

## SECTION 01040

### PROJECT COORDINATION

- 1.1 This Section specifies requirements for project coordination including:
- A. Coordination.
  - B. Administrative and supervisory personnel.
  - C. General installation provisions.
  - D. Cleaning and protection.
  - E. Coordination with Owner's Asbestos Abatement Contractors and Furnishing Suppliers
- 1.2 Coordination:
- A. Coordinate activities included in various Sections to assure efficient and orderly installation of each component. Coordinate operations included under different Sections that are dependent on each other for proper installation and operation. Coordinate construction work to allow Owner to continue normal operation in the portions of the building that must remain operational during the construction period.
  - B. Where installation of one component depends on installation of other components before or after its own installation, schedule activities in the sequence required to obtain the best results.
  - C. Where space is limited, coordinate installation of different components to assure maximum accessibility for maintenance, service and repair.
  - D. Coordinate scheduling of work with the Owner's asbestos abatement contractor to ensure a smooth and timely transition of the work.
- 1.3 Administrative Procedures:
- A. Coordinate scheduling and timing of administrative procedures with other activities to avoid conflicts and ensure orderly progress. Such activities include:
    - 1. Preparation of schedules.
    - 2. Installation and removal of temporary facilities.
    - 3. Delivery and processing of submittals.
    - 4. Progress meetings.
    - 5. Project closeout activities.
- 1.4 Inspection of Conditions:
- A. The Installer of each component shall inspect the substrate and conditions under which Work is performed. Do not proceed until unsatisfactory conditions have been corrected.
- 1.5 Manufacturer's Instructions: Comply with manufacturer's installation instructions and recommendations, to the extent that they are more stringent than requirements in Contract Documents.
- A. Inspect material immediately upon delivery and again prior to installation. Reject damaged and defective items.
  - B. Provide attachment and connection devices and methods necessary for securing each construction element. Secure each construction element true to line and level. Allow for expansion and building movement.
- 1.6 Visual Effects:
- A. Provide uniform joint widths in exposed Work. Arrange joints to obtain the best effect. Refer questionable choices to the Architect for decision.
    - 1. Recheck measurements and dimension, before starting installation.

- B. Install each component during weather conditions and project status that will ensure the best results. Isolate each part from incompatible material as necessary to prevent deterioration.
- C. Coordinate temporary enclosures with inspections and tests, to minimize uncovering completed construction for that purpose.

1.7 Mounting Heights:

- A. Where mounting heights are not indicated, install components at standard heights for the application indicated. Refer questionable decisions to the Architect.

1.8 Cleaning and Protection:

- A. During handling and installation, clean and protect construction in progress and adjoining materials in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- B. Clean and maintain completed construction as often as necessary through the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

**END OF SECTION**