**Special Conditions**

**SPECIAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION**

(Note to Architect/Engineer – This section is established for the inclusion of non-typical, non-technical items which, in the opinion of the Architect/Engineer, will require written clarification or instruction in connection with a specific project. If one of more of the following items are totally, partially or not at all applicable to a particular project, it/they may be included, modified or deleted by the Architect/Engineer.)

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**ARTICLE 1 CERTIFIED BUSINESS ENTERPRISE REPORT**

**1.1** The University of South Florida is an equal opportunity institution, and, as such, strongly encourages the lawful use of Certified Business Enterprise (**CBE**) including certified Minority (**MBE**), Women (**WBE**), and Veteran (**VBE**) business enterprises in the provision of design and construction-related services by providing a fair and equal opportunity to compete for, or for participation in, design and/or construction-related services.

**1.2** **CBE** participation information for this project shall be provided by the Contractor in response to a request from the University’s Office of Supplier Diversity. The amount of **CBE** participation is required to be reported by USF to verify payments made to certified and non-Certified Business Enterprises each fiscal year.

**1.3** Assistance is available from the USF Office of Supplier Diversity in support of efforts and outreach process regarding **CBE** participation.

USF Office of Supplier Diversity

University of South Florida

Website: www.usf.edu/osd

Telephone: 813-974-4485

Email: osd@usf.edu

**ARTICLE 2 SPECIAL REQUIREMENTS FOR THRESHOLD BUILDINGS**

**2.1 STRUCTURAL INSPECTION PLAN**

**Chapter 553** (Building Construction Standards), Florida Statutes, defines a “Threshold Building” as “any building which is greater than three stories or fifty (50) feet in height, or which has an assembly occupancy classification that exceeds five-thousand (5,000) square feet in area and an occupant content greater than five-hundred (500) persons.” For such buildings the Contractor shall request from the Owner a structural inspection plan prepared by the Architect/Engineer prior to proceeding with the requirements of a Notice to Proceed, and issuance of a building permit. Usually this structural inspection plan will accompany the Notice to Proceed from the Owner. The structural inspection plan shall provide specific inspection procedures and schedules to assure compliance with the permitted plans.

**2.2 SHORING AND RESHORING AND INSPECTION**

For a threshold building the Contractor shall provide or shall require his Subcontractor to provide, plans prepared by an engineer licensed to practice in Florida and retained by the Contractor or his Subcontractor for the preparation of plans for the shoring and the reshoring of the Work. These plans shall be filed with the Owner prior to the shoring or reshoring of the Work. The **Section 553.79(8)** (Permits) Florida Statutes identifies the Contractor’s responsibilities as: “The named contractor to whom the building permit is issued shall have the responsibility for supervision, direction, management, and control of the construction activities on the project for which the building permit was issued.” The Contractor shall notify the special inspector when the shoring is ready for inspection for conformance with the shoring and reshoring plans submitted to the Owner; however, such inspection shall not relieve the Contractor from responsibilities under **Section 553.79(8),** Florida Statutes.

**ARTICLE 3 USF BUILDING CODE ADMINISTRATION PROGRAM**

**3.1 USF BUILDING CODE ADMINISTRATION PROGRAM**

**3.1.1** The Contractor shall comply with, and adhere to, the requirements of the USF Building Code Administration Program. The following is the USF Building Code Administration Program Policies and Procedures Manual. The cost of the building permit fee and the State Fire Marshal permit fee shall be paid by the University.

**ARTICLE 4 SPEICAL PREQUALIFICATION REQUIREMENTS**

The Contractor and his field staff shall have experience on previous projects similar in scope, complexity, and construction value. Evidence of experience shall be provided upon request of the Owner, and/or the Architect/Engineer.

**ARTICLE 5 CONSTRUCTION FACILITIES**

**5.1 FIELD OFFICES**

**5.1.1** Contractor’s Field Office: Trailers may be used for field offices. The Contractor shall have a telephone installed in the Contractor’s office and shall permit business use of it to Subcontractors and other trades who shall reimburse the Contractor for such use if so directed by the Contractor. Trades or Subcontractors wishing to install their own telephone service may do so at their own expense. The Architect/Engineer shall be informed of the job telephone numbers and a directory of all trades shall be installed adjacent to the phone in the Contractor’s field office.

The Contractor’s field office shall provide a meeting room space suitable to conduct the weekly progress meetings, including, but not limited to, a conference table, seating for a minimum of twelve (12) people, heated and air conditioned, and restroom facilities.

**5.2 STORAGE AND WORK AREAS**

At the start of the operations the Contractor shall make arrangements with the Architect/Engineer’s Project Representative and the Owner’s authorized representative for the assignment of storage and work areas. During construction the Contractor shall maintain the areas in a neat condition.

**5.3 SANITARY PROVISIONS**

The Contractor shall provide and maintain in a neat and sanitary condition such accommodations for the use of the Contractor’s and Architect/Engineer’s employees as may be necessary to comply with regulations of the State Board of Health, and the University requirements.

**ARTICLE 6 TELEPHONE**

**6.1** The Contractor shall be responsible for the installation of a telephone in the Contractor’s field office, and it shall remain until the full completion of the Work. Charges for long distance calls shall be paid for by the persons making the calls. All other charges in connection with the telephone shall be paid for by the Contractor.

**ARTICLE 7 WATER**

**7.1** Water necessary to carry out the Work and for testing its plumbing and mechanical systems shall be provided by the Owner. The Contractor shall make all connections, install a meter, take out and pay for all permits necessary, do all piping and clear away all evidence of same after the Work is completed. The Contractor shall assure that the water usage is utilized in a responsible manner with water conservation as a primary goal.

**ARTICLE 8 ELECTRICITY**

**8.1** All electricity for light and power necessary to carry out the Work and to test its electrical and mechanical systems shall be provided by the Owner. The Contractor shall make all connections, install the meter, obtain all necessary permits, and provide all work to provide the required electrical service for the construction of the project. The Contractor shall assure that use of electricity is in a responsible manner, with energy conservation as a primary goal.

**8.2 TEMPORARY WIRING**

Wiring shall meet all safety requirements of the National Electric Code and local requirements. In addition, all wire shall be so sized that it is not overloaded according to the National Electric Code and O.S.H.A. Standards, and any wire used shall be fused to adequately protect that wire according to the most restrictive applicable Code. The Contractor shall have an adequate number of outlets and each outlet shall be properly and clearly labeled with the maximum voltage and fuse protection. Where temporary lighting is used, outlets shall consist of weatherproof sockets insulated and provided with a locking type wire guard. All devices shall be provided with ground-fault protection.

**ARTICLE 9 PROJECT SIGN**

**9.1** A sign shall be erected at the site by the Contractor and shall be 3/4” x 4’-0” x 8’-0” exterior grade plywood, mounted on 4”’ x 4” wood posts (P.T.), located in a prominent location approved by the Architect/Engineer and Owner. The sign shall be painted in a professional manner and conform to the size, colors and design as illustrated in **Section H** of the Project Manual.

**ARTICLE 10 PRE-CONSTRUCTION CONFERENCE**

**10.1** Before beginning Work at the site the Contractor shall attend a pre-construction conference and be accompanied by the field staff employed for the Work. This conference will be scheduled by the Owner’s representative who will arrange for the Architect/Engineer, and other interested parties to be present. At this time all parties concerned will discuss the Work and prepare a program of procedure in keeping with requirements of the Contract Documents. The field staff shall thereafter make every effort to expeditiously coordinate all segments of the Work, including the required reporting procedure, to obtain the end result within the full purpose and intent of the plans and specifications for the Work.

**ARTICLE 11 BUILDING PERMITS**

**11.1** The Contractor shall comply with, and adhere to, the requirements of the USF Building Code Administration Program in obtaining Building Permits for the project. The cost of the building permit and the State Fire Marshal permit fee shall be paid by the University. The forms provided included as a part of the USF Building Code Administration Program requirements must be utilized.

**ARTICLE 12 PROJECT DRAWINGS – COPIES FURNISHED TO CONTRACTORS**

**12.1** The Architect/Engineer will provide the Contractor ten (10) sets of drawings and ten (10) sets of specifications upon Contract award. If additional sets are required by the Contractor, they will be furnished upon request for the cost of printing and handling.

**ARTICLE 13 BUILDING PLAQUE**

**13.1** If a building plaque is to be provided, the Architect/Engineer shall include the specification requirements here. The area of the plaque shall not exceed four-hundred-thirty-two (432) square inches. It shall contain only lettered information, and a border (if specified by the Architect/Engineer).

**13.2** Information to be provided on the plaque will be limited to the following:

**.1** Chairperson of the Board of Trustees,

**.2** Vice Chairperson of the Board of Trustees,

**.3** Members of the Board of Trustees,

**.4** University President,

.**5** Contractor,

**.6** Architect/Engineer, and

**.7** Date (Year of Completion).

All individuals listed shall be those who were in their positions on the date of construction contract award.

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