

SECTION 01210

ALLOWANCES

PART I: GENERAL

1.1 GENERAL REQUIREMENTS

- A. Schedule of monetary amounts of allowances in the Contract Sum for designated products or services.
- B. Costs in Contract Sum other than in Allowances.
- C. Administrative and procedural requirements governing the following:
 - 1. Lump-sum allowances.
 - 2. Unit-cost allowances.
 - 3. Quantity allowances.
 - 4. Contingency allowances.
 - 5. Testing and inspecting allowances.

1.2 SCHEDULE OF ALLOWANCES

- A. To be determined.

1.3 COSTS INCLUDED IN ALLOWANCES

- A. Cost of product to the Contractor or subcontractor, less applicable trade discounts.
- B. Delivery to site.
- C. Labor required under allowance, only when labor is specified to be included.

1.4 CONTRACTOR COSTS INCLUDED IN CONTRACT SUM

- A. Products handling at site, including unloading, uncrating, and storage.
- B. Protection of products from elements and from damage.

- C. Labor for installation and finishing, except when installation is specified as part of allowance.
- D. Other expenses required to complete installation.
- E. Contractor overhead and profit.

1.5 ADJUSTMENT OF COSTS

- A. Should the net cost be more or less than the specified amount of the allowance, the Contract Sum will be adjusted accordingly by Change Order.
- B. Submit claims for anticipated additional costs at the site, or other expenses caused by the selection under the allowance, prior to execution of the Work.
- C. Submit documentation for actual additional costs at the site, or other expenses caused by the selection under the allowance, prior to execution of the work.
- D. Failure to submit claims within the designated time will constitute a waiver of claims for additional costs.

1.6 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise the Project Manager of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- B. At the Project Manager's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by the Project Manager from the designated supplier.

1.7 SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.
- B. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.

- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.
- D. Schedule shop drawings, product data, samples, and delivery dates, in Progress Schedule for products selected under allowances.

1.8 COORDINATION

- A. Coordinate allowance items with other portions of the Work.
- B. Furnish templates as required to coordinate installation.

1.9 PROJECT MANAGER RESPONSIBILITIES

- A. Consult with the Contractor in consideration of products, suppliers, and installers.
- B. Select products and transmit full information in writing to the Contractor as follows:
 - 1. Manufacturer, product, model or catalog number, accessories, attachments, and finishes.
 - 2. Supplier and installer as applicable.
 - 3. Cost to Contractor, delivered to site, and installed, if so specified.

1.10 CONTRACTOR RESPONSIBILITIES

- A. Assist the Project Manger in determining suppliers and installers; obtain proposals when requested.
- B. Make recommendations for the Project Manager's consideration.
- C. Promptly notify the Project Manager of any reasonable objections against supplier or installer.
- D. On notification of selection, execute purchase agreement with designated supplier and installer.
- E. Arrange for and process shop drawings, product data, and samples.
- F. Arrange for delivery. Promptly inspect products upon delivery for completeness, damage, and defects. Submit claims for transportation damage.

- G. Install, adjust, and finish products.
- H. Provide warranties for products and installation.

1.11 CONTINGENCY ALLOWANCE

- A. Use the contingency allowance only as directed by the Project Manager for the City's purposes, and only by Change Orders which designate amounts to be charged to the allowance.
- B. The Contractor's related costs for products or equipment ordered by the City under the contingency allowance, including delivery, installation, taxes, insurance, equipment rental, and similar costs that are not part of the Contract Sum.
- C. Change Orders authorizing use of funds from the contingency allowance will not include the Contractor's related costs and reasonable overhead and profit margins. Contractor shall include in base bid, Contractor's overhead, profit, insurance, bond and other direct cost.
- D. At Project closeout, credit unused amounts remaining in the contingency allowance to City by Change Order or transfer the remaining amounts to other allowances as directed by the Project Manager.

1.12 INSPECTION AND TESTING ALLOWANCES

- A. Inspection and testing allowances include the cost of engaging testing agencies, actual tests and inspections, and reporting results.
- B. The allowance does not include incidental labor required to assist the testing agency, or costs for retesting upon failure of previous tests and inspections. The allowance also does not include costs of services not required by the Contract Documents. The cost for incidental labor to assist the testing agency shall be included in the Contract Sum.
- C. At Project closeout, credit unused amounts remaining in the inspection and testing allowance to City by Change Order.

1.13 UNUSED MATERIALS

- A. Return unused materials purchased under an allowance to manufacturer or supplier for credit to City, after installation has been completed and accepted.

1. If requested by the Project Manager, prepare unused material for storage by the City when it is not economically practical to return the material for credit. If directed by the Project Manager, deliver unused material to the City's storage space. Otherwise, disposal of unused material is the Contractor's responsibility.

- B. Where it is not economically feasible to return unused material for credit and when requested by the Project Manager, prepare unused material for the City's storage, and deliver to the City's storage space as directed. Otherwise, disposal of excess material is the Contractor's responsibility.

PART II: PRODUCTS – NOT USED.

PART III: EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

END OF SECTION

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SECTION 01255

CHANGE ORDER PROCEDURES

PART I: GENERAL

1.1 GENERAL REQUIREMENTS

A. Procedures for processing Change Orders, including:

1. Assignment of a responsible individual for approval and communication of changes in the Work;
2. Documentation of change in Contract Price and Contract Time;
3. Change procedures, using proposals and Modifications;
4. Execution of Change Orders;
5. Correlation of Contractor submittals.

1.2 REFERENCES

A. Blue Book is defined as the Rental Rate Blue Book for Construction Equipment (a.k.a. Data Quest Blue Book).

1. Rental Rate is defined as the full-unadjusted base rental rate for the appropriate item of construction equipment.

B. CFTS – City of Friendswood Technical Specifications.

1. Document 00130 – Request For Proposal (RFP).
2. Document 00300 – Unit Price Form.
3. Section 00500 – General Conditions.
4. Document 00735 – Contractor Request For Information (RFI).
5. Document 00740 – Request For Clarification (RFQ).
6. Document 00750 – Minor Change in Work (MCW).
7. Document 00755 – Work Change Directive (WCD).
8. Document 00760 – Change Order (CO).

9. Document 00950 – Contractor Change Order Request.
10. Section 01785 – Project Record Documents.

1.3 RESPONSIBLE INDIVIDUAL

- A. Provide a letter indicating the name and address of the individual authorized to execute Modifications, and who will be responsible for informing others in the Contractor's employ and the Subcontractors of changes to the Work. Provide this information at the pre-construction meeting.

1.4 DOCUMENTATION OF CHANGE IN THE CONTRACT PRICE AND THE CONTRACT TIME

- A. Maintain detailed records of changes in the Work. Provide full information required for identification and evaluation of proposed changes, and substantiate costs of changes in the Work.
- B. Document each proposal for change in the Contract Price or the Contract Time with sufficient data to allow evaluation of proposal.
- C. Include the following minimum information on proposals:
 1. Quantities of items in original Document 00300 – Unit Price Form with additions, reductions, deletions, and substitutions.
 2. Quantities and cost of items in the original Schedule of Values with additions, reductions, deletions and substitutions.
 3. Provide Unit Prices for new items, with supporting information, for inclusion in the Schedule of Unit Price Work.
 4. Justification for changes in the Contract Time.
 5. Additional data upon request.
- D. For changes in the Work performed on a time-and-material basis, provide the following additional information:
 1. Quantities and description of Products.
 2. Taxes, insurance and Bonds.
 3. Overhead and profit as noted in Section 00500 – General Conditions.

4. Dates, times and by who work was performed.
 5. Time records and certified copies of applicable payrolls.
 6. Invoices and receipts for Products, rental equipment, and subcontracts, similarly documented.
- E. For changes in the Work performed on a time-and-materials basis, rental equipment is paid as follows:
1. Actual invoice cost for duration of time required to complete extra work without markup for overhead and profit. When extra work comprises only a portion of a rental invoice where equipment would otherwise be on site, compute hourly equipment rate by dividing the actual monthly invoice by one hundred and seventy-six (176). One day (1 D) equals eight hours (8 Hrs) and one week (1 Wk) equals forty hours (40 Hrs).
 2. Do not exceed estimated operating costs given in Houston Area Blue Book for items of equipment. Overhead and profit will be allowed on the operating cost.
- F. For changes in the Work performed on a time-and-materials basis using Contractor-owned equipment, use Houston Area Blue Book rates as follows:
1. Contractor-owned equipment will be paid at the Houston Area Blue Book Rental Rate for the duration of time required to complete extra work without markup for overhead and profit. Utilize lowest cost combination of hourly, daily, weekly or monthly rates. Use one hundred fifty percent (150%) of Rental Rate for double shifts, one (1) extra shift per day, and two hundred percent (200%) of Rental Rate for more than two (2) shifts per day. Standby rates shall be fifty percent (50%) of the appropriate Rental Rate shown in Houston Area Blue Book. No other rate adjustments apply.
 2. Do not exceed estimated operating costs given in Houston Area Blue Book. Overhead and profit will be allowed on operating costs. Operating costs will not be allowed for equipment on standby.

1.5 CHANGE PROCEDURES

- A. Changes to the Contract Price or the Contract Time can only be made by issuance of Document 00950 – Contractor Change Order Request.

Issuance of Document 00755 – Work Change Directive (WCD) will be formalized into a Change Order. Changes will be in accordance with requirements of Section 00500 -General Conditions.

- B. The Project Manager shall advise of Minor Changes in the Work as authorized by the Section 00500 – General Conditions by issuing Document 00750 – Minor Change in Work (MCW).
- C. Request clarification of Drawings, Specifications, Contract documents or other information by using Document 00735 – Contractor Request For Information (RFI). Response by the Project Manager to RFI's or RFC's does not authorize the Contractor to perform tasks outside scope of the Work. Changes must be authorized as described in this Section.

1.6 PROPOSALS AND CONTRACT MODIFICATIONS

- A. The Project Manager may issue Document 00130 – Request for Proposal, which includes a detailed description of the proposed change with supplementary or revised Drawings and Specifications. The Project Manager may also request a proposal in response to a Request for information. Prepare and submit the proposal within seven days (7 D) or as specified in request.
- B. Submit requests for Contract changes to the Project Manager describing proposed change and its full effect on the Work, with a statement describing reason for change and effect on the Contract Price and the Contract Time including full documentation.
- C. Design Consultant may be requested by the City to review Change Orders.

1.7 WORK CHANGE DIRECTIVE

- A. The Project Manager may issue a signed Work Change Directive instructing the Contractor to proceed with a change in the Work. The Work Change Directive shall subsequently be incorporated into a Change Order.
- B. Work Change Directives shall describe changes in the Work and designate the method of determining change in the Contract Price or the Contract Time.
- C. Proceed promptly to execute changes in the Work in accordance with the Work Change Directive.

1.8 STIPULATED PRICE CHANGE ORDER

- A. A Total Stipulated Price Change Order will be based on an accepted proposal.

1.9 UNIT PRICE CHANGE ORDER

- A. Where Unit Prices for affected items of the Work are included in Document 00300 – Unit Price Form, the Change Order will be based on Unit Prices, subject to Section 00500 – General Conditions.
- B. Where Unit Prices of the Work are not pre-determined in Document 00300 – Unit Price Form, the Work Change Directive or accepted proposal shall specify the Unit Prices to be used.

1.10 TIME-AND-MATERIAL CHANGE ORDER

- A. Provide itemized account and supporting data after completion of change, within time limits indicated for claims in Section 00500 – General Conditions.
- B. The Project Manager shall determine the change allowable in the Contract Price and Contract Time as provided in Section 00500 – the General Conditions.
- C. Maintain detailed records for work done on time-and-material basis as specified in Paragraph 1.4 above.
- D. Provide full information required for evaluation of changes and substantiate costs for changes in the Work. The Project Manager shall verify all time-and-material items submitted.

1.11 EXECUTION OF CHANGE DOCUMENTATION

- A. The Project Manager shall issue Change Orders, Work Change Directives or Minor Change in the Work for signatures of Parties as described in Section 00500 – General Conditions.

1.12 CORREALATION OF CONTRACTOR SUBMITTALS

- A. For Total Stipulated Price Contracts, promptly revise the Schedule of Values and Application for Payment forms to record authorized Change Orders as a separate line item.
- B. For Unit Price Contracts, the next month's estimate of the Work after acceptance of a Change Order shall be revised to include new items not previously included with appropriate Unit Prices.

- C. Promptly revise progress schedules to reflect change in the Contract Time, and to adjust time for other items of work affected by the change and resubmit for review.
- D. Promptly enter changes to on-site and record copies of the Drawings, the Technical Specifications or the Contract Documents as required in Section 01785 – Project Record Documents.

1.13 ACCEPTANCE OF CHANGE ORDER

- A. Document 00760 – Change Order (CO) once executed by the Contractor and the City shall be the only acceptable document that shall be allowed to change the Contract Price or the Contract Time.
- B. No work shall be performed that changes the Contract Price without an approved and signed Change order, Work Change Directive or Minor Change in Work. Any and all work that proceeds without authorization shall be at the Contractors expense and risk.
- C. When submitting a request for Change Order or; a proposal for Work Change Directive or Minor Change in Work, submit all changes to the Contract Time that such a change to the Contract shall affect. If no change in the Contract Time is submitted at the time request for change in the Contract is submitted, it shall be awarded no time for the change. Time shall not be submitted at the end of the project to recoup lost time due to changes in the Work.
- D. Time-and-material changes shall be finalized in a Change Order after the change in work has been completed. Actually time paid under this Change Order shall be added to the Contract to change the Contract Time.

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END OF SECTION

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SECTION 01270

MEASUREMENT AND PAYMENT

PART I: GENERAL

1.1 GENERAL REQUIREMENTS

- A. Procedures for measurement and payment plus conditions for nonconformance assessment and nonpayment for rejected products.

1.2 AUTHORITY

- A. Measurement methods delineated in Technical Specification Sections are intended to complement criteria of this section. In event of conflict, requirements of paragraph 3.1 of this Technical Specification Section shall govern.
- B. The Project Manager shall take all measurements and compute quantities accordingly.
- C. Assist the Project Manager by providing necessary equipment, workers and survey personnel.
- D. Measurement and Payment paragraphs are included only in those Specification Sections of Division 1 where direct payment shall be made. Include costs in total bid price for those Specification sections in Division 1 that do not contain Measurement and Payment paragraphs.

1.3 UNIT QUANTITIES SPECIFIED

- A. Quantity and measurement estimates stated in the Agreement are for contract purposes only. Quantities and measurements supplied or placed in the Work and verified by the Project Manager shall determine payment as stated in Section 00500 – General Conditions.
- B. When actual work requires greater or lesser quantities than those quantities indicated in Document 00300 – Unit Price Forms, provide required quantities as approved by the Project Manager at Unit Prices contracted, except as otherwise stated in Section 00500 – General Conditions.

1.4 MEASUREMENT OF QUANTITIES

- A. Measurement by Weight: Reinforcing steel, rolled or formed steel or other metal shapes are measured by CRSI or AISC Manual of Steel Construction weights. Welded assemblies are measured by CRSI or AISC Manual of Steel Construction or scale weights.
- B. Measurement by Volume:
 - 1. Stockpiles: Measured by cubic dimension using mean length, width and height or thickness.
 - 2. Excavation and Embankment Materials: Measured by cubic dimension using average end area method.
- C. Measurement by Area: Measured by square dimension using mean length and width or radius.
- D. Linear Measurement: Measured by linear dimension, at item centerline or mean chord.
- E. Stipulated Price Measurement: By unit designated in the Agreement.
- F. Measured by Each: Measured by each instance or item provided.
- G. Measured by Lump Sum: Measure includes all associated work, whether stipulated or incidental to complete the Work described.
- H. Other: Items measured by weight, volume, are or linear means or combination, as appropriate, as completed item or unit of the Work.

1.5 PAYMENT

- A. Payment includes full compensation for all required supervision, labor, Products, tools, equipment, plant, transportation, services, and incidentals; and erection, application or installation of an item of the Work; and Contractor's overhead and profit.
- B. Total compensation for required Unit Price work shall be included in Unit Price in Document 00300 – Unit Price Forms. Claims for payment as Unit Price work, but not specifically covered in the list of Unit Prices contained in Document 00300 – Unit Price Forms, shall not be accepted.
- C. Interim payments for stored materials shall be made only for materials to be incorporated under items covered in unit prices, unless disallowed

in Section 00600 – Supplemental Conditions. Only material that is stored on-site and in quantities verified by the Project Manager shall be allowed for payment.

- D. Progress payments shall be based on the Project Manager's observations and evaluations of quantities incorporated in the Work multiplied by Unit Price.
- E. Change Order shall be measured as Lump Sum items. Payment for Change Orders shall be based the Project Manager's observation after change order work is completed. Any work started or completed on a change order that has not been approved shall not be applicable for payment.
- F. Final payment for the Work governed by Unit Prices shall be made on the basis of actual measurements and quantities determined by the Project Manager multiplied by the Unit Price for the Work which is incorporated in or made necessary by the Work.

1.6 NONCONFORMANCE ASSESMENT

- A. Remove and replace work, or portions of the Work, not conforming to the Contract Documents.
- B. When not practical to remove or replace work, Director of Community Development shall direct one of the following remedies:
 - 1. Nonconforming work shall remain as is, but Unit Price shall be adjusted lower at the discretion of the Director of Community Development.
 - 2. Nonconforming work shall be modified as directed by the Director of Community Development and the Unit Price shall be adjusted lower at the discretion of the Director of Community Development, when modified work is deemed less suitable than that originally specified.
- C. Specification sections may modify the above remedies or may identify a specific formula or percentage of price reduction.
- D. Authority of Director of Community Development to assess nonconforming work and identify payment adjustment is final.

1.7 NONPAYMENT FOR REJECTED PRODUCTS

- A. Payment shall not be made for any of the following:

01270-3

1. Products wasted or disposed of in an unacceptable manner.
2. Products determined as nonconforming before, during or after placement.
3. Products not completely unloaded from transporting vehicles.
4. Products placed beyond lines and levels of required work.
5. Products remaining on hand after completion of the Work, unless specified otherwise.
6. Loading, hauling and disposing of rejected Products.
7. Products, either new or existing, that were damaged by the Contractor or one (1) of the Contractors subs.

1.8 REFERENCES

A. CFTS – City of Friendswood Technical Specifications.

1. Section 00300 – Unit Price Forms.
2. Section 00500 – General Conditions.
3. Section 00600 – Supplemental Conditions.

PART II: PRODUCTS – NOT USED.

PART III: EXECUTUION

3.1 DESRIPTON, MEASUREMENT, AND PAYMENT OF UNIT PRICE FORM ITEMS:

(INSERT DESCRIPTION OF BID ITEMS HERE)

END OF SECTION

SECTION 01290

PAYMENT PROCEDURES

PART I: GENERAL

1.1 GENERAL REQUIREMENTS

A. Form

1. Use Document 00940 – Contractor Pay Application.
2. Use Document 00945 – Contractor Pay Request.
3. Use Document 00975 – Time Request.
 - a. All weather request or delays due to acts outside of the Contractor's control shall be submitted on this document with each application for payment. Failure to do so during the period covered by the application shall result in no time being given at all. No Exceptions. Time shall not be accumulated and added at the end of the Contract.

- ###### **B. All forms shall be provided to the Contractor on a Compact Disc (CD) at the Pre-construction Meeting.**

1.2 REFERENCES

A. CFTS – City of Friendswood Technical Specifications.

1. Section 00500 – General Conditions.
2. Document 00775 – Certification of Payment to Subcontractors and Suppliers.
3. Document 00780 – Certificate of Substantial Completion.
4. Document 00785 – Punch List.
5. Document 00790 – Contractors Certification of Final Completion.
6. Document 00795 – Notice of Final Completion.

7. Document 00800 – One-Year Maintenance Bond.
8. Document 00805 – Extended Warranty Maintenance Bond, if required.
9. Document 00940 – Contractor Pay Application.
10. Document 00945 – Contractor Pay Request.
11. Document 00975 – Time Request.
12. Section 01785 – Project Record Documents.

1.3 APPLICATION FOR PROGRESS PAYMENT

- A. Review all items to be applied for payment with the Project Manager before submitting a progress payment.
- B. There shall be no separate payment for stored materials. Stored materials shall be paid under the Schedule of Payments for the actual cost of items requested. Progress payment shall be accompanied with a copy of paid Bill of Sale for materials claimed.
- C. Attach the following to each application in this order:
 1. Document 00940 – Contractor Pay Application.
 2. Document 00945 – Contractor Pay Request.
 3. Document 00975 – Time Request.
 4. Progress Schedule, updated and current, indicating the progress through the period covered by the application and scheduled progress through completion of the Work.
 5. Submittal log for the entire project through the period covered by the application.

1.4 APPLICATION FOR PAYMENT AFTER SUBSTANTIAL COMPLETION

- A. The Contractor shall request an inspection for substantial completion in writing to the Project Manager.
- B. The Project Manager and other appropriate entities shall, on a date set by the Project Manager, review the Work. If all are in agreement that the Work is substantially complete, the Project Manager shall issue

Document 00780 – Certificate of Substantial Completion and Document 00785 – Punch List.

- C. After the Contractor has received the Substantial Completion certificate, the Contractor shall submit application for payment with the following requirements:
1. All documentation as required in paragraph 1.3.C of this Section.
 2. Letter of Consent from Surety approving reduction in retainage.
 3. Reduction in retainage as allowed by Section 00500 – General Conditions.

1.5 APPLICATION FOR FINAL PAYMENT

- A. The Project Manager and the Contractor shall review all items listed on Document 00785 – Punch List and verify that all items are complete before executing the following steps for Final Application.
- B. Submit Document 00940 – Contractor Pay Application and Document 00945 – Contractor Pay Request with the following attached:
1. Document 00790 – Contractors Certification of Final Completion.
 2. Document 00775 – Certification of Payment to Subcontractors and Suppliers.
 3. Document 00800 – One-Year Maintenance Bond.
 4. Document 00805 – Extended Warranty Maintenance Bond, if required.
 5. Final Balancing Change Order for any unused items.
 6. All Operation and Maintenance Manuals.
 7. All Project Record Documents as required by Section 01785 – Project Record Documents.
 8. As-built Drawings.
- C. The Project Manager, upon receipt of all documents in paragraph 1.5.B of this Section, shall schedule Final Acceptance at the next regular City

Council meeting.

- D. Once the City Council has accepted the project, the Project Manager shall send the Contractor Document 00795 – Notice of Final Completion and release the Final Payment to the Contractor.

END OF SECTION



SECTION 01295

SCHEDULE OF VALUES

PART I: GENERAL

1.1 GENERAL REQUIREMENTS

- A. Preparation and submittal of Schedule of Values for Total Stipulated Price Contracts or for Major Unit Price Work on Unit Price Contracts.

1.2 PREPARATION

- A. For Total Stipulated Price Contracts, subdivide the Schedule of Values into logical portions of the Work, such as major work items, major trades and divisions, or work in contiguous construction areas. Use Section 01325 – Construction Schedule as a guide to subdivision of work items. Directly correlate items in the Schedule of Values with tasks in the Construction Schedule. Organize each portion using the Project Manual Table of Contents as an outline for listing value of the Work by Sections. A pro rata share of mobilization, Bonds and insurance may be listed as separate items for each portion of the Work.
- B. For Unit Price Contracts, items shall use the bid items for the Schedule of Values.
- C. For lump sum equipment items, where submittal of operation and maintenance data and testing are required, include separate items for equipment operation and maintenance data where:
 - 1. Submittal of maintenance data shall be valued at five percent (5%) of the lump sum amount for each equipment item.
 - 2. Submittal for testing and adjusting shall be valued at five percent (5%) of the lump sum amount for each equipment item.
 - 3. Round off figures for each item listed for operation and maintenance data and/or testing and adjusting to the nearest one hundred dollars (\$100). Set the value of one (1) item, when necessary, to make all values equal the Contract Price for Total Stipulated Price Contract or lump sum amount for Unit Price Work.

1.3 SUBMITTAL

- A. Submit the Schedule of Values in accordance with the requirements of Section 01330 – Submittal Procedures at least fifteen days (15 D) prior to processing of the first Document 00940 – Contractor Pay Application and Document 00945 – Contractor Pay Request.
- B. Submit the Schedule of Values on the City provided electronic spreadsheet.
- C. Revise Schedule of Values for items affected by Contract Modifications as specified in the instructions of the City’s payment documents.

1.4 REFERENCES

- A. CFTS – City of Friendswood Technical Specifications.
 - 1. Document 00940 – Contractor Pay Application.
 - 2. Document 00945 – Contractor Pay Request.
 - 3. Section 01325 – Construction Schedule.
 - 4. Section 01330 – Submittal Procedures.

PART II: NOT USED.

PART III: NOT USED.

END OF SECTION

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