

## **Part II. Technical Specifications**

<b>Division 01 – General Requirements</b>	
011000	Summary of Work
012100	Allowances
012200	Unit Prices
012300	Alternates
012600	Contract Modification Procedures
012900	Payment Procedures
013100	Project Management and Coordination
013200	Construction Progress Documentation
013233	Photographic Documentation
013300	Submittal Procedures
013500	Special Procedures For Historic Treatment
014000	Quality Requirements
014200	References
015000	Temporary Facilities and Controls
016000	Product Requirements
017000	Execution Requirements
017100	Housekeeping and Cleaning
017329	Cutting and Patching
017400	Warranties
017700	Closeout Procedures
017839	Project Record Documents
<b>Division 02 – Site Work</b>	
020344	Shoring and Bracing
024119	Selective Demolition
<b>Division 05 – Metals</b>	
055500	Fabricated Metals
<b>Division 06 – Wood and Plastics</b>	
060500	Fasteners and Fastening
061000	Rough Carpentry
062000	Finish Carpentry
063100	Preservation Treatment
063400	Wood Restoration
<b>Division 07 – Thermal and Moisture Protection</b>	
074000	Wood Siding
076200	Sheet Metal Flashing and Trim
079000	Joint Sealants

<b>Division 08 – Openings (Doors, Windows and Shutters)</b>	
082000	Wood Doors
085200	Wood Windows
087100	Door, Window and Shutter Hardware
087300	Weatherstripping
088000	Glazing and Glazing Materials
<b>Division 09 – Finishes</b>	
090121	Plaster Restoration and Repair
092613	Gypsum Veneer Plastering
092900	Gypsum Wallboard
099000	Painting and Coatings
<b>Division 26 – Electrical</b>	
260000	Basic Electrical Requirements
Note: Omitted CSI Divisions are not used.	

**Part III. Drawings (11" x 17" Format Bound Separately)**

## SECTION 011000 - SUMMARY OF WORK

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section includes:

1. Project Description.
2. Historic Designation and Architectural Significance.
3. Work covered by Contract.
4. Definitions.
5. Regulatory requirements.
6. Access to the site and the Contractor's use of the premises.
7. Preconstruction Meeting.
8. Coordination requirements.

#### 1.2 PROJECT DESCRIPTION

##### A. The Project is:

Phase 4 Improvements at the Ocean City Life Saving Station  
801 4<sup>th</sup> Street  
Ocean City, NJ 08226  
City Contract No. 20-10

##### B. The Owner is:

The City of Ocean City  
861 Asbury Avenue  
Ocean City, NJ 08226  
Tel 609-399-6111

##### C. The Owner's Representative and contact person is:

Joseph S. Clark, QPA, RPPO, CPPB, City Purchasing Manager  
Department of Administration - Purchasing Division  
City of Ocean City  
861 Asbury Avenue  
City Hall, Room 203  
Ocean City, NJ 08226  
Tel 609-399-6111, ext. 9354  
jclark@ocnj.us

D. The Architect is:

Michael Calafati, AIA, Principal-in-Charge  
Michael Calafati Architect, LLC  
510 Bank Street, 3rd Floor  
P.O. Box 2363  
Cape May, NJ 08204  
Tel 609-884-4922  
michael@calafati.com

1.3 HISTORIC AND ARCHITECTURAL SIGNIFICANCE AND STATUS

- A. The U.S. Life Saving Station in Ocean City is significant as an example of a significant type of life saving station and for its association with the activities of the U.S. Life Saving Service. The building was constructed in 1885 in what was referred to as the "1882 type." There were 25 life-saving stations constructed in this style. In 1905 the building's footprint was expanded to nearly twice its original size. The expansion was done in a style unique to New Jersey Life Saving Stations. In 1915 the U.S. Life Saving Service and the Revenue Cutter Service were combined to form the U.S. Coast Guard. The Coast Guard continued to utilize the building until it was decommissioned during the 1940s and sold. It was used as a private residence until the City purchased it in May 2010.
- B. The Ocean City Life-Saving Station (ID#1594) was listed on the *New Jersey and National Registers of Historic Places* in 2013.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The project's goal is to complete the aspects of the property's restoration that were not executed in previous phases and to restore the building to its circa 1915 appearance, based on the recommendations of the completed *Preservation Plan*. Phase 1, the earliest project, was completed in 2014 and addressed many aspects of the building's structure and exterior. Phase 2, completed in 2017, restored the balance of the exterior (windows and doors), the first floor's finishes, introduced new mechanical and electrical systems and provided ADA access to the main floor. The building opened for public visitation for the first time at the completion of Phase 2. Phase 3, completed in 2018, restored the site with the installation of new walks and perimeter fence.
- B. This project, Phase 4, will address the second floor demolition and new finishes, exterior shutters, stabilization of the outbuilding and the replication of a chicken coop. The complete Scope of Work consists of a single contract that will be carried out in accordance with the Contract Documents (Drawings and

Specifications).

- C. Work is to be carried out to respect and conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties (Revised 2017).
- D. Consult the Bid Proposal Form for the division of work items between the basic scope (Base Bid) and additional work (Alternates).
- E. The project includes:
  - 1. General conditions, facilities, temporary controls at all structures (typical aspects for a project of this type subject to public bidding to a capable bidders). This includes the erection of all temporary facilities, including protection and controls.
  - 2. Sitework Selective demolition of non-historic finishes; Excavation to place new outbuilding foundations; Archeological Monitoring (excavation for foundations).
  - 3. Concrete Construct foundations at outbuilding.
  - 4. Masonry Miscellaneous CMU block at outbuilding's perimeter.
  - 5. Carpentry Install beaded board walls and trim, wainscoting and window and door trim.
  - 6. Doors and Windows Install four-panel wood doors; Construct wood windows; restoration and replication of shutters.
  - 7. Finishes Replace/repair plaster walls and ceilings; Replace damaged flooring; Paint interior, doors, windows, and shutters.
  - 8. Mechanical Only insofar as it relates to temporary removal and reinstallations to allow for the installation of new finishes.
  - 9. Electrical Install new interior light fixtures.
  - 10. Project Closeout.

## 1.5 DEFINITIONS

- A. Contractor: The term "Contractor" shall mean the General Contractor responsible for administering the contract.

- B. Owner-Client: Unless specifically stated otherwise, the general use of "Owner" within this project manual shall signify the City of Ocean City, also known as the "Client."
- C. Furnish: Purchase a product together with its accessories and fastenings, deliver it, store and protect it before installation, and replace it if defective.
- D. Install: Assemble, mix, erect, apply, fasten, put in working order, repair, clean, protect, and otherwise incorporate in the Work as a complete, secure, and functioning item. Surface preparation, bracing, cutting, patching, curing, wiring, piping, energizing, testing, adjusting, finishing, and other work customarily associated with a product shall be part of installing it.
- E. Provide: To furnish and install.
- F. Indicated: Shown, drawn, noted, scheduled, specified, or otherwise included in the Contract Documents.

## 1.6 REGULATORY REQUIREMENTS

### A. Permits and Licenses:

1. Obtain all permits and licenses required by regulations including local municipal building permits.
2. Submit copies of all permits, licenses and similar permissions obtained, and receipts for fees paid, to the Owner directly.
3. The cost of municipal permits will be waived. The process of filing for and obtaining permit, however, will be included as part of the General Contractors' base bid.
4. The General Contractors shall be required to close out permits and produce proof of same as a condition of final payment.

## 1.7 ACCESS TO THE SITE AND USE OF THE PREMISES

### A. The space available to the Contractor for performance of the work and storage is the work area as indicated in the Contract Documents.

1. Moveable fence sections will be installed by the contractor around vertical access points (scaffolding).
2. The contractor will be responsible for submitting a Construction Staging Plan to Owner and Architect prior to commencing construction. This plan will be submitted at the Pre-Construction Meeting.
3. Contractor parking and access is to be determined by the Owner.

- B. Restricted access to the site only along those routes designated by the owner.
- C. Security Procedures:
  - 1. Limit access to the site to persons involved in the work.
  - 2. Keep clear access to site at all times for emergency vehicles.
  - 3. Provide secure on-site storage for materials for which the Owner has made payment and which are stored on site.
  - 4. Secure completed work as required to prevent loss.
- D. Signs: All signs must be submitted for review and acceptance by the Architect and the Mayor and Council prior to posting.
  - 1. Do not install, or allow to be installed, signs other than accepted signs.
- E. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weather tight condition throughout construction period. Repair damage caused by construction operations. Protect building and its site surroundings during construction period.

## PART 2 - PRODUCTS (NOT USED)

## PART 3 - EXECUTION

### 3.1 PRE-CONSTRUCTION MEETING

- A. A pre-construction meeting will be held at a time and place designated by the Architect, for the purpose of identifying responsibilities of the Owner's, Architect's personnel and explanation of the administrative procedures.
- B. The Contractor shall also use this meeting for the following minimum agenda:
  - 1. Designation of responsible personnel.
  - 2. Working hours.
  - 3. Construction schedule.
  - 4. Use of areas of the site.
  - 5. Protection and preservation procedures.
  - 6. Delivery and storage.
  - 7. Safety.
  - 8. Security.
  - 9. Cleaning up.
  - 10. Procedures relating to:
    - a. Submittals.
    - b. Applications for payment.
    - c. Record documents.

11. Submittals of Construction Staging Plan.

C. Attendees shall include:

1. The Owner.
2. The Architect, and any consultants.
3. The Contractor and superintendent.
4. Subcontractors, major suppliers and fabricators.

3.2 COORDINATION OF WORK

- A. General: Coordinate all administrative, demolition, and construction activities including temporary facilities and services required for performance of the work.
- B. Inform each party involved, in writing, of procedures required for coordination; include requirements for giving notice, submitting reports, and attending meetings.
- C. Coordinate all submittals required by the contract documents.
- D. Coordination Drawings: Prepare coordination drawings where space is limited, showing plan and cross-section dimensions of space available, including structural obstructions and finish elements.
  1. Show installation sequence when necessary for proper installation.

END OF SECTION