

SECTION 01040

PROJECT CONTRACT COORDINATION

PART I - GENERAL

1.01 DESCRIPTION OF WORK

- A. Coordination of Work of the Contract.

1.02 RELATED REQUIREMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Section 01010 - Summary of Work.
- C. Section 01045 - Cutting and Patching.
- D. Section 01200 - Progress Meetings.
- E. Section 01340 - Submittals
- F. Section 01500 – Construction Facilities and Temporary Controls
- G. Section 01700 - Contract Closeout.

1.03 COORDINATION OF SITE ACTIVITIES

- A. The contractor is responsible to coordinate and control all construction activities so that a minimum of interruption and convenience occurs to the Owner. A detailed plan of operations shall be developed for each phase of the work and approved by the owner before commencing operations on site. The contractor shall adequately control all deliveries and work traffic, and accommodate the Owner's traffic if affected by construction. Note specifically the requirements of Section 01500 as they apply to this work.

1.04 COORDINATION OF VARIOUS TRADES

- A. Coordinate scheduling, submittals and work of the various sections of specifications to assure efficient and orderly sequence of installation of construction elements. Coordinate and accommodate items to be installed that are furnished by others or to be installed at a later date, such as Furniture and Owner's Equipment.
- B. Coordinate the installation of all work by the various trades in the most efficient and error free manner.

1.05 MEETINGS

- A. In addition to meetings specified in Section 01200, hold additional meetings and conferences as required with personnel and sub-contractors to assure coordination of Work.

1.06 COORDINATION OF SUBMITTALS

- A. Schedule and coordinate submittals as specified in Section 01340.
- B. Coordinate Work, in a timely manner, of various sections having interdependent responsibilities for installing, connecting to and placing in service, such equipment.
- C. Coordinate requests of substitutions to assure compatibility of space of operating elements and effect on Work of other Sections.
- D. Coordinate the installations between trades. Special note should be taken to assure that all embeds are designed and installed so that the fastening device required does not intrude into the finishes or be exposed unless specifically noted by the contract documents.

1.07 COORDINATION OF SPACE AND WORK AREAS

- A. Coordinate use of the site in order to accommodate job trailers, staging, and storage areas. Use only those areas specifically designated for contractor use. Do not use existing facilities and/or utilities. Coordinate utility use and regulate traffic and deliveries in order to minimize impact on the owners operations. When construction activity disturbs normal traffic flow, provide appropriate individuals to maintain and control proper traffic flow.
- B. In finished areas (except as otherwise shown) conceal pipes, ducts and wiring in the construction. Coordinate locations of fixtures and outlets with finish elements.
- C. Coordinate use of work site and sequence of installation of mechanical and electrical Work indicated diagrammatically on Drawings. Follow routings shown for pipes, ducts and conduits as closely as practicable, with due allowance for available physical space; make runs parallel with lines of building. Utilize space efficiently to maximize accessibility for other installations, for maintenance and for repairs.
- D. Verify the need for coordination drawings if required by the mechanical specifications. If coordination drawings are required, the contractor shall be responsible to produce and verify the drawings before fabrication or installation begins. The contractor is responsible to

establish the sequence and timing of all adjacent, overlapping, or space related items, and coordinate with the trades producing these items. The contractor shall coordinate the timing of all shop drawings, fabrications and installations in a timely and efficient manner, and is responsible to correct all out of sequence or conflicting items at no cost to the owner.

1.07 COORDINATION OF CONTRACT CLOSEOUT

- A. Coordinate completion and cleanup of Work of separate sections in preparation for Substantial Completion.
- B. After the Owner's occupancy of premises, coordinate access to site by various sections for corrections to defective or incomplete work not in accordance with Contract Documents. Such efforts shall minimize disruption of Owner' or tenants activities.
- C. Assemble and coordinate closeout submittals specified in Section 01700.

1.08 SEQUENCING AND SCHEDULING

- A. The contractor is responsible for the proper sequencing and scheduling of work, including updating sequences as needed due to various change factors. The Owner will not be responsible for additional costs due to out of sequence issues such as proceeding with work ahead of shop drawing approvals, or additional finishing required for items installed ahead of surrounding work, or similar changes due to the out of sequence work.

PART 2 - PRODUCTS - Not Used.

PART 3 - EXECUTION - Not Used.

END OF SECTION