**NOTE TO CRITERIA ARCHITECT & DCS PROJECT MANAGER:**

**This version is for a Major Capital Project authorized by the Commissioner to be a Design-Build Project.**

EDITING: To Show the Editing Notes in this MS Word document the show/hide symbol (¶) button must be must turned on in the MS Word Toolbar. To print this document show/hide symbol (¶) must be turned off in the MS Word Toolbar, this will enable the document to indicate the correct number of total pages. The below blue text are project specific information that must be completed by the Criteria Architect as applicable to the specific project. When complete change blue text to black text. The *bold and italicized text* is for example purposes only and must be modified and edited by the Criteria Architect to make it project specific. For text boxes, left click on Insert and then insert project specific information over the word Insert in the underlined space.

**TABLES:** To view the Table Grid in this MS Word document, click inside any table, then go to the **Table Tools > Layout** tab, **Table** group, and click **View Gridlines.**

HEADERS AND FOOTERS: The header and footer for each page of the Project Manual shall match the format, font (Arial), size (9 pt), font style (BOLD & CAPITALIZED) and line borders of the header and footer shown herein. The header of each page shall contain the Division 01 General Requirements, and the page number & number of pages as shown herein. The footer shall contain the project number in the right hand side as shown herein. Division 00 and 01 contain a revision date in the left side of the footer. This date is to remain as it is for DCS informational purposes only and should not be altered by the Criteria Architect.

SECTIONS, SUBSECTIONS, PARAGRAPHS: If a Section is not part of the project scope, delete the Section in the General Requirements, then check “NOT USED” in the Table of Contents. DO NOT delete the Section title from the Table of Contents.

If a Sub-Section is not applicable to the project, DO NOT delete the Sub-Section title from the General Requirements OR from the Table of Contents. Check “NOT USED” in the Table of Contents, and then state “NOT USED” beneath the Sub-Section Title in the General Requirements. Delete the contents of the Sub-Section.

Edit Paragraphs carefully to reflect specific project requirements, or delete them if they do not apply. DO NOT include Paragraphs or parts of Paragraphs in the project manual, which have no applicability to the specific project. KEEP IN NUMERICAL SEQUENCE.

DIVISION 00 SECTIONS contain the bidding documents as required by the Connecticut Department of Administrative Services (CT DAS) Procurement Services Unit and the Connecticut General Statutes. Any and all revisions to this section are the sole responsibility of the CT DAS Procurement Services Unit, and the Criteria Architect shall under no circumstances change these documents. The Criteria Architect is responsible to list these sections in the Project Manual Table of Contents.

GENERAL CONDITIONS: Please review the General Conditions carefully and coordinate the requirements of those Articles including the Definitions.

DIVISION 01 SECTIONS are the organizational key of the Project Manual. All revisions to this Division are the responsibility of the Criteria Architect. Division 01 must be closely coordinated with Division 00, Division 02 through 49, the Drawings, and Available Information.

LEED REQUIREMENTS: The “Division 01 General Requirements - Design -Build Capital Projects” include the Requirements for LEED & Commissioning. For D-B Capital Projects that DO NOT require LEED & Commissioning, the DCS PM and Criteria Architect must delete LEED & Commissioning sections designated in the Edit Notes, and then check “NOT USED” in the Table of Contents. DO NOT delete the Section title from the Table of Contents.

NOTES TO CRITERIA ARCHITECT, DCS PROJECT MANAGER, & USER AGENCY: The DCS PM, Criteria Architect, and User Agency must determine whether this Project must comply with the following requirements of CGS § 16a-38k:

1. Project is approved and funded on or after January 1, 2008;
2. New construction of a state facility that is projected to cost not less than five million dollars;
3. renovation of a state facility that is projected to cost not less than two million dollars, that is financed with state funds and is approved and funded on or after January 1, 2008,

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| **DIVISION 01 GENERAL REQUIREMENTS – TABLE OF CONTENTS**  **NOTE:** If Sections or Subsections are not applicable to your project **retain title in the Table of Contents and check “NOT USED” adjacent to the title. Do not delete the title from the Table of Contents.** | | | | | | | |
| **Section No.** | | **Title** | | | | **Page Count** | **Not Used** |
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| **01 10 00** | | **SUMMARY** | | | | **insert** |  |
|  | |  | | |  |  |  |
|  | | **01 11 00** | | | **Summary of Work** | **-** |  |
|  | | **01 11 13** | | | **Work Covered By Contract Documents** | **-** |  |
|  | | **01 11 29** | | | **Documents Furnished By Design-Builder** | **-** |  |
|  | | **01 12 16** | | | **Work Sequence - Phase(s);** | **-** |  |
|  | | **01 12 19** | | | **Contract Interface** | **-** |  |
|  | | **01 14 00** | | | **Work Restrictions** | **-** |  |
|  | | **01 14 16** | | | **Coordination With Occupants** | **-** |  |
|  | |  | |  | |  |  |
| **01 20 00** | | **Price And Payment Procedures** | | | | **insert** |  |
|  | |  | |  | |  |  |
|  | | **01 26 00** | | | **Contract Modification Procedures** | **-** |  |
|  | | **01 29 76** | | | **Progress Payment Procedures** | **-** |  |
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| **01 30 00** | | **ADMINISTRATIVE REQUIREMENTS** | | | | **insert** |  |
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|  | | **01 31 13** | | | **Project Coordination** | **-** |  |
|  | | **01 31 19** | | | **Project Meetings** | **-** |  |
|  | | **01 32 16** | | | **Design-Construction Progress Schedules** | **-** |  |
|  | | **01 32 33** | | | **Photographic Documentation** | **-** |  |
|  | | **01 33 00** | | | **Submittal Procedures** | **-** |  |
|  | | **01 35 16** | | | **Alteration Project Procedures** | **-** |  |
|  | | **01 35 19** | | | **Confined Space Entry NOTE:** If this section is not applicable to your project, then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | **-** |  |
|  | | **01 35 53** | | **Security Procedures** | | **-** |  |
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| **01 40 00** | | **QUALITY REQUIREMENTS** | | | | **insert** |  |
|  | |  | | |  |  |  |
|  | | **01 42 19** | | | **Reference Standards and Definitions** | **-** |  |
|  | | **01 45 00** | | | **Quality Control** | **-** |  |
|  | | **01 45 23** | | | **Testing For Indoor Air Quality, Baseline IAQ, & Materials NOTE:** If the specific project does not require LEED and/or Commissioning then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | **-** |  |
|  |  | | | | |  |  |
| **01 50 00** | **TEMPORARY FACILITIES AND CONTROLS** | | | | | **insert** |  |
|  |  | |  | | |  |  |
|  | **01 51 13** | | **Temporary Electricity And Lighting** | | | **-** |  |
|  | **01 51 16** | | **Temporary Fire Protection** | | | **-** |  |
|  | **01 51 23** | | **Temporary Heating, Cooling And Ventilating** | | | **-** |  |
|  | **01 51 33** | | **Temporary Telecommunications** | | | **-** |  |
|  | **01 51 36** | | **Temporary Water** | | | **-** |  |
|  | **01 52 13** | | **Field Offices And Sheds** | | | **-** |  |
|  | **01 52 19** | | **Temporary Sanitary Facilities** | | | **-** |  |
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|  | **01 56 00** | | **Temporary Barriers And Enclosures** | | | **-** |  |
|  | **01 56 43** | | **Temporary Protection** | | | **-** |  |
|  | **01 57 19** | | **Temporary Environmental Controls NOTE:** If the specific project **requires** LEED then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | | | **-** |  |
|  | **01 57 21** | | **Environmental Management NOTE:** If the specific project **does not** require LEED then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | | | **-** |  |
|  | **01 57 23** | | **Temporary Storm Water Control NOTE:** If the specific project **does not** require a Stormwater Pollution Permit then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. Consult with Project Manager. | | | **-** |  |
|  | **01 57 30** | | **Indoor Environmental Control NOTE:** If the specific project **does not** require LEED then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | | | **-** |  |
|  | **01 57 40** | | **Construction Indoor Air Quality Management Plan NOTE:** If the specific project **does not** require LEED then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | | | **-** |  |
|  | **01 58 13** | | **Temporary Project Signage** | | | **-** |  |

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|  | **01 61 00** | **Common Product Requirements** | **-** |  |
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| **01 70 00** | **EXECUTION AND CLOSEOUT PROCEDURES** | | **insert** |  |
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|  | **01 71 23** | **Field Engineering** | **-** |  |
|  | **01 73 29** | **Cutting and Patching** | **-** |  |
|  | **01 74 13** | **Progress Cleaning** | **-** |  |
|  | **01 74 19** | **Construction Waste Management & Disposal NOTE:** If the specific project **does not** require LEED then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | **-** |  |
|  | **01 75 00** | **Starting And Adjusting** | **-** |  |
|  | **01 77 00** | **Closeout Procedures** | **-** |  |
|  | **01 78 23** | **Operation And Maintenance Data** | **-** |  |
|  | **01 78 30** | **Warranties And Bonds** | **-** |  |
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| **01 80 00** | **PERFORMANCE REQUIREMENTS** | | **insert** |  |
|  |  |  |  |  |
|  | **01 81 13** | **Sustainable Design Requirements NOTE:** If the specific project **does not** require LEED and/or Commissioning then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | **-** |  |
|  |  |  |  |  |
| **01 90 00** | **LIFE CYCLE ACTIVITIES** | | **insert** |  |
|  |  |  |  |  |
|  | **01 91 00** | **Commissioning NOTE:** If the specific project does not require LEED and/or Commissioning then **check** “**NOT USED**” in this Table of Contents, **state “NOT USED”** in the *Section* Table of Contents, and **delete the section** from the General Requirements. | **-** |  |
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**END**

**DIVISION 01 GENERAL REQUIREMENTS**

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