



SPECIFICATIONS

GEMERAL CONDITIONS

- ALL WORK SHOULD BE PERFORMED IN ACCORDANCE WITH IBM REAL ESTATE AND CONSTRUCTION DIVISION'S GENERAL CONDITIONS AND ARE HEREBY INCLUDED AS PART OF THESE DOCUMENTS.
- 2. PROVIDE ALL MATERIALS AND LABOR FOR A COMPLETE, WORKING INSTALLATION, GUARANTEED FOR ONE YEAR FROM THE DATE OF ACCEPTANCE.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE NEW YORK STATE AND LOCAL BUILDING CODE RULES, REGULATIONS AND DIRECTIVES, NEW ADA REQUIREMENTS, THE NATIONAL BOARD OF FIRE UNDERWRITERS, AND ALL OTHER AUTHORITIES HAVING JURISDICTION.
- THE CONTRACTOR SHALL SECURE AND PAY FOR ALL PERMITS, GOVERNMENTAL FEES, CERTIFICATES, INSPECTIONS, LICENSES, AND OTHER APPROVALS REQUIRED AS NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK. COPIES OF THE BUILDING PERMITS, CERTIFICATE OF OCCUPANCY AND INSPECTIONS, ETC. SHALL BE DELIVERED TO THE OWNER AND ARCHITECT AS SOON AS THE PERMITS ARE OBTAINED. REFER TO SPECIAL GENERAL CONDITIONS FOR ADDITIONAL REQUIREMENTS.
- CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH THE EXISTING CONDITIONS. NO ADDITIONAL COSTS WILL BE ALLOWED FOR ANY COSTS ARISING FROM THE CONTRACTOR'S FAILURE TO MAKE A THOROUGH INSPECTION OF THESE CONDITIONS. CONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS, SURVEY REUSABLE ITEMS AND INFORM THE ARCHITECT OF ANY DISCREPANCIES BETWEEN THE DRAWINGS AND EXISTING CONDITIONS AND REQUEST CLARIFICATION PRIOR TO COMMENCING ANY WORK.
- 6. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SUBCONTRACTORS. THE WORK OF EACH TRADE SHALL BE COORDINATED WITH THAT OF ANY OTHER TRADE, INCLUDING PREPURCHASED ITEMS BY THE OWNER AND CONTRACTS ASSIGNED TO HIM.
- 7. NO DRAWING IS TO BE SCALED. USE NOTED DIMENSIONS ONLY. VERIFY ALL DIMENSIONS AND CONDITIONS IN FIELD.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR EXECUTING ALL WORK SHOWN OR CALLED FOR ON DRAWINGS AND SPECIFICATIONS, HE SHALL COORDINATE THE WORK OF ALL TRADES AND SEE THAT THEY EXECUTE THEIR JOBS IN ACCORDANCE WITH ACCEPTED STANDARD PRACTICE. THE CONTRACTOR WILL INFORM THE ARCHITECT AND OBTAIN APPROVAL FOR ANY DEVIATION, ADDITION OR OMISSION TO THE DRAWINGS OR SPECIFICATIONS BEFORE PROCEEDING WITH WORK.
- 9. ALL WORK IS TO CONFORM TO RULES AND REGULATIONS OF THE MANAGEMENT OF THE BUILDING. CONTRACTOR SHALL CONTACT BUILDING MANAGEMENT AND IBM FOR LATEST EDITION OF THESE REQUIREMENTS AND INCLUDE THAT AS PART OF THESE CONTRACT DOCUMENTS.
- 10. SHOP DRAWINGS AND SAMPLES: THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE SCHEDULE FOR SUBMITTAL OF SHOP DRAWINGS AND SAMPLES WITH THE CONSTRUCTION SCHEDULE AND THE REQUIREMENTS OF THE CONTRACT SCHEDULE. FAILURE OF THE CONTRACTOR TO SCHEDULE AND SUBMIT SHOP DRAWINGS AND SAMPLES IN AMPLE TIME FOR CHECKING AND CORRECTION WILL NOT JUSTIFY ANY DELAY IN THE CONTRACT SCHEDULE OR EXTRA COMPENSATIONS TO THE CONTRACTOR. SUBMIT SHOP DRAWINGS/BROCHURES/SAMPLES FOR SPECIALTY ITEMS, ELECTRICAL ITEMS SUCH AS NEW LIGHT FIXTURES,

SUBMIT SAMPLES FOR PAINT COLORS AND SPECIAL FINISHES. THE CONTRACTOR SHALL SUBMIT ALL REQUIRED SHOP DRAWINGS, MANUFACTURER'S LITERATURE AND SAMPLES IN ACCORDANCE WITH THE FOLLOWING:

- A. SHOP DRAWINGS SUBMIT SEPIA REPRODUCIBLE AND THREE BLACK LINE PRINTS OF EACH SHOP DRAWING TO THE ARCHITECT FOR REVIEW AND APPROVAL.
- B. MANUFACTURER'S LITERATURE, INCLUDING CATALOGS, CATALOG CUTS, BROCHURES, CHARTS, TEST DATA AND SIMILAR INFORMATION IN 6 COPIES.
- C. SAMPLES SHALL BE SUBMITTED IN TRIPLICATE.
- CONTRACTOR SHALL CHECK AND COORDINATE ALL SHOP DRAWINGS AND APPROVE THEM BEFORE SUBMITTING TO THE ARCHITECT. IN ADDITION TO THE REQUIRED SHOP DRAWINGS FOR EACH TRADE, GENERAL CONTRACTOR AFTER VERIFYING ALL FIELD CONDITIONS FOR EACH TRADE SHALL PREPARE COMBINED REFLECTED CEILING PLAN SHOP DRAWINGS BY SUPER-IMPOSING ALL SUSPENDED CEILING WORK, CEILING TRACKS LIGHTING AND ELECTRICAL WORK, HVAC AND SPRINKLER WORK AND COORDINATE ALL CONFLICTS, IF ANY, BEFORE SUBMITTING TO ARCHITECT FOR REVIEW.
- WORK IS TO BE PERFORMED SO AS NOT TO DISTURB THE NORMAL OPERATIONS OF BUSINESS. CONTRACTOR SHALL CONTACT THE BUILDING MANAGEMENT TO DETERMINE THE RULES OF THE BUILDING OWNER FOR CONSTRUCTION. WHEN AND HOW DELIVERIES CAN BE MADE, AND WHAT PHASES OF CONSTRUCTION CAN BE DONE ON REGULAR OR OVERTIME BASIS. INCLUDE ALL OVERTIME WORK REQUIRED TO FINISH THE COMPLETE INSTALLATION OF CONTRACT DOCUMENTS WORK. ALSO, GENERAL INTENT IS THAT ALL CONSTRUCTION WORK SHALL BE DONE ON REGULAR TIME EXCEPT NOISY WORK AND SPECIAL ELECTRO-MECHANICAL SERVICE CONNECTIONS TO BUILDING SYSTEMS.

- 12. CONTRACTOR SHALL VISIT THE SITE BEFORE SUBMITTING BID AND INSPECT THE PREMISES FOR EXISTING CONDITIONS, ACCESS AND ALL CHARACTERISTICS OF THE WORK, AND SURVEY OF REUSABLE ITEMS.
- 13. THE GENERAL CONTRACTOR SHALL PROPERLY PROTECT THE BUILDING PROPERTY AND THE ADJOINING PROPERTIES AND ANY DAMAGE TO SAME CAUSED BY HIM OR HIS WORKMEN'S WORK MUST BE REPAIRED WITHOUT DELAY AND EXTRA COMPENSATION. THE GENERAL CONTRACTOR SHALL PROVIDE ALL NECESSARY PROTECTION FOR HIS WORK UNTIL TURNED OVER TO THE CLIENT.
- 14. NOT USED
- 15. ALL DRAWINGS, CONSTRUCTION NOTES AND SPECIFICATIONS ARE COMPLIMENTARY AND WHAT IS CALLED FOR ANY WILL BE BINDING AS IF CALLED FOR BY ALL. ALL WORK LISTED AND SHOWN OR IMPLIED ON ALL DOCUMENTS SHALL BE SUPPLIED AND INSTALLED BY THE CONTRACTOR.
- 16. AT THE CLOSE OF THE REGULARLY SCHEDULED CONTRACTOR'S WORK DAY, THE CONTRACTOR IS TO CONDUCT AN INSPECTION TO MAKE CERTAIN THERE IS NO FIRE HAZARD AFTER THE WORKERS HAVE LEFT AND SECURE THE PREMISES AS REQUIRED.
- 17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR GENERAL CLEANING AND MAINTENANCE OF THE WORK AREAS PLUS PUBLIC CORRIDORS AND FOR THE COORDINATION AND DIRECTION OF THE CLEANING WORK OF ALL SUBCONTRACTORS.
- 18. ADDENDA ADDENDA ISSUED DURING THE TIME OF SUB-CONTRACTORS BIDDING SHALL BE ACKNOWLEDGED ON THE PROPOSAL FORM IN THE SPACE PROVIDED AND WILL BE INCORPORATED INTO ANY CONTRACT RESULTING FROM THE PROPOSAL. NO ADDENDA WILL BE ISSUED BEYOND (5) CALENDAR DAYS PRIOR TO DELIVERY DATE OF PROPOSAL.

SPECIAL GENERAL CONDITIONS

- 1. INDEMNIFICATION ADD THE FOLLOWING NEW PARAGRAPHS TO THE OWNER'S GENERAL CONDITIONS ARTICLE "INDEMNIFICATION".
 - THE OBLIGATIONS OF THE CONTRACTOR HEREUNDER SHALL NOT BE EXTENDED TO THE LIABILITY OF THE ARCHITECT, HIS AGENTS OR EMPLOYEES ARISING OUT OF:
 - A. THE PREPARATION OF APPROVAL OF MAPS, DRAWINGS, OPINIONS, REPORTS, SURVEYS, CHANGE ORDERS, DESIGNS OR SPECIFICATIONS WHICH WERE PREPARED OR RENDERED BY THE ARCHITECT, HIS AGENTS OR EMPLOYEES, OR;
 - B. THE GIVING OF OR FAILURE TO GIVE DIRECTIONS OR INSTRUCTIONS BY THE ARCHITECT, HIS AGENTS OR EMPLOYEES, WHICH DIRECTIONS OR INSTRUCTIONS WERE REQUIRED PURSUANT TO THE EXPRESS PROVISIONS OF THESE CONTRACT DOCUMENTS, OR REASONABLY INFERABLE THEREFROM. PROVIDED SUCH GIVING OR FAILURE TO GIVE IS THE PRIMARY CAUSE OF THE INJURY OR DAMAGE.
- CONTRACTOR TO PROVIDE CONTROLLED INSPECTION AS STIPULATED IN THE BUILDING CODE SUCH AS FIRE STOPPING OF HOLLOW PARTITIONS AND FURRED SPACES, CEILING SPACES, DUCT AND PIPE CHASES, VENTILATING SYSTEMS, REFRIGERATING SYSTEM, SPRINKLER SYSTEM, ETC. SIGNED COPIES OF ALL INSPECTION REPORTS SHALL BE FILED WITH THE DEPARTMENT OF BUILDINGS AND ALL COSTS FOR THESE SERVICES SHALL BE PAID BY THE CONTRACTOR.

CONTROLLED INSPECTION PROCEDURE AND QUALIFICATIONS OF THE PERSONS PROVIDING SUCH SERVICES SHALL BE APPROVED BY THE BUILDING MANAGEMENT AND ALL COSTS FOR THESE SERVICES SHALL BE PAID BY THE CONTRACTOR.

- AS BUILT DRAWINGS CONTRACTOR PRIOR TO SUBMITTING HIS FINAL APPLICATION FOR PAYMENT AND RECEIVING HIS PAYMENT, SHALL FURNISH FULLY UPDATED AND DIMENSIONED AS BUILT DRAWINGS SHOWING IN DETAIL EXISTING AND NEW WORK FOR ALL TRADES, INCLUDING ELECTRO-MECHANICAL AND SPRINKLER WORK.
- 4. CONTRACTOR SHALL CONDUCT REGULAR CONSTRUCTION JOB MEETINGS AND SHALL BE RESPONSIBLE FOR PREPARING MINUTES OF THE MEETINGS AND THE DISTRIBUTION OF THE SAME TO THE OWNER, THE ARCHITECT, AND ALL OTHER PARTIES INVOLVED.
- 5. LOCAL LAW COMPLIANCE, PERMITS AND APPROVALS
- A. ALL NEW CONSTRUCTION SHALL COMPLY WITH N.Y. STATE AND LOCAL BUILDING CODES, RULES, AND REGULATIONS.
- B. THE NATIONAL BOARD OF UNDERWRITERS
- C. COMPLY WITH THE REQUIREMENTS OF ALL APPLICABLE FEDERAL, STATE, AND LOCAL SAFETY AND HEALTH RULES AND REGULATIONS.

- OSHA STANDARDS FOR SAFETY OF WORKMEN ARE TO BE MAINTAINED.
- E. ADA REQUIREMENTS
- CONTRACTOR SHALL FILE ALL REQUIRED DOCUMENTS, APPLICATIONS, NOTICES AND SHALL OBTAIN ALL NECESSARY SPECIAL PERMITS. ALL EXPENSES FOR PREPARATION OF DOCUMENTS AND FILING FEES SHALL BE PAID BY THE CONTRACTOR.
- AFTER COMPLETION OF THE WORK CONTRACTOR SHALL OBTAIN AND DELIVER TO THE OWNER AND ARCHITECT COPIES OF CERTIFICATE OF OCCUPANCY, ALL PERMITS AND INSPECTION REPORTS AT HIS OWN EXPENSE.

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