REQUEST FOR PROPOSAL

For

Pikes Peak Library District – Penrose Library
Interior Renovations

PIKES PEAK LIBRARY DISTRICT
Colorado Springs, CO

RFP # 490-24-02-PE

The Pikes Peak Library District (PPLD) invites contractors, with the qualifications as stated herein, to submit a response to a Request for Proposal (RFP) for the Penrose Library, 20 N. Cascade Ave. Colorado Springs, CO 80903, for Interior Renovations.

Proposal deadline is 2 p.m. MST on September 6, 2024
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1. Terms & Condition

1.1. **Purpose:** PPLD is seeking proposals from qualified contractors experienced with interior renovations for the Penrose Library. Contractors must be able to certify they have the capabilities and resources to provide all services outlined in the statement of work for this project.

1.2. **Interested Parties:** All interested contractors that have the qualifications as stated herein are invited to submit a proposal in accordance with the terms, conditions, and specifications contained herein, provided by Design Edge (711 N. Cascade Ave.) An electronic version of this document can be accessed at: http://ppld.org/request-for-proposals.

1.3. **Point of Contact:** Questions and requests for clarification must be sent via e-mail to Travis Keeton, Interim Chief Facilities Management Officer at tkeeton@ppld.org; CC: khoggatt@ppld.org & sdunkley@ppld.org. Please include the RFP number, title, and words “question” and/or “clarification” in the subject line of the e-mail.

1.3.1. **Project Lead:** Travis Keeton; tkeeton@ppld.org

1.3.2. **Project Sponsor:** Michael Branter; mbranter@ppld.org

1.3.3. **Project Manager:** Scott Dunkley; sdunkley@ppld.org

1.3.4. **Project Architect:** Swagata Guha

Questions and requests without this subject identification may be considered routine emails and may not be promptly addressed.

All answers to questions and requests for clarification will be posted on the PPLD website: http://ppld.org/request-for-proposals.

Any PPLD response that is considered to be a change in terms, conditions, and specifications of this RFP will be published as an addendum. No communications of any kind may be considered as a change to the terms, conditions, and specifications in this RFP unless posted as a formal addendum on the link above.

1.4. **Equal Opportunity:** The Contractor agrees not to refuse to hire, discharge, promote, or demote, nor to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

1.5. **Expenses:** PPLD assumes no liability for payment of expenses incurred by proposers in the preparation and submission of proposals in response to this invitation.

1.6. **Conflict of Interest:** Any contractual relationship with any PPLD personnel in the twelve (12) months preceding the distribution of this RFP, or any similar or potential conflicts of interest, may, at the sole discretion of PPLD, be grounds for rejection of the proposal and/or termination of any contract awarded.

1.7. **Independent Contractor:** The Contractor is an independent contractor. Notwithstanding any provision appearing in this RFP, all personnel assigned by the Contractor to perform work under the terms of this RFP and any subsequent agreement shall be, and remain at all times, employees or agents of the Contractor for all purposes. The Contractor shall make no representation that it is the employee of PPLD for any purpose.

1.8. **Immigration Clause:** The Contractor is aware of Colorado’s Immigration /Illegal alien laws pertaining to public contracts. Addendum C - Immigration Clause for Contracts (Colorado Statute 8-17.5-102) must be signed and attached.

1.9. **General Requirements:** PPLD reserves the right to amend this RFP up to seven (7) business days prior to the date set for receipt of proposals. In addition, PPLD may extend deadlines or withdraw this RFP at any time prior to an award.

1.10. **Tax Exemption:** PPLD, as a local government entity, is exempt from sales and use taxes. Contractors
will inform all prospective subcontractors and suppliers, as necessary, from whom they expect to obtain services or supplies of the tax-exempt status of PPLD. Following the contract award, PPLD will furnish tax exemption certificate(s) to the Contractor.

1.11. **Governing Law:** The laws of the State of Colorado shall govern any contract executed between the successful proposer and PPLD. Further, the place of performance and transaction of business shall be deemed to be in the County of El Paso, State of Colorado, and in the event of litigation, the exclusive venue and place of jurisdiction shall be the State of Colorado, and more specifically, El Paso County, Colorado.

1.12. **RFP Schedule:**

RFP released......................................................................................... August 9, 2024
Mandatory Pre-bid site walk.......................................................... August 14, 2024, at 9 AM MT
Deadline for final questions......................................................... August 21, 2024, at 2 PM MT
Deadline to return answered questions...................................... August 23, 2024, at 2 PM MT
Proposals due.................................................................................. September 6, 2024 @ 2:00 PM MT
Board Review and Decision............................................................. September 18, 2024
Award Notification........................................................................... On or about September 20, 2024
2. Proposal Submission, Selection, and Contract Formation

2.1. Proposal Submission

2.1.1. Substantive proposals: By submitting a proposal, the proposer guarantees that (a) its proposal is genuine and is not made in the interest of, or on behalf of, any undisclosed person, Contractor, or corporation; (b) it has not directly or indirectly induced or solicited any other respondent to put in a false or sham bid; (c) it has not solicited or induced any other person, Contractor, or corporation from proposing; (d) it has not sought by collusion to obtain for itself any advantage over any other proposer or over PPLD.

2.1.2. Submission Information and Documents: The proposal must be comprehensive and address all RFP requirements. To assure that the information provided can be readily identified, the proposal must include, but not limited, to the submission of the following signed documents:

2.1.2.1. Addendum A - PROPOSAL COVER SHEET

2.1.2.2. Addendum B - CHECKLIST, QUESTIONNAIRE, AND PRICING

Contractor is required to submit a response for each numbered or lettered item of Addendum B, the response must be in the same format and sequence as in the RFP. The response must include description, schedules, when required, and any additional clarifying information, such as appendices, charts, diagrams, etc..

2.1.2.3. Addendum C – IMMIGRATION CLAUSE FOR CONTRACTS

2.1.2.4. Exhibit A – Architectural Plan

2.1.3. Signatures: The proposal must be signed by an officer of the proposing Contractor.

2.1.4. Exceptions and Deviations: Any exception to or deviations from these Terms & Conditions must be identified, in writing, on an attachment to the proposal submission. PPLD reserves the right to accept or reject, at its sole discretion, any exceptions or deviations by the proposer.

2.1.5. Integration with Contract: The winning proposal will be included and integrated into the final contract documents.

2.1.6. Proposal Submission: Proposals are to be submitted electronically or in sealed envelopes, identified with the proposal number and title with all attachments. See the Schedule of Events for due dates. Contractors must submit three (3) hard copies and (1) soft copy (i.e., flash drive, magnetic media, etc.) of the Proposal to:

Pikes Peak Library District
Attn: Kim Hoggatt
Finance Office
RFP # 490-24-02-PE
1175 Chapel Hills Drive,
Colorado Springs, CO, 80920

Additional copies may be requested by Pikes Peak Library District. Pikes Peak Library District is not liable for any cost incurred by prospective respondents prior to the issuance of contract(s).

The deadline (Contractor) is September 6, 2024 no later than 2 p.m. local time. Proposals delivered after that time will be received but will be rejected for being late.

A complete submission includes all required components, as stated in this document.

There will be no public bid opening for this RFP.

2.1.7. Duration of Proposal Offer: Price offers are irrevocable for 90 days following the proposal due date. Once a proposal is accepted, all prices, terms and conditions will remain unchanged throughout the contract period unless specifically agreed otherwise by both PPLD and the successful Contractor through documented change orders.
2.1.8. **Withdrawal of Proposal:** A Proposer may withdraw its own proposal at any time prior to the proposal due date and time as identified herein. After that date and time, no proposal may withdraw its proposal for any reason. All proposals shall be valid for a period not less than 90 calendar days after the proposal due date.

2.1.9. **Information to Contractors:**

2.1.9.1. No proposal shall be accepted from, and no contract will be awarded to any person, Contractor or corporation that is deemed irresponsible or unreliable by PPLD. If requested, Contractors will submit satisfactory evidence that they have a practical knowledge of the service bid upon and that they have the necessary financial resources to provide the proposed service called for as described in this Request for Proposal.

2.1.9.2. PPLD reserves the right to investigate the Contractor’s financial stability. This may include reviewing financial statements, checking bank reference, and interviewing past contractors, employees, and creditors. Unfavorable responses to these investigations are grounds for rejection of the proposal.

2.1.10. **Confidentiality:** All materials submitted in response to this RFP become the property of PPLD, upon delivery.

Proposals are public information. If a contractor submits proprietary information, the contractor will label each proprietary page as “CONFIDENTIAL” and submit it in a separate package so PPLD will not release any information marked as Confidential.

2.1.11. **Subcontracting:** The Contractor must be responsible for the performance of all of its sub-contractors, and consultants. The use of specific subcontractors and consultants is subject to the approval of PPLD. The Contractor is responsible for ensuring that all sub-contractors and consultants comply with all the terms of the Contractor’s contract with PPLD.

If the Contractor uses subsidiary companies, explain their role and how they will be involved in this project.

2.1.12. **Insurance Requirements:** The successful proposer shall have at the minimum, the following coverage: commercial general liability, automobile liability, excess liability, and worker’s compensation liability. The Contractor shall submit in their proposals, ACORD certificates and/or other proof of the following insurances:

2.1.12.1. General Liability $1,000,000
2.1.12.2. Automobile Liability $1,000,000
2.1.12.3. Excess (umbrella) Liability $1,000,000
2.1.12.4. Per Truck $100,000
2.1.12.5. Per Occurrence $1,000,000
2.1.12.6. Worker’s Compensation liability that meets statutory requirements.

2.1.13. **Indemnification:** The proposer agrees to, and shall, defend, release, and indemnify, and save and hold harmless PPLD, its officer, agents, and employees from and against any and all damages to property or injuries to or death of any person or persons, including property and officers, employees, and agents of PPLD, and further agrees to, and shall, defend, indemnify, and save and hold harmless PPLD, its officers, agents, and employees, from and against any and all claims, costs, demands, liabilities, suits, actions, causes of action, and other legal or equitable proceedings of any kind or nature whatsoever, of or by anyone whomsoever, including, but not limited to claims arising out of and/or predicated upon negligence, breach of contract, tort, or strict liability, in any way resulting from, connected with, or arising out of the Contractor’s operations or performance in connection herewith, including operations or performance of sub-contractors and suppliers and acts or omissions of officers, employees, or agents of the Contractor or its sub-contractors or suppliers.

2.1.14. **Schedule:** By submitting a proposal, the proposer guarantees that it will be able to comply with the agreed upon, overall schedule.

2.1.14.1. Anticipated sitework for this proposal to be completed in October-November 2024.
2.1.15. **Continuity:** By submitting a proposal, the proposer will make its best efforts to ensure that the key team member(s) remain assigned to the PPLD’s project for the duration of contract. Any changes to the staffing of this engagement must be discussed up front with PPLD personnel.

2.2. **Selection**

2.2.1. **Right of Acceptance and Rejection:** PPLD reserves the right to accept or reject any or all proposals and to waive any formalities, informalities, and deviations, which, in its opinion, best serve the interests of PPLD. PPLD is not bound to accept the lowest price proposal.

2.2.2. **Selection:** It is the intent of PPLD to select only responsible and responsive Contractors. Bidder’s proposal should include the most favorable terms and conditions.

2.2.3. **Negotiation:** PPLD reserves the right to negotiate terms and conditions of the contract with the winning Contractor.

2.2.4. **Basis of Award:** An evaluation team will judge the merit of proposals received in accordance with the general criteria defined within this RFP. The recommendations of this team will be forwarded to the Board of Trustees for approval and execution. The following criteria will be taken into consideration when making evaluations of proposals. This list is not intended to be exhaustive nor ranking in order of importance:

- 2.2.4.1. Completeness of Proposal
- 2.2.4.2. References
- 2.2.4.3. Pricing
- 2.2.4.4. Quality of Services
- 2.2.4.5. Contractor Qualifications and History
- 2.2.4.6. Any other items deemed in the best interests of PPLD

2.2.4.7. **Bid scoring below**

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<th>Criteria</th>
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<tbody>
<tr>
<td>Bid Completeness</td>
<td>20%</td>
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<tr>
<td>Company/ Personnel Experience</td>
<td>20%</td>
</tr>
<tr>
<td>References</td>
<td>20%</td>
</tr>
<tr>
<td>Pricing</td>
<td>40%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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2.3. **Contract Formation**

2.3.1. **Agreement in Writing:** Following selection of a proposal, the Contractor will be required to enter into a written contract with PPLD. **American Institute of Architects (AIA) Contract A110 Owner and Contractor is preferred.**

The winning Bidder’s RFP proposal will be included and integrated into the final contract documents. It is in the Bidder’s best interest to ensure the proposal is accurate to allow for the integration with minimal changes.

**If you have a formal or standard contract other than the AIA contract, please attach a copy to your Proposal. A Service Agreement is not a condition of accepting an RFP.**

If, in PPLD’s sole discretion, the selected proposer has not executed the contract documents within a reasonable time after selection, PPLD reserves the right to rescind the award and select another Contractor.

2.3.2. **Amendments to Contract:** Parties hereto reserve the right to make amendments or modifications to the contract by written amendment signed by both parties.

2.3.3. **Termination of Contract for Cause:** If, through any cause, the successful Bidder shall fail to fulfill in a timely and proper manner its obligations or if the successful Bidder shall violate any of the covenants,
agreements, or stipulations of the Contract, PPLD shall thereupon have the right to terminate the Contract by giving written notice to the successful Bidder of such termination and specifying the effective date of termination. In that event, all finished or unfinished services, reports or other materials prepared by the successful Bidder shall, at the option of PPLD, become its property, and the successful Bidder shall be entitled to receive just, equitable compensation for any satisfactory work completed, prepared documents or materials as furnished. Notwithstanding the above, the successful Bidder shall not be relieved of liability to PPLD for damage sustained by PPLD by virtue of breach of the Contract by the successful Bidder and PPLD may withhold any payments to the successful Contractor for the purpose of set offer until such time as the exact amount of damages due PPLD from the successful Bidder is determined.

2.3.4. Termination of Contract for Convenience: PPLD may terminate the Contract at any time by giving written notice to the successful Contractor of such termination and specifying the effective date thereof, at least thirty (30) working days before the effective date of such termination. In that event, all finished or unfinished services, reports, material(s) prepared or furnished by the successful Bidder under the Contract shall, at the option of PPLD, become its property.

2.3.5. Cancellation: Either party may cancel the Contract in the event that a petition, either voluntary or involuntary, is filed to declare the other party bankrupt or insolvent or in the event that such party makes an assignment for the benefit of creditors.

3. Scope of Work

3.1. Service Specifications:

3.1.1. The specifications of this project shall be in accordance with the design and construction documents developed (Exhibit A) by Design Edge.

3.1.1.1. All walls are to be textured to match existing surrounds and painted Sherwin Williams “Panda White (SW 6147)” unless otherwise specified in writing. All division 9 items are to match plan specifications. Any deviations are to be approved by PPLD Project Manager.

3.1.1.2. All walls are to match the height specified on plans.

3.1.1.3. Any lighting change or new lighting installation shall be of LED. Other formats will not be accepted.

3.1.1.4. New walls shall not be built over existing carpet. Existing carpet must be stripped back to expose subfloor.

3.1.1.5. All hardware shall consist of brushed nickel finish. New door locking hardware shall accept only Schlage small format cores, to be keyed by PPLD.

3.1.1.6. All cove base shall match existing area.

3.1.2. Contractor shall take into consideration all dust, trash, noise, patron traffic areas, and site safety by means of tarp, rope off, plastic barrier, caution tape, cones or other means to prevent unnecessary liability to life, limb and eyesight.

3.2. Awarded contractor shall coordinate schedules with PPLD Head of Security and Facilities Project Manager.

3.3. All work shall be done to the highest of industry quality and be in accordance with Pikes Peak Regional Building Department.

3.3.1. Permitting must be completed prior to the start of any work or phase of this project. Inspections are to be completed prior to the start of any subsequent work. Documentation will be provided to PPLD Project Manager.

3.3.2. Change Orders are to be submitted to the PPLD Project Manager in writing for approval or denial prior to any changes.

3.4. Testing and cleaning of all materials specified in the completion of this work at no cost to the contractor. Any and all defaults found shall be the responsibility of the awarded contractor for correction.

3.5. The successful proposer shall be required to furnish all permits, equipment, tools, machinery, transportation, and other implements necessary to fulfill the provisions of this Contract. This includes but is not limited to all procurement and contracting requirement specifications included within.
3.6. No non-employees, employee's significant others, employee's children, or employee's pet(s) shall be permitted on the jobsite, by the Contractor or any others, during the performance of this contract.

4. Contractor Qualification and Information

The following information and documents must be included in submitted proposal:

4.1. Provide the name of the proposing Contractors, address, telephone and primary contact person.

4.2. State the size of the Contractor and provide a history summary.

4.3. Your organization’s qualifications and experience. If you have experience with PPLD Libraries, describe your current or past relationship. Describe any similar projects performed by your organization.

4.4. Provide references from minimum three (3) recent similar projects including name, telephone number and a brief statement describing their association with your Contractor (e.g., other library, educational or public sector clients). References from Colorado are preferred.

4.5. Provide resumes of the certified team members that will be assigned to this project and include their specific responsibilities.

4.6. Any other information you feel should be considered in the selection process.

5. Pricing

5.1. Minimum Services: PPLD is looking for the best-value proposal that meets the needs of the district to include all cost aspects of service. Please include:

5.1.1. Lump Sum and unit costs, to include but not limited to travel, accommodations, reimbursables, and plan completion.
ADDENDUM A - PROPOSAL COVER SHEET

I. GENERAL INFORMATION

1. CONTRACTOR NAME _______________________________________________________________

2. ADDRESS _______________________________________________________________

3. PHONE _______________________________________________________________

5. E-MAIL AND WEBSITE ________________________________________________________

6. CONTACT _______________________________________________________________

II. STATEMENT OF MINIMUM QUALIFICATION

I, ___________________________________________________________(printed name) hereby declare
that I am the _______________________________________________________________(title) of

_______________________________________________________________ (name of Contractor) submitting
this profile and declaration, and that I am duly authorized to sign this profile and declaration on behalf of the above
named Contractor. All information set forth in this profile and declaration and all attachments hereto are, to the best
of my knowledge, true, accurate, and complete as of the submission date.

The signer further certifies that (please initial):

a. _______ The Contractor has carefully examined all instructions, requirements, specifications, and terms and
   conditions of the RFP for which this proposal is submitted. The Contractor understands all instructions,
   requirements, specifications, and terms and conditions of this RFP, and hereby offers and proposes to furnish
   the goods and services described herein at the prices, fees, and/or rates identified in this proposal, in accordance
   with the instructions, requirements, specifications, and terms and conditions of this RFP.

b. _______ This proposal is a valid and irrevocable offer that will not be revoked and shall remain open for the
   PPLD’s acceptance for a period of ninety (90) calendar days from the proposal due date.

c. _______ The Contractor is in full compliance with all applicable federal, state, and local laws, rules, regulations,
   and ordinances governing business practices.

d. _______ All statements, information, and representations prepared and submitted in this proposal are current,
   complete, true, and accurate.
e. Submission of this proposal indicates the signer’s acceptance of the evaluation technique and that some subjective judgments may be made by PPLD as part of the evaluation.

f. The Contractor has to provide proof of all required insurance coverage.

g. A list of exceptions and deviations (if any) is attached.

h. There have been no claims, litigation, or other issues filed or pending against our Contractor in the past 5 years except as listed below.

i. The Contractor is aware of Colorado’s Immigration / illegal alien laws pertaining to public contracts. Addendum C (Colorado Statutes 8-17.5 – 102) is signed and attached.

_________________________ __________________________
Authorized Signature Date
QUALIFICATIONS (Fill in or attach additional pages as needed):

A. SIZE and AGE of Contractor ________________________________

B. CONTRACTOR’S EXPERIENCE:

1. Qualifications:

   1.1. List location, owner, and completion date of at least three (3) projects with similar scope.

      Company Name:_________________________ Contact Name:_________________________
      Address:_________________________ Phone:_________________________
      Scope of service performed:_________________________

      Company Name:_________________________ Contact Name:_________________________
      Address:_________________________ Phone:_________________________
      Scope of service performed:_________________________

      Company Name:_________________________ Contact Name:_________________________
      Address:_________________________ Phone:_________________________
      Scope of service performed:_________________________

2. Pricing

   Provide lump sum and hourly rate information as requested. All costs stated shall be "complete" costs to include travel, accommodations, reimbursables and plan completion, OH&P, applicable taxes, permits as required.

   Project Cost: _____________________________

   Hourly Rates: Provide list with proposal package.

3. Projected start date and duration of installation:

   Indicate your projected scheduling of this work with milestones.

   Anticipated Start Date:_____________ Anticipated Completion Date:_____________

4. Indicate Preferred payment schedule:

   Submittal of this bid form implies that the Contractor can adequately staff and schedule all work at the required time and has the resources available to procure all required materials at the required time. All costs indicated shall be maintained by the Contractor for not less than 30 days from the submittal date and shall be maintained throughout the duration of the contract after award.
ADDENDUM C - IMMIGRATION CLAUSE FOR CONTRACTS

Pursuant to Colorado Revised Statutes Section 8-17.5-102, the Pikes Peak Library District (“PPLD”) shall not enter into or renew a public contract for services with a contractor who knowingly employs or contracts with an illegal alien to perform work under the contract or who knowingly contracts with a sub-contractor who knowingly employs or contracts with an illegal alien to perform work under the contract.

Accordingly, Contractor agrees that it shall not:
Knowingly employ or contract with an illegal alien to perform work under this Agreement; or
Enter into a contract with a sub-contractor for work under this Agreement that fails to certify to the Contractor that the sub-contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

Further, Contractor agrees that it shall comply with the following:
Contractor has the employment eligibility for all employees who are newly hired for employment to perform work under this Agreement through participation in either the e-verify program administered jointly by the U.S. Department of Homeland Security and the Social Security Administration (the “E-Verify Program”) or the department program administered by the Colorado Department of Labor and Employment (the “Department Program”).

Contractor shall not use the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while the services under this Agreement are being performed.
Should Contractor obtain actual knowledge that a sub-contractor performing work under this Agreement knowingly employs or contracts with an illegal alien, the Contractor shall:
Notify the sub-contractor and PPLD within three days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

Terminate the sub-contract with the sub-contractor if, within three days of receiving the notice, the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor shall not terminate the contract with the subcontractor if, during such three days, the sub-contractor provides information to establish that the sub-contractor has not knowingly employed or contracted with an illegal alien.

Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment (the “Department”) made in the course of an investigation that the Department may undertake pursuant to its authority under Colorado Revised Statutes Section 8-17.5-102(5).
EXHIBIT A- DESIGN EDGE CONSTRUCTION DOCUMENTS
GENERAL SPECIFICATIONS

07 92 00 JOINT SEALANTS

Finish and for the same time that parts are installed and any additional work necessary to seal the glass edge. The glass sealant shall also be removed any time the glass changes from a "sage" conductive to a "self" conductive or vice versa. Parts shall be joined to adjacent metal using fasteners which are compatible with the glass sealant. This function shall be performed at a minimum 1/4" from the glass edge.

For complete information on the use and application of sealants see the applicable sealant manufacturer's literature and recommendations. Sealants shall be compatible with the materials with which they come in contact and should be selected based on the type of construction, the environment in which the building is located, and the lifetime of the building. Sealants are formulated to perform specific tasks and should be selected based on their performance characteristics. Sealants shall be applied to the joint surfaces in accordance with the manufacturer's instructions and recommendations. Sealants shall be applied in such a manner as to prevent contamination of the glass surfaces. Sealants shall be applied in accordance with the manufacturer's instructions and recommendations. Sealants shall be applied in such a manner as to prevent contamination of the glass surfaces. Sealants shall be applied in accordance with the manufacturer's instructions and recommendations.

08 80 00 GLAZING

ENVIRONMENTAL PERFORMANCE

Part 1 - General

For complete information on the use and application of sealants see the applicable sealant manufacturer's literature and recommendations. Sealants shall be compatible with the materials with which they come in contact and should be selected based on the type of construction, the environment in which the building is located, and the lifetime of the building. Sealants are formulated to perform specific tasks and should be selected based on their performance characteristics. Sealants shall be applied to the joint surfaces in accordance with the manufacturer's instructions and recommendations. Sealants shall be applied in such a manner as to prevent contamination of the glass surfaces. Sealants shall be applied in accordance with the manufacturer's instructions and recommendations. Sealants shall be applied in such a manner as to prevent contamination of the glass surfaces. Sealants shall be applied in accordance with the manufacturer's instructions and recommendations.

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**GENERAL SPECIFICATIONS**

**09 20 00 GYPSUM BOARD AND FINISHES**

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<td>B.</td>
<td>Section B.01-00</td>
<td>Gypsum Board and Joint Compound</td>
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<td>C.</td>
<td>Section C.01-00</td>
<td>Gypsum Board and Joint Compound - Specialties</td>
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**09 00 00 PAINTING**

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<td>Materials and Workmanship</td>
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<td>3</td>
<td>Application and Installation of Paints and Coatings</td>
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**10 22 26 OPERABLE PARTITIONS**

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<th>Part</th>
<th>Description</th>
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<td>Preparation and Storage of Support Beams and Other Structural Members</td>
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<tr>
<td>B.</td>
<td>Section B.01-00</td>
<td>Operable Partition System Assembly Details</td>
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**10 45 00 PEDESTRIAN CONTROL DEVICES**

<table>
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<tr>
<th>Section</th>
<th>Part</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Section A.01-00</td>
<td>Pedestrian Control Devices - Introduction</td>
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<td>B.</td>
<td>Section B.01-00</td>
<td>Pedestrian Control Devices - General Requirements</td>
</tr>
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**DEMONSTRATION**

- Apply all coatings and materials with the manufacturer’s specifications in mind. Mix and thin coatings as directed by the manufacturer. Clean-up materials required, per manufacturer’s specifications.

**EXAMINATION**

- Review mildew before painting by washing with a solution of 1 part liquid household bleach and 3 parts water. After completing painting operations in each space or area, reinstall items removed using a record of successful in-service performance.

**INSTALLATION**

- Verify suitability of substrates, including surface conditions and compatibility with existing finishes and materials, and clean-up materials required, per manufacturer’s specifications.

**PREPARED BY:**

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Penrose Library Remodel

28 6TH STREET
COLOMBUS, OH 43215

561-787-7958
MEMBER TO VERT. STUDS CONNECT TRACKS TOGETHER
SEE SCHEDULE

KING STUDS - (LLV) W/ 2 - 1/2"Ø SIMPSON 1'-6" ± 1'-6" ± FIRST FLOOR STRONG BOLT-2 ANCHORS AT ±100'-0" (EMBED 2 1/2" AT 5" GAGE)
EXIST. CONC. WAFFLE SLAB
3/8"X3"X0'-4"X0'-8" W/ 2 - 1/2"Ø SIMPSON 1'-3" ±

HEADER TYPE
1"=1'-0"

TYPICAL PARTITION SUPPORT DETAIL

SAME AS HEADER SCREW AT 12" O.C.

W/ 3/16" FILLET WELD

ESTED IN 362T125-54 WHERE ANCHOR OCCURS

BASE PL.-5/8"x8"x0'-9 1/2" 2" CLR.
1"=1'-0"

A A OF COLUMN

PER F.P.P. MANUF.

3/16

EXIST. MAIN LEVEL SHALL FOLLOW PARTITION STACK ORIENTATION.

PLAN VIEW
FIRST FLOOR
4

WALL DETAIL
CONT. P1001 DIRECTLY FASTENED TO
LOCATED CLOSER THAN 5" O.C.

SLAB-ON-GRADE RCKW5.5S AT ENDS AND
REMAINDER W/ TYP. ARCH.

CONT. 600T125-54 1'-3"

4. Special Inspectors (not third party inspectors) shall be approved individually by the Structural Engineer. These observations shall not replace required inspections by the Building Official. These inspectors not already approved by the Building Official must provide a resume and all related references.

2. The Structural Engineer will perform periodic observations of construction. These observations shall not replace required inspections by the Building Official. These observations shall not replace required inspections by the Building Official. These inspectors not already approved by the Building Official must provide a resume and all related references.

7. Welding - Single pass
5. Welding
2. Material Thickness
4. Mechanical Connections

10. All welding shall be done with AWS A5.1 or A5.5 E70 X8 electrodes except for welding of welding electrodes.

7. Equivalent welded connections may be substituted for bolted connections subject to the approval of a Special Inspector.

9. If discrepancy discovered in documents, more stringent criteria governs. Notify Engineer.

11. Typical stud to track connection shall be a minimum (1) No.10 screw each side of track to stabilize plates, etc. as may be necessary to comply with OSHA.

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Penrose Library Remodel

20 N CASCADE AVE, COLORADO SPRINGS, CO 80903

PROJECT NO: 24108
PRINT DATE: 6/7/2024
PROJECT MGR: JAK
PREPARED BY: MTJ

ISSUE / REVISION
DATE: DESCRIPTION:
06-06-2024 ISSUED FOR PLAN REVIEW

SHEET TITLE
PARTIAL LOWER LEVEL REFLECTED CEILING PLAN

SHEET NUMBER
S1.2

24'-0" ± F.P.P. STACK LOAD = 2,025 LBS

FOLDING PANEL PARTITION = 90 LBS/FT

1/4"=1'-0"

• FIELD VERIFY EXISTING FRAMING AND DIMENSIONS SHOWN.
• EXISTING FLOOR STRUCTURE CONSISTS OF 15" DEEP CONCRETE WAFFLE SLAB WITH 6" RIBS AT 3'-0" ON-CENTER.
19. HVAC UNITS, EXHAUST FANS, MINI SPLIT SYSTEMS, DUCTWORK, CONTROLS AND

20. REFER TO IECC, FOR ALL EXCEPTIONS.

21. PER 2021 IECC SECTION 403.12.1, ALL SUPPLY AND RETURN DUCTS AND PLENUMS SHALL BE

22. PER 2021 INTERNATIONAL MECHANICAL CODE, ALL MATERIALS WITHIN RETURN AIR PLENUMS SHALL

23. NOT ALL EXISTING DUCTWORK, PIPING, AND ACCESSORIES ARE NECESSARILY SHOWN ON THIS

24. PRIOR TO INSTALLATION. MECHANICAL CONTRACTOR SHALL NOTIFY BUILDER OF ANY REQUIRED

25. EXHAUST DUCTS SHALL TERMINATE 3 FEET FROM ANY BUILDING OPENING AND BE EQUIPPED WITH A

26. WITHIN 6 FEET IN LENGTH.

27. PER 2021 INTERNATIONAL MECHANICAL CODE, FLEXIBLE AIR DUCTS, BOTH METALLIC AND

28. PROVIDED TO THE MECHANICAL INSPECTOR AT TIME OF FINAL INSPECTION. COPIES OF ALL

29. INCREASED TO ACCOMMODATE LINING THICKNESS. ALL

30. SCHEMATICS - SCHEMATICS SHALL COMPLY WITH SECTIONS 403.1 THROUGH 403.6

31. REQUIREMENTS FOR MECHANICAL SYSTEMS SERVING MULTIPLE ZONES - SECTIONS 403.1.1.1

32. MECHANICAL REFRIGERATION SYSTEMS COMMISSIONING AND TESTING REQUIREMENTS - THE

33. BE YOUNG ENOUGH TO BE Subject TO THE ATTENTION OF THE OWNER, ARCHITECT, AND ENGINEER OF RECORD PRIOR TO

34. PER 2021 INTERNATIONAL MECHANICAL CODE, ALL MATERIALS WITHIN RETURN AIR PLENUMS SHALL

35. BUILDING MECHANICAL SYSTEMS

36. HVAC LEGEND

37. WALL THERMOSTATS SHALL BE INCLUDED AS PART OF THE THERMOSTATIC SYSTEM. WALL

38. wall openings shall be equipped with a BACKDRAFT CAGE.

39. ALL ROOF PENETRATIONS SHALL BE FLASHED AND CAPPED. COORDINATE THE INSTALLATION OF

40. INSULATED WITH A MINIMUM OF R-12 INSULATION. WHERE LOCATED WITHIN A BUILDING

41. AND ALL DUCTWORK WHICH PENETRATES A HORIZONTAL OR VERTICAL FIRE PARTITION, OR AS

42. WHERE LOCATED OUTSIDE THE BUILDING WITH A MINIMUM OF R-12 INSULATION. WHERE LOCATED

43. TZ-8 INTO 18 OF ZONES. WHERE LOCATED WITHIN A BUILDING ENVELOPE, THE DUCT OR PLENUM SHALL BE SEPARATED FROM THE BUILDING

44. REQUIREMENTS OF TABLES 403.3.2(1)-403.3.2(16)

45. COOLING AND 600,000 BTUH COMBINED HEATING AND SERVICE WATER HEATING

46. THROUGH 403.6.9 SHALL APPLY TO MECHANICAL SYSTEMS THAT INCLUDE FANS.

47. MECHANICAL SYSTEMS AND SERVICE WATER HEATING SYSTEMS COMMISSIONING AND

48. COMPRESSOR SYSTEMS

49. SYSTEMS SHALL BE CONTROLLED BY A THERMOSTAT LOCATED WITHIN THE

50. THESE DRAWINGS ARE DIAGRAMMATIC IN NATURE AND ARE INTENDED ONLY TO DEFINE THE BASIC

51. THESE DRAWINGS ARE DIAGRAMMATIC IN NATURE AND ARE INTENDED ONLY TO DEFINE THE BASIC

52. BUILDING ENVELOPE ASSEMBLY, THE DUCT OR PLENUM SHALL BE SEPARATED FROM THE BUILDING

53. ALL OUTSIDE AIR INLET SHALL BE LOCATED AT A MINIMUM OF 10 FEET FROM ANY PLUMBING,vENT, EXHAUST AND FLUE OUTLET.

54. ALL EARTHQUAKE DUCTS SHALL TERMINATE 18 FEET FROM ANY BUILDING OPENING AND BE EQUIPPED WITH A BACKDRAFT CAGE.

55. ALL ROOF DUCTWORK SHALL BE SHIELDED AND CAPABLE OF WITHSTANDING A WATERPROOF SLOPE OF

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62. ALL EARTHQUAKE DUCTS SHALL TERMINATE 18 FEET FROM ANY BUILDING OPENING AND BE EQUIPPED WITH A BACKDRAFT CAGE.

63. ALL ROOF DUCTWORK SHALL BE SHIELDED AND CAPABLE OF WITHSTANDING A WATERPROOF SLOPE OF
GENERAL NOTES

A. DRAWINGS ARE BASED ON RECORD DRAWINGS. INSPECT ALL LOCATION OF CONSTRUCTION. ADEQUATE LIMITATIONS, CONDITIONS, AND DRAWINGS ARE NOT PRESENT AND MAY NEED TO BE REFERENCED TO THE CONTRACTOR TO PROVIDE THE BEST RESULT.

B. A LICENSED AND BONDED CONTRACTOR SHALL BE USED FOR INSTALLATION. ALL LOCAL CODES SHALL BE FOLLOWED DURING INSTALLATION.

C. OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL REMOVED EQUIPMENT AND MATERIALS.

D. CONTRACTOR TO VERIFY AND COORDINATE STRUCTURAL SUPPORT AND OPENINGS IN FLOOR, ROOF, AND WALLS.

E. CONTRACTOR MUST VISIT THE SITE AND NOTE ALL EXISTING CONDITIONS AS WELL AS CONDITIONS TO BE MET PRIOR TO BID SUBMISSION. LACK OF A THOROUGH UNDERSTANDING OF THE PROJECT SCOPE AND CONDITIONS SHALL NOT CONSTITUTE AN EXCUSE FOR ERRORS OR OMISSIONS, NOR FOR A REQUEST FOR EXTRA COMPENSATION.

F. A FINAL COMMISSIONING REPORT SHALL BE DELIVERED TO THE BUILDING OWNER PER SECTION C408.2.5 OF THE 2021 IECC.

KEYNOTES

1. CONTRACTOR TO VERIFY EXISTING SUPPLY DIFFUSERS ARE PROVIDING 400 CFM EACH. BALANCE TO 400 CFM IF NEEDED.

2. CONTRACTOR TO REMOVE EXISTING TRANSFER GRILLES AND INSTALL NEW TRANSFER GRILLES IN NEW SOFFIT. DETAIL 2 ON ARCHITECTURAL SHEET A1.2.

3. CONTRACTOR TO REMOVE EXISTING TRANSFER GRILLES AND INSTALL NEW TRANSFER GRILLES IN NEW SOFFIT. DETAIL 2 ON ARCHITECTURAL SHEET A1.2.
GENERAL NOTES

A. DRAWINGS ARE BASED ON RECORD DRAWINGS. DRAWINGS ARE SUBJECT TO CHANGE AT ANY TIME. CONSULT WITH THE ENGINEER AND CONSTRUCTION MANAGER PRIOR TO SUBMISSION OF BID. DRAWINGS AND SPECIFICATIONS ARE NOT GUARANTEED TO BE CURRENT AT TIME OF CONSTRUCTION AND FIELD VERIFICATION WILL BE REQUIRED. 

B. DRAWINGS AND SPECIFICATIONS ARE TO BE FOLLOWED DURING INSTALLATION.

C. OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL REMOVED EQUIPMENT AND MATERIAL.

D. CONTRACTOR TO VERIFY AND COORDINATE STRUCTURAL SUPPORT AND OPENINGS IN FLOOR, ROOF, AND WALL.

E. OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL REMOVED EQUIPMENT AND MATERIAL.

F. OWNER TO VISIT THE SITE AND NOTE ALL EXISTING CONDITIONS AS WELL AS CONDITIONS TO BE MET PRIOR TO BID SUBMISSION. LACK OF A THOROUGH UNDERSTANDING OF THE PROJECT SCOPE AND CONDITIONS SHALL NOT CONSTITUTE AN EXCUSE FOR ERRORS OR OMISSIONS, NOR FOR A REQUEST FOR EXTRA COMPENSATION.

KEYNOTES

1. INSTALL NEW AIR CURTAINS ABOVE DOUBLE DOORS. COORDINATE PLACEMENT WITH EXISTING CEILING. AIR CURTAIN SHALL HAVE AUTOMATIC CONTROLS THAT WILL OPERATE THE AIR CURTAIN WITH THE OPENING AND CLOSING OF THE DOORS.

2. CONTRACTOR TO DETERMINE WHAT THE PRECONDITION AIR FLOW IS FOR THE EXISTING SUPPLY GRILLES. NOTIFY ENGINEER OF RECORD FINDINGS FOR FURTHER ACTIONS.

AIR CURTAIN SCHEDULE

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Model</th>
<th>CFM</th>
<th>Multiplier</th>
<th>Width</th>
<th>Height</th>
<th>Weight</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>(E)</td>
<td>AIR CURTAIN</td>
<td>120</td>
<td>1</td>
<td>1</td>
<td>6</td>
<td>110</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>
GENERAL NOTES

A. DRAWINGS ARE BASED ON RECORD DRAWINGS NOT GUARANTEED TO BE CURRENT AT TIME OF CONTRACT OR CONSTRUCTION. REFER TO RECORD DRAWINGS AND FIELD INVESTIGATION WITH DEMOLITION FOR UP TO DATE CURRENT CONDITIONS AND AS BUILT ITEMS. FIELD VERIFICATION OF ALL TRADES PROJECTS IS REQUIRED.

B. A LICENSED AND BONDED CONTRACTOR SHALL BE USED FOR INSTALLATION. ALL LOCAL CODES SHALL BE FOLLOWED DURING INSTALLATION.

C. OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL REMOVED EQUIPMENT AND MATERIAL.

D. THE CONTRACTOR MUST VISIT THE SITE AND NOTE ALL EXISTING CONDITIONS AS WELL AS CONDITIONS TO BE MET PRIOR TO THE INSTALLATION. A THOROUGH UNDERSTANDING OF THE PROJECT SCOPE AND CONDITIONS OF THE PROJECT SHALL BE REQUIRED. LACK OF A THOROUGH UNDERSTANDING OF THE PROJECT SCOPE AND CONDITIONS SHALL NOT CONSTITUTE AN EXCUSE FOR ERRORS OR OMISSIONS, NOR FOR A REQUEST FOR EXTRA COMPENSATION.

E. A FINAL COMMISSIONING REPORT SHALL BE DELIVERED TO THE BUILDING OWNER PER SECTION C408.2.5 OF THE 2021 IECC.
GENERAL NOTES
A. DRAWINGS ARE BASED ON RECORD DRAWINGS NOT GUARANTEED TO BE CURRENT AT TIME OF CONSTRUCTION
   AND MAY NOT CORRECT FOR ADDITIONS TO FLOOR PLAN OR STRUCTURES relating TO THE WORK AND JUST THE WORK SPECIFIED ACTUAL CONDITIONS AT THE WORK SITE MAY DIFFER FROM THE DRAWINGS AND ARE SUBJECT TO CHANGE.
B. CONTRACTOR AND EMERSON CONTRACTOR SHALL BE USED FOR INSTALLATION. ALL WORKS, CONFORM TO CODES DURING INSTALLATION.
C. OWNER SHALL MAKE INSPECTION ON ALL EQUIPMENT AND MATERIAL
D. ALL LOCAL CODES SHALL BE FOLLOWED DURING INSTALLATION.
E. OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL REMOVED EQUIPMENT AND MATERIAL.
F. THE CONTRACTOR MUST VISIT THE SITE AND NOTE ALL EXISTING CONDITIONS AS WELL AS CONDITIONS TO BE MET PRIOR TO BID SUBMISSION. LACK OF A THOROUGH UNDERSTANDING OF THE PROJECT SCOPE AND CONDITIONS SHALT NOT CONSTITUTE AN EXCUSE FOR ERRORS OR OMISSIONS, NOR FOR A REQUEST FOR EXTRA COMPENSATION.
G. A FINAL COMMISSIONING REPORT SHALL BE DELIVERED TO THE BUILDING OWNER PER SECTION C408.2.5 OF THE 2021 IECC.

KEYNOTES
1. CONTRACTOR TO PROVIDE ELECTRICAL CONNECTION FOR NEW ADA DOOR OPERATOR.
2. RECEPTACLES IN THIS SPACE ARE TO BE FULLY AUTOMATICALLY CONTROLLED PER 2021 IECC C405.11 AND LABELED PER NEC 406.3(E) VIA OCCUPANCY SENSOR, PROVIDE MANUAL OVERRIDE SWITCH.