

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

1. Drawings and general provisions of the Contract, including General Conditions and other Division 01 Specification Sections, apply to this Section. In the event of any conflicts between the requirements of these Sections, the more stringent requirement shall apply.

1.2 SUMMARY

1. This Section includes the following:
 1. Work covered by the Contract Documents
 2. Contract
 3. Specification formats and conventions
 4. Use of premises.
2. Related Sections include the following:
 1. Division 01 Section "Construction Facilities and Temporary Controls" for limitations and procedures governing temporary use of Owner's premises.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

1. Project Identification:
 1. Project Location: Rowan University, Glassboro, New Jersey
 - a. 202 Delsea Drive, Glassboro, NJ 08028
 2. Owner: Rowan University
2. Architect Identification: The Contract Documents were prepared for Project by:
 1. DIGroup Architecture, LLC
15 Bethany Street
New Brunswick, NJ 08901
3. The Work consists of the following:
 1. The Contractor will be permitted to conduct their building surveys once the letter of award is issued. Contractor shall also begin the submittal process.
 2. Contractor must outline in their bid any long lead items that may impact their ability to meet the deadlines of the schedule.
 3. Rowan University has submitted the Plans and Specification to DCA for the Plan Review Process.
 4. Contractor is responsible for submitting and securing all necessary permits to complete the work.
 5. Bid shall include all systems improvements as shown on the Glassboro Intermediate School Technical Specifications and Design Documents issue under this IFB.

6. Contractor must follow all OSHA and Rowan safety guidelines and procedures.
7. Contractor shall Schedule and Coordinate all work activities with Rowan University.
8. Contractor must bid the project to meet the schedule outlined in the bid documents which may include weekend and/or shift work. Contractor must staff the project accordingly to meet the schedule since the end date is firm. Rowan will not entertain change orders for contractor's inability to meet this schedule or time extensions, except as a result of force majeure as set forth in Section 1.7.C. below.
9. Contractor is responsible to schedule and manage all required inspections, including but not limited to F-final certificate of occupancy inspection.
10. Contractor is required to maintain a clean job site and to turn over the building back to the owner in the condition it was received.
11. Contractor is responsible to perform final cleaning prior to Final Turn Over and Owner's Final Acceptance

1.4 CONTRACT

- A. Project will be constructed under a single prime general construction contract with a Project Labor Agreement (PLA).

1.5 USE OF PREMISES

1. General Construction Operations: Contractor shall have limited use of premises for construction operations, including a limited use of the project site (outside the facilities exterior walls) during the period of construction activity. Contractor's use of the premises is limited by Rowan's right to perform work or to retain other contractor's on portions of the Project or to limit access for events or other functions as the University might require. The Contractor will be given notice of any such events well in advance so that arrangements can be made to insure the prosecution of the work continues as scheduled.
4. Arrange use of site and premises to allow:
 1. Owner occupancy.
 2. Work by others.
 3. Work by Owner.
5. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond the building perimeter unless prior approval of the University is received prior to conducting such work or operations.
 1. Limit site disturbance, as approved by Rowan University.
2. **REFER TO SECTION 011400 FOR WORK HOURS.**
3. Storage of construction materials and equipment is not permitted inside the existing building.
4. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Rowan University, Rowan's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of the driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
6. 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.

7. **The Contractor will be responsible for photographing the entire area of work, adjacent spaces where incidental work may occur, corridors and elevators accessing the area of work, the loading area, and contractor parking area. The Contractor will provide Owner with digital copies of all the photographs prior to mobilization as a record of the existing conditions PRIOR to the start of the works. Digital format shall be in PDF format.**

1.4 SPECIFICATION FORMATS AND CONVENTIONS

1. Specification Format: The Specifications are organized into Divisions and Sections using the 48-division format and CSI/CSC's "MasterFormat" numbering system.
 1. Section Identification: The Specifications use section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of sections in the Contract Documents.

1.5 MISCELLANEOUS PROVISIONS

A. WORK REQUIRED TO BE PERFORMED UNDER THIS CONTRACT SHALL BE COMPLETED IN ACCORDANCE WITH THE FOLLOWING MILESTONES AND COMPLETION DATES. CONTRACTORS MUST INCLUDE IN THEIR BIDS ALL COSTS INCLUDING OVERTIME ASSOCIATED WITH INSURING THAT THE PROJECT IS COMPLETED BY THE MILESTONE DEADLINES LISTED HEREIN.

B. Summary of Milestones:

1. The Notice to Proceed (NTP) is anticipated by: **January 23, 2026**. The University intends to issue Notice to Proceed, Construction Contract, and/or University purchase order as evidence of contract award.
2. ALL submittals to Architect: Sixty (60) days after Notice to Proceed. Long lead items to be submitted first.
3. Architect return of reviewed of submittals by: Ten (10) business days after receipt.
4. **Substantial Completion** by December 24, 2026. This includes completed final inspections and Owner's beneficial use of space.
5. **Final Completion** of work on site by January 23, 2027. All construction punch list work, closeout documentation, final payment application, etc. will be completed by the date.

C. Weather Conditions:

1. Unfavorable weather conditions shall not be justification for delays in completion or final completion dates as specified. No change orders will be issued or approved for extensions of time due to weather conditions. Seasonal weather conditions shall be considered in the planning and scheduling of all work influenced by high or low ambient temperatures for the completion of all contract work within the allotted contract time. In addition, appropriate allowances shall be made for anticipated time losses due to normal rain and snow conditions by statistically expanding the estimated time durations for weather sensitive activities with the constraint that the substantial completion deadline cannot change.
2. The University may at its sole discretion entertain extensions of time from the contractor for weather related delays. However no extensions of time shall be considered by the

University until at least twenty-five (25) lost project schedule days have accrued. Lost time will accrue on a proportionate basis – 1/4 lost day will be charged as 1/4 lost day, 1/2 lost day will be charged as 1/2 lost day, and so forth. A lost project schedule day is considered a day or any portion of a day when all members of the construction workforce on the project cannot work due to inclement weather conditions. Whether or not the contractors' workforce fails to begin work or leaves the project site on any given day due to a claim of inclement weather a lost project schedule day will not be recognized by the University until it is approved in writing by the Owner's Project Manager.

3. Should the University approve an extension of time the contractor may only submit reimbursement for the cost of the extension of rental equipment agreements; bond premium and insurance adjustments at actual cost with no mark up; and general conditions directly impacted by the approved extension. Appropriate back up documentation as requested by the Owner's Project Manager must accompany any submission for reimbursement. Appropriate back up can be anything from copies of contractor's rental agreements showing rental durations, unit costs, rental rates, etc. to copies of superintendents pay stubs.

D. Intent of Contract: The drawings and specifications of the contract are intended to require the contractor to provide for everything reasonably necessary to accomplish the proper and complete finishing of the work. All work and materials included in the specifications and not shown on the drawings, or shown on the drawings and not in the specifications, shall be performed and/or furnished by the contractor as if described in both. Any incidental materials and/or work not specified in the drawings and/or the specifications which are, nevertheless, necessary for the true development thereof and reasonably inferable therefrom, the contractor shall understand the same to be implied and required, and shall perform all such work and furnish all such materials as if particularly delineated or described therein. Should there be an obvious error between the drawings and specifications, the most stringent constraints of the conflicting information shall be assumed by the contractor and it shall be the contractor's responsibility to complete the work as reasonably required, consistent with the intent of such drawings and specifications as may be interpreted by the University.

E. Coordination with other contractors: The contractor is advised that other contractors, subcontractors, and Owner-retained vendors may be performing work on the Project site concurrently with the Work of this Contract. Such work may occur within, adjacent to, or in shared access routes serving the areas of the project.

1. Concurrent Operation:
 - a. The Contractor shall anticipate, plan for, and coordinate its work with the activities of other contractors working on-site.
 - b. Contractor shall cooperate fully with the Owner, Architect, and other contractors to avoid conflicts, delays, and interference with the progress of the overall project.
2. Coordination requirements:
 - a. Attend coordination meetings as required by the Owner and Architect.
 - b. Modify sequencing, access, and scheduling of the work, when directed, to allow safe and efficient execution of concurrent work.
 - c. Provide reasonable access, utilities, and shared use of spaces required by other contractors to perform their work.
3. Protection and responsibility:
 - a. Protect the work from damage resulting from activities of other contractors.
 - b. Promptly notify Owner of any conflicts, interferences, or unsafe conditions resulting from overlapping work.

F. Damage to the Work caused by failure to coordinate or protect shall be corrected by the Contractor at no additional cost to the Owner.

G. AREAS WITH OWNER-STORED MATERIALS / LIMITED ACCESS

The Contractor is advised that certain areas of the Project contain **Owner-stored materials**, including but not limited to **books and furniture**, which will remain in place **until approximately May 2026**. Removal of these materials will be performed by Rowan University. The Contractor shall not disturb, relocate, or remove Owner-stored materials without prior written authorization from the University.

A. Limited Access Areas:

The following rooms shall remain unavailable for construction activities until the Owner has completed removal of stored materials and formally released the spaces for Work:

- Library / Media Center – Room #112
- Storage Room – Room #112A
- Workroom – Room #112B
- Library Office – Room #112C
- Computer Lab – Room #114
- Distance Learning Lab – Room #116
- Gymnasium – Room #118

B. Coordination and Scheduling:

1. The Contractor shall include the delayed availability of the above-listed rooms in its construction schedule and Work sequencing.
2. No Work shall commence in these areas until written notice is issued by the University confirming that the space has been cleared and released for construction.
3. The Contractor shall coordinate its Work to avoid interference with Owner operations associated with storage and removal activities.

C. Protection and Responsibility:

1. The Contractor shall protect adjacent Work and existing conditions from dust, vibration, damage, and unauthorized access resulting from construction operations near these areas.
2. The Contractor shall be responsible for any damage to Owner-stored materials caused by Contractor operations and shall repair or replace such damage at no additional cost to the University.

D. No Additional Compensation or Time Extensions:

The presence of Owner-stored materials and the limited access to the rooms listed above are **known conditions** of the Project. The Contractor shall not be entitled to additional compensation, changes in Contract Sum, or extensions of Contract Time due to the continued storage, delayed access, or sequencing of Work associated with these areas, provided access is granted in accordance with the anticipated May 2026 timeframe.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 011000