

CITY OF ZION

TERMS AND CONDITIONS FOR
City Hall Lobby/Building Department

GENERAL OBJECTIVE

The objective of these specifications is to define the conditions for all the work for the City Hall Lobby and Building Department, located at 2828 Sheridan Road, Zion, Illinois.

Section 1 – GENERAL PROVISIONS

1.1 ADMINISTRATION AND ADDITIONAL WORK

This contract will be under the direct administration of the Director of Building or his authorized representative. Any alterations or modifications of the work performed under this contract shall be made only by written agreement between the Contractor and the City of Zion and shall be made prior to commencement of the altered or modified work. No claims for any extra work or materials shall be allowed unless authorized by prior written agreement.

1.2 WORK CREW SUPERVISION

The Contractor shall provide qualified supervision of each crew at all times while working under this contract. Each supervisor must be able to converse in the English language, and shall be authorized by the Contractor to accept and act upon all directives issued by the City. Failure for the Supervisor to act on said directives shall be sufficient cause to give notice that the Contractor is in default of the contract unless such directives would create potential personal injury, property damage or safety hazards.

1.3 PROTECTION OF PUBLIC AND PRIVATE PROPERTY

The Contractor shall exercise all necessary caution to protect pedestrian traffic and to protect all public and private property from injury or damage caused by the operations of the Contractor. Any practice deemed to be obviously hazardous in the opinion of the City shall be immediately discontinued by the Contractor upon receipt of either written or oral notice to discontinue such practice. The Contractor shall comply with all OSHA, IDOL, and other Federal and State safety standards.

Should the Contractor or his representatives damage property of the City or that of other persons, the repair or replacement shall be the sole responsibility of the Contractor. Any such repair work shall be completed under the direction of the City.

1.4 OBSERVANCE OF LAWS, ORDINANCES AND REGULATIONS

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The Contractor at all time during the term of this contract shall observe and abide by all Federal, State, and local laws which in any way affect the conduct of the work and shall comply with all decrees and orders of courts of competent jurisdiction.

The Contractor shall comply fully and completely with any and all applicable State and Federal statutes, rules and regulations as they relate to hiring, wages, and any other applicable conditions of employment as further detailed in this specification.

1.5 WORKING HOURS

The Contractor will be allowed to schedule his work hours during normal working hours unless arrangements with the City have been made otherwise. Work during other hours will be allowed only on an emergency basis and must receive authorization by the City.

1.6 CLEANUP AND DISPOSAL

For work operations, all debris shall be cleaned up each evening before the work crew leaves the site. Areas are to be left in a condition equal to that which existed prior to the commencement of operations.

1.7 LICENSES AND PERMITS

The Contractor shall, at his expense, procure all necessary licenses and permits needed to conduct the work required under the terms of this contract. The Contractor shall give any and all necessary formal notices required in conjunction with the lawful prosecution of the work of this contract. All permit fees, Engineering fees, utility disconnect fees, etc. shall be a part of the bid price. The City will not reimburse Contractor for any fees.

1.8 SUBCONTRACTS

The Contractor will not be allowed to subcontract work under this contract unless prior written approval is granted by the City. If prior approval is received the Subcontractor, shall be bound by the conditions of the contract between the City and the Contractor. The authorization of a subcontractor requires the Subcontractor to perform in accordance with all terms of the contract and specifications. All required notices, work orders, directives, and requests for emergency services will be directed to the Contractor. All directions given to the Subcontractor in the field shall bind the Contractor as if the notice had been given directly to the Contractor.

1.9 SEPARABILITY

If any portion of this contract is found to be unenforceable by a competent court of law having jurisdiction, the remaining portions of the contract shall remain in full force and effect.

1.10 LEGAL RESPONSIBILITY AND INSURANCE

A. Notice to Proceed

The Contractor and Subcontractors shall not commence work under this contract until a notice to proceed has been provided by the City.

B. Additional Insured

The Contractor shall furnish one (1) copy of a Certificate of Insurance issued by an insurance carrier, with the City of Zion named as an additional insured for coverage. This Certificate of Insurance shall reflect the actual amount of insurance in force.

C. Accident Notification

In the event of accidents of any kind, which involve the general public and/or private or public property, the Contractor shall immediately notify the City and shall provide a full accounting of all details of the accident. The Contractor shall furnish the City with copies of all reports of such accidents at the same time that the reports are forwarded to any other interested parties.

D. Indemnity Agreement

To the fullest extent permitted by law, the Contractor shall indemnify and save harmless the City of Zion and their officers and employees from any and all liability, losses or damages, including attorney's fees and costs of defense, the City may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of the operations of Contractor under this contract, including operations of Subcontractors; and the Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgments shall be rendered against the City in any such act, the Contractor shall, at his or her own expense, satisfy and discharge same. Contractor expressly understands and agrees that any performance and or insurance protection required by the contract, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the City as herein provided.

In the event of any conflict between the language of the insurance policy(s) and the above-recited indemnity agreement, the indemnity agreement shall govern.

E. Policy Cancellation/Change Notice

The Contractor shall furnish a certified copy of the policy(s) to the City upon request. The policy(s) shall provide, in the event the insurance should be changed or canceled, such change or cancellation shall not be effective until thirty (30) days after the City has received written notice from the insurance company(s).

Such notice shall be mailed to the City in care of the City Clerk, 2828 Sheridan Road, Zion, Illinois, 60099.

F. Types and Amounts of Insurance

1. Worker's Compensation and Worker's Occupational Disease. Workmen's Compensation limits of coverage shall be as required by law in the State of Illinois. This shall include coverage for all persons whom the Contractor may employ directly or through subcontractors in carrying out the work under this contract.
2. Employer's Liability
3. Comprehensive General Liability for Bodily Injury and Property Damage
4. Business Automobile Liability
5. The contractor and subcontractors will retain the responsibility for loss or damage of their own or rented property or property of their employees of whatever kind or nature, including but not limited to tools, equipment, forms, scaffoldings canvasses, tarpaulins, miser and temporary structures including their contents.
6. All policies of insurance purchased or maintained in fulfillment hereof shall name the City as an additional insured thereunder and the Contractor shall provide Certificates of Insurance evidencing the coverage's and the addition of the City as an insured. No such policy of insurance shall have a deductible or self-insurance retention amount in excess of \$5,000.00 per occurrence. All insurance shall be written on an "occurrence" basis rather than a "claims-made" basis. Failure of City to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of City to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. The Contractor agrees that the obligation to provide the insurance is solely its responsibility and that this is a requirement, which cannot be waived by any conduct, action, inaction or omission by the City. Upon request, the Contractor will provide copies of any or all policies of insurance maintained in fulfillment hereof.

Nothing contained in these insurance requirements is to be construed as limiting the liability of the Contractor, the liability of any Subcontractor of any tier or their respective insurance carries. All the insurance required of the Contractor shall state that the coverage afforded to the additional insured's shall be primary insurance of the additional insured with respect to claims arising out of operations performed by or on their behalf. If the "additional insured's" have other insurance or self-insured coverage, which is applicable to the loss, it shall be on an excess or contingent basis.

1.11 LABOR STANDARDS

A. 1. (i) Minimum Wages. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH- 1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible, place where it can be easily seen by the workers.

1.12 AWARD OR REJECTION

It is the intention of the Owner to realize the construction of the proposed bid at the lowest possible cost within the limits of the estimated available funds and at no sacrifice in the quality and, if possible, in the scope of work. The Contract will be awarded to the responsible Bidder who submits the lowest responsive and best qualified Bid Proposal complying with these instructions and all other Contract Documents.

The Owner reserves the right to reject any or all Proposals or to waive any informality or technicality in any Proposal in the interest of the Owner. No Bidder may withdraw his Proposal for a period of 60 days after the date of the opening thereof.

1.13 INTERPRETATION OF DOCUMENTS

If any person contemplating submitting a Bid is in doubt as to the true meaning of any part of the Drawings, Specifications, or Contract Documents, or finds discrepancies in or omissions from the Drawing or Specifications, he may submit to the Director of Building and Zoning a written request for an interpretation or correction thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation or

correction of the documents will be made only by Addendum duly issued and a copy of the Addendum will be mailed, faxed or delivered to each person receiving a set of Contract Documents. Neither the Owner nor the Building Director will be responsible for any other explanations or interpretations of the Contract Documents.

1.14 ADDENDA

Any Addenda issued during the time of bidding, or forming a part of the Contract Documents, loaned to the Bidder for the preparation of his Proposal, shall be covered in the Proposal and shall be made a part of the Contract. Receipt of each Addendum shall be acknowledged in the Proposal.

1.15 BIDDERS INTERESTED IN MORE THAN ONE PROPOSAL

No person, firm, or corporation shall be allowed to make, file, or have an interest in more than one Bid/Proposal for the same work, unless alternate Bid/Proposals are called for. A person, firm, or corporation who has submitted a sub-proposal to a Bidder or who has quoted prices on materials to a Bidder, is not hereby disqualified from submitting a sub-proposal or quoting prices to other Bidders.

1.16

N/A

1.17 BONDING REQUIREMENTS

For contracts over \$100,000, the minimum bond requirements shall be as follows (unless otherwise waived by the City of Zion or Director of Building):

- 1) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" shall consist of a firm commitment such as bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.
- 2) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- 3) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract

1.18 LIQUIDATED DAMAGES

It is understood and agreed that time is of the essence of the Contract, and that failure on the part of the Contractor to complete the Contract Work within the Time agreed upon will result in certain loss and damage to the Owner.

It is therefore covenanted and agreed that if the Contractor fails or neglects to complete his Work on or before the date fixed for completion, then said Contractor shall pay the Owner an amount to be determined to complete the remaining Work at the agreed upon unit prices.

1.19 VISITING SITE

The bidder shall visit the site of the proposed Work prior to submitting their bid, so that he may fully understand the facilities, difficulties, and restrictions attending the execution of the contract. They will be allowed no additional compensation for his failure to be so informed.

1.20 REGULATIONS

The Contractor shall give notices, pay all fees, and comply with all Federal, State, and Municipal Laws, ordinances, rules and regulations, and building and construction codes bearing on the conduct of the work. This Contract, as to all matters not particularly referred to and defined therein, shall notwithstanding, be subject to the provisions of all pertinent ordinances of the Municipality or other political subdivision within whose limits the work is constructed, which ordinances are hereby made a part hereof with the same force and effect as if specifically set out herein.

1.21 NOTICE TO START WORK

The Contractor shall notify the Owner in writing forty-eight (48) hours before starting work at the site on this Contract of his intention to do so. In case of a temporary suspension of the Work, he shall give a similar notice before resuming Work.

1.22 USE OF PREMISES

The Contractor shall confine his apparatus; the storage of materials, and the operations of his workmen to limits indicated by the law, ordinances, permits, or direction of the Building Director and shall not reasonably encumber the premises with his materials.

The Contractor shall not load, or permit any part of the work to be loaded with a weight that will endanger its safety or street weight load limits.

The Contractor shall enforce the Engineer's, Municipal Engineer/Director of Public Works or Building Director or his designee instructions regarding signs, advertisements, fires, smoking, and sanitary facilities.

1.23 CLEANING UP

The Contractor shall at all times keep the premises free from accumulations of waste material or rubbish caused by his employees or work, and at the completion of the work, they shall remove all their rubbish from and about the site, and all his tools, equipment, and surplus materials and shall leave the site "broom-clean", or its equivalent, unless more exactly specified.

In case of dispute, the Owner may remove the rubbish and charge the cost to the Contractor as the Director of Building/Designee or Engineer may determine to be just.

If the said Contractor shall neglect, fail, or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the Owner, then the Contractor does hereby agree, as a part consideration for the awarding of this Contract, to pay to the Owner an amount equal to two hundred dollars (\$200.00) per day for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work.

The said amount is fixed and agreed upon by and between the Contractor and the Owner because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the Owner would in such event sustain, and said amount is agreed to be the amount of damages which the Owner would sustain and said amount shall be retained from time to time by the Owner from current periodical estimates.

It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract. Provided that the Contractor shall not be charged with liquidated damages or any excess cost when the Owner determines that the Contractor is without fault and the Contractor's reasons for the time extension are acceptable to the Owner; Provided further that the Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due:

- (a) To any preference, priority, or allocation order duly issued by the Government.
- (b) To unforeseeable cause beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God, or of public enemy, acts of the Owner, acts of another Contractor in the performance of a contract with the Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and severe weather; and to any delays of Subcontractors or suppliers occasioned by any of the causes specified in subsections (a) and (b) of this article:

Provided further that the Contractor shall, within ten (10) days from the beginning of such delay, unless the Owner shall grant a further period of time prior to the date of final settlement of the contract, notify the Owner, in writing, of the causes of the delay, who shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.

1.30 LIENS

The final payment shall not be due until the Contractor has delivered to the Owner a complete release of all lien arising out of this contract, or receipts in full covering all labor and materials for which a lien could be filed and a bond satisfactory to the Owner indemnifying them against any lien.

1.31 DAMAGE TO THE WORK, THE WORK SITE, AND OTHER PROPERTY

The Work and everything pertaining thereto shall be provided, performed, completed, and maintained at the sole risk and cost of Contractor from the commencement date until final payment of the contract. Contractor shall be responsible and liable for any damages, losses, and injuries resulting from its operations. Contractor shall be fully responsible for the protection of all public and private property and all persons.

Contractor shall have no claim against the Owner or the Director of Building or his designee because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatever, including damage or loss due to simultaneous work by others.

Contractor shall, promptly and without charge to the Owner, repair or replace, to the satisfaction of the Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the work site or other property as a result of the Work.

No specific provision of this Contract to the effect that Contractor shall be responsible and liable at its sole risk and cost for the Work or any part thereof or for damage, loss, or injury caused by Contractor shall be construed to be an exclusive listing of the circumstances in which Contractor bears such responsibility and liability, but, rather, all such provisions shall be construed to be exemplary only.

Notwithstanding any other provision of this Contract, Contractor's obligations under this Article shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of the Owner, or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Article.

1.32 PERFORMANCE AND PAYMENT

The Contractor shall faithfully perform all work as set forth in these specifications. If the Contractor fails to faithfully perform in accordance with the specifications or if a dispute arises as to the quality and/or quantity of work completed, the City reserves the right to withhold authorization of Request for Payment of completed work until such time that performance has been improved or the dispute resolved.

1.33 – FORFEITURE

The City retains the right to terminate this contract at any time for cause of unsatisfactory workmanship and/or performance, or the refusal for neglect of the Contractor to prosecute the work with the work force sufficient for its completion within the specified times or for failure of the Contractor to proceed with the work in accordance with the requirements and conditions of the specifications. At least the (10) days prior to the date that the Contractor will be declared in default of the contract, the City shall give written notice by certified mail to the Contractor. This notice shall state the reasons that the Contractor is being declared in default and may also include suggested steps that the Contractor should take to remedy the occurring problems and comply with the conditions of the contract. Failure by the Contractor to correct the stated deficiencies within the notice period shall result in the Contractor being declared in default of the contract. Issuance of the notice by the City shall be indication of the intentions of the City to take the work out of the control of the Contractor and to relet the said work to other contractors.

The cost of fully completing all the work and all expense of every kind incurred by the City in completing the contract shall be charged to the Contractor and shall be deducted and paid by the City out of such monies as may be due or may become due to said Contractor. Any deficiencies of monies required to complete the contract by others shall be paid to the City by the Contractor forthwith and the bondsman will be held liable for any such deficiency. Should it become necessary for the City to declare the contract in default, such default shall in no case relieve the Contractor or his bondsman of any of the conditions of the contract.

PROOF OF INSURABILITY
(to be prepared by bidders Insurance Agent)
(To be submitted with proposal)

PROPOSAL SUBMITTED BY:

CONTRACTOR _____

ADDRESS _____

PHONE _____

I, being duly sworn, do hereby acknowledge that I have read and understood the insurance specifications herein and agree and affirm that the above listed bidder is eligible for and can obtain and supply the appropriate insurance per the specifications contained in the contract documents for this project.

Subscribed and sworn to

Before me this _____

Of _____, 2016.

Signed _____
(Insurance Agent)

Date _____

Insurance Co. _____

Notary Public

Address _____

Phone _____

City Hall Lobby and Building Department

TOTAL BID \$ _____

ALTERNATE BID NO. 1 \$ _____

In submitting this bid, the contractor agrees that acceptance of any or all quotations by the CITY OF ZION within a reasonable period constitutes a contract.

Company

Address

Phone _____

Email _____

Printed Name of Representative:

Signature _____ Date _____

PROJECT DATA

BUILDING USE: BUSINESS GROUP B (BUSINESS) 2015 IBC

BUILDING AREA: 114 SF LOBBY RENOVATION

SHEET INDEX

II. TITLE SHEET

ARCHITECTURAL SPECIFICATIONS
 A01 SPECIFICATIONS
 A02 SPECIFICATIONS
 A03 SPECIFICATIONS
 A21 DEMOLITION FLOOR PLAN
 A31 FLOOR PLAN
 A32 ALTERNATE BID CURRICLES
 A11 ELEVATIONS & SECTIONS
 A12 ELEVATIONS & SECTIONS

ABBREVIATIONS

ALT	ALTERNATE	HR	HOUR	HW	HOLLOW METAL
AE	ARCHITECT/ENGINEER	HT	HEIGHT	HU	HOT WATER
AF	ABOVE FINISH FLOOR	INT	INTERIOR	INSUL	INSULATION
ALUM	ALUMINUM	IT	JOINT	LAV	LAVATORY
BD	BOARD	MFR	MANUFACTURER	MIN	MINIMUM
B/O	BOTTOM OF	MO	MASONRY OPENING	MTL	METAL
CPT	CARPET	NIC	NOT IN CONTRACT	NIS	NOT TO SCALE
CLG	CEILING	OC	ON CENTER	OC	OWNER FURNISHED, CONTRACTOR TO INSTALL
CJ	CONTROL JOINT	OFF	OFFSITE	OFF	OFF
CRU	CONCRETE MASONRY UNIT	PLYUD	PLYWOOD	FL	FL
CONC	CONCRETE	PL	PLASTIC LAMINATE	PLATE	PLATE
CONT	CONTINUOUS	PT	PORCELAIN TILE	GT	GRASS
CO	CLEAN OUT	QT	QUARRY TILE	REQD	REQUIRED
CU	COLD WATER	RO	ROUGH OPENING	RO	ROUGH OPENING
CT	CERAMIC TILE	SAT	SHEET VINYL	SV	SHEET VINYL
DBL	DOUBLE	SIM	SIMILAR	S6	SOLID SURFACE
DF	DIAMETER	S6T	STAINLESS STEEL	STD	STANDARD
DIA	DIAMETER	SAT	SUBPENDED ACOUSTIC TILE	CEILING	CEILING
DIM	DIMENSION	TD	TO BE DETERMINED	TEMP	TEMPORARY
DN	DOWN	T/O	TOP OF	T/O	TONGUE AND GROOVE
DR	DOOR	TYP	TYPICAL	UNLESS NOTED OTHERWISE	UNLESS NOTED OTHERWISE
D9	DOWNPOUT	VCT	VINYL COMPOSITION TILE	VCT	VINYL COMPOSITION TILE
DTL	DETAIL	VB	VINYL BASE	VF	VERIFY IN FIELD
DWG	DRAWING	WD	WOOD	WDF	WELDED WIRE FABRIC
EA	EACH				
EF6	EXTERIOR INSULATION AND FINISH SYSTEM				
EL	ELEVATION				
EJ	EXPANSION JOINT				
EQ	EQUAL				
EQUIP	EQUIPMENT				
EXIST	EXISTING				
EUC	ELECTRIC WATER COOLER				
FEC	FIRE EXTINGUISHER CABINET				
FN	FINISH				
FD	FLOOR DRAIN				
FLR	FLOOR				
FRP	FIBERGLASS REINFORCED PLASTIC				
GA	GALVE				
GALV	GALVANIZED				
GTP BD	GIPSUM BOARD				

GENERAL NOTES

- DO NOT SCALE DRAWINGS.
- CONTRACTOR SHALL FIELD VERIFY AND BECOME THOROUGHLY FAMILIAR WITH ALL CONDITIONS AND DIMENSIONS.
- EACH CONTRACTOR SHALL REVIEW COMPLETE PLANS FOR RELATED WORK.
- ALL WORK SHALL BE IN COMPLIANCE WITH STATE AND LOCAL CODES FOR RESPECTIVE TRADES.
- ALL WORK NOTED AS 'CLEAR ANNOT' TO BE PERFORMED BY OTHERS BY SEPARATE CONTRACT WITH OWNER CONTRACTOR TO COORDINATE THEIR WORK WITH THAT PERFORMANCE BY CLEAR ANNOT CONTRACTOR.
- THIS WORK IS SUBJECT TO THE CITY OF ZION TERMS AND CONDITIONS INCLUDED WITH THESE CONSTRUCTION DOCUMENTS.

LOCATION MAP



ZION, IL



Partners in Design
 ARCHITECTS

**ZION COMMUNITY
 DEVELOPMENT LOBBY**
 PROJECT NUMBER: 420.21.176

ISSUED FOR BID & PERMIT
 ISSUE DATE: 09.22.23

DIVISION 00: PROCUREMENT AND CONTRACTING REQUIREMENTS

- A. Contractor shall provide a complete finished and operational project under the scope of the construction contract. Where specific dimensions, details, or design intent cannot be determined from the drawings, consult the Architect prior to proceeding with the work.
- B. All work shall be in accordance with all building codes and regulations adopted by the City of Zion. Should provisions of these codes and standards be contrary to the Construction Documents, bidders will so advise the Architect or Owner without delay.
- C. Contractor shall visit and verify existing conditions and dimensions. Contractor shall immediately notify the Architect if any discrepancies arise pertaining to the drawings. Contractor shall notify the Architect and Owner of any code violations.
- D. Contractor shall provide the Owner with written notice of the existence of any hazards materials located on the project within five (5) business days of Contractor's becoming aware of the existence of such hazardous materials, and in any event prior to disturbing such hazardous materials. Contractor shall not be obligated to remediate or remove any existing hazardous materials. Contractor shall submit all documents for permit. Owner shall reimburse awarded contractor for all permits and fees.
- F. All construction work shall be in accordance with the Owner's rules and regulations.
- G. All contractors are responsible for properly storing materials on site and protecting materials against exposure to water and dampness. Materials exposed are to be dried out thoroughly and returned to their original condition prior to installation.
- H. The Architect shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, for safety precautions & programs in connection with the work, for the acts or omissions of the contractors, subcontractors or any of them to carry out the work in accordance with the Contract Documents.
- I. Contractor to coordinate all submittals that are required by the Architect in a timely manner. The Architect will respond to the Contractor within two weeks as approved, approved as noted, or request for resubmittal. Contractor will resubmit in a timely manner if original is rejected.
- J. Contractor shall submit samples and specification sheets on all submittals to the Architect for approval prior to commencement of work.
- K. Contractor shall provide one (1) record set of drawings to Architect within 30 days of completion of the project.

- M. Contractor to provide applicable warranties, manuals, and guarantees regarding systems, equipment, fixtures, and workmanship.
- N. All work performed and materials utilized shall be guaranteed for a period of one year after the date of substantial completion or longer if so specified elsewhere in the Contract Documents against defects in workmanship and/or materials.

Special conditions:

- A. Work creating noise shall be as limited by applicable city ordinances. Extremely loud or disruptive work to be performed during off hours. Owner shall be notified a minimum of 24 hours prior to this type of work.

DIVISION 01: GENERAL REQUIREMENTS

- A. Do not scale drawings - written dimensions govern. Large scale details govern over small scale.
- B. Verify all dimensions and conditions prior to installation of work.
- C. Given dimensions are from framing to framing unless noted otherwise.
- D. Install materials and systems in proper relation with adjacent construction and with uniform appearance.
- E. Materials and systems shown shall be delivered, stored, handled, and installed in accordance with manufacturer's written instructions and reviewed submittals.
- F. Remove and properly dispose of construction debris according to applicable laws and regulations as required to accommodate construction. The contractor shall remove from daily, and as directed, all rubbish and debris. And upon project completion, remove all equipment and perform final cleaning as may be necessary to leave the job ready for occupancy. Contractor shall daily remove from the site all combustible building refuse including scrap lumber, paper, etc. All packing cases, crates, and cartons in which construction materials have been delivered shall be removed immediately. The burning of refuse will not be permitted. Contractor shall separate out items such as paper, plastic, cardboard, and aluminum for recycling.
- G. Contractor shall verify that all existing floors are in good and level condition. All areas found not so are to be patched to allow for no more than 1/4" variation in a 10'-0" span.
- H. Contractor shall provide, if applicable, temporary barricades to protect the occupants from construction hazards.
- I. Contractor to provide products of the same kind from a single source - including material, equipment, systems, etc. Upon completion, contractor shall:
 - 1. Arrange for final cleaning of all building and site areas.
 - 2. Arrange for final inspections from the City.



DIVISION 02: EXISTING CONDITIONS

- A. The contractor shall comply with all requirements and codes set forth by the City of Zion and the Owner.
- B. Contractor shall ensure safe passage of persons around area of demolition.
- C. Contractor shall promptly repair damages caused to adjacent facilities at no cost to the owner.
- D. Maintain and protect existing utilities to remain in service before proceeding with demolition. Submit request for utility and other systems shutdowns to owner in advance.
- E. Loud or disruptive demolition activities are to be scheduled with the owner in advance and may require off hours work.

DIVISION 06: WOOD, PLASTICS AND COMPOSITES

ROUGH CARPENTRY

- A. Comply with ps20 "American Softwood Lumber Standards." Moisture content 19% maximum - standard grade.
- B. Set carpentry level and plumb and true to required lines.
- C. Use fire resistive treated lumber in required fire rated locations.
- D. Keep materials under cover and dry. Protect against exposure to weather and contact with damp or wet surfaces

FINISH CARPENTRY

- A. Comply with AWI "Architectural Woodwork Quality Standards" for grades of interior architectural woodwork, construction, finishes, and other requirements.
- B. Countersink all screws and cover with matching material (wood or plastic laminate).



DIVISION 08: OPENINGS

HARDWARE

- A. Provide all hardware necessary to make each door complete and operational for intended use.
- B. Cylinders and keying by general contractor.
- C. Verify keying requirements with owner.
- D. All door hardware to comply with ADA requirements and as defined in ANSI A-117.1.
- E. All frames must be set plumb and level to ensure proper operation of doors and hardware.

HARDWARE WARRANTY

- A. Special Warranties:
 - 1. Warranty Period: Years from date of substantial completion, for durations indicated.
 - a. Locksets: Mechanical 3 Years; Electrified 1 Year.
- 2. Warranty does not cover damage or faulty operation due to improper installation, improper use, or abuse.

Glazing

- A. Tru-Armor and Clear-Armor is ballistic resistant film items noted as clear-armor or tru-armor shall be furnished and installed by clear clear-armor LLC www.clear-armor.com. Contractor shall include cost to furnish and install clear armor with their BID.

DIVISION 09: FINISHES

FINISHES

- A. All finishes to applied in accordance with manufacturers specifications.
- B. All floors to be leveled and depressions filled before finishes are installed.
- C. Line of abutment between dissimilar floor finishes shall occur under a door.
- D. Contractor shall submit color and material samples and specification sheets to the owner for approval prior to commencement of work.
- E. Where carpeting meets resilient tile or base building surfaces, the contractor shall furnish and install transition strip per finish plan.

See drawings for specific finish selections.

GYPSUM BOARD

- A. Provide 5/8" thick gypsum board.

CARPET

- A. Product to be installed per manufacturer's installation specifications.

PAINT

- A. Furnish all materials and labor to complete all painting and/or finishing indicated on drawings.
- B. Paint shall be Benjamin Moore eco spec WB or equal. See drawings for colors and finishes.
- C. All painted surfaces to receive paint to cover walls in accordance with industry standards. Protect work of other trades from painting work and clean windows and other surfaces if paint splattered.
- D. Paint application as follows:
 - 1. Existing drywall / plaster surfaces:
 - a. Spot prime as required
 - b. Two coats as required to provide uniform color - (see finish legend for paint finish)
 - 2. New drywall / plaster surfaces:
 - a. Prime as required
 - 3. Two coats as required to provide uniform color - (see finish legend for paint finish)
- F. Contractor shall turn over any extra paint to Owner for attic stock - label as to the color, finish, and location used

DIVISION 10: SPECIALTIES

- A. Non- Ricochet deal tray shall be model No. BRT1.12 as manufactured by C.R. Laurence Co, INC.

CO3 File-Grand Street
1000 N. Michigan St. #310
Chicago, IL 60610
PH: 312.329.8000
WWW.PARTNERSINDSIGN.COM

ZION COMMUNITY DEVELOPMENT LOBBY
2828 SHERIDAN RD, ZION, IL 60099
SPECIFICATION

Partners in Design
ARCHITECTS



PROJECT NO: 4202176
DATE: 09/22/23
JOB: JUP TOC
SCALE: 1/8"=1'-0"

A0.3

DEMOLITION KEY NOTES

FLOORING:

REMOVE FLOORING, ADHESIVE AND WALL BASE.
PREPARE REMAINING SURFACES TO ACCOMMODATE
NEWLY SCHEDULED FLOORING.

10

DOORS AND WINDOWS:

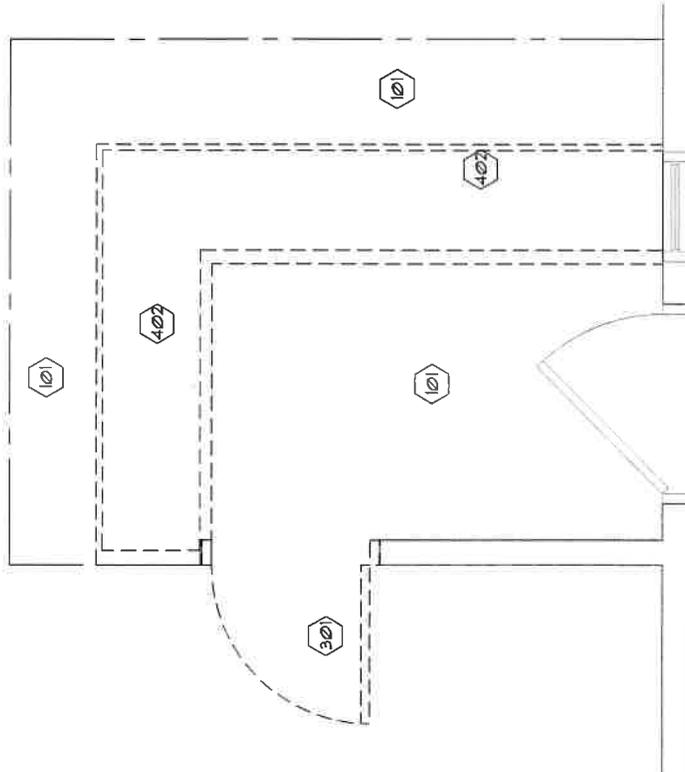
REMOVE EXISTING GATE FRAME AND ALL ASSOCIATED
COMPONENTS.

30

MISCELLANEOUS:

REMOVE MILLWORK, COUNTERTOP, AND ANY ASSOCIATED
COMPONENTS.

40



1 DEMO FLOOR PLAN

A2.1 SCALE: 1/2" = 1'-0"



GENERAL DEMOLITION NOTES

DEMOLITION DRAWINGS ARE PROVIDED AS A REFERENCE TO ESTABLISH THE GENERAL SCOPE OF DEMOLITION WORK. CONTRACTOR IS RESPONSIBLE TO COMPLETE ALL DEMOLITION WORK WHERE REQUIRED TO ACCOMMODATE NEW CONSTRUCTION AND PROTECT THE STRUCTURAL INTEGRITY OF EXISTING-TO-REMAIN.

MAINTAIN THE STRUCTURAL INTEGRITY OF THE EXISTING BUILDING TO REMAIN. IMMEDIATELY CONTACT THE ARCHITECT IF SCHEDULED DEMOLITION WORK WILL COMPROMISE STRUCTURAL INTEGRITY OF EXISTING BUILDING PRIOR TO DEMOLITION.

VERIFY EXISTING STRUCTURAL SUPPORTS AND LOCATION OF ALL STRUCTURAL SUPPORTING WALLS PRIOR TO DEMOLITION. ALL EXISTING STRUCTURAL SUPPORTS ARE TO REMAIN UNLESS NOTED OTHERWISE ON DEMOLITION PLAN.

COORDINATE ALL DEMOLITION WORK OUTLINED ON DEMOLITION PLAN WITH NEW FLOOR PLAN LAYOUT TO ALLOW FOR PROTECTION OF EXISTING-TO-REMAIN.

GENERAL CONTRACTOR IS REQUIRED TO COORDINATE WITH ALL OTHER CONTRACTORS FOR ALL DEMOLITION WORK. GENERAL CONTRACTOR SHALL PROVIDE NECESSARY ACCESS FOR OTHER CONTRACTORS REQUIRED TO PERFORM DEMOLITION WORK AS PART OF THEIR SCOPE.

EXISTING PLANS AND DETAILS WERE DRAWN FROM ORIGINAL DOCUMENTATION. GENERAL CONTRACTOR TO FIELD VERIFY ALL CONSTRUCTION AND NOTIFY THE ARCHITECT IF THERE ARE ANY MAJOR DISCREPANCIES.

CONTRACTOR IS RESPONSIBLE FOR PATCHING WALLS, FLOORS, ETC. AND LEVELING EXISTING SURFACES AS REQUIRED TO MATCH ALL ADJACENT SURFACES WHERE REMOVAL WORK HAS OCCURRED, ESPECIALLY WHERE REMOVED WALLS INTERSECT WALLS TO REMAIN AND EXISTING FLOORS SCHEDULED FOR NEW FINISHES.

SAW CUT, REMOVE AND PATCH ALL WALLS AND FLOORS AS REQUIRED FOR NEW MECHANICAL, PLUMBING AND ELECTRICAL WORK.

ALL BIDDING CONTRACTORS ARE REQUIRED TO WALK THROUGH THE PROJECT SITE TO BECOME FAMILIAR WITH THE SCOPE AND INTENT OF THE CONSTRUCTION DOCUMENTS.

RECONFIGURE EXISTING MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS PER THE NEW FLOOR PLAN AND ALL APPLICABLE CODES. TERMINATE ALL UNUSED CONNECTIONS PER CODE.

DEMO FLOOR PLAN LEGEND

EXISTING WALL TO REMAIN

EXISTING WALL AND ASSOCIATED DEVICES TO BE REMOVED

EXISTING DOOR TO REMAIN

EXISTING DOOR TO BE REMOVED

ZION COMMUNITY DEVELOPMENT LOBBY
2828 SHERIDAN RD, ZION, IL 60099

FLOOR PLAN

Partners in Design
ARCHITECTS



PROJECT NO. 42021176
DRAWN BY: MJP
CHECKED BY: TOC
DATE: 08/22/23
SHEET NO.

A2.1

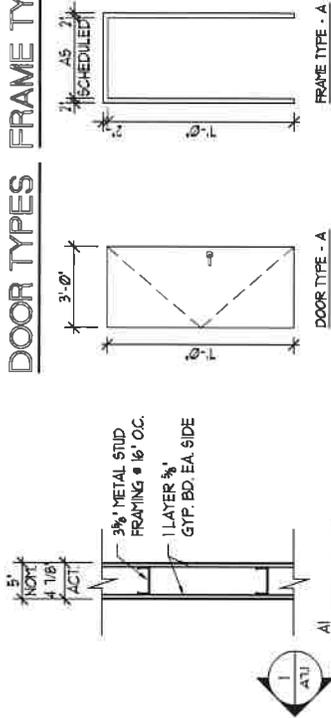
GENERAL PLAN NOTES

1. THE CONTRACTOR SHALL VERIFY DIMENSIONS AND EXISTING CONDITIONS, AND SHALL REPORT ALL DISCREPANCIES PRIOR TO CONSTRUCTION.

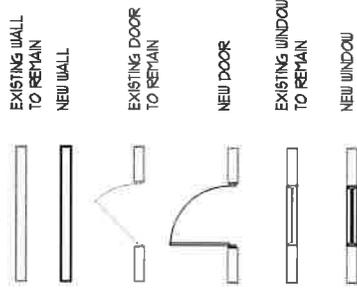
WALL TYPES

1. ALL WALLS TO BE BRACED.
2. ALL GYP. BD. TO BE 5/8" TYPE 'X' UNLESS NOTED OTHERWISE.

DOOR TYPES FRAME TYPES

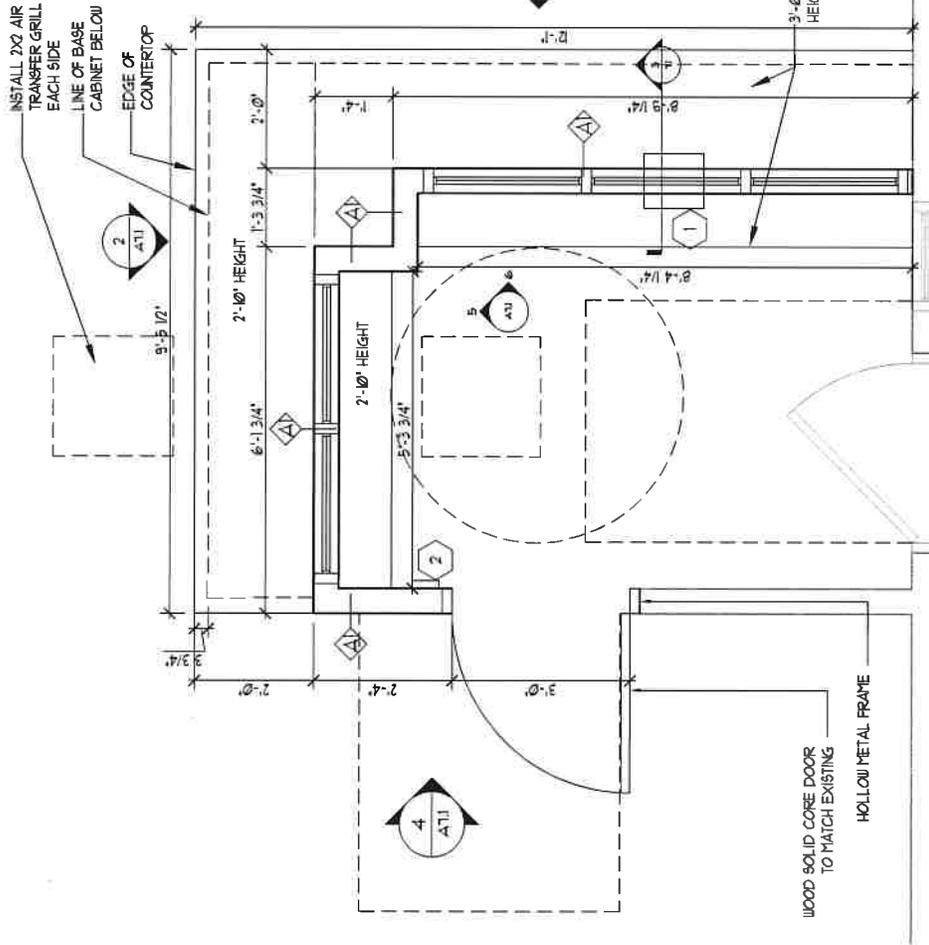


PLAN LEGEND



DOOR HARDWARE

- (3) MORTISE HINGES
- (1) CYLINDRICAL LEVER LOCKSET (CLASSROOM FUNCTION)
- (1) ELECTRIC STRIKE (CONNECTED TO ACCESS CONTROL)

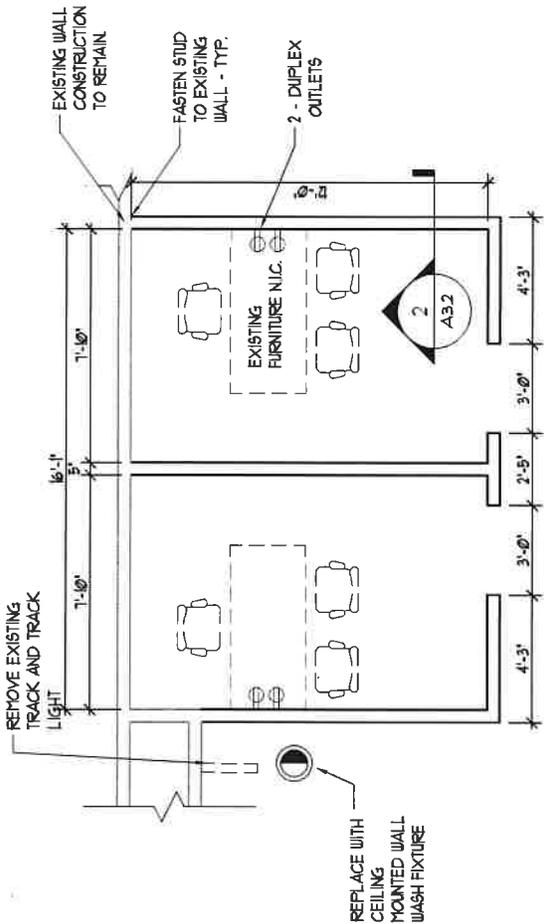


FLOOR PLAN KEY NOTES

1. CRL BRUSHED STAINLESS NON-RICOCHET LEVEL | BULLET RESISTANT DROP-IN DEAL TRAY
2. KEY FOB SECURITY ENTRY SYSTEM BY OWNER

1 FLOOR PLAN A3.1 SCALE: 1/2" = 1'-0"



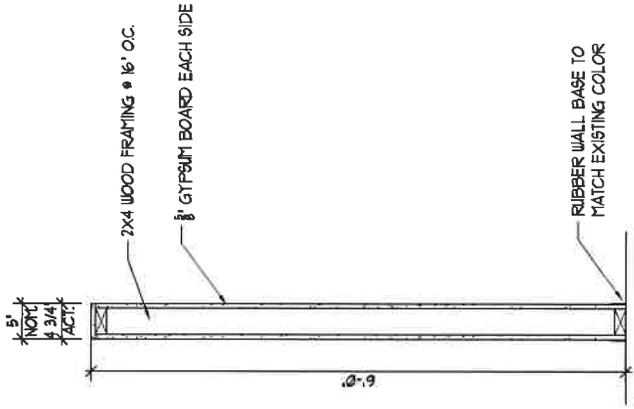


1 OFFICE CUBICLES - ALTERNATE BID NO. 1
 A32 SCALE: 1/4" = 1'-0"

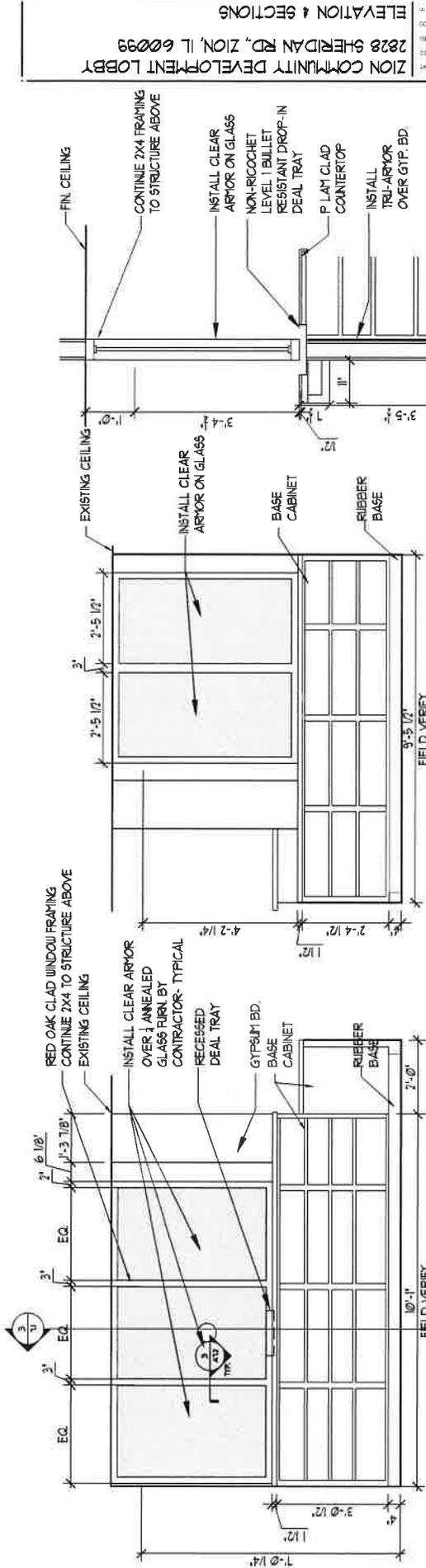


INSTALL CLEAR ARMOR
 (BY OTHERS)

3 LOBBY DOOR
 A32



2 WALL SECTION
 A32 SCALE: 3/4" = 1'-0"



1 ELEVATION
 ATJ SCALE: 3/8" = 1'-0"

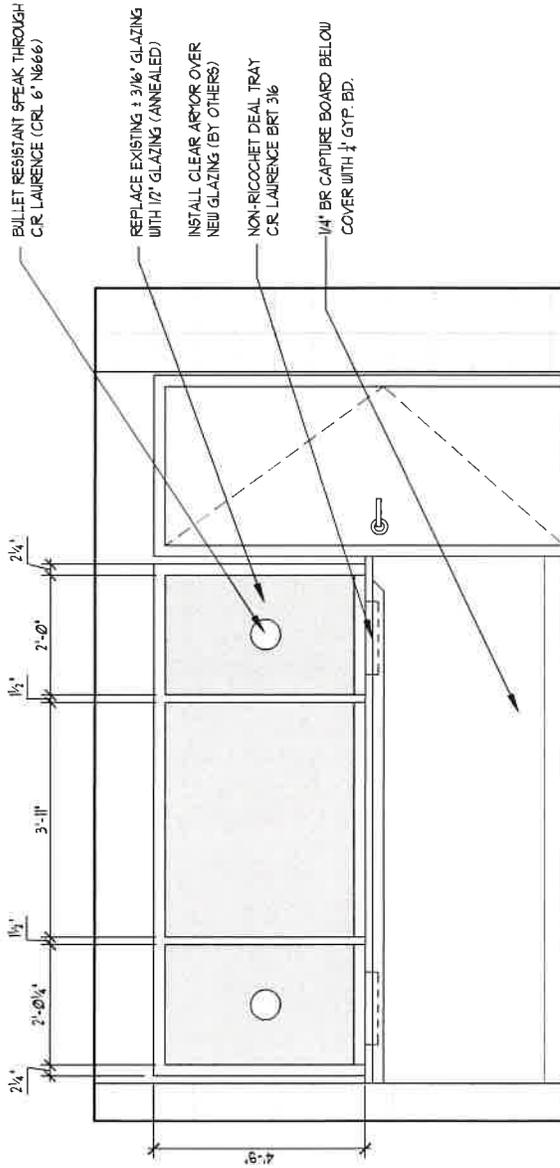
2 ELEVATION
 ATJ SCALE: 3/8" = 1'-0"

3 SECTION
 T.1 SCALE: 1/2" = 1'-0"

4 ELEVATION
 ATJ SCALE: 3/8" = 1'-0"

5 ELEVATION
 ATJ SCALE: 3/8" = 1'-0"

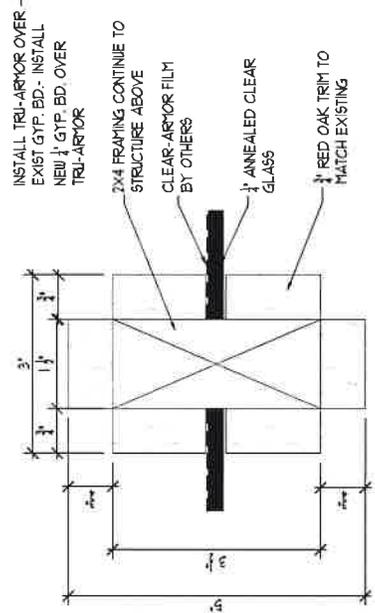
6 SOUTH WALL ELEVATION
 ATJ SCALE: 3/8" = 1'-0"



1 BUILDING LOBBY
AT2 SCALE: 1/2" = 1'-0"

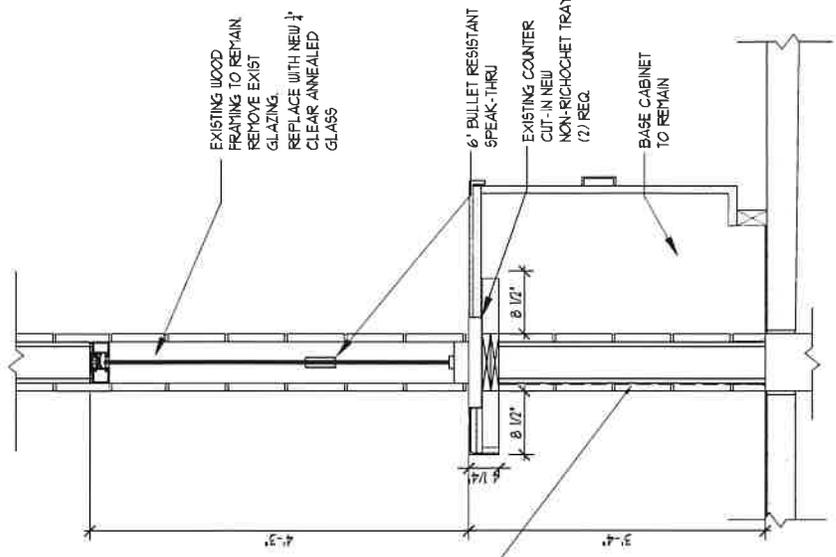


2 EXISTING WINDOW
AT2 N.T.S.



3 WINDOW DETAIL
AT2 SCALE: 6" = 1'-0"

CONTACT: CLEAR ARMOR
847-665-8441
DAVE@CLEAR-ARMOR.COM
c: 847-361-9445



4 WINDOW SECTION
AT2 SCALE: 3/4" = 1'-0"