

SECTION 01700

CONTRACT CLOSEOUT (BEALE AFB)

09/99

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Procedures for Final Acceptance.
- B. Closeout submittals.

1.2 FINAL CLEANING

A. In addition to daily cleaning of site throughout duration of contract, provide final cleaning, including, but not limited to items below. Comply with manufacturer's instructions for cleaning products and procedures.

1. Employ skilled workers for final cleaning. Clean all surfaces without scratching or injuring surfaces. Leave the work bright, clean and polished.

2. At completion of work, remove marks, labels, fingerprints, stains, dust, dirt, paint drippings, and other foreign materials, from all sight-exposed interior and exterior surfaces. Remove all temporary labels, tags or protective coverings. Wash tile, plumbing and other fixtures clean. Clean and polish all hardware and other unpainted metals.

3. Broom clean exterior paved surfaces, rake clean other surfaces of site.

4. Cleaning, polishing, sealing and all other final cleaning operations shall be performed prior to the Punchlist Inspection.

B. Compliances: Comply with safety standards and governing regulations for cleaning operations. Do not burn waste materials at site, or bury debris or excess materials on Government's property, or discharge volatile or other harmful or dangerous materials into drainage systems; remove waste materials from site and dispose of in a lawful manner. Where extra materials of value remaining after completion of associated work have become Government's property, dispose of these to Government's best advantage as directed.

1.3 FINAL INSPECTION

A. The Contractor shall provide 14 days notification to the Contracting Officer for request for final inspection. The following items shall be submitted in both hard copy and electronic format along with the request for final inspection (Refer to Specification Section 01330 for Packaging and Delivering Electronic Files):

- 1. All operating manuals and instructions.
 - a. Four (4) hard copies.
 - b. Electronic copy.

2. All guarantees and warranties required by the individual technical sections.

- a. Three (3) hard copies.
- b. Electronic copy.

3. Final As-Built Drawings.
 - a. One (1) reproducible copy, 22"x34", erasable 2 mil mylar sheets.
 - b. Five (5) hard copies in 1/2 size format.
 - c. Electronic copy - provide in both Cals Raster format and AutoCad format in a version which is 100% compatible with the release of AutoCad currently in use by 9 CES/CECN. Verify release version with the Contracting Officer prior to performing the final copy.
4. Final As-Built Specifications.
 - a. Five (5) hard copies.
 - b. Electronic copy.
5. As-Builts, red-line markups on blue prints.
 - a. Three (3) hard copies.
6. All other items as required in the Contract Documents.

The electronic copy as required above shall be provided on a compact disk. Each disk shall have the Operating Manuals and instructions, guarantees and warranties, final As-Built Drawings (both Raster and AutoCad formats), final As-Built Specifications, and other items required by the Contract Documents. Two (2) complete disks will be submitted.

B. Final inspection shall occur when the work is completed in accordance with the Contract Documents. The Contractor shall notify the Contracting Officer, in writing, that the work is ready for final inspection on a definite date which shall be stated in such notice. Also see Specification Section 01451.

C. Complete the following in preparation for occupancy by the Government:

1. Advise Contracting Officer of pending insurance change-over requirements.
2. Obtain and submit releases enabling Government's full and unrestricted use of the work and access to services and utilities, including (where required) occupancy permits, operating certificates, and similar releases.
3. Deliver tools, spare parts, extra stocks of materials, and similar physical items to Contracting Officer.
4. Make final change-over of locks and transit keys to Contracting Officer and advise of change-over in security provisions.
5. Complete start-up testing of systems, and instructions of Government's operating/maintenance personnel. Discontinue (or change over) and remove from project site temporary facilities and services, along with construction tools and facilities, mock-ups, and similar elements.

1.4 ACCEPTANCE OF COMPLETED WORK

A. Acceptance of completed work will be on its conformance to the contract. Nonconforming work may be rejected; the government is not obligated to accept nonconforming work at a reduced price. Start replacement or correction of rejected work within ten calendar days after receipt of this rejection notice; otherwise, the government may have this work done by others and charge the cost to the Contractor.

1.5 CLOSEOUT SUBMITTALS

NOTE: Due 14 days prior to the final inspection and shall become the property of the Government.

A. Final AS-Built Drawings: (See Specification Section 01330 for reference to instructions on completion of as-built drawings by the construction contractor). The list below is a summary of as-builts instructions for projects at Beale AFB.

1. At time of installation, installed locations of all underground and concealed work, including plumbing and electrical, and any other changes shall be recorded on drawings by Contractor.
2. Contractor will transfer installed locations and changes to disk and reproducible prints and submit for approval by Contracting Officer.
3. All information entered on to the CADD files shall be neat, legible, and emphasized by drawing "clouds" around changed items.
4. Clouded changes shall be on a separate single layer named ASBUILT, using a single color with an associated medium pen width.
5. Contractor shall locate and dimension all work, including stubs for future connections.
6. All symbols and designations used in preparing Final As-Built drawings shall match those used in contract drawings.
7. Final As-Built drawing copies and the reproducible set shall be printed from the final approved CADD files.
8. Any errors noted during the final walk-thru shall be corrected and new CDs (2 each) and mylars shall be submitted within 45 days after the final inspection.

B. Record Specifications:

1. On the same CD with drawings, provide 1 copy of specifications, including addenda, change orders and similar modifications issued in printed form during construction.
 - a. Mark-up variations (of substance) in actual work in comparison with text of specifications and modifications as issued.
 - b. Give particular attention to concealed work, which would be difficult to measure and record at a later date.
 - c. Note related change order numbers where applicable.
 - e. File compression shall not be used.

C. Warranties:

1. General Warranty: Contractor shall submit a written warranty on his letterhead restating the terms of the one year warranty expressed in the General Conditions.
2. Additional Warranties: Provide written documentation with appropriate signatures for all additional warranties (in excess of one year) where specifically required by pertinent specification sections.

D. Operations and Maintenance Manual:

1. Prepare hard copy manuals in durable plastic binders approximately 8 1/2 x 11 inches in size. Instructions for packaging and delivering the electronic format is found under Specification Section 01330. Both formats shall contain the following minimum data:
 - a. Identification on, or readable through, front cover stating general nature of manual.
 - b. Neatly typewritten index near front of manual, furnishing

immediate information as to location in manual of all emergency data regarding installation.

- c. Complete instructions regarding operation and maintenance of all equipment involved.
- d. Complete nomenclature of all replaceable parts, their part numbers, current cost and name and address of nearest vendor of parts.
- e. Copy of all guarantees and warranties issued.
- f. Copy of approved shop drawings with all data concerning changes made during construction.

2. Where contents of manuals include manufacturer's catalog pages, clearly indicate precise items included in this installation and delete, or otherwise clearly indicate, all manufacturer's data with which this installation is not concerned.

3. Contents of manual shall be as follows:

- a. Contracting Officer: Name, Address, Phone.
- b. List of Consultants showing Name, Address, Phone:
 - * Structural engineer.
 - * Mechanical engineer.
 - * Electrical engineer.
- c. General Contractor: Name, Address, Phone.
- d. List of Subcontractors showing Name, Address, Phone:
 - * Hazardous materials abatement subcontractor.
 - * Concrete work and dampproofing subcontractor.
 - * Insulation installer.
 - * Plumbing subcontractor.
 - * Mechanical subcontractor.
 - * Electrical subcontractor.
 - * Roofing subcontractor.
 - * Ceiling subcontractor.
 - * Sheet metal subcontractor.
 - * Storefront/glazing subcontractor.
- e. List of Vendors/Suppliers showing Name, Address, Phone:
 - * Millwork.
 - * Metal roofing.
 - * Plumbing equipment.
 - * HVAC equipment.
 - * Electrical equipment.
 - * Aluminum storefront, windows.
 - * Resilient floor/carpet.
 - * Vinyl wallcovering.
 - * Doors.
 - * Finish hardware including locks and closers.
 - * Acoustic tile.
 - * Paint.
 - * Window blinds.
 - * Chalkboards and tackboards.
 - * Identifying devices.
 - * Pre-engineered carport.

6. Spare parts lists shall contain the following listed information:

- operation.
 - * Quantity of parts required for 120 days and one year of
 - * Description of each spare part.
 - * Drawing number and shop drawing reference.
 - * Part equipment code number.
 - * Unit price of each item.
 - * Total price of all items.
- lead times.
 - * Procurement lead time with particular attention to long
 - * Name and address of nearest supplier.
- pertinent.
 - * Such remarks and data as the manufacturer may consider
 - * Complete parts list of all replaceable items.

f. As Built Drawings Transmittal:

- * Operation and maintenance manual transmittal.
- * Shop Drawings

- g. Certificate of occupancy.
- h. General contractor guarantee.
- i. Wood door guarantee.
- j. Roofing guarantee.
- k. Caulking certificate.
- l. Mechanical section.

- * Index of required information.
- * Required information shall include:

- * Complete list of equipment installed with a separate section for each type of equipment. This information shall include descriptive literature showing manufacturer's catalog number, vendors, capacities, sizes, ratings, serial numbers, and other pertinent data.

- * Operating instructions including information on start-up procedures, maintenance, filters, lubrication, and other pertinent data. List of equipment shall include but not be limited to:

- * Exhaust fans.
- * Furnaces.
- * Air handlers.
- * Condensing units.
- * Coils.

- * Schematic diagrams showing HVAC zones, location of condenser, furnace, fan unit, and thermostat for each zone. Diagram shall fold to 8 1/2" x 11" format.

- * Complete description of location and operation of control systems including notation of correct settings.

- * Refrigeration Piping System Leak Test.
- * Approved Air Test and Balance Reports.
- * Air Cooled Condensing Unit Warranty.
- * Guarantee.

m. Plumbing Section:

- * Index of required information.
- * Required information shall include:

- * Complete list of equipment installed with a separate section for each type of fixture or equipment. This information shall include descriptive literature showing manufacturer's catalog number, capacities, sizes, ratings, vendors, and other pertinent data.

- * Operating instructions including information on start-up procedures, maintenance, and any required lubrication.

- * Guarantee.

n. Electrical Section:

- * Index of required information.

- * Required Information Shall Included:

- * Complete list of equipment installed with a separate section for each type of equipment. This information shall include descriptive literature showing manufacturer's catalog number, capacity, size, and other pertinent data.

- * Operation instructions including diagrams of electrical control systems (ie., fire statistics, fuses, interlocks, switches, and relays).

- * Drawing of each temperature control panel identifying components and their functions.

- * Guarantee.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

-- End of Section --