

**SECTION 01 1000  
SUMMARY**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. This Section includes the following:
  - 1. Work covered by the Contract Documents.
  - 2. Time of Completion
  - 3. Work under other contracts.
  - 4. Use of premises.
  - 5. Owner's occupancy requirements.
  - 6. Specification formats and conventions.

**1.02 WORK COVERED BY CONTRACT DOCUMENTS**

- A. Project Identification: Central Nutrition Center Outboard Freezer Addition.
- B. Project Location: Central Nutrition Center, 3176 Jackson Ave., Memphis, TN 38112
- C. Owner: Shelby County Schools, Board of Education, Memphis, Tennessee.
- D. Owner's Representative. The Owner will designate, at the time the purchase order is issued to the Contractor, the names and telephone numbers of its representatives. These will serve as the point of contact between the Contractor and Owner.
- E. Project will be constructed under a single contract.

**1.03 TIME OF COMPLETION**

- A. The work, all close-out documents and final billing shall be completed within **270** work days after the issuance of a "Notice to Proceed" all work, including TAB, must be 100% completed during this time, and all equipment operational. The completion time will be extended should unforeseen problems create bona fide and unavoidable delays in the diligent pursuit of the project completion. Should the completion date elapse, the contractor shall be assessed **\$500.00** in agreed damages per day until the projects are completed.

**1.04 WORK UNDER OTHER CONTRACTS**

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract. Coordinate the Work of this Contract with work performed under separate contracts.

**1.05 USE OF PREMISES**

- A. Work may be conducted as follows:
  - 1. 6:00 A.M. to 8:00 P.M., Monday through Friday, except for recognized Shelby County Schools' holidays.
  - 2. Should the contractor desire to work outside of the above hours, a request must be submitted at least 48 hours in advance of the desired work period.
- B. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
- C. Owner Occupancy: Allow for Owner occupancy of Project site.
  - 1. Driveways and Entrances: Keep driveways, loading areas and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
  - 2. Schedule deliveries to minimize use of driveways and entrances.
  - 3. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- D. Use of Existing Building: Maintain existing building in a weather-tight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

**1.06 OWNER'S OCCUPANCY REQUIREMENTS**

- A. Owner Occupancy: Owner will occupy site and existing buildings during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with normal operations. Maintain existing exits, unless otherwise indicated.
  - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
- B. Contractor shall obtain approval from authorities having jurisdiction for each specific portion of the Work to be completed before Owner occupancy.
  - 1. Before partial Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed.
  - 2. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of building.

**1.07 SPECIFICATION FORMATS AND CONVENTIONS**

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 33 division format and CSI/CSC's "Master Format" numbering system.
- B. Division 1: Sections in Division 1 govern the execution of the Work of all Sections in the Specifications.

**END OF SECTION 01 1000**