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| **Section 01 11 00**  **2022-10-31 Summary of Work** |

Include this Summary of Work Section on all projects. Purpose of this Section is to provide a general overview of the project and, when required, to specify special contractual and administrative requirements.

This Master Specification Section contains:

.1 This Cover Sheet

.2 Specification Section Text:

.1 Work of the Project

.2 Construction Management

.3 Work of this Contract

.4 Contract Time

.5 Contractual Arrangement

.6 Assignable Contracts

.7 Related Work by Other Contractors

.8 Materials Supplied or Installed Under Separate Contracts

.9 Related Work by Province

.10 Materials Supplied by Province

.11 Preordered Materials

.12 Service Connections

.13 Roads, Curbs, Gutters, and Sidewalks

.14 Future Work

.15 Work Sequence

.16 Contractor's Use of Premises

.17 User Occupancy

.18 Partial Utilization

.19 Responsibility for Existing Property

Editing:  Always specify “Work of The Project”, “Contract Time”, “Contractual Arrangement” and “Contractor's Use of Premises”. Specify other clauses as needed. Edit and expand Section if required.

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| **\\goa\desktop\K_O\norman.ho\Desktop\AB-Sig 2Color Sky CMYK.jpgChange Log** |
| **Section 01 11 00**  **2022-10-31 Summary of Work** |

**Changes made in this Section Update (2022-10-31)**

1. Added Alberta logo to all headers.
2. Added WBS No. to Project ID in section header.
3. Article 1.5.5: Deleted reference to Section 01 35 25 – Erosion and Sedimentation Control. Section 01 35 25 no longer on Infrastructure Technical Resources.
4. Replaced references to ‘his’ with ‘the Contractor’, or ‘the Province’, as appropriate.
5. Grammar corrections, capitalized defined terms.
6. WORK OF THE PROJECT

SPEC NOTE: Use following clauses when Project is being carried out under a multiple prime contract arrangement. Coordinate with Related Work by Other Contractors to ensure that there is no conflict nor duplication of requirements.

* 1. Work of the Project, of which Work of this Contract is a part, comprises the following:
     1. [          ]
  2. Work of the Project is being carried out utilizing multiple contracts. Work of these separate contracts may be performed simultaneously or sequentially.
  3. Work of the Project has been divided into the following contract packages:
     1. Contract [No.     ] for [     ] [which has been awarded to [     ] [and which is complete.]
     2. Contract [No.     ] for [     ] which comprises the Work of this Contract.
     3. Contract [No.     ] for [     ] which has not been awarded.
     4. Etc.
  4. The Province reserves the right to subdivide, consolidate or otherwise modify the above contract packages.

SPEC NOTE: Include the following clause only for LEED registered projects.

* 1. Third party environmental certification through LEED (Leadership in Energy and Environmental Design) with the Canada Green Building Council:
     1. This Project is registered LEED-[NC] [CI] [ ] Project with the Canada Green Building Council.
     2. Certification level goal is [Silver] [Gold] Platinum].
     3. Refer to Section 01 35 18 - LEED Requirements for procedures, definitions, point categories, prerequisites, and credits.
     4. Refer to Section 01 35 20 - Environmental Procedures for procedures concerning building and site environment.
     5. Refer to Section 01 74 19 - Waste Management and Disposal for requirements to reduce, reuse, recycle, and dispose of construction waste.

1. CONSTRUCTION MANAGEMENT
   1. The Project is being constructed under the Construction Management System. Construction Management will be performed by:

[          ].

SPEC NOTE: Specify name and address of construction management company, name of construction manager and telephone number.

* 1. Construction Manager will provide full-time site administration to ensure that all Contractors coordinate their work with Other Contractors and to ensure maintenance of the established construction schedule.
  2. Each Contractor shall cooperate fully with the Construction Manager and with all Other Contractors.
  3. Any Contractor who considers that there is a lack of cooperation on the part of any Other Contractor shall promptly so inform the Province in writing.

1. WORK OF THIS CONTRACT

SPEC NOTE: Specify in very general and simple terms the nature of the work. Normally a one sentence statement will suffice. Use point form method if necessary. Do not be too specific. Do not specify a scope-of-work.

* 1. Work of this Contract comprises the following:
     1. [          ].
  2. Municipal Address:  [                                    ].

SPEC NOTE: Always include legal description for demolition projects.

* 1. [Legal Description:  [                                   ].

SPEC NOTE: Include the following for projects requiring work outside of property lines.

* 1. Physical Limits: Work of the Contract is not necessarily restricted to work within property lines of site, but includes all Work required by Contract Documents, both within and outside property lines.

1. CONTRACT TIME
   1. Date of commencement of the Contract shall be the date of issuance of the Letter of Acceptance.
   2. Commence work at the Place of the Work by [              ].

***OR***

* 1. Commence work at the Place of the Work within [    ] Days after date of commencement of Contract.
  2. Attain Interim Acceptance of the Work within [        ] [months] [weeks] [Days] after date of commencement of Contract.

***OR***

* 1. Attain Interim Acceptance of the Work by [             ].

SPEC NOTE: Specify following clauses only when appropriate Facility Start-Up procedures are specified in Section 01 91 01.

* 1. The Province's pre-planned activities, which will be performed as specified under Performance Testing in Section 01 91 01, will be completed within approximately [   ] [Days] [weeks] from date of Interim Acceptance of the Work, provided that the Province's activities are not hampered or delayed by the Work proving to be unready for Performance Testing or the identification of an unreasonable number of Contract Deficiencies.
  2. The Province's pre‑planned activities, which will be performed as specified under Fine Tuning in Section 01 91 01, will be completed within approximately [      ] [Days] [weeks] from date of Practical Completion of the Work.

***OR***

SPEC NOTE: If Section 01 11 05 is used (i.e. when extraordinary time control provisions are necessary) delete all of the foregoing clauses in this article and specify the following cross-reference instead.

* 1. Refer to Section 01 11 05 – Contract Time and Time Control.

1. CONTRACTUAL ARRANGEMENT
   1. Work shall be performed under a single contract under a [Stipulated Price Arrangement] [Unit Price Arrangement].

***OR***

* 1. Work shall be performed under a single contract combining a Stipulated Price Arrangement and a Unit Price Arrangement.
  2. [     ] portion of the Work shall be performed under a Stipulated Price Arrangement.  [     ] portion of the Work shall be performed under a Unit Price Arrangement.

1. ASSIGNABLE CONTRACTS

SPEC NOTE: Use these clauses only if this contract is to assume assignable contracts. Coordinate with Section 01 11 08.

* 1. The Province has entered into contract for certain work which will be assigned to this Contract.
  2. Refer to Section 01 11 08 for details.

1. RELATED WORK BY OTHER CONTRACTORS

SPEC NOTE: Specify work to be supplied and installed under other contracts and which is directly related to work of this Contract. Coordinate with Work of This Project clauses.

* 1. Other Contractors will be employed under separate contract with the Province to perform the following work which is integral with Work of this Contract:
     1. [          ].
  2. Other Contractors will be employed under separate contract with the Province to perform the following work which will be completed prior to the start of Work of this Contract:
     1. [          ].
     2. [          ].
  3. Other Contractors will be employed under separate contract with the Province to perform the following contiguous work which will be performed during the course of the Work of this Contract:
     1. [          ].
     2. [          ].
  4. Other Contractors will be employed under separate contract with the Province to perform the following work which will be performed after completion of the Work of this Contract:
     1. [          ].
     2. [          ].
  5. Afford Other Contractors every opportunity for the introduction and storage of their materials as required.
  6. Coordinate and connect work of this Contract with work of Other Contractors as required.
  7. Cut, fit and patch work of this Contract as required to fit it to receive or be received by work of Other Contractors.

1. MATERIALS SUPPLIED OR INSTALLED UNDER SEPARATE CONTRACTS

SPEC NOTE: Specify materials to be supplied under this contract for installation under other contracts, and vice versa. Expand requirements as required to ensure coordination between contracts, particularly regarding transportation, delivery, storage and handling.

* 1. Supply following materials for installation under separate contracts:
     1. [       ] [as specified in Section        ] to be installed under contract [     ].
  2. Install following materials supplied under separate contracts:
     1. [       ] as supplied under contract [       ] and as specified in Section        ].

1. RELATED WORK BY PROVINCE

SPEC NOTE: Specify work to be supplied and installed by the Province and which is directly related to work of this Contract.

* 1. The following work will be performed by the Province utilizing the Province’s own forces:
     1. [     ].
     2. [     ].
  2. Afford the Province every opportunity for the introduction and storage of the Province’s materials as required.
  3. Coordinate and connect work of this Contract with the Province's work as required.
  4. Cut, fit and patch work of this Contract as required to fit it to receive or be received by the Province's work.

1. MATERIALS SUPPLIED BY PROVINCE

SPEC NOTE: Specify materials to be supplied by the Province for installation under this Contract. Edit requirements under 10.2 and 10.3 to suit complexity of materials being supplied. Include pre-purchased materials under this article.

* 1. The Province will supply following materials to the Contractor for installation:
     1. [     ] [as specified in Section        ]
     2. [     ] [as specified in Section        ].

SPEC NOTE: If materials are also specified in particular specification Sections, indicate Section number.

* 1. The Province will do following:
     1. Arrange for and deliver necessary Shop Drawings, Product Data and Samples to the Contractor.
     2. Arrange and pay for delivery of materials to site, in accordance with construction schedule.
     3. Deliver supplier's bill of materials to the Contractor.
     4. Inspect deliveries jointly with the Contractor.
     5. Submit claims for transportation damage.
     6. Arrange for replacement of damaged, defective, and missing items.
  2. The Contractor shall do following:
     1. Designate delivery date for each material in the construction schedule.
     2. Review Shop Drawings, Product Data and Samples and submit to the Province with notification of any discrepancies or problems anticipated in use of materials.
     3. Receive and unload materials at site.
     4. Promptly inspect materials jointly with the Province and record shortages, damaged or defective items.
     5. Handle materials at site, including uncrating and storage.
     6. Protect materials from exposure to elements and from damage.
     7. Assemble, install, connect, adjust and finish materials.
     8. Repair or replace items damaged by the Contractor.

1. PREORDERED MATERIALS

SPEC NOTE: Specify materials, equipment etc. which have been preordered by the Province for purchase by the Contractor. Identify the material and the Section in which it is specified. Ensure that a copy of the purchase agreement is attached to and bound with the applicable technical Section. Do not confuse preordered materials with pre-purchased materials which are categorized as "Materials Supplied by Province".

* 1. The Province has placed orders with certain suppliers for the following materials which shall be purchased and installed by the Contractor:
     1. [     ] as specified in Section [     ].
     2. [     ] as specified in Section [     ].
  2. A copy of the applicable purchase agreement is attached to the specification Section which specifies the preordered material.
  3. Upon execution of the contract Agreement, the Contractor shall execute the purchase agreement with each supplier for the respective material in accordance with the terms of the purchase agreement.
  4. Costs for purchase, delivery, installation, adjusting and finishing of preordered materials shall be included in Contract Price.
  5. The Contractor's responsibilities for preordered materials shall be the same as for other materials provided under this Contract.

1. SERVICE CONNECTIONS

SPEC NOTE: Use this Article only where some or all Utility service lines and sources are to be installed under separate construction contract(s) identified in Article 1.3 of this Section. Coordinate with Section 01 21 14.

* 1. As used in this Article, "Utility" means a public or private utility company, or a municipality.
  2. The following Utility service lines and sources [have been] [will be] installed under separate contract(s) and will be completed prior to the start of this Contract.
     1. Water
     2. Sanitary Sewer
     3. Storm Sewer
     4. Natural Gas
     5. Electrical Power
     6. [Others]
  3. The following Utility service lines and sources shall be installed as part of this Contract.
     1. Water
     2. Sanitary Sewer
     3. Storm Sewer
     4. Natural Gas
     5. Electrical Power
     6. [Others]
  4. Refer to Section 01 21 14 - Service Connections for details.

1. ROADS, CURBS, GUTTERS, AND SIDEWALKS

SPEC NOTE: Purpose of these clauses is to specify responsibilities concerning roads, curbs, gutters and sidewalks outside property lines. If necessary, modify to suit project. Ensure that extent of work is shown on Drawings.

* 1. The Contractor shall be responsible for the following in connection with roads, curbs, gutters and sidewalks occurring outside property lines:
     1. Work required to be done to existing roads, curbs, gutters, and sidewalks.
     2. Connecting new and existing roads, curbs, gutters and sidewalks.
     3. Provision of new roads, curbs, gutters and sidewalks and portions thereof.
     4. Making good of damage to existing roads, curbs, gutters and sidewalks caused by Work of this Contract.
  2. The Contractor shall make arrangements with, pay costs and charges levied by and comply with requirements of authorities having jurisdiction.

1. FUTURE WORK

SPEC NOTE: If project is designed for future work such as additions, expansions, installation of equipment etc., specify critical requirements which must be accommodated in this Contract to allow for future work.

1. WORK SEQUENCE
   1. Perform work in following stages:
      1. Stage 1:  [          ].
      2. Stage 2:  [          ].

SPEC NOTE: If project requirements dictate a particular construction sequence, clearly define and specify each stage.

1. CONTRACTOR'S USE OF PREMISES
   1. The Contractor shall have [complete and exclusive] [partial] use of premises for performance of the Work.
   2. The Contractor shall limit the Contractor’s use of premises to the following areas:
      1. [          ].
      2. [          ].
   3. The Contractor shall limit the Contractor’s use of premises to allow for:
      1. User occupancy.
      2. Work of Other Contractors.
      3. Public use.
      4. [          ].
2. USER OCCUPANCY
   1. User will occupy premises during entire construction period. Cooperate with the Province and user's representative to minimize conflict and to facilitate usage.
   2. User will temporarily vacate portions of the premises to permit access to those areas for performance of the Work.
3. PARTIAL UTILIZATION
   1. Schedule work to achieve early completion of the following to permit utilization prior to completion of entire Work:
      1. [          ].
      2. [          ].

SPEC NOTE: List designated areas or parts of the Work and any mandatory completion dates. Coordinate with Work Sequence clauses.

* 1. Upon occupancy the Contractor shall provide:
     1. Access for user's personnel.
     2. Access for public.
     3. [           ].
  2. Upon occupancy the user will provide:
     1. [           ].
     2. [           ].

SPEC NOTE: Be specific as to responsibility for insurance, maintenance, etc. and requirements related to partial release of holdback and commencement of warranty periods.

1. RESPONSIBILITY FOR EXISTING PROPERTY

SPEC NOTE: Use this article only on renovation projects.

* 1. The Contractor shall assume responsibility for the care, custody and control of property which is assigned to the Contractor for performance of the Work.

SPEC NOTE: Use the above clause only on renovation projects where existing property will be placed entirely in the Contractor's care, eg. an entire building.

OR

* 1. The Contractor shall assume responsibility for premises assigned to the Contractor for performance of the Work.

SPEC NOTE: Use the above clause only on renovation projects only where portions of the existing premises will be assigned to the Contractor.

* 1. The Contractor shall assume responsibility for and shall make good damage to existing property attributable to performance of Work of this Contract.

**END OF SECTION**