



UNIVERSITY OF NORTH TEXAS™

OFFICE OF FACILITIES MANAGEMENT & CONSTRUCTION

GENERAL CONSTRUCTION GUIDELINES

UNFAVORABLE CONSTRUCTION CONDITIONS

During unfavorable weather, wet ground, or other unsuitable construction conditions, the Contractor shall confine his operations to work, which will not be affected adversely thereby. No portion of the work shall be constructed under conditions which would affect adversely the quality or efficiency thereof, unless special means or precautions are taken by the Contractor to perform the work in a proper and satisfactory manner.

WATER FOR CONSTRUCTION

Temporary water service for construction shall be provided to Contractor at no cost except for Contractor's hook-up to existing system.

ELECTRICITY

Electricity for light, power, and construction purposes will be provided by the Owner without cost. The Contractor assumes the cost to run any lines and make any connections required; points of connections to be determined by the Owner.

TOILETS

Temporary toilet facilities shall be furnished by Contractor as required.

VEHICLE REQUIREMENTS

1. Contractor may have one work vehicle at the job site.
2. Workmen's vehicles will be assigned parking spaces for duration of the project.
3. Vehicles at the job site will be marked with company logo or other means of identification.
4. Contractor may have necessary equipment at the job site, i.e. tractors, dump trucks, cranes, etc.
5. Movement of vehicles will only be during class periods. No vehicle movement of any type during class changes.
6. A copy of the "contractor Checklist" will be filled out for each project or contractor involved by the Project Coordinator and sent to the Police Department prior to start of the project.

DEBRIS HANDLING

1. Contractor shall be responsible for the removal of all trash and debris generated by the installation on a daily basis.
2. **Trash and debris shall be disposed of in a trash receptacle furnished by the "Contractor" or disposed of off campus.**
3. Location of any contractor-provided trash receptacles to be coordinated with and approved by Project Coordinator.
4. Use of University trash receptacles strictly prohibited.

FINAL CLEANING

1. The contractor is responsible for cleaning all surfaces affected by construction prior to turning over the completed job site.
2. Final cleaning includes vacuuming and/or mopping all flooring within the scope of work, cleaning existing and new glazing, and wiping down any surfaces that may have collected dust or debris during construction.
3. Employ experienced workmen, or professional cleaners, for final cleaning.
4. In preparation for substantial completion, conduct final inspection of sight-exposed exterior surfaces.
5. Repair, patch and touch up marred surfaces to specified finish, to match adjacent surfaces.
6. Broom clean paved surfaces; rake clean other surfaces of grounds.
7. Maintain cleaning until project or portion thereof is accepted by the Owner.

POST CONSTRUCTION INSPECTION

Prior to expiration of one year from date of substantial completion, Owner and Contractor will jointly make visual inspection of the project to determine whether correction of work is required in accordance with provisions of the Contract.

Owner will promptly notify Contractor, in writing, of any observed deficiencies.

FURNITURE – DELIVERIES

1. Furnish and set inside the Building, lab furnishings as specified.
2. Vendor will be responsible to deliver awarded items to their intended area of the building be it first, second, or third floor. Vendor may use the freight elevator to distribute the furniture to the second and third levels, but **must be trained on proper usage of freight elevators PRIOR to installation.**
3. Furniture shall be delivered (FOB Destination) to the Building located at Denton.
4. Deliveries shall be coordinated with Project Coordinator. If you choose to have furnishings drop-shipped to the site, you **MUST** have a representative on site to meet the shipment, and all deliveries must be scheduled with the Project Coordinator **at least 24 hours in advance.**
5. Contractor shall be responsible for the removal of all trash and debris generated by the installation on a daily basis.
6. **Trash and debris (including demolished millwork) shall be disposed of in a trash receptacle furnished by the “Contractor” or disposed of off campus.**
7. Location of any contractor-provided trash receptacles to be coordinated with and approved by Project Coordinator.
8. Use of University trash receptacles strictly prohibited.

FURNITURE – SITE EXAMINATION

1. Examine area prior to installation of furnishings for conditions that will adversely affect the execution and quality of work and apprise the “Owner” of any such conditions.

FURNITURE – INSTALLATION

1. Coordinate installation of furniture with Project Coordinator **at least 72 hours** prior to installation date. Drop shipments must be met by installation crew.