of any Contract requirements.
 5. Upon acceptance from the DEN Project Manager and DEN Project Controls, the Initial Project Construction Schedule shall become the Baseline Schedule for the duration of the project.
 6. The Baseline Project Construction Schedule may be changed when one or more of the following events occur:
 - a. When a Change Order significantly affects the contract completion date or sequence of work.
 - b. When the Contractor elects to change the sequence or duration of work items affecting the critical path resulting in a major change that requires DEN PM approval.
 - c. When the City directs a change that affects a milestone dates specified in the Special Conditions or alters the length of a critical path.
 7. Failure to include any work item required for performance of this Contract shall not excuse the Contractor from completing all Work within applicable completion dates, regardless of the City's acceptance of the schedule.
 8. Failure of the contractor to have an Initial Project Construction Schedule accepted by DEN Project Manager will be considered cause for withholding progress payment.
- B. Preparation:
1. Project Duration
 - a. Extend schedule from NTP date to Substantial Completion.
 - b. Contract completion date shall not be changed by submission of a schedule that shows an early or late completion date, unless specifically amended by Change Order.
 2. Activities
 - a. Treat each building floor or separate area as a separate numbered activity for each main element of the Work.
 - b. Prepare a list of all activities required to complete the Work and indicate the estimated time duration, sequence requirements, and relationships of each activity in relation to the other activities.
 3. Activity Duration:
 - a. Define activities so no construction activity is longer than twenty (20) days, unless specifically allowed by DEN Project Manager. Include estimated

time frames for the following activities:

- 1) Preparation and processing of submittals.
- 2) Mobilization and demobilization.
- 3) Purchase of materials.
- 4) Delivery of materials.
- 5) Fabrication of materials
- 6) System shutdown request and approval
- 7) Utility/system interruptions
- 8) Installation of Work
- 9) Work by City, other contractors, utilities and other third parties that may affect or be affected by Contractor's activities.
- 10) Startup, Testing and Commissioning
- 11) Punch list and Final Completion.

4. Critical Path Activities:

- a. No more than twenty-five (25) percent of the activities may be on the critical path, unless approved IN WRITING by DEN Project Manager.
- b. Identify critical path activities, including those for interim completion dates.
- c. Scheduled start and completion dates shall be consistent with Contract milestone dates.

5. Procurement Activities:

- a. Include procurement activities for long lead items and major items as separate activities in schedule.
- b. Procurement cycle activities including, but are not limited to, submittals, approvals, purchasing, fabrication and delivery.
- c. May have a duration greater than twenty (20) calendar days and should represent the time to complete the procurement cycle as described above.

6. Submittal Review Time:

- a. Include review and re-submittal times indicated in Technical Specification 013300 "Submittal Procedures" in schedule unless time frame is reduced by approval of the DEN Project Manager.
- b. Coordinate submittal review times in Contractor's Construction Schedule with submittal schedule.

7. Substantial Completion:

- a. Indicate date established for Substantial Completion.

8. Milestones:

- a. Include milestone indicated in the Contract Documents, including, but not limited to, NTP, Phasing Milestones and Substantial Completion.

9. Constraints:

- a. Include constraints and work restrictions indicated in the Contract Documents and show how the sequence of the Work is affected:
 - 1) Phasing:
 - a) Arrange activities in schedule in Work Breakdown Structure (WBS) by Area, Phase or Bid Schedule.
 - b) Coordinate phasing and constraints with those established in Technical Specification Section 011400 "Work Sequence and Constraints".
 - 2) Products Ordered in Advance:
 - a) Include separate activity for each product.
 - b) Include delivery date indicated in Technical Specification Section 011100 "Summary of Work".
 - c) Delivery dates indicated stipulate the earliest possible delivery data.
 - 3) Owner-furnished Products:
 - a) Include separate activity for each product.
 - b) Include delivery date indicated in Technical Specification Section 011100 "Summary of Work".
 - c) Delivery dates indicated stipulate the earliest possible delivery date.
 10. Resource Loading of Construction Schedule:
 - a. Coordinate with DEN Project Controls and DEN Project Manager for the requirements.
 - b. Activities shall be resource loaded with direct man-hours required to perform the physical construction of the project. Indirect man-hours shall not be included as resources to activities.
- C. Schedule Narrative Report
1. The Initial Project Construction Schedule shall be accompanied by a narrative describing the Contractor's approach to mobilization, procurement, and construction for the project.
 2. It shall elaborate on the original assumptions of estimated quantities and production rates, hours per shift, workdays per week, and types, number and capacities of major construction equipment to be used and whether the Contractor plans to work weekends.
- 3.7 MONTHLY PROGRESS CONSTRUCTION SCHEDULE UPDATES
- A. The Contractor shall submit a monthly progress schedule at the end of each month following the issuance of NTP.

- B. At the end of each month, the Contractor and DEN Project Manager shall agree on the progress of the work and the Contractor shall update the Construction Schedule accordingly.
 - C. This review does not constitute an acceptance of the Monthly Progress Schedule update and shall not be used for the purpose of modifying the accepted Baseline Project Construction Schedule.
 - D. Failure of the Contractor to have a Monthly Progress Construction Schedule accepted by the DEN Project Manager will be considered cause for withholding progress payment per Article 306 - Working Hours and Schedules and Article 909 - Additional Withholding of Progress Payments of the General Contract Conditions, 2011 Edition.
 - E. The Contractor's monthly progress schedule shall include a written narrative describing the overall progress of the Work, provide a critical path analysis, explain the basis for determining construction logic, discuss significant problems with proposed corrective action, and how the status of major changes and any other changes are affecting the project schedule.
 - F. Concurrent with making revision to the schedule, prepare a tabulated report showing the following and include in the narrative report:
 - 1. Identification of activities that have changed.
 - 2. Changes in early and late start dates.
 - 3. Changes in early and late finish dates.
 - 4. Changes in activity durations for remaining work activities only.
 - 5. Changes in critical path.
 - 6. Change in total float
 - 7. Changes in contract time.
 - G. Minor revisions submitted at monthly progress review meeting are not considered as changes in this context.
 - H. If after submitting a request for change to the Construction Schedule, the DEN Project Manager does not agree with the request, the DEN Project Manager will schedule a meeting with the Contractor to discuss the differences.
 - I. If a settlement cannot be reached on the change in the Construction Schedule, or if the Contractor has failed to submit revisions to the network, the DEN Project Manager has the option of providing suggested logic or duration changes in all subsequent update schedules.
 - J. The suggested logic and/or duration times will remain in effect until the change in the Construction Schedule is settled or until the logic and duration are superseded.
- 3.8 THREE WEEK LOOK-AHEAD SCHEDULE
- A. The Contractor shall provide the DEN Project Manager an electronic copy prior to and a minimum of four (4) hard copies of the Contractor's Three (3) Week Look-Ahead

Schedule for review at the DEN Project Manager's weekly progress meeting.

- B. The schedule shall be generated from Primavera P6 in time-scaled network diagram bar chart format based on the approved accepted CPM Baseline Project Schedule and shall include dates of activities in progress, work to be completed within the period, percent complete of activities, and responsible subcontractor for the activities, testing activities, and anticipated dates of inspection by DEN and other agencies.

3.9 AS-BUILT CONSTRUCTION SCHEDULE:

- A. After all Contract Work items are complete, the contractor shall submit an as-built Project Construction Schedule that reflects the actual sequence of construction activities, includes all change order scope of work changes and shows actual start and finish dates for all work items and milestones for acceptance by the DEN Project Manager.
- B. The basis for the As-built Construction schedule will be the approved Monthly Progress Schedules.

3.10 RECOVERY SCHEDULE

- A. When a monthly progress schedule update indicates the Work is behind the current approved schedule, submit a separate Recovery Schedule indicating means by which Contractor intends to regain compliance with the schedule.
- B. No additional costs will be allowed if such expediting measures are necessary to meet the agreed completion date or dates except as provided elsewhere in the Contract Documents.
- C. If the early finish date for any work item or the substantial completion date does not fall within the Contract Duration, the sequence of work or duration shall be revised by the Contractor through concurrent operations, additional manpower, additional shifts or overtime, additional equipment, or alternative construction methods until the schedule produced indicates that all significant contract completion dates, occupancy dates and milestone dates will be met.
- D. Provide a narrative indicating changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.
- E. The narrative shall be submitted in accordance with Article 1105 – Time Extensions in the General Contract Conditions, 2011 Edition.

3.11 REQUEST FOR TIME EXTENSION

- A. General:
 - 1. Provide a justification of delay to the DEN Project Manager, in accordance with

- the Contract provisions and clauses, for approval within 10 days of a delay occurring.
2. Prepare a time impact analysis for each DEN Change Directive, Change Notice and Contractor's Change Request to justify time extensions.
 3. Added work by the City does not necessarily entitle Contractor to a Time Extension, unless the Contractor can prove that this new added scope impacts the current critical path without manipulating any of the logic and relationships in the most recent and approved schedule.
 4. The City may reject any Time Extension Request that does not include a detailed and a clear time impact analysis that shows direct impact to the most current critical path along with a detailed productivity rate calculation to justify the requested time to execute such added work.
 5. If the Contractor is granted an extension of time for completion of any milestone or contract completion date under the provisions of the Contract, the determination of the total number of extended days will be based upon the current analysis of the schedule and upon all data relevant to the extension. Such data shall be incorporated into the next monthly update of the schedule.
 6. The Contractor acknowledges and agrees that delays in work items that, according to schedule analysis, do not affect any milestone dates or the Contract completion date shown on the CPM Network Schedule at the time of the delay will not be the basis for a Contract extension.

B. Justification of Delay

1. Provide a description of the event(s) that caused the delay and/or impact to the work. As part of the description, identify the schedule activities impacted.
2. Show that the event that caused the delay/impact was the responsibility of the City.
3. Provide a time impact analysis that demonstrates the effects of the delay or impact on the project completion date or interim completion dates.
4. Multiple impacts shall be evaluated chronologically; each with its own justification of delay. With multiple impacts, consider concurrency of delay.
5. A time extension and the schedule fragment become part of the project schedule and future schedule updates upon approval by DEN Project Controls.

C. Time Impact Analysis (Prospective Analysis)

1. Prepare a time impact analysis for City approval based on industry standard AACE 52R-06. Use a copy of the last approved schedule prior to the first day of the impact or delay for the time impact analysis.
2. If DEN Project Controls determines the time frame between the last approved schedule and the first day of impact is too great, prepare an interim updated schedule to perform the time impact analysis.
3. Unless approved by the DEN Project Controls, no other changes will be incorporated into the schedule being used to justify the time impact.

D. Fragmentary Network (FragNet)

1. Prepare a proposed fragment for time impact analysis. The proposed fragment shall sequence new activities into the project schedule to demonstrate the

- influence of the delay or impact to the project's contractual dates.
2. Clearly show how the proposed fragment shall be tied into the project schedule, including the predecessors and successors to the fragment activities.
 3. Obtain City approval of the proposed fragment before incorporating it into the project schedule.

E. Time Extension

1. Time extensions will not be granted until after the City has approved the Justification of Delay, including the time impact analysis.
2. No time extension will be granted unless the delay consumes the available Project Float and extends the projected finish date ("Substantial Completion" milestone) beyond the Contract Duration.
3. The time extension will be in calendar days.
4. Actual delays that the City determines are caused by the Contractor's own actions and result in a calculated schedule delay will not be a cause for an extension to the performance period, completion date, or interim milestone date.

F. Impact to Early Completion Schedule

1. No extended overhead will be paid for delay prior to the original Contract Substantial Completion date.

3.12 FAILURE TO ACHIEVE PROGRESS

A. General:

1. If the progress falls behind the approved baseline project schedule for reasons other than those that are excusable within the terms of the Contract, the City may require submittal of a written recovery plan for approval.
2. The plan shall detail how progress shall be recovered, including which activities will be accelerated by adding additional crews, longer work hours, extra work days, etc.

B. Artificially Improving Progress

1. Artificially improving progress by means such as, but not limited to, revising the schedule logic, modifying or adding constraints, shortening activity durations, or changing calendars in the project schedule is prohibited.
2. Indicate assumptions made and the basis for logic, constraint, duration, and calendar changes used in the creation of the recovery plan.
3. Additional resources, manpower, and daily and weekly work hour changes proposed shall be evident at the work site and documented in the daily report along with the Schedule Narrative Report.

C. Failure to Perform

1. Failure to perform work and maintain progress in accordance with the supplemental recovery plan may result in an interim and final unsatisfactory

performance rating and/or may result in Non-Conformance Report for corrective action directed by DEN Project Controls pursuant to other Contract provisions.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 013210

SECTION 013223.11 – CONSTRUCTION LAYOUT AND AS-BUILT SURVEYS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section covers Denver International Airport (DEN) procedures and accuracy requirements for survey services for construction layout, and as-built.
- B. Before commencing any field surveys on DEN property, the Contractor must coordinate a pre-survey preparation activities meeting. This meeting is to be arranged through the DEN Project Manager's Office with the attendance of the Contractor and the DEN Survey Section. The Contractor is responsible for obtaining DEN related survey guidance, Access to DEN survey network, Primary Control, projection parameters, and training materials from the DEN Survey at the pre-survey meeting and/or prior to beginning any survey work.
 - 1. Survey Project Checklist, provided as part of this Specification, must be reviewed at the pre-survey preparation activities meeting. (Refer to Article 1.11.)

1.3 REFERENCE DOCUMENTS:

- A. Section 013223.15 "Survey Information".
- B. Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples".
- C. Latest version of Federal Aviation Administration Advisory Circular 150/5300
- D. Latest Version of DEN Digital Facilities and Infrastructure DSM (Design Standards Manual)
- E. Latest Version of Colorado Department of Transportation (CDOT) Survey Manual.
- F. Latest Version of Minimum Standard Detail Requirements for ALTA/ NSPS Land Title Survey

1.4 SUBMITTALS

- A. Refer to Section 013300 "Submittal Procedures" and Section 013325 "Shop and

Working Drawings, Product Data and Samples" for the submittal process.

B. Survey Statement of Work (SSOW):

1. The Contractor must develop a complete SSOW and submit it to the DEN Project Manager. The SSOW is the Contractor's written description of the Contractor's methodology for surveying services that must be provided as part of the Project, including specific features that must be surveyed, action items, timelines necessary airport resources and general information.
2. SSOW must be submitted by the Contractor prior to commencement of any survey or layout work on the site.
3. The SSOW will be accepted by the DEN Project Manager.
4. Under no circumstances must the Contractor begin work until the SSOW has been accepted.

C. Survey and Quality Control Plan (SQCP):

1. The Contractor must develop a complete SQCP and submit it to the DEN Project Manager. The SQCP is the Contractor's written description detailing the Contractor's methodologies for data collection, data safeguarding and quality assurance. Provide insight on how the Contractor must completely check all data to ensure it is complete, reliable, and accurate. Identify data safeguards used to protect the sensitive and safety critical data. Utilize a checklist based quality control process with definable and repeatable standards for each element ensuring consistency of work between different personnel within an organization. Submit the plan in a non-editable PDF.
2. SQCP must be submitted by the Contractor prior to commencement of any survey or layout work on the site.
3. The SQCP will be accepted by the DEN Project Manager.
4. Under no circumstances must the Contractor begin work until the SQCP has been accepted.

D. Weekly Project Status Report:

1. Contractor must submit a project status report in compliance with FAA AC 150/5300-18B to the DEN Project Manager every Monday by 2:00 P.M. Mountain Time, from the date of the task order until the date of Substantial Completion
2. The Weekly Project Status Report must use format from AC 150/5300-18B

E. Final Project Survey Report:

1. The Final Project Survey Report, must use format from AC 150/5300-18B
2. Final Project Survey Report must be stamped and wet signed by a current Colorado Registered Professional Land Surveyor.

F. SURVEY DELIVERABLES:

1. Contractor must submit all of the following deliverables.
2. All raw files: GPS and Levels that is compatible with Trimble Business Center.
3. If combining x, y from GPS and z from Levels, provide field notes and data that

- shows where this data came from to verify values. The GPS point numbers must match to the Level descriptions.
4. As-built or as-constructed survey submittals must need to be in both Portable Document Format (PDF) and in AutoCAD Civil 3D. Refer to current and criteria document for direction on PDF production.
 5. All copies of original pages of field notes or electronic field notes must be in (PDF).
 6. Scanned copies of all original field notebooks used for this Project must be submitted at the end of Contract.
 7. All as-built points files must be in either CSV or TXT format.
 8. All CAD drawings must be in current approved Autodesk Civil 3D format.
 - a. CAD layers are specified in DEN BIM Design Standards Manual
 - b. DEN must provide the Autodesk Civil 3D drawing template.
 9. The as-built survey must follow the most recent Minimum Standard Detail Requirements for ALTA/ NSPS Land Title Survey for all sections, as far as they are applicable to the scope of work for the project and site in question.
 10. Documentation in accordance with "Table A, Optional Survey Responsibilities and Specifications" (Refer to Article 1.11.) is filled out with the required content to be submitted.
 11. Hard copy of all documentation stamped and wet signature by licensed PLS responsible for the work.

1.5 QUALITY REQUIREMENTS

- A. Contractor – Company contracted to perform survey work under the direct supervision of a Colorado Registered Professional Land Surveyor with current FAA "Idle Certification"
- B. Subsurface Utilities Engineering (SUE): Refer to Section 011810 "Utilities Interface" for information related to underground utilities.
- C. Surveying accuracies and tolerances in control surveys, construction layouts: See CDOT Survey Manual for acceptable tolerances.

1.6 DEN SITE SURVEY REQUIREMENTS

- A. A site survey, construction survey, or construction as-built survey providing horizontal location and level information of surface features and both above and below ground services and utilities must be completed. This must also be annotated with information (where applicable) relating to the size, direction of and material type.
 1. When collecting utilities, Contractor must be responsible to have all exposed and installed utilities surveyed prior to being covered. If Contractor fails to survey utilities, DEN Project Manager can have the Contractor uncover the utilities so they can be surveyed.
 2. Any temporary works that remain at the completion of the project must also be

- surveyed.
3. FAA and DEN Survey codes must be provided by The DEN Project Manager via DEN Survey or Designee and must be used throughout the project by Contractor for as surveyed features.
 4. The most current DEN Civil 3D template must be provided by The DEN Project Manager via the DEN BIM team. All DEN BIM requirements must be met.

1.7 DEN ALIGNMENT MONUMENTATION

- A. Alignment monuments must be set at their corresponding coordinates as shown on the monumentation sheet of the Alignment Plans. When monumenting the Alignment, the Contractor must verify that the latest set of Alignment plans are being used. After the Alignment monument locations are staked in the field, any necessary utility locates should be called for prior to setting the monument.
- B. All Alignment monuments set must be established within the Minimum Horizontal Accuracy Tolerance as required in this chapter for a CDOT Class B – Secondary survey.
- C. Alignment monuments must be set at the locations as shown on the Alignment Plans, which include the following locations:
 1. 1. All angle points or changes of directions.
 2. 2. At the beginning and ending of curves.
 3. 3. At the points of change of direction or changes of radius of any boundary defined by circular arcs.
 4. 4. Not to exceed 1400 feet apart along any straight boundary line.
 5. 5. Any other points as approved by the Survey Coordinator due to field conditions encountered during setting of the Alignment monumentation.
- D. Alignment monuments must have a witness post installed within 2 ft and facing the monument, or as accepted by DEN Survey. For setting easement monuments, the witness post requirement may be waived by DEN Survey.
- E. Use Orange Carsonite witness post:
- F. All Alignment monument caps set in the field must be stamped with the following:
 1. 1. DEN Project Code number
 2. 2. Point number as shown on the Right of Way Plans
 3. 3. Colorado PLS number setting the monument
- G. All Alignment monuments set in the field must be shown on the Final set of Alignment Plans in accordance with the CDOT Right of Way Manual, Chapter 2 – ROW Plans. The Colorado PLS who is in responsible charge for setting the Alignment monuments must stamp her/his number on the monument cap, and must certify on the Alignment Plans to setting of the Alignment monuments in the field.
- H. The Contractor in responsible charge of the Alignment Plans and the Contractor in

responsible charge of setting the Alignment monuments in the field might not be the same individual. Therefore, care must be taken to ensure any monuments set in the field at locations different than that shown on the Alignment Plans are communicated to the Alignment plans section, and the final Alignment Plans are corrected to show these new monument locations and descriptions prior to submitting the plans to DEN Survey.

- I. Alignment monuments, witness posts, and monument box materials must be furnished by Contractor.

1.8 FEATURES TO BE RECORDED

- A. Surface and Above Ground Features: The survey of surface features must include, but is not limited to:

1. Structures and Surfaces – paths, driveways, retaining walls, slabs/paved areas, significant structural footings (plinths etc.), poles/ floodlighting.
2. Drainage Structures – headwalls, open drains, grated drains, culverts.
3. Roads – edge of pavement, curbs, shoulders, line-marking, bridges, road furniture (NOTE – the top back and bottom face of curb, and all water channels must be surveyed and recorded).
4. Buildings – footprints, awnings, overhangs, columns, external fixtures (stairs, ramps, plant, etc.).
5. Fences and Gates – AOA, security, general fencing, gates and handrails.
6. Aircraft Pavements and Movement Area Structures – finished surfaces, pavement markings, airfield markers/signage/ navigational aids, PLB and other aeronautical infrastructure;
7. Topographical Features – general topography, embankments, earthworks platforms and surcharge.
8. Vegetation – gardens, significant trees (>0.2' trunk diameter, decorative shrubs), vegetation stands, riparian zones.
9. Signage – road, airfield, parking, advertising, other general signage.
10. Survey Marks – survey control points used, any settlement plates/ monitoring points placed during works.
11. Airfield panel corner elevations must be derived from digital levels.

- B. Services and Utilities - Prior to any backfilling or covering, information on all underground services must be obtained and documented according to DEN's modified ASCE-SUE Standards, including but not limited to:

1. Electrical (LV and HV) – top of conduit every fifty feet including horizontal and vertical bends, cables and conduits, pits/ manholes and chambers, HV cable joints, earth points and earth mats, substations/ transformers and surrounding pad, pillars, cabinets and switchboards, top of conduits.
2. Fuel Control – top of conduit every fifty feet including horizontal and vertical bends, cables and conduits, pits/ manholes and chambers, cabinets, emergency shut-off points.
3. Communications - top of conduit every fifty feet including horizontal and vertical bends, fiber optic, microducts, comms cables and conduits, pits/ manholes and

- chambers, top of conduit casing/housing.
4. Drainage – top of pipes at fifty-foot intervals and at every vertical and horizontal bend, inspection openings, pits/ manholes and chambers, roof water drainage (downpipes, small pits/ grates).
 5. Fuel – top of pipes every fifty feet including horizontal and vertical bends, all weld points with weld numbers documented in the point description and in the field notes, pits/ manholes and chambers, valves, hydrants, earth points, test points.
 6. Sewer (note whether gravity or force main) – top of pipes every fifty feet including horizontal and vertical bends, pipes, pipe inverts, pipe outflows, inspection openings, pits/ manholes and chambers, vent pipes, pump stations and associated components.
 7. Water (differentiate between potable and recycled) – top of pipes every fifty feet including horizontal and vertical bends, pits/ manholes and chambers, valves (and type), meters, taps, hydrants, tanks, pumps, irrigation control.
 8. Compressed Air – top of pipes every fifty feet including horizontal and vertical bends, hoses and other fixtures.
 9. Natural Gas / Petroleum– top of pipes every fifty feet including horizontal and vertical bends, valves, tanks, meters.
- C. Sufficient points must be recorded to ensure that the extremities of all surface features, structures and footings are clearly defined and all bends, intersections, and changes of gradient are accurately recorded. The distance between points of location should generally be about 50 feet and must not exceed 100 feet. All curves must be accurately defined using a minimum of three points (two tangent points and one midpoint).
- D. Where actual positions of linear features deviate from a straight line, sufficient additional points of location must be provided to define the deviation – horizontal and/or vertical change in directions.
- E. For systems, utilities, and features not identified herein, refer to PM for direction on capture requirements
- 1.9 SURVEY METHODOLOGY – SERVICES AND UNDERGROUND FEATURES
- A. Sufficient points must be recorded to ensure that the extremities of all pits, manholes, and any other features related to the service are clearly defined and all bends, joints, intersections, changes of gradient, and fittings on or along the service, pipe or conduit are accurately recorded. All curves must be accurately defined using a minimum of three points (two tangent points and one midpoint). Where actual positions of linear features deviate from a straight line, sufficient additional points of location must be provided to define the deviation – horizontal and/or vertical change of directions.
 - B. The maximum distance between points of location along services must not exceed 50 feet. Horizontal and vertical locations must be surveyed on the top of the utility and must be labeled as “top”. Inverts measurements must also be taken in manholes and must be labeled.
 - C. The Contractor must record and annotate all services and utilities with information

relating to the size, direction of and material type. The Contractor must record and clearly differentiate between the communication service providers and DEN and/or FAA communications infrastructure.

- D. The Contractor must record the size and orientation of all grates, pits and manholes. Grates and pits must be recorded using a minimum of three corner or edge points. Pit/manhole chambers only need to be located and where the extents of the chamber extend past the extremities of the pit at surface level. In all instances, any thrust blocks or concrete cover/ protection over services must be located, showing depth.

1.10 EXISTING FEATURES AND SERVICES

- A. Existing Services: where the existence of services and other features on the site of the Work and the Work exposes or interacts with these existing services, the Contractor must locate and record the details of all such features and services.
- B. Tunnel Boring: The Contractor must provide records (logs, profiles etc.) relating to all tunnel boring undertaken as part of the Project. Where appropriate this information must be incorporated into the as-built site survey. Where the contract drawings do not show the existence of certain utilities and features and the Work exposes or interacts with the utilities and features, these must be located and recorded by the Contractor.
- C. Services Alteration/ Abandonment / Demolition: Where existing infrastructure, building services and/or utilities are demolished or services realigned or abandoned this information must be reflected within the as-built site survey. A distinction must be made between services (or part services) which have been abandoned (but left in the ground) and those that have been physically removed.

1.11 SURVEY CHECK LIST

	Yes	No	N/A	Project Kickoff Phase
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor meet with DEN PM obtain the data standards and general requirements for data gathering?
2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor meet with Airport Survey Office to obtain airport survey control points, projection parameters, and airport survey training materials?
3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor provide Survey Statement of Work to DEN PM?
4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor provide Geodetic Verification Survey to DEN PM?
5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor provide Survey Control Plan to DEN PM?
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor provide Imagery Plan to DEN PM? (Only required if collecting aerial imagery)?
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the FAA accept survey plans?
	Yes	No	N/A	Construction Phase (As-Built)
8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor perform field survey of project site to collect accurate as-built data?
9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the Contractor provide DEN PM with subsurface utility data?
10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each week, did the Contractor provide DEN PM with Project Status Reports?
11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the Contractor provide DEN PM with 25% as-built data in both CADD and GIS formats including all attribute information and metadata?
12a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did DEN PM report 25% QA findings via email to Contractor?
12b	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If required, did the Contractor provide DEN PM with 50% as-built data in both CADD and GIS formats including all attribute information and metadata?
12c	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If applicable, did DEN PM report 50% QA findings via email to Contractor?
12d	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If required, did the Contractor provide the DEN PM with 75% as-built data in both CADD and GIS formats including all attribute information and metadata?
12e	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If applicable, did DEN PM report 75% QA findings via email to Contractor?
13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did the Contractor provide DEN PM with 100% as-built data in both CADD and GIS formats including all attribute information and metadata?
14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did Contractor provide DEN PM with a completed Final Survey Report?
15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did DEN PM report QA findings via email to Contractor?

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 CONSTRUCTION LINES AND GRADES

- A. The Contractor must make surveys and layouts as necessary to delineate the Work. The Contractor must make the surveys for the proper performance of the Work. As a part of such surveys, the Contractor must furnish, establish, and maintain in good order survey control points that may be required for the completion of the Work subject to the approval of the DEN Project Manager as to their location, sufficiency and adequacy. However, such approval by the DEN Project Manager must not relieve the Contractor of responsibility for the accuracy of the Contractor's survey work.
- B. The DEN Project Manager must have the right to check surveys and layouts made by the Contractor prior to approving any of the Work. The Contractor must give advance notice of not less than forty-eight (48) hours to the DEN Project Manager to enable such checking prior to placing any work. The Contractor must furnish assistance as may be required for checking purposes when so requested by the DEN Project Manager.
- C. The Contractor must furnish skilled labor, instrument platforms, ladders and such other temporary structures as may be necessary for making and maintaining points and lines in connection with the surveys required.
- D. The DEN Project Manager may draw the Contractor's attention to errors or omissions in lines or grades, but the failure to point out such errors or omissions must not give the Contractor any right or claim nor must in any way relieve the Contractor of obligations according to the terms of this Contract.
- E. The Contractor's instruments and other survey equipment must have current certification from manufacturer's representative. Surveys must be performed under the direct supervision of a current Colorado Registered Licensed Land Contractor.
- F. Field Notes:
 - 1. The Contractor must record surveys in field notebooks or as electronic field notes, whichever is more appropriate to the type of survey work.
 - 2. If the DEN Project Manager finds errors in the field notes DEN must have the Contractor correct and resubmit the notes. This review does not relieve the Contractor from the responsibility of maintaining accurate survey data. Whichever method of note-taking the Contractor starts with, the Contractor must use the same method throughout the Contract duration.
- G. The DEN Project Manager may at any time use line and grade points and markers established by the Contractor. The Contractor's surveys are a part of the Work and may be checked by the DEN Project Manager or the DEN Project Manager's representatives at any time.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment must be made for work under this Section. The cost of the work described in this Section must be included in the applicable contract value, work order or lump sum bid item.

END OF SECTION 013223.11

SECTION 013223.15 – SURVEY INFORMATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section covers Denver International Airport (DEN) procedures and accuracy requirements for survey control.
- B. Before commencing any field surveys on DEN property, the Contractor must coordinate a pre-survey preparation activities meeting. This meeting is to be arranged through the DEN Project Manager's Office with the attendance of the Contractor and the DEN Survey Section. The Contractor is responsible for obtaining DEN related survey guidance, Access to DEN survey network, Primary Control, projection parameters, and training materials from the DEN Survey at the pre-survey meeting and/or prior to beginning any survey work.
- C. Survey Project Checklist, provided after the end of this Section, will be reviewed at the pre-survey preparation activities meeting.

1.3 REFERENCE DOCUMENTS:

- A. Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples".
- B. Latest version of Federal Aviation Administration Advisory Circular 150/5300
- C. Latest Version of DEN BIM DSM (Design Standards Manual)
- D. Latest Version of Colorado Department of Transportation (CDOT) Survey Manual.
- E. Latest Version of Minimum Standard Detail Requirements for ALTA/ NSPS Land Title Survey

1.4 SUBMITTALS

- A. Refer to Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples" for the submittal process.
- B. Survey Statement of Work (SSOW):

1. The Contractor must develop a complete SSOW in accordance with Specification Section 013223.11, "Construction Layout and As-Built Surveys".

C. Survey and Quality Control Plan (SQCP):

1. The Contractor must develop a complete SQCP in accordance with Specification Section 013223.11, "Construction Layout and As- Built Surveys".

1.5 QUALITY REQUIREMENTS

A. Equipment Calibration:

1. Equipment must be regularly checked, and calibrated for accuracy at the beginning of any survey project to ensure that the equipment is operating appropriately. Errors due to poorly maintained or malfunctioning equipment will not be accepted. If any equipment errors are found to exist they must be reported to the DEN Survey prior to the start of any surveying. These errors must be verified and eliminated prior to performing any survey work. For projects lasting longer than six (6) months, the checking, and calibration of equipment must be repeated. Furthermore, documentation must verify such equipment has met acceptable tolerances.
2. The Contractor must submit to the DEN Project Manager written proof that survey equipment has been checked and calibrated before commencing any survey work. If repairs are made, documentation of such repairs from an authorized equipment vendor must be submitted.

B. See CDOT Survey Manual for acceptable procedures for calibrating equipment electronic survey instruments adjustments, calibration, or repairs:

1. All electronic survey instruments must be repaired, adjusted, or calibrated only by an authorized equipment vendor or manufacturers service department.
2. A calibration check on all types of electronic survey instrumentation is essential to obtain and maintain the tolerances required for any DEN project. At the beginning of any DEN project, all survey equipment utilized to perform the survey must be calibrated by the surveyor in charge of the Project.
3. See CDOT Survey Manual for acceptable procedures for calibrating equipment.

C. Baseline Calibration Requirements:

1. See CDOT Survey Manual for the procedures to check the survey equipment and the method of reporting the findings to the DEN Project Manager and the DEN Survey Section.
2. The Contractor must submit to the DEN Project Manager written proof that survey equipment has been checked and calibrated before commencing any survey work. If repairs are made, documentation of such repairs from an authorized equipment vendor must be submitted.

1.6 SURVEY CONTROL

- A. DEN utilizes its own local coordinate system that is tied to the National Spatial Reference System (NSRS). The DEN Survey Section will provide the data required to use this coordinate system during the mandatory pre-survey preparation activities meeting. The DEN Survey Section will also provide coordinates for all Primary Control Points based upon the location of the Project.
- B. The coordinates of the Primary Airport Control Station (PACS) and Secondary Airport Control Station (SACS) were correct at the time of installation (or subsequent date listed on the plan) but may be subject to the effects of subsequent subsidence and/ or disturbance. Marks with any noticeable signs of disturbance, damage, or location out of tolerance must be reported so that they can be repaired and/ or noted on the control plan. In addition, any marks that have been or will be destroyed either before or during Works must be noted and mentioned in the Survey Statement of Work and the Survey and Quality Control Plan. If removed or destroyed, the Contractor will create a plan and must replace the PACS or SACS.
- C. DEN is based on the North American Vertical Datum of 1988 (NAVD 1988). Vertical Control and Bench Marks must be tied into this datum. DEN has existing established National Geodetic Survey (NGS) vertical stations around its property and these points must be used in all DEN projects. Project control points must be established by performing measurements with a digital level from at least two NGS vertical stations that are given by the DEN Survey Section. The benchmarks used to establish ties to the datum must be shown in the Contractor's notes and on the CSP.
- D. The Contractor will be provided survey control from the DEN Survey Section. If the nearest NGS Vertical Station is a considerable distance from the site, the Contractor may establish a Temporary Survey Control Point (TSCP) near the site. Appropriate survey procedures must be used to establish any additional TSCP. A minimum of 3 TSM must be established for the project. Each must be visible and tied to at least 2 separate TSCP or PACS and/or SACS. It is the Contractor's responsibility to verify the stability of the mark over the life of the project. Where unacceptable discrepancies in control marks due to land settlement, disturbance or from other factors are apparent, the Contractor must refer the matter to DEN Project Manager for resolution prior to the continuation of Work.
- E. Horizontal Control is based on a local coordinate system. The Contractor must establish reliable horizontal control that will last the duration of the Project. Where unacceptable discrepancies in control marks due to land settlement, disturbance or from other factors are apparent, the Contractor must refer the matter to DEN Project Manager for resolution prior to the commencement of Work. The horizontal control establishing ties to the datum must be shown in the Contractor's notes and on the CSP.
- F. Geodetic Verification Survey Instructions and Procedures:
1. The geodetic verification survey is created to insure the stable position of the DEN Primary control points that are used to reference the TSCP to the NSRS. Acceptable monuments will be identified by the DEN Survey Section and will be limited to monuments of the NSRS with permanent identifiers (PIDS) and published positions and elevations. Temporary design/construction control points

established for such project will be referenced by direct measurement to at least two (2) separate NGS control stations.

- a. The Contractor must recover each identified monument and determine its condition, stability, and suitability for the intended use. A location sketch and visibility diagram will be prepared for each station. A minimum of three (3) digital photographs, one of each type described in AC 150/5300-18B, Section 1.5.2.1, will be captured, captioned, and properly named. A recovery note will be filed with NGS if no current recovery is shown in the NSRS database.
- b. After recovering the identified NSRS NGS control stations that are located on DEN property, the procedure to verify the control points are as follows:
 - 1) DEN has created its own Virtual Reference System (VRS) Network that will be used on all survey projects. This network will be known as DENVRS.
 - a) This system is comprised of hardware and software designed to facilitate real-time GPS/GNSS positioning based on a set of reference stations.
 - b) DEN has created a control network that incorporates fifteen (15) Primary Control Points tied together with the reference stations for the DENVRS,
 - c) This network, in turn, is tied to the National Spatial Reference System (NSRS).
 - d) DEN will be monitoring the stations on an annual basis and the primary control points on an annual basis and the primary control points on a quarterly basis.
 - 2) The Consultant is required to validate the DENVRS by observing at least two (2) Primary control points using a Fast Static method
 - a) Fast Static surveys allow for systematic errors to be resolved when high accuracy positions are required by collecting simultaneous data between stationary receivers for a shorter period of time than that of Static surveys. DEN will require an observation time of (15) minutes on all Primary control points. Each baseline between adjacent intervisible control points must be observed at least twice.
 - 3) The results must be reviewed and approved by the DEN Survey Office, allowing at least seventy-two (72) hours to review and either approve or reject the temporary control. All temporary control points MUST BE accepted before any design survey work can commence.
 - 4) Obtain elevation checks either from GPS observations or from digital levels. The distances must agree within, plus or minus, three (± 3) cm; the difference in ellipsoidal height must agree within, plus or minus, four (± 4) cm, and the difference in orthometric height must agree within, plus or minus, five (± 5) cm. If the tolerances are not met the data must be recollected.

- 5) Provide the results or the comparisons as part of the observational data in a report to the DEN Project Manager to be reviewed and approved by the DEN Survey Section prior to the start of construction and include this approved report in the final report.
- 6) Submit a Recover Observe Report for the NGS horizontal control stations to the NGS. Refer to <https://www.ngs.noaa.gov/GPSonBM/Report.shtml> for the report format.

G. Limitations and Additional Information for NGS Control Stations and NGS Benchmarks:

1. The use of control monuments and projection parameters for construction layout other than those shown on the Contract Drawings or furnished by or approved by the DEN Survey Section is STRICTLY PROHIBITED. Use of other monuments is solely at the risk of the Contractor.
2. The DEN Survey Section will provide the Contractor with the projection parameters and any assistance in implementing the coordinate system. It is up to the Contractor to use the correct methodology in performing any survey task which must be submitted to the DEN Project Manager and reviewed during the pre-survey preparation activities meeting.
3. The DEN Project Manager will need all pertinent data from the Contractor to check and verify that the Contractor implemented the coordinate system correctly.

H. Modifications to AC 150/5300-18B, Section 2.6.10.1.1, Verification of Survey Marks:

1. DEN requires Contractor to verify the unmoved position and elevation of both the PACS and SACS for any airside projects and any two (2) DEN approved NGS control stations for any landside project.
2. The Contractor must follow the same verification procedure as stated in Section G above.

I. Reporting Damage or Errors of NGS Control Stations:

1. Report damaged or destroyed airport control points, bench marks, and section corner monuments promptly to the DEN Project Manager.
 - a. If section corner monuments are damaged or destroyed during construction activities, such points must be re-established pursuant to Laws of the State of Colorado Regulating the Practice of Land Surveying by a current Registered Professional Land Contractor in the State of Colorado.
 - b. If NGS control stations or NGS bench marks are damaged, moved, altered, or destroyed by the Contractor, DEN's cost of reestablishing such points must be borne by the Contractor.
 - c. DEN will not be responsible for any increased costs or delays to the Contractor relating to reference points, airport control points, or bench marks which are damaged, moved, altered, or destroyed by the Contractor or its, suppliers, agents or employees or other Contractors working on the site.

2. Report alleged errors in NGS control stations or NGS bench marks promptly to the DEN Project Manager.
 - a. Discontinue use of NGS control stations or NGS bench marks alleged to be in error until the accuracy of points can be verified or as directed.
 - b. Claims for extra compensation for alteration or reconstruction allegedly due to errors in NGS control stations or NGS benchmarks will not be allowed unless original NGS control stations and NGS bench marks still exist or substantiating evidence proving error is furnished by the Contractor, and unless the Contractor has reported such errors to the DEN Project Manager as specified herein.

1.7 TEMPORARY SURVEY CONTROL

- A. The Contractor MUST set a minimum of either 'chiseled X' in concrete; a drill hole with lead and tack in concrete; a PK nail with shiner in asphalt or concrete or a 5/8" rebar with plastic cap in natural ground. An 'Inked X' set as a control point is UNACCEPTABLE.
- B. When a Contractor establishes TSCP for DEN survey work the Contractor MUST follow FAA guidelines. All TSCP must be referenced to the National Spatial Reference System (NSRS) using the NGS control stations provided by the DEN Survey Section. Temporary control may be necessary based on project site location. Below are the acceptable means to establish temporary geodetic control for DEN design or construction projects:
 1. Temporary control must be established under close cooperation with the DEN Survey Section following the procedures outlined in AC150/5300-16 "General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to National Geodetic Survey" only in the following cases:
 - a. Large airport construction projects that significantly changes the airport geometry and would trigger the need to acquire new Digital Stereo Imagery following AC 150/5300-17 "General Guidance and Specification for Aeronautical Survey Airport Imagery Acquisition and Submission to the National Geodetic Survey". Examples include a new runway and taxiway complex, significant modification of existing runway or taxiway system, development of new outboard deice pad complex or establishment of new mid airfield concourse and terminal complex. The size and complexity of the Project will dictate the need to acquire new digital stereo imagery for significant construction.
 - b. Construction that establishes a new ILS CAT II/III Operations.
 - c. New Instrument Development Procedure.
 - d. New Airport Layout Plan Survey Update.
 - e. New Airport Obstruction Chart Update.
 - f. New Airport Mapping Database.
 2. On DEN projects, the Contractor, may use TSCPs on their project site. These

- TSCP must be referenced to the nearest two (2) DEN primary control points and MUST BE referenced vertically to two (2) different NGS benchmarks. Also, all Contractors MUST obtain permission to establish TSCPs on DEN property by means of communicating with the DEN Survey Section.
3. In addition, all vertical control MUST BE established only using a digital level unless otherwise authorized by the DEN Survey Section.
 4. Minimum Construction Horizontal and Vertical Accuracy Tolerance:
 - a. Adjustments:
 - 1) No adjustment of the survey field data will be permitted without the written consent of the DEN Project Manager. If it is determined that an adjustment is necessary, a weighted least squares adjustment method is recommended.
 - b. Primary NGS vertical stations values must be held unless the Contractor has determined that there is an issue with one of the values. If this is the case, the Contractor must notify the DEN Project Manager to determine which other Primary stations can be used.
 - c. Secondary Control Project Benchmark Minimum Vertical Accuracy Tolerance:
 - 1) Setting of secondary control benchmarks must meet the Minimum Vertical Accuracy Tolerance of the square root of the total horizontal distance of the level loop in miles multiplied by 0.035 feet.
 - 2) The results of this evaluation must be recorded in the field book for each differential level loop. At least two (2) established NGS benchmarks on the same datum must be used to verify that the starting mark has not been disturbed. If.
 5. Whether establishing TSCPs or not, the Contractor must set up a Pre-Survey Preparation Activity meeting with the DEN Project Manager to discuss Geodetic Control Verification, obtain pertinent survey data, and projection parameters before the commencement of any survey work.
 6. If TSCPs are needed, the Contractor can set and collect temporary control while performing as outlined in Part 1 of this Section. Once the data is collected the Contractor is required to submit all pertinent data to the DEN Project Manager. This data must include all GPS raw data in a Trimble format with an Excel spreadsheet that displays the comparison from each observation of the NGS control stations. The comparison must include showing the delta northings, delta eastings, and delta elevations for each redundant pair of control points Contractor Only the redundant values of the TSCPs should be averaged. The results must be reviewed and accepted by the DEN Project Manager, allowing at least seventy-two (72) hours to review and either approve or reject the temporary control. All TSCPs MUST BE approved before any survey work can commence.

PART 2 - Products (Not Used)

PART 3 - Execution (Not Used)

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 013223.15

SECTION 013223.19 QUANTITY SURVEYS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section covers Denver International Airport DEN procedures and accuracy requirements for survey services for construction layout, as-built and quantity surveys.
- B. Before commencing any field surveys on DEN property, the Contractor must coordinate a pre-survey preparation activities meeting. This meeting is to be arranged through the DEN Project Manager's Office with the attendance of the Contractor, the Contractor's surveyor, and the DEN Survey Section. The Contractor is responsible for obtaining DEN related survey guidance, primary control stations, projection parameters and training materials from the DEN Survey Section prior to beginning any survey work.
- C. Reference Contract General Conditions.

1.3 REFERENCE DOCUMENTS:

- A. Section 013326 "Survey Control".
- B. Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples".
- C. Latest version of Federal Aviation Administration Advisory Circular 150/5300
- D. Latest Version of DEN BIM DSM (Design Standards Manual)
- E. Latest Version of Colorado Department of Transportation (CDOT) Survey Manual.
- F. Latest Version of Minimum Standard Detail Requirements for ALTA/ NSPS Land Title Survey

1.4 SUBMITTALS

- A. Refer to Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples" for the submittal process.

B. Weekly Project Status Report:

1. Contractor must submit a project status report in compliance with FAA AC 150/5300-18B to the DEN Project Manager every Monday by 2:00 P.M. Mountain Time, from the date of the task order until the date of Substantial Completion
2. The Weekly Project Status Report must use format from AC 150/5300-18B

C. Final Project Survey Report:

1. The Final Project Survey Report, must use format from AC 150/5300-18B
2. Final Project Survey Report must be stamped and wet signed by a current Colorado Registered Professional Land Surveyor.

1.5 QUALITY REQUIREMENTS

A. Equipment Calibration:

1. Equipment must be regularly checked, and calibrated for accuracy at the beginning of any survey project to ensure that the equipment is operating appropriately. Errors due to poorly maintained or malfunctioning equipment will not be accepted. If any equipment errors are found to exist they must be reported to the DEN Survey prior to the start of any surveying. These errors must be verified and eliminated prior to performing any survey work. For projects lasting longer than six (6) months, the checking, and calibration of equipment must be repeated. Furthermore, documentation must verify such equipment has met acceptable tolerances.
2. The Contractor must submit to the DEN Project Manager written proof that survey equipment has been checked and calibrated before commencing any survey work. If repairs are made, documentation of such repairs from an authorized equipment vendor must be submitted.

B. See CDOT Survey Manual for acceptable procedures for calibrating equipment electronic survey instruments adjustments, calibration, or repairs:

1. All electronic survey instruments must be repaired, adjusted, or calibrated only by an authorized equipment vendor or manufacturers service department.
2. A calibration check on all types of electronic survey instrumentation is essential to obtain and maintain the tolerances required for any DEN project. At the beginning of any DEN project, all survey equipment utilized to perform the survey must be calibrated by the surveyor in charge of the Project.
3. See CDOT Survey Manual for acceptable procedures for calibrating equipment.

C. Baseline Calibration Requirements:

1. See CDOT Survey Manual for the procedures to check the survey equipment and the method of reporting the findings to the DEN Project Manager and the DEN Survey Section.
2. The Contractor must submit to the DEN Project Manager written proof that survey equipment has been checked and calibrated before commencing any

survey work. If repairs are made, documentation of such repairs from an authorized equipment vendor must be submitted.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 QUANTITY SURVEYS FOR PAYMENT

- A. When the specifications or the DEN Project Manager require items in the Schedule of Prices and Quantities to be measured by surveying methods, the Contractor must perform the surveys.
- B. All such surveys, including control surveys run for establishing the measurement reference lines, must be performed in the presence of the DEN Project Manager or the DEN Project Manager's representative who will witness the surveying operation and who will acknowledge receipt of the field notes or keep duplicate field notes, at the DEN Project Manager's option.
- C. The Contractor must reduce the field notes and calculate final quantities for payment purposes. The note reductions and calculations must be given to the DEN Project Manager.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement must be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section. The cost of the work described in this Section must be included in the applicable unit price item, work order or lump sum bid item.

END OF SECTION 013223.19

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. The Work specified in this Section summarizes the requirements for the submittal of documents to the DEN Project Manager that are defined in these Specifications. It also describes the procedures for "supplemental" submittals.
- B. The Contractor must follow all the requirements of the procedures and the product details and keep all the submittals current and approved prior to any placement of work.

1.3 SUBMITTAL SCHEDULE

- A. The Contractor shall provide a submittal schedule within 14 days after Notice to Proceed. The Submittal Schedule shall be directly related to the CPM schedule, shall identify all the submittals, and shall include the following information for each submittal item
 1. Specification section, Contract article, or special condition.
 2. Specification Subparagraph.
 3. Item description.
 4. Date the submittal shall be submitted.
 5. Name of subcontractor or supplier.
- B. The submittal schedule shall be kept current by the Contractor and submitted with the progress payment requests.
- C. For large files that cannot be loaded or e-mailed through the electronic Project Manager application (Unifier), submit the files on a CD, DVD, or USB flash drive media.

1.4 ELECTRONIC SUBMITTALS

- A. Before the initiation of the submittal process, coordinate and insure that all submittals comply and follow the requirements of the DEN Digital Facilities and Infrastructure Design Standards Manual (DSM).

- B. Submit request for progress payment applications utilizing TEXTURA software as instructed by DEN Project Manager.
- C. Submit Subcontractor's Contract information required by the City and County of Denver Small Business Office as instructed by DEN Project Manager.
- D. Submit original electronic copies of all City and County of Denver Development Department/ Building Inspection Department Approved drawings including all approvals of Deferred Submittals; including but not limited to shoring plans, Fire Protection distribution plans, and structural shop drawings to DEN Project Manager as Informational Submittals. The lack of approval of the Denver Development Services on any document shall be basis for rejection of Work and non-compliance.
 - 1. NOTE: Only original copies shall be accepted. Scans will not be accepted.
- E. Submit electronically scanned copies of all documents required by Chapter 17 "Special Inspection and Testing" of the International Building Code 2009 as amended by City and County of Denver 2011. Keep scale and clarify dimension where electronic copies are not as originally scaled and dimensioned.
- F. All submittals shall be delivered to the DEN Project Manager utilizing the Project Management Information System (PMIS) as attachments. And delivered as a separate file when files are too large to attach, or of an electronic media that is not supported by the PMIS, or uploaded to the project PMIS site when directed by DEN Project Manager.
 - 1. Acceptable electronic formats
 - a. Print document format (pdf) shall have no security and bookmark every applicable submittal. All pages shall be completely legible and oriented to correct reading view.
 - 2. Other formats are acceptable only with written permission of the DEN Project Manager, or when otherwise defined in the Contract Documents. For files in any of the following formats, the corresponding stringency will apply:
 - a. Microsoft Office 2007 or newer. All files shall be fully compatible with Microsoft Office 2007.
 - b. AutoCAD files shall be self-contained with no external x-references.
 - c. Other files pre-approved by the DEN Project Manager.

1.5 INITIAL SUBMITTAL

- A. Each submittal document shall include a title block showing the following information:
 - 1. Date of submittal and revision dates.
 - 2. Contract title and number.
 - 3. The names of Contractor, subcontractor, supplier, manufacturer and when

- applicable, the seal and signature of an Engineer registered in the State of Colorado, for the involved discipline.
4. Identification of product by either description, model number, style number or lot number.
 5. Subject identification by Contract Drawing or specification reference.
- B. On each submitted drawing, include a blank space on each sheet, three inches by four inches, in the lower right corner, just above the title block, in which the DEN Project Manager or the Designer of Record may indicate the action taken.
- C. Make submissions sufficiently in advance so that the DEN Project Manager Review may be completed not less than 30 days before Work represented by those submittals is scheduled to be performed.
- D. Allow a minimum cycle of 30 days for review of each submittal by the DEN Project Manager.
- E. When not processed in the specified PMIS, accompany submittal documents with DEN transmittal form CM-30, Submittal, which shall contain the following information:
1. Contractor's name, address and telephone number.
 2. Submittal number and date.
 3. Contract title and number.
 4. Supplier's, manufacturer's, or subcontractor's name, address and telephone number.
 5. Identification of variations from Contract Documents.
 6. Contractor's stamp and signature certifying the Contractor's review.
 7. Identification of submittal:
 - a. If the submittal is being made on a General Condition or Special Condition, reference the General or Special Condition number the first two digits of the specification section shall be 00XXXX.
 - b. If the submittal is being made under a specification section, reference the specification number, paragraph number, and subparagraph number.
 - c. If the submittal is being made under a drawing, reference the drawing(s) number and sub-number.
- F. The Contractor shall describe, at the time of submission, variations from the Contract documents in writing, separate from the submittal document. If the DEN Project Manager approves any such variations, an appropriate Contract change order shall be issued, except that if the variation is minor and does not involve a change in price or in time of performance, a modification need not be issued. If a submission contains variations and the variation column is not marked on the transmittal form, it will not be considered for review and acceptance. Along with marking the transmittal as a variation, a description must be included which outlines all the differences including maintenance and utility services along with any cost savings from an item not containing the variation.
- G. Changes in accepted submittal documents will not be permitted unless those changes have been accepted, in writing, by the DEN Project Manager.

- H. The form and quality of submittal documents shall comply with Section 013325 "Shop and Working Drawings, Product Data, and Samples."

1.6 SUPPLEMENTAL SUBMITTALS

- A. Supplemental submittal documents initiated by the Contractor for consideration of corrective procedures shall contain sufficient data for review. Make supplemental submittals in the same manner as initial submittals with the appropriate primary transmittal referenced.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. The Contractor shall review all submittal documents, stamp, and sign as reviewed and approved as complying with Contract Documents prior to submission to the DEN Project Manager. Submittal documents that are submitted to the DEN Project Manager **THAT HAVE NOT BEEN REVIEWED BY THE CONTRACTOR** will not be reviewed and will be returned to the Contractor. Contractor is responsible for any delays in the Project due to improperly reviewed, stamped, and signed submittals.
- B. The Contractor is responsible to obtain all approvals for all deferred submittals, shop drawings, and significant changes from the CCD Development Service Department.
- C. All submittals must delineate any deviation from the intended design and must submit request for substitution to address any significant variation. Refer to Title 4, Article 405 – Shop Drawings, Product Data, and Samples, and Article 406 – Substitution of Materials and Equipment of the General Contract Conditions, 2011 Edition, and Division 01 Section 012510 - Substitutions.

3.2 REVIEW BY DEN PROJECT MANAGER

- A. Submittal documents will be reviewed by the DEN Project Manager, the DEN Project Manager Team, and/or the DOR for conformance to requirements of the Contract Documents. Review of a separate item will not constitute review of an assembly in which the item functions. The DEN Project Manager will withhold approval of submittals that depend on other submittals not yet submitted. Review and acceptance will not relieve the Contractor from the Contractor's responsibility for accuracy of submittals, for conformity of submittal document to requirements of Contract Drawings and specifications, for compatibility of described product with contiguous products and the rest of the system, or for protection and completion of the Contract in accordance with the Contract Drawings and specifications.
- B. The City, the DOR, and/or the DEN Project Manager will review the submittal

documents for general conformance with the Contract Documents and mark the Action Code, sign, and date the transmittal.

C. The Action Codes have the following meanings:

1. Accepted (ACC)
 - a. The submittal conforms to the respective requirements of the contract documents.
2. Accepted as Noted (AAN)
 - a. The submittal conforms to the respective requirements of the Contract Documents after changes are made in accordance with reviewer's comments. AAN submittals do not need to be resubmitted.
3. Revise and Resubmit (R&R)
 - a. The submittal is unacceptable and must be revised and resubmitted.
4. Rejected (REJ)
 - a. The submittal is not approved and a new submittal in accordance with the Contract Documents must be prepared and submitted.
5. For Information Only (FIO)
 - a. An item is received by the DEN Project Manager but is not reviewed.

3.3 CONTRACTOR'S RESPONSIBILITIES

- A. Coordinate each submittal document with the requirements of the Work. Place particular emphasis upon ensuring that each submittal of one trade is compatible with other submittals of that trade and submittals of other trades including producing as needed drawings showing the relationship of the Work of different trades.
- B. Contractor's responsibility for errors and omissions in submittal documents and associated calculations is not relieved by the DEN Project Manager's review, correction, and acceptance of submittals.
- C. Contractor's liability to the City, in case of variations in the submittal document from the requirements of the Contract Documents, is not relieved by the DEN Project Manager's review and acceptance of submittals containing variations unless the DEN Project Manager expressly approves the deviation in writing, in which the DEN Project Manager describes the variation.
- D. The Contractor shall maintain a file of all approved submittal documents at the work site. The complete file of approved submittal documents shall be turned over to the DEN Project Manager with the as-built documents at the end of the job.

- E. Schedule impact due to resubmittal requirements is the responsibility of the Contractor.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 013300

SECTION 013325 - SHOP AND WORKING DRAWINGS, PRODUCT DATA, AND SAMPLES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. The Work specified in this Section consists of preparing and submitting shop and working drawings, product data, samples, and record documents required by other specifications Sections.
 - 1. The Contractor shall submit all shop drawings, working drawings, product data, and samples, as defined in the General Conditions, to the DEN Project Manager in accordance with the requirements in the technical specifications. The DEN Project Manager will return one (1) copy of the shop drawings, working drawings and product data to the Contractor with a written transmittal.
- B. The Contractor shall not submit as shop drawings, copies or reproductions of drawings issued to the Contractor by DEN.
- C. Related Requirements
 - 1. Section 013300 "Submittal Procedures
 - 2. Section 012510 "Substitutions"
 - 3. Section 017720 "Contract Closeout"

1.3 SUBMITTALS

- A. All submittals shall be delivered to the DEN Project Manager in electronic format through the PMIS. All submittals must be of a consistent format (all PDF). No combination of electronic file types will be allowed unless required by a specific specification section.
 - 1. Acceptable electronic formats: If any of the files are in any of the formats listed below then the version of the software shall be no less than identified below:
 - a. Adobe Acrobat 8.0 or newer. All files shall be fully compatible with Adobe Acrobat 8.0.
 - b. Microsoft Office 2007 or newer. All files shall be fully compatible with Microsoft Office 2007.
 - c. AutoDesk AutoCAD 2007 or newer. All files shall be fully compatible with

AutoDesk AutoCAD 2007.

- d. AutoCAD files shall be self-contained with no external x-references.
- e. Other files pre-approved by the DEN Project Manager.

2. Adobe Acrobat Requirements:

- a. Drawings shall have security set to "No Security." Commenting, printing, adding photos, form fields and document signing must be allowed.
- b. PDF submittals shall be one continuous file or Portfolio. No external links are allowed.
- c. All individual components of submittals shall be bookmarked inside the PDF file.
- d. All original documents shall be directly converted from the original electronic format to PDF. Scanning of files shall only be allowed by the DEN Project Manager when the original electronic information is not obtainable.
- e. Failure to comply with these requirements will result in a return of file to the Contractor for immediate revision.

3. Electronic files submitted shall correspond with DEN File Control Numbering System available from the DEN Project Manager.

B. Quantities

1. One (1) electronic submittal in Unifier containing electronic files of each shop or working drawing.
2. One (1) electronic submittal in Unifier containing electronic files of manufacturer's standard schematic drawings.
3. One (1) electronic submittal in Unifier containing electronic files of manufacturer's calculations and manufacturer's standard data.
4. One (1) electronic submittal in Unifier containing electronic files of manufacturer's printed installation, erection, application, and placing instructions.
5. Nine (9) samples of each item specified in the various specification sections, unless otherwise specified.
6. One electronic submittal in Unifier containing electronic files of inspection, test reports, and certificates of compliance.
7. Note: If manufacturer's printed information is in color, all copies of submittals must be in color.

C. Review:

1. Submittal review comments by the DEN Project Manager will be in electronic form and incorporated into the electronic submittal file.
2. Resubmittals of electronic documents shall modify the original electronic file with new information and include the DEN Project Manager's comments with appropriate responses and additional information.

1.4 CHANGES

- A. Changes in products for which shop or working drawings, product data or samples have been submitted will not be permitted unless those changes have been accepted and approved in writing by the Deputy Manager of Aviation as provided in Section 012510 "Substitutions."

1.5 QUALITY CONTROL

- A. Shop drawings and record documents shall be prepared to the standards of quality outlined in the specifications, and DSM.
- B. Refer to DEN BIM DSM for other requirements that may be applicable to this Article.

PART 2 - PRODUCTS.

2.1 SHOP AND WORKING DRAWINGS

- A. Prepare shop and working drawings in an electronic format that is current and approved by DEN to a scale large enough to easily depict and annotate each of the various items.
- B. Comply per other BIM requirements for Shop and Working Drawings as established in the DEN Digital Facilities and Infrastructure / BIM DSM.
- C. Include the following as they apply to the subject:
 - 1. Contract title, work order, and number.
 - 2. Respective Contract drawing numbers.
 - 3. Applicable specification section numbers.
 - 4. Relation to adjacent structure or materials.
 - 5. Field dimensions clearly identified as such.
 - 6. Applicable standards such as ASTM or Federal Specification number, FAA, AASHTO, and pertinent authority specifications or standards.
 - 7. Identification of deviations from the Contract Drawings and specifications.
 - 8. Drawing name, number, and revision.
 - 9. Contractor's stamp, initialed or signed, certifying:
 - a. Verification of field measurements.
 - b. Review of submittals for compliance with Contract requirements.
 - c. Compatibility of the Work shown thereon with that of affected trades.
 - 10. Blank space on each sheet per Technical Specifications Section 013300 "Submittal Procedures."
- D. Drawings of equipment and other items that contain multiple parts shall include exploded views showing the relationship of parts and the description of the parts into

the smallest units that may be purchased or serviced.

- E. Comply with all submittal requirements of Section 013300 "Submittal Procedures."

2.2 PRODUCT DATA

- A. Modify manufacturer's standard and/or schematic drawings to delete information that is not applicable to the Contract. Supplement standard information with additional information applicable to this Contract.
- B. Modify manufacturer's standard(s), diagrams, schedules, performance charts, illustrations, calculations, and other descriptive data to delete information that is not applicable to the Contract. Indicate dimensions, clearances, performance characteristics, and capacities. Include with the submittal electrical, plumbing, HVAC, and any other diagrams, as applicable.
- C. Modify erection, application, and placing instructions to delete information that is not applicable to the Contract or work order.
- D. Include the following:
 - 1. Contract title, work order, and number.
 - 2. Respective Contract drawing numbers.
 - 3. Applicable Contract technical specification section numbers.
 - 4. Applicable standards such as ASTM or Federal Specification number, FAA, AASHTO and pertinent authority specifications or standards.
 - 5. Identification of deviations from the Contract Drawings and specifications.
 - 6. Contractor's stamp, initialed or signed, certifying:
 - a. Dimensional compatibility of the product with the space in which it is intended to be used.
 - b. Review of submittals for compliance with Contract requirements.
 - c. Compatibility of the product with other products with which it is to perform, or which will be next to it.
 - d. The products electrical, plumbing, control and HVAC requirements conform to Contract Documents and the necessary utilities are provided for in the Contract Documents.
- E. Comply with all submittal requirements of Section 013300 "Submittal Procedures."

2.3 SAMPLES

- A. Submit samples of sizes and quantities to clearly illustrate full color range and functional characteristics of products and materials including attachment devices.
- B. Erect field samples and mockups at the work site as specified in specification Sections and at locations acceptable to the DEN Project Manager. All field samples shall be erected in a location that will be readily visible throughout the life of the Contract to

allow comparison of the Work as it progresses to the field sample. Field samples and mockups may be incorporated into the Work at Contractor's risk if approved by DEN Project Manager.

- C. The Contractor shall verify, through appropriate inspections and tests, that the samples submitted meet the specifications and shall provide inspection and test data with the samples. The review and comments on the sample shall not relieve the Contractor of the Contractor's responsibility for completion of the Contract.
- D. Show the following information:
1. Contract title and number.
 2. Respective Contract drawing numbers.
 3. Applicable technical specification section numbers.
 4. Applicable standards such as ASTM or Federal Specification number.
 5. Identification of deviations from the Contract Drawings and specifications
 6. Contractor's stamp, initialed or signed, certifying:
 - a. Dimensional compatibility of the product with the space in which it is intended to be used
 - b. Review of submittals for compliance with Contract requirements
 - c. Compatibility of the product with other products with which it is to perform, or which will be next to it
 7. If multiple samples are submitted and the DEN Project Manager is requested to make a choice, each sample shall have a unique identification number attached to it so the returned transmittal can state the identification number of the accepted sample and the Contractor will know which one it is.
- E. Comply with all submittal requirements of Section 013300 "Submittal Procedures."

PART 3 - EXECUTION

3.1 CONTRACTOR RESPONSIBILITIES

- A. Verify field measurements, catalog numbers, and similar data.
- B. The Contractor shall not start work for which submittals are required until a transmittal has been received by the Contractor marked with the Action Code ACCEPTED or ACCEPTED AS NOTED by the DEN Project Manager.
- C. Before making submittals, ensure that the products will be available in the quantities and at the times required by the Contract.
- D. Submit final, corrected, electronic copies of Contract and shop and working drawings showing the Work as actually installed, placed, erected, and applied. Refer to Section 017720 "Contract Closeout."

3.2 REVIEW BY THE DEN PROJECT MANAGER

- A. One (1) electronic copy of the marked-up shop and working drawing and one (1) electronic copy of the product data will be returned to the Contractor by the DEN Project Manager. Only the transmittal form appropriately marked with the Action Code and comments, if any, will be returned on sample submittals.
- B. Contractor's responsibility for errors and omissions in submittals for compatibility will not be reduced, waived or otherwise limited by the review and acceptance of submittals by the DEN Project Manager.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section. .

END OF SECTION 013325

SECTION 013510 - CONSTRUCTION SAFETY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Work specified in this Section includes construction safety precautions and programs by the Contractor and the basis for reviews by the DEN Project Manager.
- B. For projects enrolled under DEN Rolling Owner Controlled Insurance Program (ROCIP) reference the Contract Special Conditions for all safety requirements.
- C. For projects enrolled under DEN Owner Controlled Insurance Program (OCIP) reference the Contract Special Conditions for all safety requirements.

1.3 RESPONSIBILITY

- A. The Contractor is responsible for the health and safety of the Contractor's personnel, agents, subcontractors and their personnel, and other persons on the worksite, for the protection and preservation of the Work and all materials and equipment to be incorporated therein, and for the worksite and the area surrounding the worksite. The Contractor shall take all necessary and reasonable precautions and actions to protect all such persons and property.
- B. This Section shall be interpreted in its broadest sense for the protection of persons and property by the Contractor and no action or omission by the DEN Project Manager or the DEN Project Manager's authorized representatives shall relieve the Contractor of any of its obligations and duties hereunder.

1.4 SUBMITTALS

- A. Refer to Section 013300 "Submittal Procedures" and Section 013325 "Shop and Working Drawings, Product Data and Samples" for the submittal process. The Contractor's Site Specific Safety Plan (SSSP) shall be submitted and approved under the general Contract prior to commencing any Work. If a Change Order is issued where the Work is not covered by the approved Contractor's SSSP, then a revision to the SSSP specific for the Work shall be resubmitted for approval.

- 1. No progress payment shall be approved until the Contractor's SSSP has been accepted by the DEN Project Manager.

- B. The Contractor shall provide the Contractor's SSSP to the DEN Project Manager for review at least ten (10) calendar days before on-site construction begins. The Contractor's program must meet, as a minimum, all applicable federal, state and local government requirements, and the following:
1. The Contractor shall provide the following information for acceptance by the DEN Project Manager prior to the commencement of construction activities. The SSSP must address all aspects listed below. If an item is not applicable, then this must be noted in the plan.
 - a. Name of the Contractor's safety representative.
 - b. If the Contractor is running multiple shifts or working more than (40) hours per week, the name of an assistant safety representative who can act in the absence of the site safety representative.
 - c. Twenty-four (24) hours per day emergency phone numbers of Contractor site management to be used in case of injury or accident. Provide at least four contacts.
 - d. Means of protecting employees working in trenches and excavations, including sloping and shielding.
 - 1) Soil classification will be considered as Type C when designing protective systems, unless the Contractor can prove to the satisfaction of DEN that the soil classification is otherwise. Soil classification change request shall be provided to the DEN Project Manager in writing. The decision of the DEN Project Manager will be provided to the Contractor in writing.
 - e. The Contractor shall show how material shall be stored beside the excavation. Stored material shall include the excavated and backfilled material
 - f. Injury and accident handling, including samples of the reporting form.
 - g. How personnel will be handled who are unable to safely perform their duties, including how the Contractor will determine whether personnel are unable to safely perform duties. This may include the Contractor's disciplinary process and employee's physical capabilities to perform the work safely.
 - h. How and when equipment will be checked to see that it is safe, that all safety guards are in place, and that the equipment is being used for its designed purpose and within its rated capacity.
 - i. How and when all electric devices will be checked for proper grounding and insulation. Describe the methods that will be used to lock out electric systems that should not be energized.
 - j. How trash and human organic waste will be disposed of.
 - k. How snow and ice will be removed by the Contractor in the project area.
 - l. How concrete forms will be anchored to ensure their stability, including calculations showing that the forms will safely hold the maximum construction loads.
 - m. How flammable materials will be stored and handled, and how any spills will be cleaned up and removed for disposal.
 - n. What system will be used to prevent fires and, if fires do occur, who will be

trained to fight them. In addition, what firefighting equipment will the Contractor have available and how will this equipment's condition be monitored.

- o. How materials will be received, unloaded, stored, moved, and disposed of.
- p. How personnel working above ground level will be protected from falling.
- q. How people working beneath the construction work will be protected.
- r. What will be done to protect personnel in case of severe weather.
- s. How adequate lighting will be provided and monitored.
- t. How air quality will be monitored to ensure that chemical exposures are below current, established OSHA Permissible Exposure Limits. How personnel will be protected if these limits are exceeded.
- u. How the safety of work platforms, man lifts, material lifts, ladders, shoring, scaffolding, etc., will be ensured relating to load capacity and the protection of personnel using or working around them.
- v. The type of personal protective equipment that will be used to protect personnel from hazards.
- w. The type of safety training that will be provided to personnel to inform them of safe work procedures.
- x. How daily audits and inspections will be performed to ensure compliance with the Contractor's SSSP and current, applicable OSHA regulations.
- y. Procedures to ensure that welding and other hot work is performed safely.
 - 1) A hot work permit from the Denver Fire Department (DFD) will be required for all welding, soldering, cutting, and brazing and or other processes required by DFD on the project. Contractor will comply with all of the provisions in the permit.
- z. How compressed gases will be safely stored, handled, and used.
- aa. Methods to ensure that personnel safely enter, work in, and exit confined spaces.
 - 1) All confined spaces on DEN property are considered permit required. A permit must be obtained from the DFD before Contractor personnel may enter a confined space. Contractors will comply with all provisions and requirements of this permit.
- bb. How the hazards of chemicals will be communicated to personnel, including the use of material safety data sheets and chemical labels.
- cc. Methods to ensure that forklifts and other powered industrial trucks are operated in a safe manner.
- dd. How an effective hearing conservation program will be used to protect personnel from high noise levels and prevent hearing loss.
- ee. How personnel will be protected from the effects of jet blast.
- ff. How hazards will be identified and corrected when reported.

1.5 DEN PROJECT MANAGER'S REVIEW

- A. Prior to the start of any work by contractor or subcontractor personnel, the Contractor shall provide the DEN Project Manager with a list of its personnel, subcontractor's

personnel and other personnel the Contractor has requested to work at Denver International Airport, who have signified in writing that they have been briefed on, or have read and understand, the Contractor's SSSP.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 IMPLEMENT CONTRACTOR'S SITE SPECIFIC SAFETY PLAN

- A. Implement the approved Contractor's Site Specific Safety Plan as described in Article 1 of this Section and in Section 011100 "Summary of Work."
- B. If the Contractor experiences lost time or an injury rate greater than 75 percent of the national average for all construction, the Contractor shall notify the DEN Project Manager and audit its safety procedures and submit a plan to reduce its rates.
- C. If at any time the lost time or injury rates experienced by the Contractor are 150 percent or more of the national average for construction, the Contractor shall notify the DEN Project Manager and immediately hire an independent safety professional who shall audit the Contractor's procedures and operations and make a report of changes that the Contractor should implement to reduce the rate including changing personnel.
 - 1. The report shall be submitted to the DEN Project Manager.
 - 2. The Contractor shall immediately begin implementing the recommendations of the independent safety professional.
 - 3. A weekly report shall be submitted by the Contractor to the DEN Project Manager on the status of the implementation of the recommendations.
 - 4. Failure to comply with these requirements is a basis to withhold a portion of progress payments.

3.2 ROLLING OWNER CONTROLLED INSURANCE PROGRAM (ROCIP)

- A. Implement Rolling Owner Controlled Insurance Program (ROCIP) as provided in the Project Manual issued for bid or proposal

3.3 OWNER CONTROLLED INSURANCE PROGRAM (OCIP)

- A. Implement Owner Controlled Insurance Program (OCIP) as provided in the Project Manual issued for bid or proposal

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 013510

SECTION 014100 - REGULATORY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section identifies primary compliance with the State, City and County of Denver's regulatory requirements including:
 - 1. City and County of Denver / Department of Aviation.
 - 2. Colorado Department of Public Health and Environment.
 - 3. City and County of Denver Development Services, including the Department of Public Works and Division of Wastewater Management.
 - 4. The standards that govern design and construction projects at Denver International Airport.
- B. Construction shall be based on the latest edition of the referenced codes including additions and revisions thereto that are in effect at the time of Project bidding or Task Order pricing or GMP established whichever is latest, and as specifically related.

1.3 RELATED SECTIONS

- A. Section 015719 "Temporary Environmental Controls" for environmental and related permitting requirements.

1.4 BUILDING CODE

- A. All design and construction work shall be governed by the Building Code for the City and County of Denver, latest edition. This is based upon the International Building Code of the International Code Council with Denver Amendments to this code. Appendix N of the Denver Amendments addresses Construction of Airport Buildings and Structures.
 - 1. This Contract shall be based on the most current published version of the ICC series as Amended by The City and County of Denver.

1.5 DENVER BUILDING DEPARTMENT

- A. For review and approval of all construction documents for compliance to the Denver

building code:

West Colfax Avenue, Dept 205DENVER FIRE DEPARTMENT

- A. For review and approval of plans for compliance with the Denver Fire Department's requirements as they apply to the Denver International Airport:
- Denver Fire Department
745 West Colfax Avenue
Denver, Colorado, 80204
Telephone 720-913-3474
- B. The Contractor is advised that the Denver Fire Department – Fire Prevention Bureau requires permitting for the following activities as they apply to the scope of work. The Contractor is responsible for obtaining the appropriate permits necessary to complete the work. All costs associated with this permitting and policy compliance shall be the responsibility of the Contractor. The policies all reference the International Fire Code (IFC).
1. “Hot work”, which is defined as the operation of any equipment or tool that creates sparks, hot slag, or radiant or convective heat as a result of the work. This includes, but is not limited to, welding, cutting, brazing, or soldering.
 2. Use and storage of compressed gas for both temporary storage and permanent facility installation. This includes, but is not limited to, flammable gas (excluding propane-LPG), oxidizer (including oxygen), and inert and/or simple asphyxiates.
 3. Tank installation, which includes aboveground storage tanks (AST) and underground storage tanks (UST) for both temporary tanks and permanent facility installations.
- C. In addition to the above permits, the Denver Fire Department may require other permits that are associated with the specific work in the Contract Documents. Policies provided by the Denver Fire Department are meant to provide basic information for the most common conditions and situations. In any given occupancy, many other Uniform Fire Code requirements may be enforced. These should be addressed with the Denver Fire Department before construction begins and during construction with premise inspection(s).
1. The Fire Prevention Bureau web site is denfpb@denvergov.org

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PERMITS AND CERTIFICATIONS

- A. The Contractor shall maintain records on site of all permits acquired by federal, state, and local agencies. Posting of permits shall conform to requirements of the respective agencies.
- B. At the completion of any inspection by other agencies, the Contractor shall forward

copies of the status of the inspection and copies of any approved or "signed-off" inspections by the respective agencies to the DEN Project Manager.

- C. At the time of request for Substantial Completion, the Contractor shall forward to the DEN Project Manager all permits approved by the respective agencies.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 014100

SECTION 014210 - REFERENCED MATERIAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 REFERENCED MATERIAL

- A. City and County of Denver, Department of Aviation, Standard Specification for Construction, General Contract Conditions
- B. The following documents may be available for examination at the Owner's offices unless otherwise noted. The referenced material and documents are not part of the Contract Documents unless otherwise specified.
 - 1. Geotechnical Reports:
 - a. Borings, other field and laboratory explorations, and investigations have been made to indicate subsurface materials at particular locations. Explorations and investigations conducted by designers and their subconsultants are solely for the purpose of study and design.
 - b. The subsurface exploration and investigation information is presented or made available to indicate some of the conditions that may be encountered during construction and is offered as supplementary information only. Geotechnical information presented in the referenced material represents the opinion of soils consultants as to the character of the materials encountered. Subsurface information was directly obtained only at the specified location and necessarily indicates subsurface conditions only at the respective plan location, depths penetrated and only at the time of the exploration.
 - c. Neither the City nor the Designers assume any responsibility whatever in respect to the sufficiency or accuracy of borings made, or of the logs of test borings, or of other investigations, or of the interpretations made thereof, and there is no warranty or guarantee, either expressed or implied, that the conditions indicated by such investigations are representative of those existing throughout such area, or any part thereof, or that unforeseen developments may not occur. It is expressly understood that the making of deductions, interpretations, and conclusions from all of the accessible factual information, including the nature of the materials to be excavated, the difficulties of doing other work affected by the geology, groundwater elevations and other subsurface conditions at the site of the Work are the Contractor's sole responsibility.
 - d. Information derived from inspection of logs of borings, topographic maps, technical memorandum, reports, or plans showing information of the

subsurface of site conditions will not relieve the Contractor from any risk or from properly examining the site and making such additional investigations as the Contractor may elect or from properly fulfilling all the terms of the Contract Documents.

2. Available Conceptual Utility and Drainage Reports.
3. DEN Building Information Modeling (BIM) Design Standards Manual (DSM)
4. Woolpert, Inc. Report - "A Low Distortion Projection for Denver International Airport (DEN)", dated 12/10/2010.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 014210

SECTION 014220 - ABBREVIATIONS AND SYMBOLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 REFERENCE LIST

- A. Documents published by the following agencies may be referenced within these Contract Documents to define the quality of materials, equipment, workmanship, and other features of Work. Unless otherwise stated, the reference documents shall be of the latest edition as of the date of the Advertisement for Bids.
- B. Wherever used in the Contract Documents, the following abbreviations will have the meanings listed:

Abbreviation	Definition
AALA	American Association of Laboratory Accreditation
AAN	American Association of Nurserymen
AAO	Affirmative Action Officer
AASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
ADA	Americans with Disabilities Act
AFI	Air-Filter Institute
AGTS	Automated Ground Transportation System
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
AITC	American Institute of Timber Construction
AMCA	Air Moving and Conditioning Association
ANSI	American National Standards Institute, Inc.
APA	American Plywood Association
APEN	Air Pollution Emission Notes
APWA	American Public Works Association
ARI	Air Conditioning and Refrigeration Institute
ASCE	American Society of Civil Engineers

Abbreviation	Definition
ASHRAE	American Society of Heating, Refrigeration, and Air Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASNT	American Society for Non-Destructive Testing
ASPE	American Society of Plumbing Engineers
ASSE	American Society of Sanitary Engineering
ASTM	American Society for Testing and Materials
AWPA	American Wood Preserver's Association
AWS	American Welding Society
AWWA	American Water Works Association
BID	Building Inspection Division, Department of Public Works
BIM	Building Information Modeling
CAR	Corrective Action Report
CCD	City and County of Denver
CCR	Contractor Change Request
CCRL	Cement Concrete Reference Laboratory
CD	Change Directive
CDOH	Colorado Department of Highways or Colorado Department of Health
CDOT	Colorado Department of Transportation
CMEC	Concrete Materials Engineering Council
CN	Change Notice
CO	Change Order
COE	Corps of Engineers
CPM	Critical Path Method
CR	Change Request
CRSI	Concrete Reinforcing Steel Institute
CSI	Construction Specifications Institute
DEN	Denver International Airport
DFD	Denver Fire Department
DOT	United States Department of Transportation
DOR	Designer of Record
DW / DWD	Denver Water Department
DWB	Denver Water Board
EEO	Equal Employment Officer or Equal Employment Opportunity
EIA	Electronics Industry Association
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency

Abbreviation	Definition
FAA	Federal Aviation Administration
FCC	Federal Communications Commission
FHWA	Federal Highway Administration
FM	Factory Mutual Association
FS	Federal Specifications (U.S. General Services Administration)
GCC	General Contract Conditions
GIS	Geographic Information Systems
GMP	Guaranteed Maximum Price
IAPMO	International Association of Plumbing and Mechanical Officials
IBC	International Building Code (published by ICC)
IBR	Institute of Boiler and Radiator Manufacturer's
ICBO	International Conference of Building Officials
ICC	International Code Council
ICEA	Insulated Cable Engineers Association
IEEE	Institute of Electrical and Electronic Engineers
IES	Illuminating Engineering Society
IMC	International Mechanical Code (published by ICBO)
IPC	International Plumbing Code (published by ICBO)
ISA	Instrument Society of America
ITA	Independent Testing Agency
MIL	Military Specifications (Naval Publications and Forms Center)
MSS	Manufacturers Standardization Society of the Valve and Fittings Industry
MUTCD	Manual of Uniform Traffic Control Devices
NAAB	National Association of Air Balance
NACE	National Association of Corrosion Engineers
NBS	National Bureau of Standards (now called National Institute of Standards and Technology)
NEC	National Electric Code (NFPA 70)
NECA	National Electric Contractors Association
NEMA	National Electrical Manufacturer's Association
NESC	National Electrical Safety Code
NFC	National Fire Code (as published by NFPA)
NFPA	National Fire Protection Association
NICET	National Institute for the Certification of Engineering Technologies
NIST	National Institute of Standards and Technology
NGS	National Geological Survey
NLMA	National Lumber Manufacturers Association

Abbreviation	Definition
NOAA	National Oceanic and Atmospheric Administration
NRMCA	National Ready Mix Concrete Association
NTP	Notice to Proceed
NVLAP	National Voluntary Laboratory Accreditation Program
OSHA	Occupational Safety and Health Administration
PCA	Portland Cement Association
PCI	Prestressed Concrete Institute
PDM	Precedent Diagram Method
PS	Product Standard of NIST (U.S. Department of Commerce)
PM	Project Manager
PMT	Project Management Team
PXP	Project Execution Plan
QA	Quality Assurance
QC	Quality Control
RFI	Request for Information
RTD	Regional Transportation District
SC	Special Contract Condition
SDI	Steel Door Institute
SMACNA	Sheet Metal and Air Conditioning Contractor's National Association
SSPWC	Standard Specifications for Public Works Construction
TCP	Traffic Control Plan
TSA	Transportation Security Administration
UL	Underwriters Laboratories, Inc.
USC	United States Code
WBS	Work Breakdown Schedule

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 014220

SECTION 017840 - CONTRACT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. The Work specified in this Section consists of maintaining, marking, recording, and submitting Contract record documents that include shop drawings, warranties, Contract Documents, and contractor records.
- B. Refer to DEN Building Information Modeling (BIM) Design Standards Manual (DSM) and Approved BIM execution for data format and file types acceptable for different type of data.
- C. Related Requirements:
 - 1. Section 013100 "Project Management and Coordination".
 - 2. Section 013223 "Construction Layout, As-built and Quantity Surveys".
 - 3. Section 013300 "Submittal Procedures".
 - 4. Section 013325 "Shop and Working Drawings, Product Data and Samples".
 - 5. Section 017720 "Contract Closeout".
 - 6. Section 017825 "Operation and Maintenance Data".

1.3 SUBMITTALS

- A. Each submittal of record documents shall contain the following information:
 - 1. Date.
 - 2. Project title and numbers.
 - 3. Contractor's name and address.
 - 4. Title and number of each record document.
 - 5. Certification that each document as submitted is complete and accurate.
 - 6. Signature of the Contractor or the Contractor's authorized representative.
- B. At the completion of this Contract, deliver all record documents including the following:
 - 1. As-built shop drawings, diagrams, illustrations, schedules, charts, brochures and other similar data.
 - 2. Warranties, guarantees, and bonds.
 - 3. Contract Documents.
 - 4. Contractor records.

- C. As-built Contract Drawings shall be submitted with each monthly progress payment application, and a complete set shall be submitted prior to final payment.
 - 1. The Contractor shall provide a single electronic copy of each Contract drawing sheet which has been used to produce work during the payment period or work that payment is being requested on, which records the current as-built conditions of work, including the posting of any change orders or change directives not shown on the Contract Documents at the time of Contract signing.
 - a. The Contractor must show as-built work completed through the payment application date including but not limited to utilities, empty conduit, conduit for actual electrical lines, plumbing, HVAC, location of anchor bolts and support points for use by others.
 - b. The Contractor shall be liable for any costs incurred by the City or a third party due to errors or lack of information provided on the as-built drawings.
 - c. All markings on drawings shall be legible to identify the portion of work completed.
 - d. For projects utilizing BIM system by the Contractor or a consultant of the Contractor, all data formats shall be compatible and as approved by the BIM execution plan as required in the DEN BIM DSM.

1.4 QUALITY CONTROL

- A. Submit electronically scanned copies of all documents required by Chapter 17 “Special Inspection and Testing” of the International Building Code 2009 as amended by City and County of Denver 2011. Keep scale and clarify dimension where electronic copies are not as originally scaled and dimensioned.
- B. For projects utilizing BIM for Revit, follow approved BIM execution plan and DEN BIM DSM for record documents, formats, and quality control and assurance procedures.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 MAINTENANCE OF DOCUMENTS

- A. The Contractor must follow all the procedures established in the Contract Documents and DEN BIM DSM.
- B. The Contractor shall maintain at the work site on a current basis one (1) record copy of all drawings, specifications, addenda, change orders, approved shop drawings, working drawings, product data and samples in good order and marked currently to record all changes made during construction.
- C. Maintain at the field office one copy of the following record documents:

1. Contract Documents:

- a. Contract Drawings with all clarifications, requests for information, directives, changes, and as-built conditions clearly posted.
- b. Contract Specifications with all clarifications, requests for information, changes, directives and record of manufacturer actually used along with product trade name.
- c. Reference Standards in accordance with Section 014225 "Referenced Standards".
- d. Affirmative Action Plan and documents.
- e. One (1) set of drawings to record the following:
 - 1) Horizontal and vertical location of underground utilities affected by the Work.
 - 2) Location of internal utilities; include valves, controls, conduit, duct work, switches, pressure reducers, size reducers, transitions, crosses, tees, filters, motors, heaters, dampers, regulators, safety devices, sensors, access doors and appurtenances that are concealed in the construction shall be shown with dimensions given from a visible and recognizable reference to the item being located in all three dimensions. The drawings shall also reference the applicable submittal for the item being located.
 - 3) Field changes of dimensions and details including as-built elevations and location (station and offset).
 - 4) Details not on original Contract Drawings but obtained through requests for information or by other communications with the City.

2. Contractor Records:

- a. Daily Quality Control Reports.
- b. Certificates of compliance for materials used in construction.
- c. Completed inspection list.
- d. Inspection and test reports.
- e. Test procedures.
- f. Qualification of personnel.
- g. Approved submittals.
- h. Material and equipment storage records.
- i. Safety Plan
- j. Erosion, sediment, hazardous and quality plans.
- k. Hazardous material records.
- l. First report of injuries.

3.2 RECORDINGS

- A. Label each document page or article "PROJECT RECORD" in two-inch high letters.
- B. Keep record documents current daily.
- C. Legibly mark copies of the Contract Drawings to record actual construction.

- D. Legibly mark up each Section of the specifications and Contract Drawings to record:
1. Manufacturer, trade name, catalog number and supplier of each product and item actually installed
 2. Changes made by change orders, requests for information, substitutions, and variations approved by submittals.

3.3 DOCUMENT MAINTENANCE

- A. Follow all the required processes of the approved BIM Execution Plan as approved by DEN for this specific project or in formats acceptable to DEN BIM management system.
- B. Do not use record documents for construction purposes.
- C. Make documents available for inspection by the DEN Project Manager and any others having jurisdiction.

3.4 MONTHLY REVIEW

- A. Prior to any application for payment, the DEN Project Manager or the DEN Project Manager's designated representative will inspect the record documents to ensure that they are being maintained and contain the most current correct data with particular attention to as-built drawings.
- B. If, during the inspection, the DEN Project Manager determines that the documents are not being maintained and kept current as to as-built conditions, an amount may be withheld from the payment request and deducted from the Contract value to cover the City's cost of collecting and recording the as-built Contract data. This cost will be determined based on \$100.00 per man-hour of effort.

PART 4 - MEASUREMENT

4.1 METHOD OF MEASUREMENT

- A. No separate measurement shall be made for work under this Section.

PART 5 - PAYMENT

5.1 METHOD OF PAYMENT

- A. No separate payment will be made for work under this Section.

END OF SECTION 017840