

OREGON UNIVERSITY SYSTEM

**NOTICE OF PUBLIC IMPROVEMENT CONTRACT OPPORTUNITY
For OUS Retainer Contractors**

Portland State University is accepting sealed bids from general contractors for the **West Heating Plant Asbestos Abatement**, located at SW Eleventh & Hall Street, Portland, Oregon.

This project includes the removal of all asbestos covering and materials on all existing mechanical systems.

A **mandatory pre-bid conference examination of the site and conditions** will be conducted at April 2, 2012, 1:00 PM. Bidders shall meet with OUS' Representative at Portland State University, Office of Facilities and Planning, 617 SW Montgomery Street, Suite 202, Portland, OR, 97201 for that purpose. Attendance will be documented through a sign-in sheet prepared by the OUS representative. Prime bidders who arrive more than 5 minutes after start of time of the meeting (as stated in the solicitation and by the OUS representative's watch) or after the discussion portion of the meeting (whichever comes first) shall not be permitted to sign in and will not be permitted to submit a bid on the project.

The project schedule is identified below; if there are any changes to the dates, it shall be noted in a subsequent Addendum.

Bid documents on OUS Website	March 28, 2012
Mandatory conference & pre-bid walk-through	April 2, 2012, 1:00 PM local time
Applicant Questions/Substitution requests/Solicitation	
Protests Due	April 5, 2012, 5:00 PM local time
Addendum Issued, if required	April 6, 2012
Bids Due	April 10, 2012, 2:00 PM local time
Substantial Completion	May 1, 2012
Final Completion	July 1, 2012

The following dates are tentative and subject to change:

Notice of Intent to Award	April 10, 2012
End of Protest Period	April 16, 2012
Notice to Proceed	April 17, 2012

Bids will be opened and publicly read aloud on **April 10, 2012, 2:00 PM** local time, at Portland State University, Facilities and Planning Office, 617 SW Montgomery, Room 202, Portland OR 97201 by the OUS representative or designee.

PSU reserves the right to accept or reject any or all Bids received in response to the ITB, to request either wholly or in part new Bids, or to negotiate with any Bidder considered qualified in any manner deemed to be in the best interest of PSU.

RESPONSE DATE

To be considered for selection, Bids must arrive at PSU's Facilities and Planning office by April 10, 2012, 2:00 PM local time. Faxed and/or e-mailed bids will not be accepted. Applicants who mail packages should allow ample delivery time to ensure timely arrival. The address of the Facilities and Planning Office is:

FOR DELIVERY:

Contracts Staff
PSU Facilities and Planning
617 SW Montgomery, Room 202
Portland OR 97201

FOR MAIL: (Not Recommended)

PSU Facilities and Planning
PO Box 751
Mail Stop FAP
Portland OR 97207-0751

EQUAL EMPLOYMENT COMPLIANCE REQUIREMENT; SEXUAL HARASSMENT

By submitting a Bid, the Bidder certifies conformance to the applicable federal, state and local laws, acts, executive orders, statutes, administrative rules, regulations, ordinance and related court rulings concerning Affirmative Action toward Equal Employment Opportunities. All information and reports required by the Federal or Oregon State or local Governments, having responsibility for the enforcement of the foregoing, shall be supplied to PSU upon request for purposes of investigation to ascertain compliance with the foregoing.

PSU is committed to increasing opportunities for Emerging Small Businesses and Minority and Women Owned Businesses, and PSU strongly encourages its contractors to use these businesses in providing services and materials for PSU contracts and projects.

Pursuant to OAR 580-061-0030, by submitting a proposal, the bidder certifies that the bidder has not discriminated against Minority, Women or Emerging Small Business Enterprises in obtaining any required subcontracts.

Pursuant to OAR-061-0040, bidders are hereby notified that the OSBHE has adopted policies applicable to consultants and contractors that prohibit sexual harassment and that bidder and their employees are required to adhere to PSU's policy prohibiting sexual harassment in their interactions with members of PSU's community.

PROTESTS

1. Solicitation Protests:

Prospective Bidders may submit questions, requests for clarification or change or protests of particular solicitation provisions and specifications and conditions (including comments on any specifications that a firm believes limits competition) in writing to PSU Contracts Staff via email fapcontracts@pdx.edu by delivery or mail to 617 SW Montgomery, Portland OR 97201. These must be received no later than **April 5, 2012, 5:00 PM local time**. Such requests for clarification or change or protests must include the reasons for the request or protest and any proposed changes to the solicitation provisions and specifications and conditions.

Questions and requests for clarification or change that are timely received will be answered via addenda. Protests will be answered directly with the protesting bidder. Any changes arising from questions, requests for clarification or change or protests will be made only via addenda to the ITB. Responses from PSU not contained in an official addendum to the solicitation will not be binding on PSU. Bidders are encouraged to check on the status of all addenda prior to submission of their proposals.

2. Selection Protest:

Any Bidder who responds to this solicitation and claims to have been adversely affected or aggrieved by the selection of competing Bidders shall have seven calendar days after notification of selection to submit a written protest to:

David Hobbs, Assistant Director
PSU Facilities and Planning
617 SW Montgomery, Room 202
Portland OR 97201
Phone: (503) 725-3738
Fax: (503) 725-4329

The written protest must be received by **April 16, 2012, 5:00 PM local time** or within the identified period following the Notice of Intent to Award.

Protests will be answered directly to the protesting Bidder. Selection protests must comply with and will be addressed pursuant to OAR 580-061-0145.

ADDENDA

Although PSU encourages an open bid process, prospective bidders need to be aware that the solicitation will be modified only by documents issued as addenda by PSU. No other direction or comments received by bidders, written or oral, will serve to change the solicitation document.

All bidders must comply with requirements of the prevailing wage law in ORS 279C.800 through ORS 279C.870, effective January 1, 2012. Such requirements can be found at the BOLI website: www.oregon.gov/boli. All bidders must be registered with the Construction Contractor's Board at the time of bid submission. No bid will be considered unless fully completed in the manner provided in the "Instructions to Bidders" upon the Bid Form provided and accompanied by Bid Security.

OREGON STATE BOARD OF HIGHER EDUCATION

By: PORTLAND STATE UNIVERSITY
ROBYN K. PIERCE, DIRECTOR, FACILITIES & PLANNING

OREGON UNIVERSITY SYSTEM
STANDARD PUBLIC IMPROVEMENT CONTRACT
INSTRUCTIONS TO BIDDERS

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INSTRUCTIONS TO BIDDERS

Oregon Administrative Rules Chapter 580, Divisions 61 and 63 govern this OUS procurement process.

Article 1. Scope of Work

The work contemplated under this contract with the Oregon State Board of Higher Education, hereinafter referred to as the Owner, includes all labor, materials, transportation, equipment and services necessary for, and reasonably incidental to, the completion of all construction work in connection with the project described in the Project Manual which includes, but is not necessarily limited to, the Advertisement for Bids, Instructions to Bidders, Supplemental Instructions to Bidders, Bid Form, Bid Bond, Public Improvement Agreement Form, Performance Bond, Payment Bond, OUS General Conditions, Supplemental General Conditions, Plans and Specifications.

Article 2. Examination of Site and Conditions

Before making a bid, the bidder shall examine the site of the work and ascertain all the physical conditions in relation thereto. The bidder shall also make a careful examination of the Project Manual including the plans, specifications, and other contract documents, and shall be fully informed as to the quality and quantity of materials and the sources of supply of the materials. Failure to take these precautions will not release the successful bidder from entering into the contract nor excuse the bidder from performing the work in strict accordance with the terms of the contract.

The Owner will not be responsible for any loss or for any unanticipated costs which may be suffered by the successful bidder as a result of such bidder's failure to be fully informed in advance with regard to all conditions pertaining to the work and the character of the work required. No statement made by an officer, agent, or employee of the Owner in relation to the physical conditions pertaining to the site of the work will be binding on the Owner, unless covered by the Project Manual or an Addendum.

Article 3. Interpretation of Project Manual and Approval of Materials Equal to Those Provided in the Specifications

If any bidder contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of

any part of the plans, specifications or forms of contract documents, or detects discrepancies or omissions, such bidder may submit to the Architect (read "Engineer" throughout as appropriate) a written request for an interpretation thereof at least 10 calendar days prior to the date set for the bid closing.

When a prospective bidder seeks approval of a particular manufacturer's material, process or item of equal value, utility or merit other than that designated by the Architect in the Project Manual, the bidder may submit to the Architect a written request for approval of such substitute at least 10 calendar days prior to the date set for the bid closing. The prospective bidder submitting the request will be responsible for its prompt delivery.

Requests of approval for a substitution from that specified shall be accompanied by samples, records of performance, certified copies of tests by impartial and recognized laboratories, and such other information as the Architect may request.

To establish a basis of quality, certain processes, types of machinery and equipment or kinds of materials may be specified in the Project Manual either by description of process or by designating a manufacturer by name and referring to a brand or product designation or by specifying a kind of material. Whenever a process is designated or a manufacturer's name, brand or item designation is given, or whenever a process or material covered by patent is designated or described, it shall be understood that the words "or approved equal" follow such name, designation or description, whether in fact they do so or not.

Any interpretation of the Project Manual or approval of manufacturer's material will be made only by an Addendum duly issued. A copy of each Addendum will be mailed or delivered to each bidder receiving a Project Manual and becomes a part thereof. The Owner will not be responsible for any other explanation or interpretation of the Project Manual nor for any other approval of a particular manufacturer's process or item.

When the Architect approves a substitution by Addendum, it is with the understanding that the

Contractor guarantees the substituted article or material to be equal or better than the one specified.

Article 4. Security to Be Furnished by Each Bidder

Each bid must be accompanied by either 1) a cashier's check or a certified check drawn on a bank authorized to do business in the State of Oregon, or 2) a bid bond described hereinafter, executed in favor of the State of Oregon and the Oregon State Board of Higher Education, for an amount equal to 10 percent of the total amount bid as a guarantee that if awarded the contract the bidder will execute the contract and give a performance bond and payment bond as required. The successful bidder's check or bid bond will be retained until the bidder has entered into a satisfactory contract and furnished a 100 percent performance bond and 100 percent payment bond. The Owner reserves the right to hold the bid security as described in Article 10 hereof. Should the successful bidder fail to execute and deliver the contract as provided for in Article 12, including a satisfactory performance bond and payment bond within 20 calendar days after the bid has been accepted by the Owner, then the contract award made to such bidder may be considered canceled and the bid security may be forfeited as liquidated damages at the option of the Owner. The date of the acceptance of the bid and the award of the contract as contemplated by the Project Manual shall mean the date of acceptance specified in the Notice of Award.

Article 5. Execution of Bid Bond

Should the bidder elect to utilize a bid bond as described in Article 4 in order to satisfy the bid security requirements, such form must be completed in the following manner:

- A. Bid bonds must be executed on Oregon University System forms, which will be provided to all prospective bidders by the Owner.
- B. The bid bond shall be executed on behalf of a bonding company licensed to do business in the State of Oregon.
- C. In the case of a sole individual, the bond need only be executed as principal by the sole individual. In the case of a partnership, the bond must be executed by at least one of the partners. In the

case of a corporation, the bond must be executed by stating the official name of the corporation under which is placed the signature of an officer authorized to sign on behalf of the corporation followed by such person's official capacity, such as president, etc. This signature shall be attested by the secretary or assistant secretary of the corporation. The corporation seal should then be affixed to the bond.

- D. The name of the surety must be stated in the execution over the signature of its duly authorized attorney-in-fact and accompanied by the seal of the surety corporation.

Article 6. Execution of the Bid Form

Each bid shall be made in accordance with the sample Bid Form accompanying these instructions; the appropriate signatures for a sole individual, partnership, corporation or limited liability corporation shall be added as noted in Article 5C above; numbers pertaining to base bids shall be stated both in writing and in figures; the bidder's address shall be typed or printed.

The Bid Form relates to bids on a specific Project Manual. Only the amounts and information asked for on the Bid Form furnished will be considered as the bid. Each bidder shall bid upon the work exactly as specified and provided in the Bid Form. The bidder shall include in the bid a sum to cover the cost of all items contemplated by the Contract. The bidder shall bid upon all alternates that may be indicated on the Bid Form. When bidding on an alternate for which there is no charge, the bidder shall write the words "No Charge" in the space provided on the Bid Form. If one or more alternates is shown on the Bid Form, the bidder shall indicate whether each is "add" or "deduct."

The Bid Form included in the Project Manual is a sample. One additional copy of the Bid Form may be furnished with the Project Manual. One additional copy of the Bid Bond form may also be provided with the Project Manual. Only one copy needs to be submitted with the bid.

Article 7. Prohibition of Alterations to Bid

Bids which are incomplete, or contain ambiguities or conditions not provided for in the Bid Form, may be rejected.

Article 8. Submission of Bid

Each bid shall be sealed in an envelope, properly addressed to the appropriate project Owner within the Oregon University System, showing on the outside of the envelope the name of the bidder and the name of the project. Bids will be received at the time and place stated in the Advertisement for Bids.

Article 9. Bid Closing and Opening of Bids

All bids must be received by the Owner at the place and time set for the bid closing. Any bids received after the scheduled closing time for receipt of bids will be rejected and returned to the bidder unopened.

To allow sufficient time for bidders to comply with any permitted Affirmative Action requirements of the Oregon State Board of Higher Education, when specified for that purpose the bid opening shall be 24 hours after the time of bid closing.

At the time of opening and reading of bids, each bid received will be publicly opened and read aloud, irrespective of any irregularities or informalities in such bids.

Article 10. Acceptance or Rejection of Bids by Owner

Unless all bids are rejected, the Owner will award a contract based on the lowest responsive bid from a responsible bidder. If that bidder does not execute the contract, it will be awarded to the next lowest responsible bidder or bidders in succession.

The Owner reserves the right to reject all bids and to waive minor informalities. The procedures for contract awards shall be in compliance with the provisions of Oregon Administrative Rules adopted by the Owner.

The Owner reserves the right to hold the bid and bid security of the three lowest bidders for a period of 30 calendar days from and after the time of bid opening pending award of the contract. Following award of the

contract the bid security of the three lowest bidders may be held 20 calendar days pending execution of the contract. All other bids will be rejected and bid security will be returned.

In determining the lowest bidder, the Owner reserves the right to take into consideration any or all authorized base bids as well as alternates or combinations indicated in the Bid Form.

If such bid has not been accepted within 30 calendar days after the opening of the bids, each of the three lowest bidders may withdraw the bid submitted and request the return of the bid security.

Article 11. Withdrawal of Bid

At any time prior to the time and place set for the bid closing, a bidder may withdraw the bid. This will not preclude the submission of another bid by such bidder prior to the time set for the bid closing.

After the time set for the bid closing, no bidder will be permitted to withdraw its bid within the time frames specified in Article 10 for award and execution, except as provided for in that Article.

Article 12. Execution of Contract, Agreement, Performance Bond and Payment Bond

The Owner will provide the successful bidder with contract forms within 10 calendar days after the award of the Contract. The bidder is required to execute the contract forms as provided, including a performance bond and a payment bond from a surety company licensed to do surety business in the State of Oregon, within 20 calendar days after the award of the contract. The contract forms shall be delivered to the Owner in the number called for and to the location as noted in the Notice of Award.

Article 13. Recyclable Products

Contractors will use recyclable products to the maximum extent economically feasible in the performance of the Contract.

**OREGON UNIVERSITY SYSTEM
STANDARD PUBLIC IMPROVEMENT CONTRACT**

BID BOND

We, _____, as "Principal,"
(Name of Principal)

and _____, an _____ Corporation,
(Name of Surety)

authorized to transact Surety business in Oregon, as "Surety," hereby jointly and severally bind ourselves, our respective heirs, executors, administrators, successors and assigns to pay unto the State of Oregon and the Oregon State Board of Higher Education ("Obligee") the sum of (\$ _____)

_____ dollars.

WHEREAS, the condition of the obligation of this bond is that Principal has submitted its proposal or bid to an agency of the Obligee in response to Obligee's procurement document (_____) for the project identified as:

_____ which proposal or bid is made a part of this bond by reference, and Principal is required to furnish bid security in an amount equal to ten (10%) percent of the total amount of the bid pursuant to the procurement document.

NOW, THEREFORE, if the proposal or bid submitted by Principal is accepted, and if a contract pursuant to the proposal or bid is awarded to Principal, and if Principal enters into and executes such contract within the time specified in the Instructions to Bidders and executes and delivers to Obligee its good and sufficient Performance Bond and Payment Bond required by Obligee within the time fixed by Obligee, then this obligation shall be void; otherwise, it shall remain in full force and effect.

IN WITNESS WHEREOF, we have caused this instrument to be executed and sealed by our duly authorized legal representatives this _____ day of _____, 20____.

PRINCIPAL: _____

SURETY: _____

By _____
Signature

BY ATTORNEY-IN-FACT:

Official Capacity

Name

Attest: _____
Corporation Secretary

Signature

Address

City State Zip

Phone Fax

OREGON UNIVERSITY SYSTEM
STANDARD PUBLIC IMPROVEMENT CONTRACT
BID FORM

OUS CAMPUS: Portland State University

PROJECT: West Heating Plant Asbestos Abatement

BID CLOSING: April 10, 2012, 2:00 PM

BID OPENING: April 10, 2012, 2:00 PM

FROM: _____
Name of Contractor

TO: Oregon State Board of Higher Education
(campus or office name and address)

1. The Undersigned (*check one of the following and insert information requested*):

___ a. An individual doing business under an assumed name registered under the laws of the State of _____; or

___ b. A partnership registered under the laws of the State of _____; or

___ c. A corporation organized under the laws of the State of _____; or

___ d. A limited liability corporation organized under the laws of the State of _____;

hereby proposes to furnish all material and labor and perform all work hereinafter indicated for the above project in strict accordance with the Contract Documents for the Basic Bid as follows:

_____ Dollars (\$_____)

and the Undersigned agrees to be bound by the following documents:

- Advertisement for Bids
- Supplemental Instructions to Bidders
- Public Improvement Agreement Form
- OUS General Conditions
- Prevailing Wage Rates
- Plans and Specifications
- ADDENDA numbered ___ through ___, inclusive (*fill in blanks*)
- Instructions to Bidders
- Bid Bond
- Performance Bond and Payment Bond
- Supplemental General Conditions
- Payroll and Certified Statement Form
- Drawings and Details

2. The Undersigned proposes to add to or deduct from the Base Bid indicated above the items of work relating to the following Alternate(s) as designated in the Specifications:

ALTERNATE #1: *The removal of 200ft (est) 16" to 6" steamline through the connecting tunnel.*
ADD or DEDUCT: \$ _____

3. RESERVED

4. The substantial completion date shall be **5/1/2012**. The final completion date shall be **7/1/2012**.

5. Accompanying herewith is Bid Security which is equal to ten (10) percent of the total amount of the Basic Bid.

6. The Undersigned agrees, if awarded the Contract, to execute and deliver to the Oregon State Board of Higher Education, within twenty (20) calendar days after receiving the Contract forms, an Agreement Form, and a satisfactory Performance Bond and Payment Bond each in an amount equal to one hundred (100) percent of the Contract sum, using forms provided by the Owner. The surety requested to issue the Performance Bond and Payment Bond will be:

(name of surety company - not insurance agency)

The Undersigned hereby authorizes said surety company to disclose any information to the Owner concerning the Undersigned's ability to supply a Performance Bond and Payment Bond each in the amount of the Contract.

7. The Undersigned further agrees that the Bid Security accompanying the Bid is left in escrow with the Board; that the amount thereof is the measure of liquidated damages which the Owner will sustain by the failure of the Undersigned to execute and deliver the above-named Agreement Form, Performance Bond and Payment Bond, and that if the Undersigned defaults in either executing the Agreement Form or providing the Performance Bond and Payment Bond within twenty (20) calendar days after receiving the Contract forms, then the Bid Security may become the property of the Owner at the Owner's option; but if the Bid is not accepted within thirty (30) calendar days of the time set for the opening of the Bids, or if the Undersigned executes and timely delivers said Agreement Form, Performance Bond and Payment Bond, the Bid Security shall be returned.

8. The Undersigned certifies that: (1) This Bid has been arrived at independently and is being submitted without collusion with and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit independent bidding or competition; and (2) The contents of the Bid have not been communicated by the Undersigned or its employees or agents to any person not an employee or agent of the Undersigned or its surety on any Bond furnished with the Bid and will not be communicated to such person prior to the official opening of the Bid.

9. The undersigned **HAS, HAS NOT** (*circle applicable status*) paid unemployment or income taxes in Oregon within the past 12 months and **HAS, HAS NOT** (*circle applicable status*) a business address in Oregon.

10. The Undersigned agrees, if awarded a contract, to comply with the provisions of ORS 279C.800 through 279C.870 pertaining to the payment of the prevailing rates of wage.

11. Contractor's CCB registration number is _____. As a condition to submitting a bid, a Contractor must be registered with the Oregon Construction Contractors Board in accordance with ORS 701.035 to 701.055, and disclose the registration number. Failure to register and disclose the number will make the bid unresponsive and it will be rejected, unless contrary to federal law.

12. The successful Bidder hereby certifies that all subcontractors who will perform construction work as described in ORS 701.005(2) were registered with the Construction Contractors Board in accordance with ORS 701.035 to 701.055 at the time the subcontractor(s) made a bid to work under the contract.

13. The successful Bidder hereby certifies that, in compliance with the Worker's Compensation Law of the State of Oregon, its Worker's Compensation Insurance provider is _____, Policy No. _____, and that Contractor shall submit Certificates of Insurance as required.

14. Contractor's Project Manager for this project is: _____, Office Phone: _____ Cell Phone: _____.

15. The Undersigned certifies that it has not discriminated against minority, women, or emerging small businesses in obtaining any subcontracts for this project.

By signature below, Contractor agrees to be bound by this Bid.

NAME OF FIRM _____

ADDRESS _____

FEDERAL TAX ID _____

TELEPHONE NO _____

FAX NO _____

SIGNATURE 1) _____

Sole Individual

or 2) _____

Partner

or 3) _____

Authorized Officer of Corporation

(SEAL)

Attested: Secretary of Corporation

Payment information will be reported to the IRS under the name and taxpayer ID # provided above. Information not matching IRS records could subject Contractor to 31 percent backup withholding.

***** END OF BID *****

**OREGON UNIVERSITY SYSTEM
PUBLIC IMPROVEMENT AGREEMENT**

FAP0_____

This Agreement for the _____ (the “**Contract**”), made by and between the State of Oregon, acting by and through the Oregon State Board of Higher Education on behalf of Portland State University (hereinafter called “**Owner**”), and _____ (hereinafter called the “**Contractor**”) (collectively the “**Parties**”), shall become effective on the date this Contract has been signed by all the Parties and all required State of Oregon governmental approvals have been obtained, whichever is later (the “**Effective Date**”).

WITNESSETH:

1. Contract Price, Contract Documents and Work

Contractor agrees to provide to Owner on a timely basis, the _____ located at _____, Portland, Oregon as more specifically set out in the Scope of Work attached hereto as “**Exhibit A**” and incorporated into this Contract (the “**Scope of Work**”). The intent is that Contractor will furnish all materials, services, supervision, labor, supplies, tools, equipment and other “things” required to complete all activities necessary for a completed Project, consistent with all local, municipal and applicable Codes, according to the terms and conditions of this Contract and the OUS General Conditions.

The Owner will pay Contractor compensation for all Work in accordance with the requirements of the February 1, 2011 OUS General Conditions, attached hereto as “**Attachment A**” and made a part hereof, on a lump sum, not-to-exceed amount of _____ Dollars (\$_____).

The maximum compensation for the Contractor’s performance of the Work under this Contract is _____ DOLLARS (\$_____), including Reimbursable Expenses (the “**Contract Value**”). If this Contract is amended to include additional Work, the total maximum compensation must not exceed the greater of \$1,000,000 or the maximum allowable under OAR 580-063-0030.

The CONTRACTOR, in consideration of the Contract Value to be paid to the CONTRACTOR by OWNER in the manner and at the time hereinafter provided, and subject to the terms and conditions provided for in the Instructions to Bidders and other Contract Documents (as defined in the OUS General Conditions referenced within the Instructions to Bidders), all of which are incorporated herein by reference, hereby agrees to perform all Work described and reasonably inferred from the Contract Documents. The Contract Value is the amount contemplated by the Base Bid adjusted for Alternates **[Identify accepted Alternates]**, as indicated in the accepted Bid. Also, the following documents are incorporated by reference in this Contract and made a part hereof if checked for inclusion [X]:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Invitation to Bid | <input checked="" type="checkbox"/> Instruction to Bidders |
| <input checked="" type="checkbox"/> Bid Bond | <input checked="" type="checkbox"/> Performance Bond and Payment Bond |
| <input checked="" type="checkbox"/> OUS General Conditions | <input checked="" type="checkbox"/> Supplemental General Conditions |
| <input checked="" type="checkbox"/> Prevailing Wage Rates | <input checked="" type="checkbox"/> Payroll and Certified Statement Form |
| <input checked="" type="checkbox"/> Plans and Specifications | <input checked="" type="checkbox"/> Drawings and Details |
| <input checked="" type="checkbox"/> Division 1 Specifications | |

2. Representatives.

Not Applicable

CONTRACTOR has named **(Insert Name)** its' Authorized Representative to act on its behalf. OWNER designates, or shall designate, its Authorized Representative as indicted below (check one):

[] Unless otherwise specified in the Contract Documents, the OWNER designates **(Insert Name)** as its Authorized Representative in the administration of this Contract. The above-named individual shall be the initial point of contact for matters related to Contract performance, payment, authorization, and to carry out the responsibilities of the OWNER.

[] Name of OWNER'S Authorized Representative shall be submitted by OWNER in a separate writing.

3. Key Persons.

Not Applicable

The CONTRACTOR'S personnel identified below shall be considered Key Persons and shall not be replaced during the project without the written permission of Owner, which shall not be unreasonably withheld. If the CONTRACTOR intends to substitute personnel, a request must be given to Owner at least 30 days prior to the intended time of substitution. When replacements have been approved by Owner, the CONTRACTOR shall provide a transition period of at least 10 working days during which the original and replacement personnel shall be working on the project concurrently. Once a replacement for any of these staff members is authorized, further replacement shall not occur without the written permission of Owner. The CONTRACTOR'S project staff shall consist of the following personnel:

Project Executive: _____ shall be the CONTRACTOR'S project executive, and will provide oversight and guidance throughout the project term.

Project Manager: _____ shall be the CONTRACTOR'S project manager and will participate in all meetings throughout the project term.

Job Superintendent: _____ shall be the CONTRACTOR'S on-site job superintendent throughout the project term.

Project Engineer: _____ shall be the CONTRACTOR'S project engineer, providing assistance to the project manager, and subcontractor and supplier coordination throughout the project term.

4. Contract Dates.

The Contractor will commence work on the Effective Date (as defined above).

SUBSTANTIAL COMPLETION DATE: May 1, 2012

FINAL COMPLETION DATE: July 1, 2012

5. Liquidated Damages.

Not Applicable

Failure to complete the Work by the time specified in this Contract will result in actual damages to the OWNER. Since actual damages will be difficult or impossible to determine, it is agreed that the CONTRACTOR shall pay OWNER, not as a penalty but as liquidated damages (Insert Dollar Value) per Day for each Day elapsed in excess of the Substantial Completion Date.

6. Tax Compliance.

By signature on this Contract, the undersigned hereby certifies under penalty of perjury that the undersigned is authorized to act on behalf of Contractor and that Contractor is, to the best of the undersigned's knowledge, not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon tax laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250, ORS Chapters 118, 314, 316, 317, 318, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and local taxes administered by the Oregon Department of Revenue under ORS 305.620.

7. BOLI.

Prevailing Wage Rates requirements do not apply to this Project because the maximum compensation for all Owner-contracted Work does not exceed \$50,000.

Prevailing Wage Rates requirements apply to this Project because the maximum compensation for all Owner-contracted Work is more than \$50,000. Contractor and all subcontractors shall comply with the provisions of ORS 279C.800 through 279C.870, relative to Prevailing Wage Rates and the required public works bond, as outlined in Sections C.1, C.2 and G.2.3 of the OUS General Conditions. The Bureau of Labor and Industries (BOLI) wage rates and requirements set forth in the following BOLI booklet (and any listed amendments to that booklet), which are incorporated herein by reference, apply to the Work authorized under this Supplement:

8. Integration.

The Contract documents constitute the entire agreement between the Parties. There are no other understandings, agreements or representations, oral or written, not specified herein regarding this Contract. Contractor, by the signature below of its authorized representative, hereby acknowledges that it has read this Contract, understands it, and agrees to be bound by its terms and conditions.

In witness whereof, the STATE OF OREGON, acting by and through the Oregon State Board of Higher Education on behalf of **Portland State University** executes this Contract and the Contractor does execute the same as of the Effective Date.

CONTRACTOR DATA:

CONTRACTOR NAME: _____

ADDRESS: _____

Telephone Number: _____

Facsimile Number: _____

CONTRACTOR FEDERAL ID: _____

CONTRACTOR CCB #: _____

EXPIRATION DATE: _____

[Payment information will be reported to the IRS under the name and taxpayer ID # provided above. Information must be provided prior to contract approval. Information not matching IRS records could subject Contractor to thirty-one (31%) percent backup withholding.]

CONTRACTOR SIGNATURE

By: _____
(Signature) (Date)

By: _____
(Printed or Typed)

Title: _____

STATE OF OREGON acting by and through the
OREGON STATE BOARD OF HIGHER EDUCATION
on behalf of **Portland State University**

By: _____
David Hobbs (Date)
Assistant Director of Facilities & Planning

**OREGON UNIVERSITY SYSTEM
SUPPLEMENTAL GENERAL CONDITIONS
To The
GENERAL CONDITIONS
FOR PUBLIC IMPROVEMENT CONTRACT**

Contract No.

Project Name: West Heating Plant Asbestos Abatement

The following modify the Oregon University System “General Conditions for Public Improvement Contracts”, February 1, 2011, (OUS General Conditions) for this Contract. Where a portion of the OUS General Conditions is modified by these Supplemental General Conditions, the unaltered portions shall remain in effect.

SG-2 Section B.4 is modified as follows: Revise to read:

“Contractor shall obtain and pay for all necessary permits and licenses, except for those specifically excluded in the Supplemental General Conditions, for the construction of the Work, for temporary obstructions, enclosures, opening of streets for pipes, walls, utilities, environmental Work, etc., as required for the project. Owner shall obtain and pay for the general building permit. Contractor shall be responsible for all violations of the law, in connection with the construction or caused by obstructing streets, sidewalks or otherwise. Contractor shall give all requisite notices to public authorities. The Contractor shall pay all royalties and license fees. The Contractor shall defend all suits or claims for infringement of any patent or other proprietary rights and save harmless and blameless from loss, on account thereof, the State of Oregon, and its departments, divisions, members and employees.

OREGON UNIVERSITY SYSTEM

STANDARD PUBLIC IMPROVEMENT CONTRACT
PERFORMANCE BOND

Bond No. _____

Solicitation _____

Project Name: West Heating Plant Asbestos Abatement

_____(Surety #1)

Bond Amount No. 1: \$ _____

_____(Surety #2)*

Bond Amount No. 2:* \$ _____

** If using multiple sureties*

Total Penal Sum of Bond: \$ _____

We, _____ as Principal, and the above identified Surety(ies), authorized to transact surety business in Oregon, as Surety, hereby jointly and severally bind ourselves, our respective heirs, executors, administrators, successors and assigns firmly by these presents to pay unto the State of Oregon, Oregon State Board of Higher Education (OSBHE), the sum of (Total Penal Sum of Bond) _____

(Provided, that we the Sureties bind ourselves in such sum "jointly and severally" as well as "severally" only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each Surety binds itself, jointly and severally with the Principal, for the payment of such sum only as is set forth opposite the name of such Surety), and

WHEREAS, the Principal has entered into a contract with the State of Oregon, the plans, specifications, terms and conditions of which are contained in the above-referenced Solicitation;

WHEREAS, the terms and conditions of the contract, together with applicable plans, standard specifications, special provisions, schedule of performance, and schedule of contract prices, are made a part of this Performance Bond by reference, whether or not attached to the contract (all hereafter called "Contract"); and

WHEREAS, the Principal has agreed to perform the Contract in accordance with the terms, conditions, requirements, plans and specifications, and all authorized modifications of the Contract which increase the amount of the work, the amount of the Contract, or constitute an authorized extension of the time for performance, notice of any such modifications hereby being waived by the Surety:

NOW, THEREFORE, THE CONDITION OF THIS BOND IS SUCH that if the Principal herein shall faithfully and truly observe and comply with the terms, conditions and provisions of the Contract, in all respects, and shall well and truly and fully do and perform all matters and things undertaken by Contractor to be performed under the Contract, upon the terms set forth therein, and within the time prescribed therein, or as extended as provided in the Contract, with or without notice to the Sureties, and shall indemnify and save harmless the State of Oregon, OSBHE, and _____ (name of institution and any other Owner agency), and members thereof, its officers, employees and agents, against any direct or indirect damages or claim of every kind and description that shall be suffered or claimed to be suffered in connection with or arising out of the performance of the Contract by the Principal or its subcontractors, and shall in all respects perform said contract according to law, then this obligation is to be void; otherwise, it shall remain in full force and effect.

Nonpayment of the bond premium will not invalidate this bond nor shall the State of Oregon, or the above-referenced agency(ies), be obligated for the payment of any premiums.

This bond is given and received under authority of ORS Chapters 279C and 351, the provisions of which hereby are incorporated into this bond and made a part hereof.

IN WITNESS WHEREOF, WE HAVE CAUSED THIS INSTRUMENT TO BE EXECUTED AND SEALED BY OUR DULY AUTHORIZED LEGAL REPRESENTATIVES.

Dated this _____ day of _____, 20__.

PRINCIPAL: _____

By _____

Signature

Official Capacity

Attest: _____

Corporation Secretary

SURETY: _____

[Add signatures for each surety if using multiple bonds]

BY ATTORNEY-IN-FACT:

[Power-of-Attorney must accompany each surety bond]

Name

Signature

Address

City State Zip

Phone Fax

OREGON UNIVERSITY SYSTEM
STANDARD PUBLIC IMPROVEMENT CONTRACT
PAYMENT BOND

Bond No. _____

Solicitation _____

Project Name: West Heating Plant Asbestos Abatement

_____ (Surety #1)	Bond Amount No. 1:	\$ _____
_____ (Surety #2)*	Bond Amount No. 2:*	\$ _____
<i>* If using multiple sureties</i>	Total Penal Sum of Bond:	\$ _____

We, _____, as Principal, and the above identified Surety(ies), authorized to transact surety business in Oregon, as Surety, hereby jointly and severally bind ourselves, our respective heirs, executors, administrators, successors and assigns firmly by these presents to pay unto the State of Oregon, Oregon State Board of Higher Education (OSBHE), the sum of (Total Penal Sum of Bond) _____ (Provided, that we the Sureties bind ourselves in such sum “jointly and severally” as well as “severally” only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each Surety binds itself, jointly and severally with the Principal, for the payment of such sum only as is set forth opposite the name of such Surety), and

WHEREAS, the Principal has entered into a contract with the State of Oregon, the plans, specifications, terms and conditions of which are contained in above-referenced Solicitation;

WHEREAS, the terms and conditions of the contract, together with applicable plans, standard specifications, special provisions, schedule of performance, and schedule of contract prices, are made a part of this Payment Bond by reference, whether or not attached to the contract (all hereafter called “Contract”); and

WHEREAS, the Principal has agreed to perform the Contract in accordance with the terms, conditions, requirements, plans and specifications, and schedule of contract prices which are set forth in the Contract and any attachments, and all authorized modifications of the Contract which increase the amount of the work, or the cost of the Contract, or constitute authorized extensions of time for performance of the Contract, notice of any such modifications hereby being waived by the Surety:

NOW, THEREFORE, THE CONDITION OF THIS BOND IS SUCH that if the Principal shall faithfully and truly observe and comply with the terms, conditions and provisions of the Contract, in all respects, and shall well and truly and fully do and perform all matters and things by it undertaken to be performed under said Contract and any duly authorized modifications that are made, upon the terms set forth therein, and within the time prescribed therein, or as extended therein as provided in the Contract, with or without notice to the Sureties, and shall indemnify and save harmless the State of Oregon, OSBHE and _____ (name of institution and any other Owner agency), and members thereof, its officers, employees and agents, against any claim for direct or indirect damages of every kind and description that shall be suffered or claimed to be suffered in connection with or arising out of the performance of the Contract by the Contractor or its subcontractors, and shall promptly pay all persons supplying labor, materials or both to the Principal or its subcontractors for prosecution of the

work provided in the Contract; and shall promptly pay all contributions due the State Industrial Accident Fund and the State Unemployment Compensation Fund from the Principal or its subcontractors in connection with the performance of the Contract; and shall pay over to the Oregon Department of Revenue all sums required to be deducted and retained from the wages of employees of the Principal and its subcontractors pursuant to ORS 316.167, and shall permit no lien nor claim to be filed or prosecuted against the State on account of any labor or materials furnished; and shall do all things required of the Principal by the laws of this State, then this obligation shall be void; otherwise, it shall remain in full force and effect.

Nonpayment of the bond premium will not invalidate this bond nor shall the State of Oregon, or the above-referenced agency(ies), be obligated for the payment of any premiums.

This bond is given and received under authority of ORS Chapters 279C and 351, the provisions of which hereby are incorporated into this bond and made a part hereof.

IN WITNESS WHEREOF, WE HAVE CAUSED THIS INSTRUMENT TO BE EXECUTED AND SEALED BY OUR DULY AUTHORIZED LEGAL REPRESENTATIVES:

Dated this _____ day of _____, 20__.

PRINCIPAL: _____

By _____

Signature

Official Capacity

Attest: _____

Corporation Secretary

SURETY: _____

[Add signatures for each if using multiple bonds]

BY ATTORNEY-IN-FACT:

[Power-of-Attorney must accompany each bond]

Name

Signature

Address

City State Zip

Phone Fax

**SECTION 01010
SUMMARY OF WORK**

PART 1 - GENERAL

1.01 WORK COVERED BY THE PROJECT MANUAL AND DRAWINGS

- A. Work covered by the Project Manual and Drawings consists of: the removal of all asbestos covering and materials on all existing mechanical systems.
- B. The work includes;
 - 1) Remove Pipe and System Insulation:
 - a) All insulation on streamlines, domestic waterline, fire lines, and condensate lines
 - b) All hard elbows, t-fittings, valves, etc.
 - c) Gasket material on the boiler doors, exhaust flanges, exhaust wrap on ductwork, etc.
 - d) Any and all other insulation identified during walk-through
 - 2) Project Air Monitoring will be provided by CEC, INC.:
 - a) OWA samples,
 - b) Negative Air Exhaust airflow,
 - c) All clearances,
 - 3) DEQ Permit
- C. The Contractor shall supply all labor, transportation, apparatus, scaffolding, tools and other items necessary for the completion of the work in conformance with OUS General Conditions for Public Improvements Contracts, Section A.2.
- D. The Work shall be started within ten (10) calendar days following approval of the Contractor's Certificate of Insurance and the Execution of Contract by PSU Facilities, attention (fapcontracts@pdx.edu). All work shall be final completed within the time frames established in the Public Improvement Agreement Form (OUS Contract Form B-7, Item 4). Time is of an essence on this project. Failure to complete the project within the time specified will result in damages to the Owner. The Contractor will be charged liquidated damages in accordance with Item 5 of the Public Improvement Agreement Form (OUS Contract Form B-7). Liquidated damages will be deducted from the Contractor's Final Payment Request.

1.02 CONTRACTOR'S USE OF PREMISES

- A. Contractor shall limit use of the Premises for Work and storage to allow for:
 - 1. Owner and tenant occupancy of adjacent spaces, day and night
 - 2. Public use, day and night
 - 3. Security
 - 4. Safe entry and exit for vehicles and pedestrians
- B. Access through the interior of the building will be coordinated with the Owner's Authorized Representative.

1.03 PROTECTIONS

- A. Protect sidewalks, asphalt paving, concrete, trees, shrubs, and lawn areas at all times from spillage of materials used in carrying out the Work. Prevent materials from clogging sinks, catch basins and yard drains; maintain drains clean and in proper working conditions. Dumping of plaster, solvents, or other injurious materials in PSU plumbing systems is not permitted. Costs of cleaning or repair will be withheld from Contractor as required.
- B. Clean, repair, resurface, or restore existing surfaces to their original, or better, condition, or completely replace such surfaces to match existing, where damaged by construction operations.
- C. The Contractor shall be responsible for any and all damages as specified in OUS General Conditions for Public Improvement Contracts Section G.1.1..
- D. The Owner will not be responsible for protection of materials or equipment from vandalism or theft. Security is the responsibility of the Contractor. See Section 01500 Temporary Facilities.
- E. The Contractor will verify that all drains in the construction area are in working order and notify the Owner's Representative, in writing, of any drains that are plugged, prior to the Start of Work. Start of Work will be considered as acknowledgement that all drains are clear and in good working order.
- F. Debris shall not be allowed to remain around the buildings during performance of Work, and shall be disposed of daily and/or as directed by Owner's Authorized Representative.
- G. The Contractor shall manage a safe job environment for both the safety of all people around the Premises as well as the safety of the Owner's and general public's property.
- H. Do not store materials where they will interfere with operations of Owner. Storage areas must be approved by the Owner's Authorized Representative prior to start of the Work.

1.04 OWNER OCCUPANCY

- A. The Owner and building tenants will occupy the Premises during the entire period of construction for the conduct of normal operations. Cooperate and coordinate with Owner's Authorized Representative in construction operations to minimize conflict and to facilitate the Owner's usage, especially in the following areas:
 - 1. Restricted access and parking
 - 2. Use of elevators and stairs
 - 3. Temporary storage space availability
 - 4. Provide a written schedule of Work specifying where and when Work will be accomplished

- 5. Notify Owner's Authorized Representative a minimum of 72 hours prior to performing any work that will release strong odors or fumes, causes noise, or requires windows to be closed during hot weather. See Section 01734 for additional Indoor Air Quality requirement, which includes coordination of noise abatement.
- B. Conduct operations in such a way to ensure the least inconvenience to University staff, students and the general public.
- C. To maintain continual operations by the Owner and building tenants, evening and/or weekend work by the Contractor will be required for short durations at various stages of the Project. Coordinate with the Owner's Authorized Representative at least seventy-two (72) hours in advance to performing evening or weekend work.

1.05 SALVAGE

- A. All material indicated to be removed shall become the property of the Contractor except those items noted on the drawings and in the specifications as being retained by the Owner.
- B. RESERVED

PART 2 -PRODUCTS

2.01 REUSE OF EXISTING MATERIAL

RESERVED

PART 3 -EXECUTION

3.01 PREPARATION

- A. Inspect existing conditions, Work requirements, and the Contract Documents. Verify that materials and equipment being furnished meet requirements specified. Report any discrepancies to the Owner's Authorized Representative prior to proceeding with work.

3.02 MATERIAL HANDLING

- A. RESERVED
- B. Contractor shall not allow any materials or debris to free-fall from the building.

3.03 WORKMANSHIP

- A. Unless otherwise specified, perform the Work using workers skilled in the particular type of Work involved.

- B. Should the Owner, in writing, deem anyone on the Work incompetent or unfit for the assigned duties, dismiss the worker immediately or reassign that worker to a different task requiring a lesser degree of competence.
- C. Workmanship shall be first class in every respect as determined by the Owner's Authorized Representative, and all Work performed shall be performed in accordance with standard industry practice.
- D. The Contractor shall maintain effective supervision on the project at all times Work is being performed. The Superintendent shall be the same person throughout the course of the Work, and shall attend the pre-construction conference.

3.04 RESERVED

END OF SECTION

**SECTION 01030
ALTERNATES**

PART 1 – GENERAL

1.01 DESCRIPTION

- A. Work of the Section includes administrative and procedural requirements to the Bid Alternates of the OUS Bid Form (OUS Form B-6).

1.02 RELATED WORK IN OTHER SECTIONS

- A. Additional information regarding bid alternates and changes in scope may be found in the follows:
 - 1. OUS Bid Form
 - 2. Instructions to Bidders
 - 3. OUS General Conditions
 - 4. Other Sections of these specifications.

1.03 DEFINITION

- A. An alternate is an amount proposed by bidders and stated on the Bid Form for certain work defined in the Project Manual that may be added or deducted from the Basic Bid amount if the Owner decides to accept a corresponding change in the amount of construction to be completed, or in the products, materials, equipment, systems, or installation method.
- B. The cost change for each alternate is the net addition to or deletion from the Basic Bid to incorporate the alternate into the work. No other adjustments are made to the Basic Bid, unless stipulated in the Instructions to Bidders or the OUS General Conditions for Public Improvement Contracts.

PART 3 – ACCEPTANCE OF ALTERNATIVES

- 3.01 The Owner's initial intent is to contract for all work of the Basic Bid. All required bonding, deposits, securities or guarantees required by the Contract Documents shall be based on the Basic Bid amount.

- 3.02 Alternates quoted on the Bid Form will be reviewed and may be rejected, accepted individually, in combination or entirely at the Owner's Option.
- 3.03 Alternates to the Basic Bid will be executed by a Change Order, in accordance with Division 1 Section 01300 and the OUS General Conditions for Public Improvement Contracts Section D.
- 3.4 Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required to complete the alternative work and surrounding modifications whether or not mentioned as part of the work.
- 3.5 Coordinate related work and modify surrounding work to integrate the work of each alternative.
- 3.6 A "Schedule of Bid Alternates" is provided at the end of this Section. Refer to other Specification Sections of this Project Manual for materials necessary to achieve the Work described under each alternate.

PART 2 – PRODUCTS

NOT USED

PART 3 – SCHEDULE OF BID ALTERNATES

- 4.1 The following Alternates may be deducted and/or added from the Work of the Base Bid:
 - A. Alternative No. 1 - *The removal of 200ft (est) 16" to 6" steamline through the connecting tunnel.*

END OF SECTION

SECTION 01040
PROJECT COORDINATION

PART 1 – GENERAL

1.01 DESCRIPTION:

A. This Section includes administrative and supervisory requirements necessary for coordinating contract documentation, communications and construction operations. The requirements of this Section relate to all work by the Contractor and Sub-contractors performing work under these Contract documents including, but not limited to, the following:

1. Pre-construction Coordination
2. Identification of Owner's Authorized Representatives
3. RESERVED
4. Listing of Sub-contractors
5. Contractor Emergency Contact Information
6. Safety & Emergency Procedures
7. Unforeseen Hazardous Materials
8. Permits and Fees
9. Key Requests
10. Progress Meetings
11. Requests for Clarifications & Information
12. Construction Directives
13. Construction Change Orders

1.02 RELATED WORK IN OTHER SECTIONS:

A. Additional requirements related to Project Coordination may be found in the following:

1. Instructions to Bidders
2. OUS General Conditions
3. Other Sections of these specifications.

PART 2 – PRODUCTS

NOT USED

PART 1 – EXECUTION

1.01 RESERVED

1.02 IDENTIFICATION OF OWNER’S AUTHORIZED REPRESENTATIVE

- A. The Owner’s Project Manager and the Owner’s Field Construction Manager (Jointly the Owner’s Authorized Representative or his designee) will be appointed by the Owner and identified at the Pre-construction meeting. The Owner’s Authorized Representative will provide coordination during construction and on-site observation. See Project Information Sheet provided herein.

1.03 RESERVED

1.04 CONTRACTOR EMERGENCY CONTACT INFORMATION

- A. Provide to the Owner’s Authorized Representative at the pre-construction conference Contractor Emergency Contact telephone numbers. See Project Information Sheet provided herein.

1.06 SAFETY AND EMERGENCY PROCEDURES

- A. The Contractor shall be responsible for maintaining a safe job site at all time, until the Owner takes possession. The Contractor shall comply with all safety regulations, and for enforcing compliance with all safety regulations and procedures by all workers, sub-contractors and visitors on the site.
- B. Refer to Division 1, Section 01500 for minimal temporary facilities required for job site safety. The Contractor shall provide procedures and additional temporary facilities as required.
- C. The Contractor shall maintain indoor air quality and noise control standards specified in Division 1, Section 01734.
- D. The Contractor shall complete and submit the Owner’s Authorized Representative, at the pre-construction conference the “Construction Project Safety Form” provided herein.

1.07 UNFORESEEN HAZARDOUS MATERIAL

- A. Asbestos: The Owner has exercised due diligence in the identification and removal of

asbestos containing materials from the work area. Prior to each phase of construction the Contractor shall confirm the non-existence of asbestos containing materials in the work area prior to proceeding. If the Contractor identifies materials suspected of containing asbestos, he shall immediately stop work in that area of the job site and proceed in accordance with Division 1, Section 01732, Item 3.01(F).

- B. Lead Paint: The Owner has exercised due diligence in the identification and removal of lead paint from the work area. Prior to each phase of construction the Contractor shall confirm the non-existence of materials coated with lead based paint in the work area prior to proceeding, as required in accordance with OSHA Directive CPL 2-2.58. If lead based paint materials are suspected, the contractor shall immediately notify the Owner's Authorized Representative and proceed in accordance with OSHA Standards and Directives. If required an adjustment in the Contract Sum and Contract Time will be made through Execution of a Contract Change Order in Accordance with OUS General Conditions for Public Improvement Contracts Section D.1.3(c).

1.08 PERMITS & FEES

- A. RESERVED
- B. RESERVED
- C. The Contractor shall provide proper notice to all governing jurisdictions including but not limited to the Oregon Department of Environmental Quality prior to beginning work.
- D. Contractor shall pay for and document Oregon Bureau of Labor and Industries fees as required by Bureau of Labor & Industry.

1.09 KEY REQUESTS

- A. Keys will be provided to the Contractor as required for access to buildings and work areas. There is a deposit of \$100.00 required for each key given to the Contractor. Contractor shall fill out Contractor's key request form and deliver for approval to Project Manager a minimum of 48 hours in advance. This deposit will be refunded upon return of the key(s.) Keys will not be provided to sub-contractors, nor will Facilities open locked doors for Contractor's employees or sub-contractors. Contractor shall provide and coordinate all such requirements.

1.10 RESERVED

1.11 REQUESTS FOR CLARIFICATIONS AND INFORMATION

- A. Throughout the course of work, the Contractor may require clarifications or additional information from the Owner's Authorized Representative. This information may include but not be limited to the following:

1. Clarifications whether specific work is within the scope of an item of work and no Contract adjustment is anticipated.
 2. Clarifications or interpretations of information or directions provided in the Contact Documents, for which no Contract adjustment is anticipated.
 3. Clarifications or directions as a result of unforeseen conditions, which may or may not result in adjustments to the Contact Sum or days allowed for contact completion.
 4. Additional details or information needed for construction, which were not originally included in the contract documents, which may or may not result in adjustments to the Contact Sum or days allowed for contact completion.
- B. The contractor's field superintendent shall be the principle generator of requests for clarification and information (RFI's) as a result of field operations and conditions.
- C. Three copies of requests for clarifications and information (RFI) shall be typed and submitted in accordance with the communication process described in Section 01300.
- D. All RFI's shall be sequentially numbered and include the following information:
1. Project item information as specified in Section 01300, Item 1.05.
 2. Reason for request, and clarification and information requested.
 3. Work impacted by request for clarification or information.
 4. Drawings or sketches as necessary.
 5. Contractors recommendations as appropriate.
 6. Signature and date by contractor's authorized representative.
- E. If the contractor anticipates that a change in the scope of work may be necessary in conjunction with a request for clarification or information, he may submit with the request a proposal to perform additional work as a Contract Change Order as specified herein. No changes in work shall commence without an approved RFI response, Construction Directive or Executed Contract Change Order.
- F. All RFI Responses will be by the Owner's Authorized Representative.
- G. Response time to process RFI's shall be seven (7) calendar days from the date received by the Owner's Authorized Representative, to allow reasonable time for researching the question and preparing a response. If, due to unavoidable circumstances, information is needed immediately, coordinate with the Owner's Authorized Representative who will attempt to expedite a response by FAX or e-mail. When responses are expedited, an RFI must still be submitted as a confirmation of the communication prior to submitting for progress payment for the related work.
- H. A log and copies of all RFI's shall be maintained in the jobsite office, for review or reference by the Contractor and Owner's Authorized Representative.

1.12 CONSTRUCTION DIRECTIVES

- A. Construction Directives may be initiated by the Owner's Authorized Representative on approval of the Owner's Authorized representative, and provides interpretations of the contract documents or orders minor changes in the work, which may require changes in the Contract Sum or Contract Time, which would be subsequently executed through a Construction Change Order. Interpretation of the Contract documents shall be in accordance with OUS General conditions for Public Improvement Contracts Section A.3, and as amended by the OUS Supplemental General Conditions. Construction Directives are not Construction Change Orders. If the Contractor believes the work described in a Construction Directive requires a change in Contract Sum or Contract Time, he shall submit a proposal to perform additional work as a Construction Change Order as specified herein. Do not proceed with Construction Order work until a proposal for Change Order work has been submitted and directed to proceed by the Owner's Authorized Representative. Proceeding without authorization waives the Contractor's claim for additional Contract Sum or Contract Time.
- B. Construction Directives shall be executed using the attached Construction Directive form.

1.13 CONSTRUCTION CHANGE ORDERS

- A. Contract Bid award is based on the Base Bid. Additional work may be authorized by amending the Contract based upon Unit Prices provided in the Bid Form, the Contractor's Schedule of Values, or other Contractor Proposals approved by the Owner's Authorized Representative, and in accordance with Section D of the OUS General Conditions for Public Improvement Contracts.
- B. A Construction Change Order is a written order issued after the execution of a contract, which authorizes and directs a change in scope of work and an adjustment in the Contract Sum, Contract Time or both. Change Orders will be processed using AIA Document 701, and is not complete until all signatures have been obtained and a signed copy is received by the Contractor.
- C. A Contract Change Order request can be initiated by the Owner's Authorized Representative through a proposal request to the Contractor, or by the Contractor through submittal of a proposal request in conjunction with a RFI response or Construction Directive.
- D. The Contractor's proposal for Contract Change Order Work shall include the following:
1. Project item information as specified in Section 01305, Item 1.05.
 2. Reason for request
 3. Itemized statement of required materials and equipment, including adjustments to adjacent and dependent work.
 4. Itemized statement of required labor, including adjustments to adjacent and dependent work.
 5. Total Contract Sum adjustment required for the Change in Work.
 6. Total Contract Time adjustment required for the Change in Work.
 7. Additional Documentation as required to support the request.

8. Signature and date by contractor's authorized representative.
- E. Construction Change Order work shall be reviewed by the Owner's Authorized Representative and executed in accordance with OUS General conditions for Public Improvement Contracts Section D, and as amended herein.
- F. If a fair and reasonable Contract Change Order adjustment cannot be agreed upon, the Owner's Authorized Representative may in writing direct the Contractor to proceed with the Change in Work on a 'Time and Materials' basis in accordance with OUS General Conditions for Public Improvement Contracts.

END OF SECTION

PORTLAND STATE UNIVERSITY
OFFICE OF FACILITIES
PROJECT INFORMATION

Project Name: _____ **Project No:** _____

Project Description: _____

Project Address: _____ **Work Start Date:** _____

Project Manager: _____ **Phone:** _____ **Fax:** _____

Project Site Construction Manager: _____ **Phone:** _____

Design Consultant: _____ **Phone:** _____

Address: _____

E-Mail: _____ **FAX:** _____

Bid Opening Date: _____ **Contract Bid Price:** _____

Contract Execution Date: _____ **Pre-Const. Meeting:** _____

Notice to Proceed Date: _____ **Contract Calendar Days:** _____

Final Contract Completion Date: _____ **Liquidated Damages:** NA

Contractor Name: _____ **Office Phone:** _____

Project Manager: _____ **Cell:** _____ **Pager:** _____

Contractor Office Address: _____

E-Mail: _____ **Office FAX:** _____

On Site Construction Office Address: _____ **Site Phone:** _____

Site E-Mail: _____ **Site FAX:** _____

Site Superintendent: _____ **Cell:** _____ **Pager:** _____

Contractor's Emergency & Weekend Phone:

- 1. _____
- 2. _____
- 3. _____

PORTLAND STATE UNIVERSITY
OFFICE OF FACILITIES

CONSTRUCTION PROJECT SAFETY FORM INSTRUCTIONS

The purpose of the Construction Project Safety Form is to allow contractors to plan the construction or remodeling project in such a way as to prevent injuries and protect the environment. **This form will need to be filled out by the Contractor and provided to the Owner's Authorized Representative at the preconstruction conference.**

The information provided on the form will be reviewed at the preconstruction conference.

All projects must be planned with safety consideration for people who will be in contact with the area; in particular, sight, hearing, or mobility impaired people who are not covered under OSHA regulations but are covered under general liability issues.

PSU requires that all contractors and subcontractors come to the job trained in all Occupational Safety and Health ACT (OSHA) Standards applicable to their work process. This information is outlined in the OR-OSHA document "Occupational Hazards Common to Construction & Remodeling Activities." This document can be obtained free of charge by contacting the OR-OSHA Resource Center at 1-800-922-2689 or on-line at www.OTOSHA.org.

All construction and remodeling activities regardless of size and/or scope must be fenced, barricaded, or otherwise protected (isolated) to restrict entrance and to ensure the safety of those in the general area. **All building materials and equipment need to be placed within the isolation enclosure.** Any open trenches outside the isolated space will need to be fenced or covered with approved cover (contact the Owner's Authorized Representative for specifics).

REQUIRED PROJECT ISOLATION AND BARRICADING OPEN TRENCHES FOR OUTSIDE CONSTRUCTION SITES

Construction projects that involve building a facility, any exterior remodel, any excavation, or demolition, at a minimum, will install the following perimeter isolation:

A six foot chain-link fence, with controlled access points, extending in all directions around the excavation or building site such that no area of the construction is accessible to pedestrians or unauthorized personnel or vehicles. Note: At the University's option, other barricading plans may be accepted. These may apply to projects such as road resurfacing, parking lot striping, exterior building water proofing, etc. Typical temporary construction fencing shall be covered with opaque material to prevent seeing inside the fencing. Construction fencing shall be placed on the interior side of the opaque material.
Also see Section 01600 (Contractor Staging)

Indoor projects which will create dust (cutting sheetrock, sanding, sawing etc.) are subject to the following:

1. Areas where existing doors can provide isolation will be labeled "Construction Area Authorized

Personnel Only.”

2. All other areas will be isolated by a solid barrier. The minimum barrier allowed is 4 mil poly sheeting.

Any excavation across or adjacent to sidewalks or pathways which must be left open overnight, must be identified with working, blinking, construction lights in addition to being covered.

The contractor will provide all trench covering and fencing material, PSU will not provide any materials.

PORTLAND STATE UNIVERSITY
OFFICE OF FACILITIES
CONSTRUCTION PROJECT SAFETY FORM

Complete and deliver with the Project Information sheet to the Owner's Authorized Representative at the Pre-Construction Conference.

Meeting Date: _____ Time: _____ Location: _____

Project: _____ Job #: _____

Contractor: _____ Start: _____ Completion: _____

Contractor Foreman: _____

PSU Project Mgr: _____

Emergency Fire/Medical.Security #: 911 Non-Emergency Campus Safety (503) 725-4407

Confined Space to be accessed? Y or N Location: _____

If yes, review confined space program with PSU Project Manager

Welding or hot work to be done? Y or N If yes, describe extinguisher, and fire watch, plan:

MSDS copies to be on the job site and copies available to PSU Project Manager.

Lead paint involved? Y or N Contact PSU Health and Safety Supervisor (503) 725-8458

Describe hazard mitigation plan: _____

Asbestos involved? Y or N If yes, Contact PSU Health and Safety Supervisor (503) 725-8458

Hazard Waste Plan developed? Y or N Containers: _____

_____ Storage Loc: _____

In the event of suspected hazardous materials or spill contact PSU Health and Safety Supervisor (503) 725-8458 or Cell # (503) 888-0189.

Describe hazmat spill plan: _____

Will there be any open trenches or holes? Y or N Describe plan to barricade: _____

Internal combustion engines? Y or N If yes, is CO monitoring required? Y N

Other air contaminates? Y or N If yes, describe: _____

Building air intake & return air locations: _____

(No chemical compounds to be used near functioning intake or return air locations.)

Material deliver or parking creating hazard? Y or N If yes, describe minimization plan: _____

No vehicle is allowed to park on sidewalk entrances/exits to steam tunnel (metal hatch cover).

Dust created? Y or N If yes, describe control plan: _____

Noise sources? List: _____

Describe noise control methods: _____

Crane to be used? Y or N If yes, describe plan: _____

(Loads will not be moved over or suspended above pedestrian occupied areas)

Exterior chute to be used? Y or N If yes describe plan: _____

Construction area to be fenced? Y or N Type & location: _____

Fence to be locked? Y or N Job Trailer on site? Y or N To be locked? Y or N All contractor lock keys to Security Services dispatch and PSU Project Manager

Building exitways to be blocked or restricted at any time? Y or N If yes, describe ADA alternate routes and overall egress plan: _____

Will project create interior hazards to building occupants? Y or N If yes, describe hazards and minimization plan: _____

Lock changes planned? Y or N If yes, describe location and responsible party: _____

PORTLAND STATE UNIVERSITY
OFFICE OF FACILITIES
REQUEST FOR INFORMATION

Project: _____ RFI No.: _____

Contractor: _____ Date submitted: _____

Subcontractor: _____ Date info req'd: _____

Supplier: _____

Provide all information required by Specification Division I Section 01040. Attach additional sheets as required.

Request:

Contractor

Date

Response:

Acknowledgement by Owner's Rep.

Date

PORTLAND STATE UNIVERSITY
OFFICE OF FACILITIES
CONSTRUCTION DIRECTIVE

Project: _____ Directive No.: _____

Contractor: _____ Date submitted: _____

Subcontractor: _____ Date info req'd: _____

Supplier: _____

You are hereby directed to execute promptly this Directive which interprets the Contract Documents or orders minor changes in the work. If you consider that a change in Contract Sum or Contract Time is required, submit an itemized change order proposal as required by Specification Division I Section 01040. If your proposal is in order, this Directive will be superseded by a Change Order.



Description:

Owner's Authorized Rep: _____ Date: _____

SECTION 01500

TEMPORARY FACILITIES AND CONTROLS

PART 1 – GENERAL

1.1 CONSTRUCTION AIDS & GENERAL SERVICE FACILITIES

A. Construction Aids:

1. Design, construct and maintain construction aids and miscellaneous general services facilities as needed to accommodate performance of Work. Construction aids and miscellaneous general services and facilities include, but are not limited to the following:
 - 1) Temporary stairs and ladders.
 - 2) Guardrails and barriers.
 - 3) Walkways.
2. Provide temporary stairs where ladders are not adequate for proper, safe or efficient performance of Work.
3. Install and maintain temporary walkways around work and to field offices, toilets and other similar areas. Construct walkways of gravel or duckboard units.
4. Provide lifting devices necessary for the proper and efficient movement of materials; provide operating personnel for equipment as required. Provide for use of all hoisting equipment on the project during “off hours” as required to prevent impeding the project schedule.

B. Pollution Control:

1. Provide general protection facilities, operate temporary facilities, conduct construction activities, and enforce strict discipline for personnel on Site by methods which comply with environmental regulations, and that minimize possibility that air, water and subsoil may be contaminated or polluted, or that other undesirable effects may occur from performance of Work.

A. Noise Control:

1. Contractor shall provide and maintain adequate and effective mufflers, sound barriers and controls for all construction equipment so that noise from this equipment can be controlled to satisfaction of Owner. Coordinate with Owner’s Authorized Representative when construction work requires use of air hammers or other objectionable noisy equipment. Comply with all laws and regulations applicable the noise pollution abatement and workplace noise. See Section 01734.
2. Rotohammering, grinding, drilling or other excessively noisy operations shall be

coordinated with Owner's Authorized Representative and scheduled to avoid impacting building occupants. Jack hammering shall not be allowed at existing building interiors.

B. Dust Control:

1. All streets, roads or detours used for hauling materials shall be oil dust treated as required to prevent dust, or continually watered to prevent dust. Dust prevention measures, both indoors and outdoors shall be continuous until Final Acceptance by Owner.
2. Provide interior dust control measures, such as temporary partitions, taping of air spaces at doors, maintenance of filters and protection of ducts, etc., as required to control dust. Coordinate to prevent accidental activation of particulate-sensing fire detection system as described under requirements for Hot Work Permit.

A. Erosion and Sediment Control:

1. Follow city approved master erosion control plan, when applicable. Maintain copy on site.

A. Temporary Use of Roads:

1. Provide detours necessary for unimpeded traffic flow.
2. Provide and maintain unobstructed access to fire hydrants.
3. Maintain emergency vehicle top access to the premises.

D. Construction Related Parking Control:

1. Contractor, sub-contractor and employee parking will not be provided on the premises. The purchase of hoods for parking meters from the city of Portland is suggested.
2. Coordinate all construction deliveries with the Owner's Authorized Representative. Purchase and obtain a temporary parking permit from the Portland State University office of Transportation and Parking twenty-four (24) hours prior to anticipated delivery parking need. Temporary construction related parking shall be limited to an assigned staging area as approved in writing by the Owner's Authorized Representative. designated for Contractor's use.
3. The Contractor shall be responsible for all contractor and sub-contractor parking citations by the City of Portland and the Portland State University office of Transportation and Parking. All citations must be paid prior to submission of Notice of Final Completion and Request for Final Payment.

1.18 RESERVED

END OF SECTION

**SECTION 01550
CONTRACTOR PARKING**

PART I - GENERAL

1.01 DESCRIPTION

- A. All parking costs and expenses incurred by any contractor in the course of doing business on Owner's property are the sole responsibility of such contractor. There is no free parking on the Owner's property. Parking rates for the City of Portland are posted at the parking entrances or on parking meters. Vehicles without permits may be towed away at the expense of the vehicle's owner. Parking is not allowed on any Owner's roadway unless so indicated. The Contractor's authorized representative can obtain parking permits for its employees from the Portland State University Transportation & Parking Services Office, Neuberger Hall (503.725.3442) at prevailing rates. All costs for parking permits, parking in University parking lots and ramps, and any fines incurred by any contractor shall be the responsibility of the contractor.
- B. Contractor shall not park in any area not designated for vehicle parking. It will be the responsibility of such contractor to repair and/or reimburse Owner for any damage to Owner's property caused by contractor's vehicle.
- C. Vehicles to be parked on the Owner's property shall be governed by Owner's Transportation & Parking Services Office.

1.02 RELATED SECTIONS

- A. Additional requirements related to Quality Requirements may be provided as follows:
 - 1. OUS General Conditions
 - 2. Other Sections of the specifications.

END OF SECTION

**SECTION 01600
CONTRACTOR STAGING**

PART 1 - GENERAL

1.1 PARKING

- A. Unless stated in a Contract, all parking will be at the expense of the Contractor. All vehicles parked on Owner's property must have a parking permit. The Contractor must arrange and secure for all temporary parking permits. Due to limited space, only work vehicles will be allowed at the worksite, and these may be enclosed within the Contractor's assigned fenced work area. Contractor shall make every effort to carpool to the worksite when possible. It is the Contractor's responsibility to secure all parking permits or pay the appropriate meter.

END OF SECTION

**SECTION 01732
WASTE MANAGEMENT**

PART 1- GENERAL

1.01 PROJECT GOALS

- A. The Owner requires that this project generate the least amount of waste and trash possible.
- B. This project has been designed to comply with SEED (State Energy Efficient Design) criteria. The Contractor, sub-contractors and suppliers shall work with the design team and Owner's Authorized Representative to achieve as sustainable of a project as possible from initial control of the site through final completion.

1.02 RELATED WORK IN OTHER SECTIONS

- A. Additional waste management requirements may be found in the following:
 - 1. OUS General Conditions
 - 2. Other Sections of these specifications.

1.03 DEFINITIONS

- A. Clean: Untreated and unpainted; not contaminated with oils, solvents, caulk, or the like.
- B. Construction and Demolition Waste: Solid wastes typically including building materials, packaging, trash, debris, and rubble resulting from construction, remodeling, repair and demolition operations.
- C. Hazardous: Exhibiting the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity or reactivity.
- D. Non-hazardous: Exhibiting none of the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity, or reactivity.
- E. Nontoxic: Neither immediately poisonous to humans nor poisonous after a long period of exposure.
- F. Recyclable: The ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.
- G. Recycle: To remove a waste material from the project site to another site for

remanufacture into a new product for reuse by others.

- H. Recycling: The process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for the purpose of using the altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
- I. Return: To give back reusable items or unused products to vendors for credit.
- J. Reuse: To reuse a construction waste material in some manner on the project site.
- K. Salvage: To remove a waste material from the project site to another site for resale or reuse by others.
- L. Sediment: Soil and other debris that has been eroded and transported by storm or well production run-off water.
- M. Source Separation: The act of keeping different types of waste materials separate beginning from the first time they become waste.
- N. Toxic: Poisonous to humans either immediately or after a long period of exposure.
- O. Trash: Any product or material unable to be reused, returned, recycled, or salvaged.
- P. Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.

1.4 WASTE MANAGEMENT REQUIREMENTS

- A. The contractor shall familiarize himself with the relevant requirements, provide the necessary documentation and instruct all sub-contractors and suppliers regarding energy efficiency, air quality, demolition, recycling, waste management and final cleaning.
- B. Employ processes that ensure the generation of as little waste as possible due to error, poor planning, breakage, mishandling, contamination, or other factors.
- C. Minimize trash/waste disposal in landfills; reuse, salvage, or recycle as much waste as economically feasible.
- D. Methods of trash/waste disposal that are not acceptable are:
 - 1. Burning on the project site.
 - 2. Burying on the project site.

3. Dumping or burying on other property, public or private.
 4. Other illegal dumping or burying.
- E. Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to Federal, State and local requirements, pertaining to legal disposal of all construction and demolition waste materials.
1. The city of Portland requires all building projects with a permit value of \$50,000 or more to separate and recycle certain materials from the job site. The contractor shall be responsible for assuring recycling at the job site and for completing the pre-construction recycling plan form.

PART 2- PRODUCTS

- 2.01 Contractor shall submit periodic Waste Disposal Reports; all landfill disposal, incineration, recycling, salvage, and reuse must be reported regardless of to whom the cost or savings accrues. See Division 1 Section 01305 for submittal procedures.
- 2.02 Submit Waste Disposal Reports with each application for progress payment, with details of quantities of trash and waste, means of disposal or reuse, and costs; show both totals to date and since last report. Failure to submit Report will delay payment. Prepare Waste Disposal Reports as follows:
- A. Submit Report on a form acceptable to Owner.
 - B. Landfill Disposal: Include the following information:
 1. Identification of material.
 2. Amount, in tons or cubic yards, of trash/waste material from the project disposed of in landfills.
 3. State the identity of landfills, total amount of tipping fees paid to landfill, and total disposal cost.
 4. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
 - C. Incinerator Disposal: Include the following information:
 1. Identification of material.
 2. Amount, in tons or cubic yards, of trash/waste material from the project delivered to incinerators.
 3. State the identity of incinerators, total amount of fees paid to incinerator, and total disposal cost.
 4. Included manifest, weight tickets, receipts, and invoices as evidence of quantity and cost.

- D. Recycled and Salvaged Materials: Include the following information for each:
1. Identification of material, including those retrieved by installer for use on other projects.
 2. Amount, in tons or cubic yards, date removed from the project site, and receiving party.
 3. Transportation cost, amount paid or received for the material, and the net total cost or savings of salvage or recycling each material.
 4. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
 5. Certification by receiving party that materials will not be disposed of in landfills or by incineration.
- E. Material Reused on Project: Include the following information for each:
1. Identification of material and how it was used in the project.
 2. Amount, in tons or cubic yards.
 3. Include weight tickets as evidence of quantity.
- F. Other Disposal Methods: Include information similar to that described above, as appropriate to disposal method.

PART 3- EXECUTION

3.01 WASTE MANAGEMENT PLAN IMPLEMENTATION

- A. Designate an on-site person or persons responsible for instructing workers and overseeing documenting results of the Waste Management Plan.
- B. Communication: Distribute copies of the Waste Management Plan to job site foreman, each subcontractor, and Owner's Authorized Representative.
- C. Instruction: Provide on-site instruction of appropriate separation, handling, and recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project.
- D. Meetings: Discuss trash/waste management goals and issues at project meetings.
1. Pre-bid meeting
 2. Pre-construction meeting
 3. Regular job-site meetings.
- E. Facilities: Provide specific facilities for separation and storage of materials for recycling, salvage, reuse, return, and trash disposal, for use by all contractors and installers.

1. Provide containers as required.
 2. Provide adequate space for pick-up and delivery and convenience to contractors.
 3. Keep recycling and trash/waste bin areas neat and clean and clearly marked in order to avoid contamination of materials.
- F. Hazardous Materials: If, during the course of the Work, the Contractor observes or suspects the existence of Hazardous Materials in the structure or components within the defined scope of work area, the Contractor shall immediately stop Work in the immediate area and notify the Owner's Authorized Representative, who will, under separate contract, facilitate the remove of the hazardous material. The Contractor will be required to schedule ten (10) days of slack or "down" time for the removal of potential unforeseen materials. Any delay caused by asbestos abatement that lasts less than ten (10) days shall not constitute a delay as defined in Section D.2 of the OUS General Conditions for Public Improvement Contracts and shall not result in any additional compensation to the contractor. If removal of the material takes more than ten (10) days, the Contractor shall be entitled to an extension of the completion date for the Work equal to the number of days required for removal, plus reimbursement for Contractor's cost of the Work for only those days in excess of ten (10).
1. Hazardous Material abatement in the defined scope of work area was performed in January 2003. A copy of the Asbestos Abatement Inspection Report shall be provided to the contractor prior to beginning work and shall be maintained on the job site throughout the course of work.
- A. Recycling: Separate, store, protect, and handle at the site identified recyclable waste products in order to prevent contamination of materials and to maximize recyclability of identified materials. Arrange for timely pickups from the site or deliveries to recycling facility in order to prevent contamination of recyclable materials.
- H. Reuse of Materials On-Site: Set aside, sort, and protect separated products in preparation for reuse.
- I. Salvage: Set aside, sort, and protect products to be salvaged for reuse off-site.

END OF SECTION

**SECTION 01780
CONTRACT CLOSEOUT**

PART 1 - GENERAL

1.01 DESCRIPTION:

- A. The requirements specified in this Section relate to all Contractors individually performing Work under these Contract Documents and include:
 - 1. Final Cleaning
 - 2. System Start-up, Testing & Adjusting
 - 3. Operations & Maintenance Manuals
 - 4. Warranties & Bonds
 - 5. Training
 - 6. Spare Parts & Extra Quantities
 - 7. Project Record Documents
 - 8. Final Review and Payment

- B. Project closeout is a term used to describe certain collective project requirements, indicating Work under this Contract that is fulfilled near the end of the Contract time in preparation for Final Completion, as well as Final Payment to the Contractor.

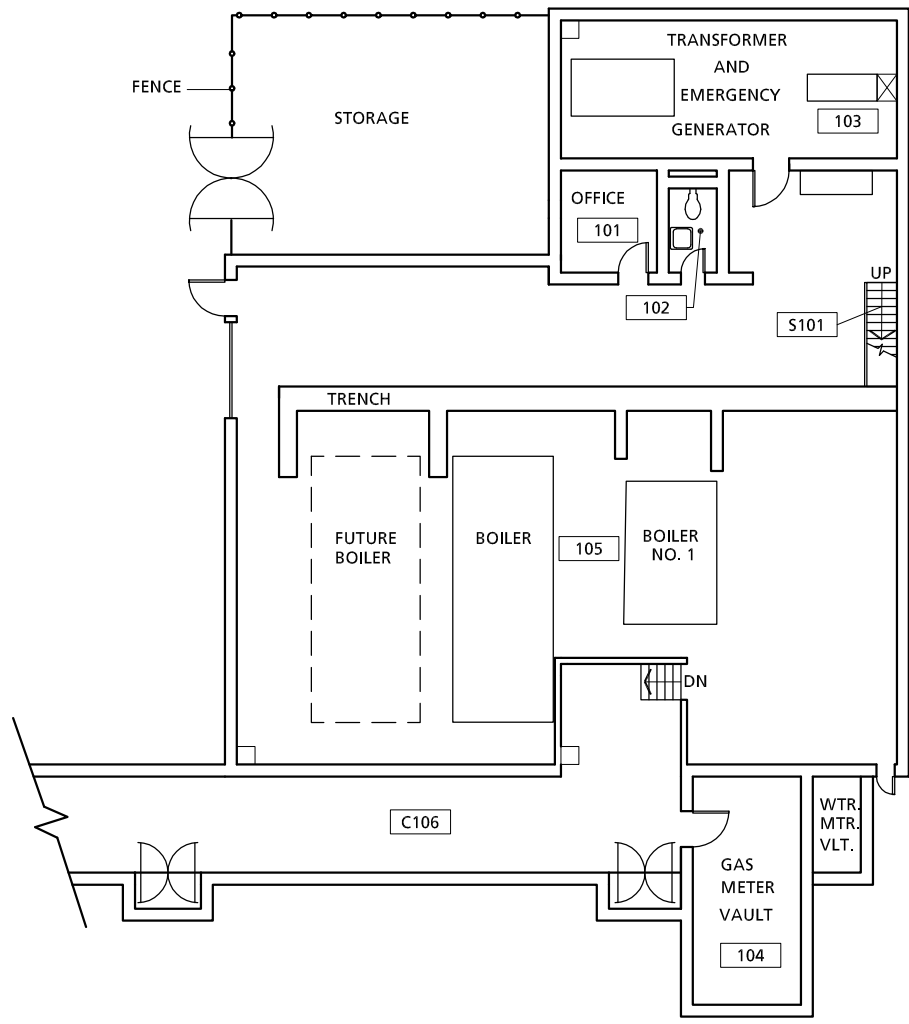
- C. Special requirements for individual units of work may be included in appropriate Specification Sections of this Project Manual.

2.02 FINAL CLEANING

- A. Perform final cleaning of all items of Work prior to Substantial Completion review of the Work. Employ professional cleaners for final cleaning. Clean each surface or unit of work to condition expected from normal commercial building cleaning and maintenance program. Comply with all manufacturer's recommendations. Complete the following prior to requesting Owner's Authorized Representative's review of the Work for Substantial Completion certification:
 - 1. Clean interior and exterior glass and surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces.
 - 2. Vacuum all carpeted, fabric and other soft surfaces.
 - 3. Clean all Contractor and Owner provided equipment and fixtures.
 - 4. Clean or replace all filters of operating equipment.
 - 5. Clean debris from roofs, gutters, downspouts and drainage systems impacted by the Work.
 - 6. Clean the Project Site and adjacent areas impacted by the Work, including landscaped and parking areas, or rubbish, litter and other foreign substances. Sweep paved areas to broom clean condition. Remove stains, spills and other foreign deposits. Rake grounds that are neither paved nor planted to smooth,

- even-textured surface.
7. Re-clean areas and equipment prior to inspection for Final Completion, if dirtied in completion of punchlist work.
- B. Unless otherwise directed by the Owner's Authorized Representative, remove temporary protective devices and facilities, which were installed during the course of the Work to protect previously completed work from the remainder of the construction to be completed, or to protect the public.
- C. Comply with all safety standards and governing regulations for cleaning and dispose of waste materials in accordance with Division 1, Section 01732 and the OUS General

END OF SECTION



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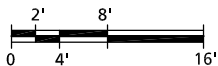
DATE:
10/2011

FIRST FLOOR PLAN
WEST HEATING PLANT
S.W. ELEVENTH

FACILITIES
617 SOUTHWEST
MONTGOMERY STREET
PORTLAND, OR. 97201
www.fac.pdx.edu
TEL: 503-725-3738
FAX: 503-725-4329

PORTLAND
STATE
UNIVERSITY

FIRST FLOOR PLAN

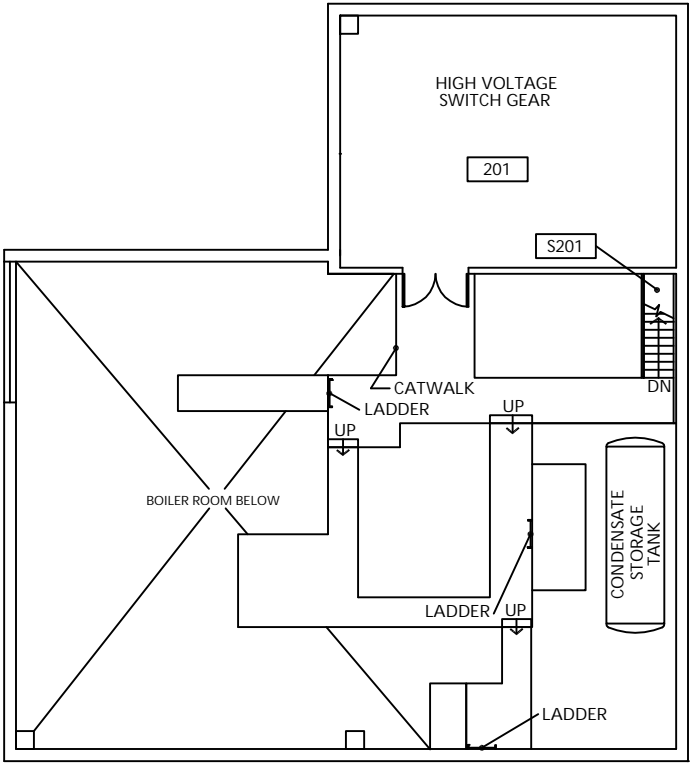


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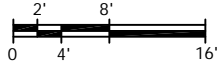
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10/03/2003

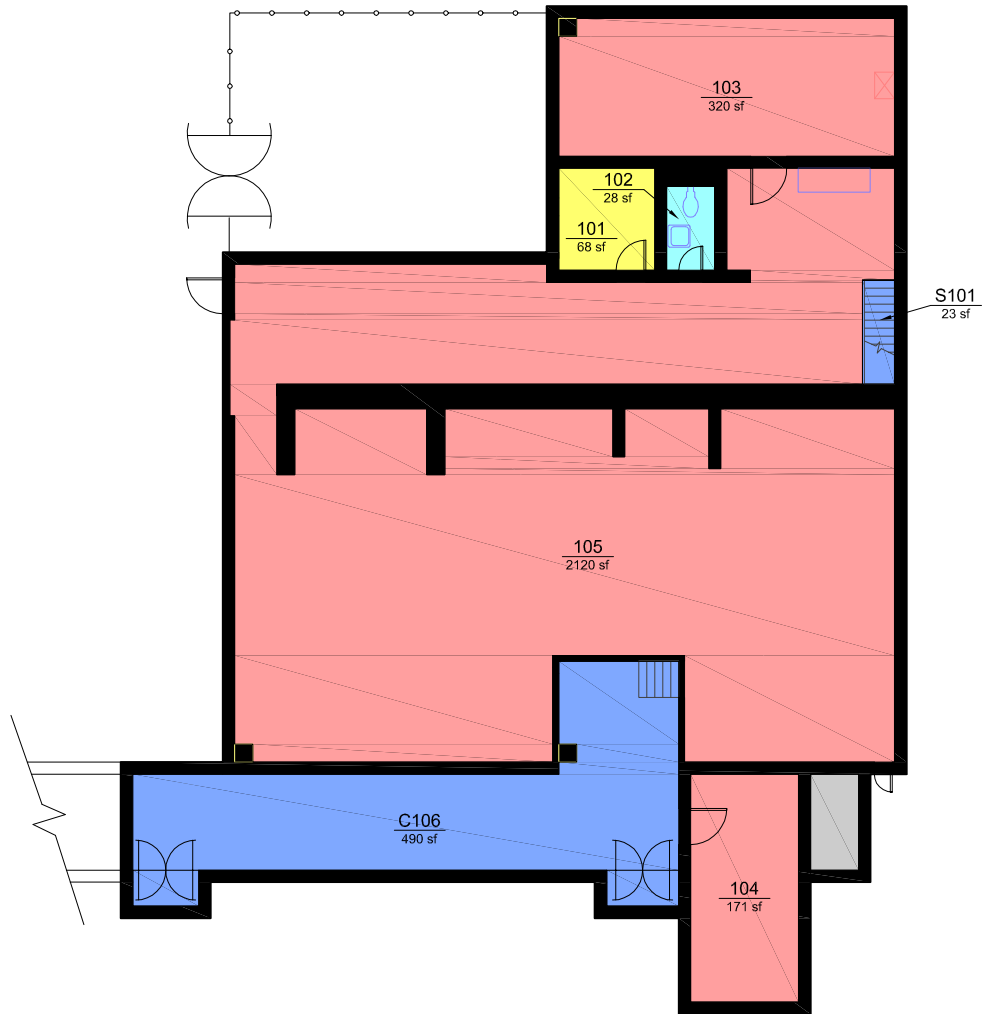
FIRST FLOOR MEZZANINE PLAN (SWITCHGEAR)
WEST HEATING PLANT
S.W. ELEVENTH






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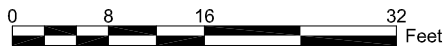
FIRST FLOOR MEZZANINE PLAN (SWITCHGEAR)





STANDARD LAYER REPORT			
		AREA	QTY
	Building Services	28	1
	Circulation	513	2
	Mechanical Space	2610	3
	Net Assignable Space	68	1
	Vertical Penetrations	32	1
	TOTAL:	3251	8
	Floor Gross:	3830	

STANDARD SPACE REPORT



WEST HEATING PLANT First Floor Plan

Near SW Eleventh & Hall Street, Portland, Oregon 97201

Print Date: 10/2010

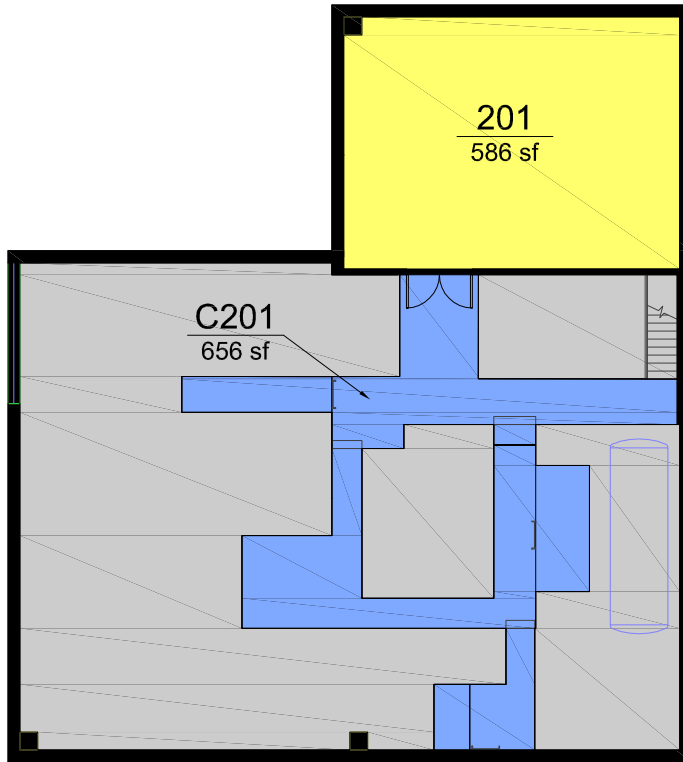
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FACILITIES and PLANNING

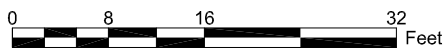
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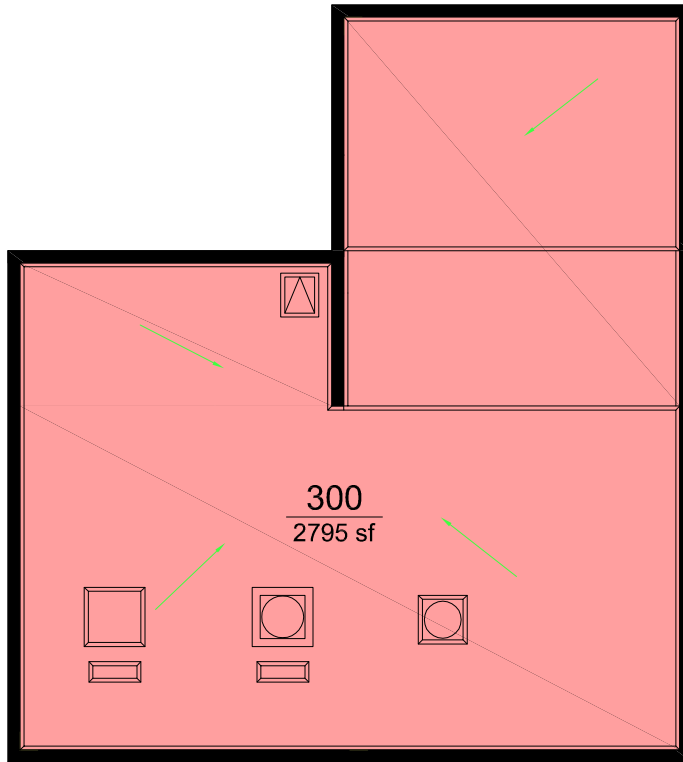
STANDARD LAYER REPORT		
	AREA	QTY
 Circulation	503	1
 Net Assignable Space	586	1
 Vertical Penetrations	1694	4
TOTAL:	2783	6
Floor Gross:	3044	


STANDARD SPACE REPORT



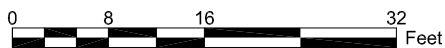
WEST HEATING PLANT
 2nd Floor - First Floor Mezzanie Plan
 Near SW Eleventh & Hall Street, Portland, Oregon 97201
 Print Date: 2011
 Last Modified Date: 10/2011





STANDARD LAYER REPORT		
	AREA	QTY
 Mechanical Space	2795	1
TOTAL:	2795	1
Floor Gross:	3044	

STANDARD SPACE REPORT



WEST HEATING PLANT Roof Plan

Near SW Eleventh & Hall Street, Portland, Oregon 97201

Print Date: 10/2010

Last Modified Date: 10/2010



FACILITIES and PLANNING

TEL: 503-725-3738

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