

RMW Architecture & Interiors

C505

CA3 - SUBMITTALS

Processing Submittals

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June, 2017





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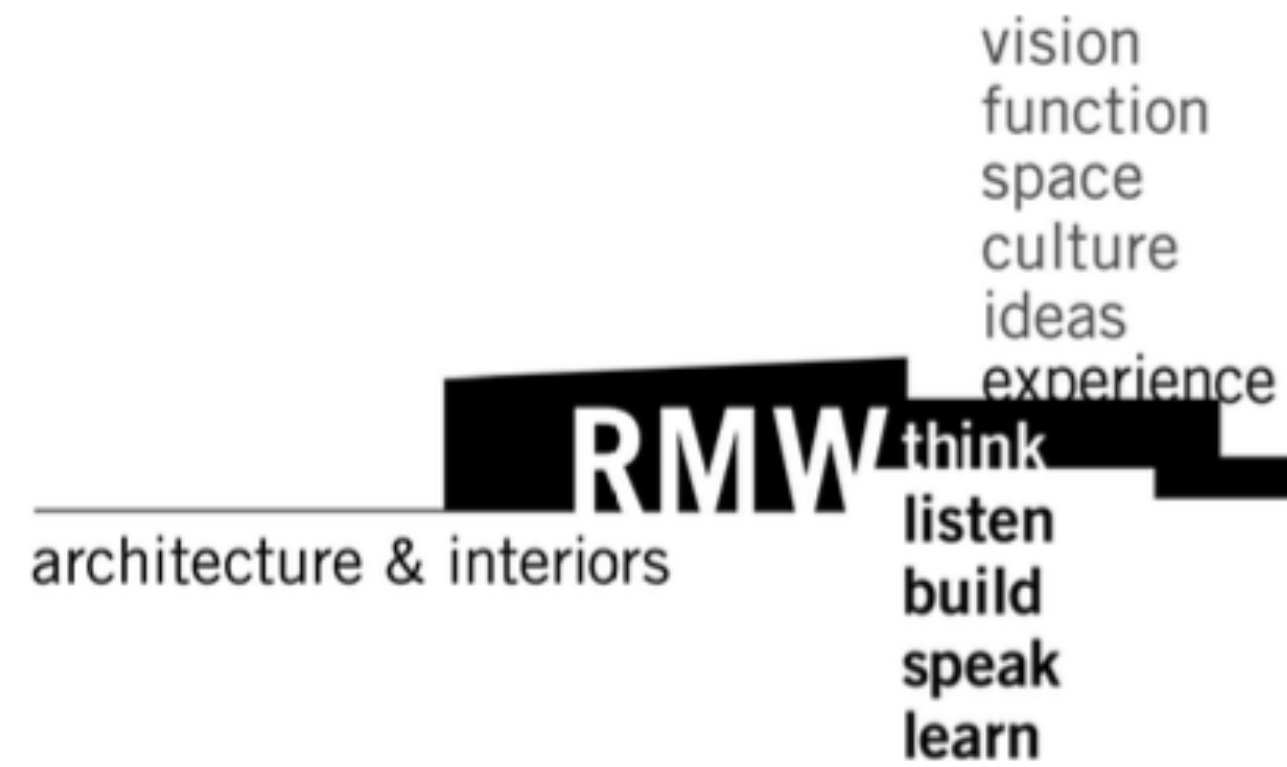
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Course Description

The contents of the course are as follows:

- Why are submittals required
- Contractual issues
- Control of the design
- Quality and cost control
- Submittals schedule
- Submittal procedures
- Types of submittals
- Reviewing the different types of submittals
- The Substitution request
- The Construction Manager's role.



Learning Objectives

At the end of the this course, participants will be able to:

1. Recognize the importance of submittals for controlling the design, cost, and schedule of the project and track their documentation in the construction documents (General Conditions and Specifications).
2. Understand the importance of the Submittal Schedule and learn how to use it.
3. Become familiar with the administration of submittals, including coordination with the consultants, the contractor, and the project schedule.
4. Become familiar with the types and processing of the different types of submittals: Action, Information, Delegated Design, LEED, Project Closeout, and Maintenance and processing Substitution Requests.

SUBMITTALS

Module T3 - AIA Registered Talk - RMW copyright 2018

CONTENTS

T3 AIA Registered Courses | SUBMITTALS

- Why are Submittals Required
 - Contractual issues
 - Control of the design
 - Quality and Cost Control
- Submittals Schedule
- Types of Submittals
- Submittal Procedures
- Substitution Request
- The Construction Manager's Role
- Reviewing the Different Types of Submittals

SUBMITTALS

T3 AIA Registered Courses | SUBMITTALS

Our Contract Documents use the term “submittals” when referring to the **“collection of different items and documents that the Contractor is required to submit.”**

The term “submittals” incorporates all the items that the Contractor is required to transmit to the Architect for review or further processing.

SUBMITTALS

T3 AIA Registered Courses



submittals are a basic part of CA

Submittals represent **the Contractor's interpretation** of requirements in the Contract Documents.

- They show how the Contractor intends to fulfill these requirements.
- Reviewing submittals gives the Architect an opportunity to correct misunderstandings the Contractor might have about the Contract Documents.

SUBMITTALS

Submittals include items such as:

- Construction Schedules
- Reports
- Applications for Payment
- Subcontractor's lists
- Warranties
- Punch list, etc.

Submittals are required almost by every section in the specifications.

The required submittals are typically **determined by the specifier** based on the office practice, standards, and the type of project, project team, construction contract, and other variables.

SUBMITTALS

T3 AIA Registered Courses

Submittals are a vital component of the building process and are part of the Contract. Submittals do the following:

- **Distribute information** among the various parties involved in the Project;
- Represent the **Contractor's interpretation** of requirements in the Contract Documents;
- Indicate **how the Contractor intends** to fulfill these requirements.

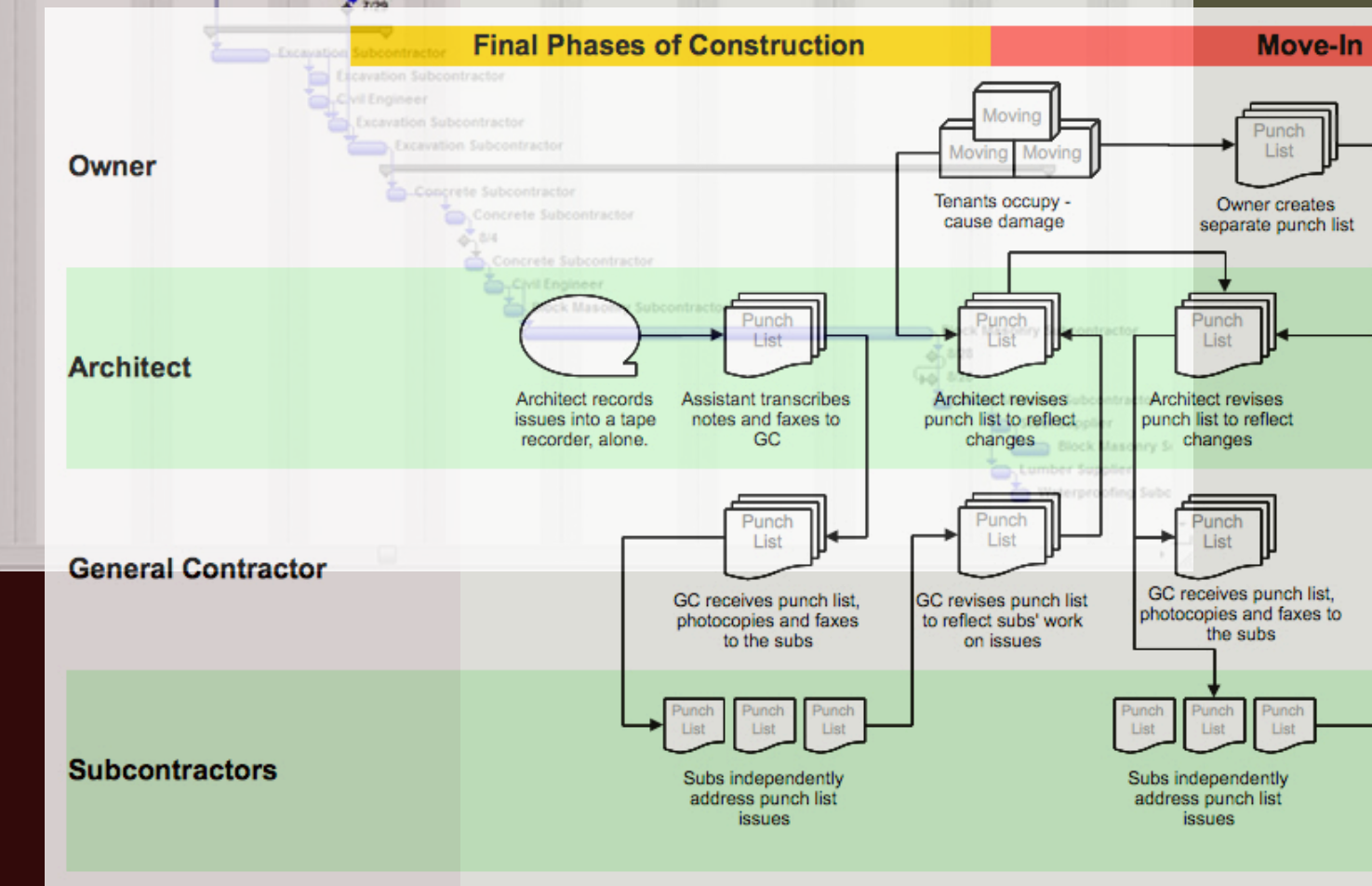
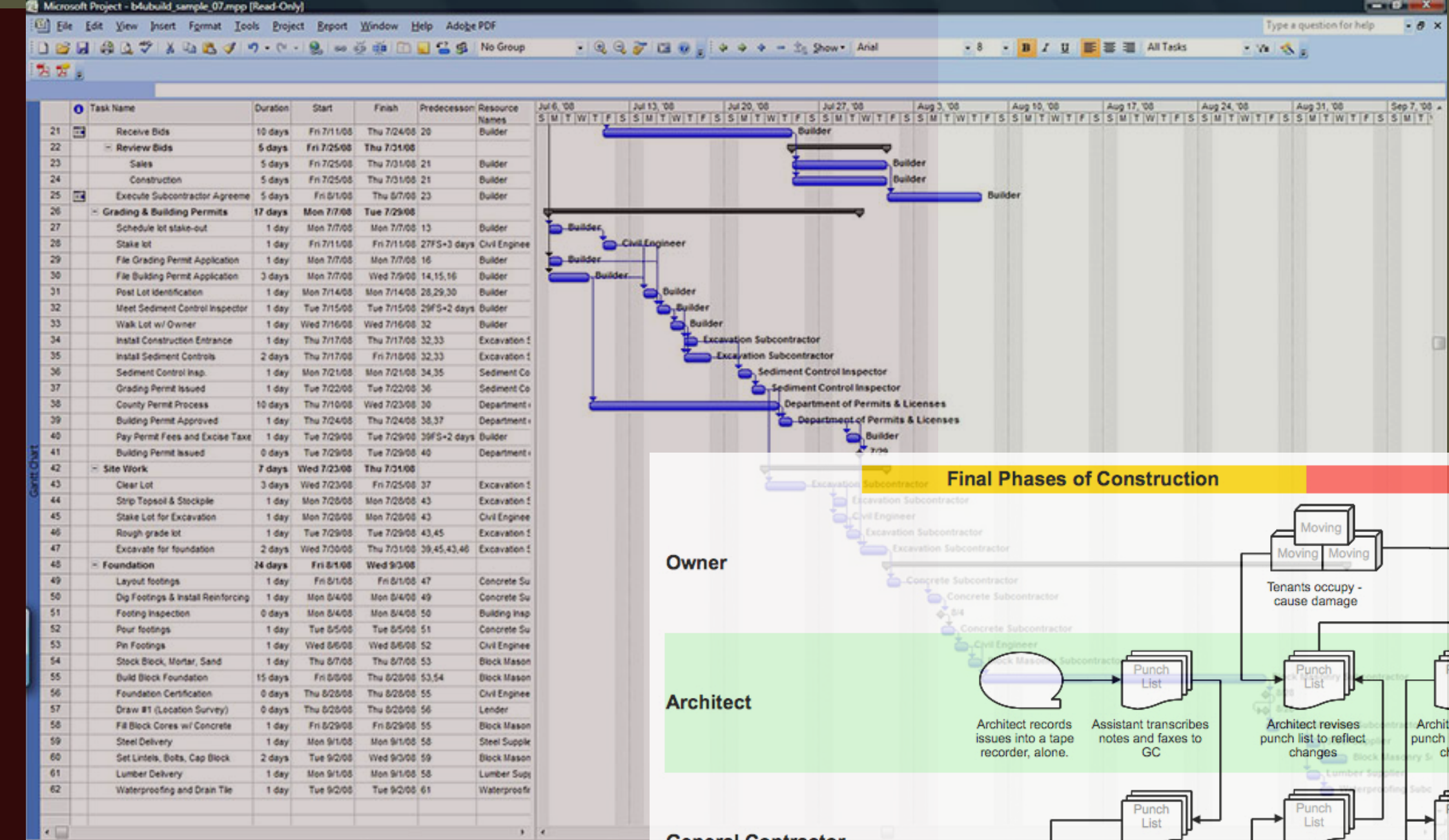
SUBMITTALS

T3 AIA Registered Courses

Submittals include items such as:

- Construction Schedules
- Reports
- Applications for Payment
- Subcontractor's lists
- Warranties
- the Punch List, etc.

Submittals are required almost by every section in the specifications.



SUBMITTALS

T3 AIA Registered Courses | SUBMITTALS

- Sections in Division 01 require submittals related to **CA procedures**.
 - Sections in the balance of the divisions include requirements for the **products and methods of construction** of the Project components.
- **“Payment Procedures”** - Applications for Payment and the Schedule of Values.
 - **“Construction Progress Documentation”** - Schedules and reports, including Contractor's Construction Schedule.
 - **“Project Record Documents”** - Record Drawings, record Specifications, and record Product Data.

SUBMITTAL SCHEDULE

PROCUREMENT/ SUBMITTAL SCHEDULE

The Wetzikon Inn Kaffee & Lounge

Status Date: April 8, 2016

#	Submittal Description	Responsible Party	Lead Time (Days)	Date Required from Subcontractor	Forward to Architect	Date Required back from Architect	Forward to Subcontractor	Order Date	Delivery Date	Start Date
1	Cast-in-Place Concrete	GV Concrete	1	24-Dec-15	4-Jan-16	26-Jan-16	29-Jan-16	10-Feb-16	11-Feb-16	18-Feb-16
2	Precast Concrete Cap	Grand River Precast	25	8-Mar-16	15-Mar-16	6-Apr-16	11-Apr-16	21-Apr-16	26-May-16	3-Jun-16
3	Reinforcing Steel	Wasatch Steel	15	4-Dec-15	11-Dec-15	6-Jan-16	11-Jan-16	21-Jan-16	11-Feb-16	18-Feb-16
4	Masonry	Elevated Masonry	10	21-Dec-15	29-Dec-15	21-Jan-16	26-Jan-16	5-Feb-16	19-Feb-16	26-Feb-16
5	Structural Steel	Rocky Mountain Steel	20	10-Feb-16	17-Feb-16	10-Mar-16	15-Mar-16	25-Mar-16	22-Apr-16	29-Apr-16
6	Light Gage Metal Framing	Orca Acoustics	5	23-Mar-16	30-Mar-16	21-Apr-16	26-Apr-16	6-May-16	13-May-16	20-May-16
7	Wood Framing	Gates & Son's Framing	5	24-Mar-16	31-Mar-16	22-Apr-16	27-Apr-16	9-May-16	16-May-16	23-May-16
8	Pre-engineered Wood Trusses	Truss-Works	15	11-May-16	18-May-16	10-Jun-16	15-Jun-16	27-Jun-16	19-Jul-16	26-Jul-16
9	Architectural Casework	Old Growth Millwork	20	11-May-16	18-May-16	10-Jun-16	15-Jun-16	27-Jun-16	26-Jul-16	2-Aug-16
10	Exterior Trim, Shutters & Planters	Old Growth Millwork	15	16-Jun-16	23-Jun-16	18-Jul-16	21-Jul-16	2-Aug-16	23-Aug-16	30-Aug-16
11	Interior Standing & Running Trim	Old Growth Millwork	15	18-May-16	25-May-16	17-Jun-16	22-Jun-16	5-Jul-16	26-Jul-16	2-Aug-16
12	Waterproofing & Roofing	Contemporary Roofing	5	22-Jan-16	29-Jan-16	22-Feb-16	25-Feb-16	8-Mar-16	15-Mar-16	22-Mar-16
13	Insulation	Treetop Insulation	5	29-Mar-16	5-Apr-16	27-Apr-16	2-May-16	12-May-16	19-May-16	26-May-16

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5	Structural Steel	Rocky Mountain Steel	20	10-Feb-16	17-Feb-16	10-Mar-16	15-Mar-16	25-Mar-16	22-Apr-16	29-Apr-16
6	Light Gage Metal Framing	Orca Acoustics	5	23-Mar-16	30-Mar-16	21-Apr-16	26-Apr-16	6-May-16	13-May-16	20-May-16
27	Sheet Piling	Uinta Piles & Equipment	10	10-Nov-15	17-Nov-15	10-Dec-15	15-Dec-15	28-Dec-15	12-Jan-16	19-Jan-16
28	Helical Piers	DNA Helical Piers	10	9-Dec-15	16-Dec-15	11-Jan-16	14-Jan-16	26-Jan-16	9-Feb-16	16-Feb-16
29	Asphalt Paving/Accessories	King Paving	5	4-Aug-16	11-Aug-16	2-Sep-16	8-Sep-16	20-Sep-16	27-Sep-16	4-Oct-16
30	Precast Concrete Pavers	Green Landscape & Supply	10	28-Jul-16	4-Aug-16	26-Aug-16	31-Aug-16	13-Sep-16	27-Sep-16	4-Oct-16
31	Landscape/Irrigation	Green Landscape & Supply	5	21-Jul-16	28-Jul-16	19-Aug-16	24-Aug-16	6-Sep-16	13-Sep-16	20-Sep-16
32	Fire Sprinkler	Fogo Fire Specialists	5	29-Mar-16	5-Apr-16	27-Apr-16	2-May-16	12-May-16	19-May-16	26-May-16
33	Plumbing	Poseidon Plumbing	15	15-Mar-16	22-Mar-16	13-Apr-16	18-Apr-16	28-Apr-16	19-May-16	26-May-16
34	HVAC	Luft Mechanical	15	15-Mar-16	22-Mar-16	13-Apr-16	18-Apr-16	28-Apr-16	19-May-16	26-May-16
35	Electrical	Strom Electric	10	24-Mar-16	31-Mar-16	22-Apr-16	27-Apr-16	9-May-16	23-May-16	30-May-16

SUBMITTAL SCHEDULE

T3 AIA Registered Courses

The Submittal Schedule is required from the Contractor by the AIA A 101 (General Conditions of the Contract for Construction) and by our specifications.

The Submittal Schedule is reviewed and adjusted in the Progress Meetings.

The submittal schedule must be closely coordinated with or be a component of the Construction Schedule.

PROCUREMENT / SUBMITTAL
The Wetzikon Inn Kaffee & Lounge

Item	Description	Responsible Party	Lead Time (Days)	Date Required from Subcontractor	Forward to Architect	Date back to Architect
7	Structural Steel	GV Concrete	1	24-Dec-15	4-Jan-16	26-Jan-16
8	Light Gauge Metal Framing	Grand River Precast	25	8-Mar-16	15-Mar-16	6-Apr-16
9	Wood Framing	Elevated Masonry	15	4-Dec-15	11-Dec-15	21-Jan-16
10	Pre-engineered Wood Trusses	Rocky Mountain Steel	10	21-Dec-15	29-Dec-15	6-Apr-16
11	Architectural Casework	Orca Acoustics	20	10-Feb-16	17-Feb-16	26-Mar-16
12	Exterior Trim, Shutters & Planters	Gates & Son's Framing	5	23-Mar-16	30-Mar-16	15-Jun-16
13	Interior Standing & Running Trim	Truss-Works	15	11-Mar-16	18-Mar-16	27-Apr-16
14	Waterproofing & Roofing	Old Growth Millwork	5	24-Mar-16	31-Mar-16	15-Jun-16
15	Insulation	Old Growth Millwork	15	10-Jun-16	17-Jun-16	2-Aug-16
16	EIFS	Old Growth Millwork	15	23-Jun-16	30-Jun-16	19-Sep-16
17	Doors & Hardware	Contemporary Roofing	5	9-Jul-16	16-Jul-16	2-Aug-16
18	Aluminum Storefront/Glazing	Treetop Insulation	30	24-Jun-16	22-Jul-16	19-Sep-16
19	Gypsum Wall Board	LMI Contracting	5	9-Jun-16	16-Jul-16	2-Aug-16
20	Ceramic Tile	Sierra Glass	10	24-Jun-16	22-Jul-16	19-Sep-16
21	Hardwood Flooring	Highwall Drywall	5	9-Jun-16	16-Jul-16	2-Aug-16
22	Painting/Staining	Jefferson Tile	15	24-Jun-16	22-Jul-16	19-Sep-16
23	Specialties	White Pine Hardwood Floors	5	9-Jun-16	16-Jul-16	2-Aug-16
24	Window Treatments	Kitsap Floors & More	10	24-Jun-16	22-Jul-16	19-Sep-16
25	Stone Countertops	Malerei Painting	5	9-Jun-16	16-Jul-16	2-Aug-16
26	Site Furnishings	Architectural Outlet	15	24-Jun-16	22-Jul-16	19-Sep-16
27	Elevator	Granito Stoneworks	10	24-Jun-16	22-Jul-16	19-Sep-16
28	Sheet Piling	Mile High Elevator Company	5	9-Jun-16	16-Jul-16	2-Aug-16
29	Helical Piers	Architectural Outlet	10	24-Jun-16	22-Jul-16	19-Sep-16
30	Asphalt Paving/Accessories	King Piles & Equipment	5	9-Jun-16	16-Jul-16	2-Aug-16
31	Precast Concrete Pavers	DNA Helical Piers	10	24-Jun-16	22-Jul-16	19-Sep-16
32	Landscaping/Irrigation	Green Paving	5	9-Jun-16	16-Jul-16	2-Aug-16
33	Fire Sprinkler	Green Landscape & Supply	10	24-Jun-16	22-Jul-16	19-Sep-16
34	Plumbing	Fogo Fire Specialists	5	9-Jun-16	16-Jul-16	2-Aug-16
35	HVAC	Poseidon Plumbing	15	24-Jun-16	22-Jul-16	19-Sep-16
	Electrical	Luft Mechanical	10	24-Jun-16	22-Jul-16	19-Sep-16
		Strom Electric	10	24-Jun-16	22-Jul-16	19-Sep-16

SUBMITTAL SCHEDULE

T3 AIA Registered Courses

WHY is it a GOOD THING?

- It helps the Contractor to assemble related submittals in a single package to be reviewed together.
- It helps the design team to schedule submittal review time.
- It helps everyone to track the required submittals and know when a submittal is late.

PROCUREMENT/ SUBMITTAL
The Wetzikon Inn Kaffee & Lounge

Item No.	Description	Responsible Party	Lead Time (Days)	Date Required from		Forward to Architect	Date back to Architect
				Contractor	Subcontractor		
7	Structural Steel	GV Concrete	1	24-Dec-15	8-Jan-16	4-Jan-16	26-Jan-16
8	Light Gauge Metal Framing	Grand River Precast	25	8-Mar-16	4-Dec-15	15-Mar-16	6-Apr-16
9	Pre-engineered Wood Trusses	Elevated Masonry	15	21-Dec-15	10-Feb-16	11-Dec-15	21-Jan-16
10	Architectural Casework	Rocky Mountain Steel	10	23-Mar-16	11-Mar-16	17-Feb-16	6-Jan-16
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12	Interior Standing & Running Trim	Gates & Son's Framing	20	18-May-16	18-May-16	18-May-16	15-Jun-16
13	Waterproofing & Roofing	Truss-Works	5	23-Jun-16	23-Jun-16	23-Jun-16	27-Jun-16
14	Insulation	Old Growth Millwork	15	25-Jun-16	25-Jun-16	25-Jun-16	2-Aug-16
15	Doors & Hardware	Old Growth Millwork	15	29-Jun-16	29-Jun-16	29-Jun-16	5-Jul-16
16	Aluminum Storefront/Glazing	Contemporary Roofing	10	16-Jul-16	16-Jul-16	16-Jul-16	12-Jul-16
17	Gypsum Wall Board	Treetop Insulation	5	18-Jul-16	18-Jul-16	18-Jul-16	8-Mar-16
18	Ceramic Tile	LMI Contracting	15	22-Aug-16	22-Aug-16	22-Aug-16	20-Aug-16
19	Floor Coverings	Montrose Door & Supply	5	24-Sep-16	24-Sep-16	24-Sep-16	2-Aug-16
20	Hardwood Flooring	Sierra Glass	10	27-Oct-16	27-Oct-16	27-Oct-16	10-Jul-16
21	Painting/Staining	Highwall Drywall	5	29-Nov-16	29-Nov-16	29-Nov-16	2-Aug-16
22	Specialties	Kitsap Floors & More	10	1-Dec-16	1-Dec-16	1-Dec-16	2-Aug-16
23	Window Treatments	White Pine Hardwood Floors	5	13-Jan-17	13-Jan-17	13-Jan-17	2-Aug-16
24	Stone Countertops	Architectural Outlet	15	15-Feb-17	15-Feb-17	15-Feb-17	2-Aug-16
25	Site Furnishings	Architectural Outlet	10	19-Mar-17	19-Mar-17	19-Mar-17	2-Aug-16
26	Elevator	Milereel Painting	5	21-Apr-17	21-Apr-17	21-Apr-17	2-Aug-16
27	Sheet Piling	Kitsap Floors & More	10	23-May-17	23-May-17	23-May-17	2-Aug-16
28	Helical Piers	Architectural Outlet	5	25-Jun-17	25-Jun-17	25-Jun-17	2-Aug-16
29	Asphalt Paving/Accessories	Granito Stoneworks	10	27-Jul-17	27-Jul-17	27-Jul-17	2-Aug-16
30	Precast Concrete Pavers	Mile High Elevator Company	5	29-Aug-17	29-Aug-17	29-Aug-17	2-Aug-16
31	Landscaping/Irrigation	Architectural Outlet	10	31-Sep-17	31-Sep-17	31-Sep-17	2-Aug-16
32	Fire Sprinkler	King Helical Piers	5	3-Oct-17	3-Oct-17	3-Oct-17	2-Aug-16
33	Plumbing	Green Paving	10	5-Nov-17	5-Nov-17	5-Nov-17	2-Aug-16
34	HVAC	Green Landscape & Supply	5	7-Dec-17	7-Dec-17	7-Dec-17	2-Aug-16
35	Electrical	Fogo Fire Specialists	10	9-Jan-18	9-Jan-18	9-Jan-18	2-Aug-16

SUBMITTAL SCHEDULE

T3 AIA Registered Courses

PROCUREMENT/ SUBMITTAL SCHEDULE
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2	Precast Concrete	Grand River Precast	15	8-Mar-16	15-Mar-16	6-Apr-16	26-Jan-16		15-Jan-16	26-May-16	3-Jun-16
3	Reinforcing Concrete Cap	Wasatch Steel	10	21-Dec-15	11-Dec-15	21-Jan-16	11-Apr-16		26-Apr-16	11-Feb-16	18-Feb-16
4	Masonry	Rocky Mountain Steel	5	10-Feb-16	29-Dec-15	10-Jan-16	21-Jan-16		5-Feb-16	19-Feb-16	26-Feb-16
5	Structural Steel	Elevated Masonry	15	23-Mar-16	17-Feb-16	6-Apr-16	25-Mar-16		25-Mar-16	20-May-16	23-May-16
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7	Wood Framing	Gates & Son's Framing	20	31-Mar-16	18-May-16	10-Jun-16	27-Jun-16		27-Jun-16	16-May-16	2-Aug-16
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11	Waterproofing & Running Trim	Tree Top Insulation	5	22-Jan-16	16-Jun-16	10-Jun-16	22-Jun-16		27-Jun-16	2-Aug-16	2-Aug-16
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21	Specialties	Uinta Piles & Equipment	5	24-Feb-16	16-Jun-16	10-Jun-16	22-Jun-16		27-Jun-16	2-Aug-16	2-Aug-16
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29	Precast Concrete Pavers		5	9-Jun-16	24-Jun-16	24-Jun-16	25-Feb-16		15-Jun-16	15-Mar-16	2-Aug-16
30	Landscape/Irrigation		10	18-May-16	23-Jun-16	10-Jun-16	22-Jun-16		27-Jun-16	2-Aug-16	2-Aug-16
31	Drinking Water		10	24-Feb-16	16-Jun-16	10-Jun-16	22-Jun-16		27-Jun-16	2-Aug-16	2-Aug-16

- In our specs, the Submittal Schedule is tied to the Applications for Payment.
- When receiving a submittal schedule, make sure that the Contractor has input the right information, specially the following:
 - The number of days required for review each submittals.
 - The correct submittals (submittals specified).
 - Time for re-submittals.

TYPES OF SUBMITTALS

T3 AIA Registered Courses | SUBMITTALS

- The specifications include these types of submittals:
 - Action Submittals
 - Informational Submittals
 - Project Closeout Submittals
 - Delegated Design Submittals
 - LEED Submittals
 - Maintenance Submittals (attic stock)

SECTION 099653 HIGH PERFORMANCE COATINGS for
CONCRETE

1.3 DEFINITIONS

- A. Standard coating terms defined in ASTM D 16 apply to this Section.

1.4 ACTION SUBMITTALS

- A. **Product Data:** For each elastomeric coating system specified. Include crack fillers, block fillers, and primers.
1. **Material List:** An inclusive list of required coating materials. Indicate each material and cross-reference the specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
 2. **Manufacturer's Information:** Technical information including label analysis and instructions for handling, storing, and applying each coating material.
- B. **Samples for Verification:** For each color and material to be applied, with texture to simulate actual conditions, on representative Samples of actual substrate.
1. Provide stepped Samples, defining each separate coat, including block fillers and primers. Use representative colors when preparing Samples for review. Resubmit until required sheen, color, and texture are achieved.
 2. Provide a list of materials and applications for each coat of each Sample. Label each Sample for location and application.

1.5 INFORMATIONAL SUBMITTALS

- A. **Qualification Data:** For Applicator.
- B. **Material Certificates:** For each elastomeric coating material, signed by manufacturers.
1. Certification by elastomeric coating manufacturer that products supplied comply with local VOC regulations.

1.6 QUALITY ASSURANCE

- A. **Applicator Qualifications:** A firm or individual experienced in applying elastomeric coating systems similar in material and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.
- B. **Source Limitations:** Obtain undercoat materials from same manufacturer as finish coats.
- C. **Benchmark Samples (Mockups):** Provide full-coat benchmark finish samples for each type of coating on each substrate required. Comply with procedures specified in PDCA P5. Duplicate finish of approved sample submittals.
1. Architect will select one concrete exterior wall surface and one to represent surfaces and conditions for application of elastomeric coatings.

ACTION SUBMITTALS

Issue for Garage Permit
February 16, 2017

SECTION 099653 HIGH PERFORMANCE COATINGS for CONCRETE

1.3 DEFINITIONS

- A. *Standard coating terms defined in ASTM D 16 apply to this Section.*

1.4 ACTION SUBMITTALS

- A. **Product Data:** For each elastomeric coating system specified. Include crack fillers, block fillers, and primers.
1. **Material List:** An inclusive list of required coating materials. Indicate each material and cross-reference the specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
 2. **Manufacturer's Information:** Technical information including label analysis and instructions for handling, storing, and applying each coating material.
- B. **Samples for Verification:** For each color and material to be applied, with texture to simulate actual conditions, on representative Samples of actual substrate.
1. Provide stepped Samples, defining each separate coat, including block fillers and primers. Use representative colors when preparing Samples for review. Resubmit until required sheen, color, and texture are achieved.
 2. Provide a list of materials and applications for each coat of each Sample. Label each Sample for location and application.

1.5 INFORMATIONAL SUBMITTALS

- A. **Qualification Data:** For Applicator.
- B. **Material Certificates:** For each elastomeric coating material, signed by manufacturers.
1. Certification by elastomeric coating manufacturer that products supplied comply with local VOC regulations.

TYPES OF ACTION SUBMITTALS

- Product Data
- Shop Drawings
- Samples for Initial Selection
- Samples for Verification
- Product Schedules (for example, Hardware Schedule)
- Delegated Design Submittals

Product data (printed for mass distribution) **are not the same** as shop drawings (prepared exclusively for the project).

ACTION SUBMITTALS

Issue for Garage Permit
February 16, 2017

SECTION 099653 HIGH PERFORMANCE COATINGS for CONCRETE

1.3 DEFINITIONS

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- A. **Product Data:** For each elastomeric coating system specified. Include crack fillers, block fillers, and primers.
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 2. **Manufacturer's Information:** Technical information including label analysis and instructions for handling, storing, and applying each coating material.
- B. **Samples for Verification:** For each color and material to be applied, with texture to simulate actual conditions, on representative Samples of actual substrate.
1. Provide stepped Samples, defining each separate coat, including block fillers and primers. Use representative colors when preparing Samples for review. Resubmit until required sheen, color, and texture are achieved.
 2. Provide a list of materials and applications for each coat of each Sample. Label each Sample for location and application.

1.5 INFORMATIONAL SUBMITTALS

- A. **Qualification Data:** For Applicator.
- B. **Material Certificates:** For each elastomeric coating material, signed by manufacturers.
1. Certification by elastomeric coating manufacturer that products supplied comply with local VOC regulations.

- **ACTION** Submittals require responsive action from the Architect or its consultants.
- **Responsive action** means that the Architect reviews and takes the appropriate action to communicate to the Contractor the status of the submittal and subsequent required action.
- Submittals that **do not** require the Architect's responsive action are not action submittals.
- Action Submittals might require some type of action by the Owner.

ACTION SUBMITTALS

PRODUCT DATA

- Product Data should be marked by the **Contractor** to show Project-specific information if several items are included in the publication.
- Product Data often contain information needed for coordination with other portions of the Work, and to confirm that the proposed product has not changed since the time it was included in the Contract Documents.

Meets the requirements of ASTM D 4434, Type III

Features and Components
Advanced Solid Phase Polymer Formulation: Uses the optimal amount of DuPont™ Elvaloy® KEE (Ketone Ethylene Ester) polymer to: Ensure plasticizer retention; Extend roof life (exceeds 39,000 hours of accelerated weathering testing (ASTM G 154 requires 5,000 hours); and to reduce maintenance costs.
Patented Aramid-Reinforced Edge: Aramid fiber is woven into the side of all full rolls of PVC membrane.
Non-wicking Reinforced Polyester Scrim: Our fully integrated manufacturing process adds tensile strength and toughness. Due to the non-wicking edge, sealant is not required.
Excellent Chemical Resistance: JM PVC is inherently resistant to oils, air conditioning coolants, fuels and grease.
Energy Savings: The White, Grey ES and Sandstone ES provide exceptional reflectivity and emissivity for energy savings.
System Compatibility: This product may be used as a component in the following systems. Please reference product application for specific installation methods and information.

Colors*
 *All colors not available as standard stocked items in all size configurations. Please call for minimums and lead times.

System Compatibility
 Key: HA = Hot Applied CA = Cold Applied HW = Heat Weldable SA = Self Adhered MF = Mechanically Fastened
 HA CA HW SA MF

Energy and the Environment
 Do not use in Multi-Ply systems

Standard	White	Grey ES	Sandstone ES	Initial	3 Yr. Aged	Reflectivity	Emissivity
CRRC®	0.96	0.70	0.73	0.86	0.82	0.86	0.82
CA Title 24	0.70	0.67	0.67	0.86	0.82	0.86	0.82
ENERGY STAR®	0.86	0.86	0.86	0.86	0.82	0.86	0.82
LEED® (SRI)	0.86	0.86	0.86	0.86	0.82	0.86	0.82
Recycled Content	0.86	0.86	0.86	0.86	0.82	0.86	0.82
The LEED® Solar Reflectance Index (SRI) is calculated per ASTM E1980.	108	84	89	80	61	80	61
Product Thickness	80 mil	80 mil	80 mil	80 mil	80 mil	80 mil	80 mil
Guarantee terms are for mechanically fastened and fully adhered systems.	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL	5, 10, 15 or 20 Yr. NDL

Peak Advantage® Guarantee Information
 Terms: 5, 10, 15 or 20 Yr. NDL

Codes and Approvals
 CLASSIFIED UL US
 FM APPROVED
 GREENGLASS CERTIFIED APPROVED
 Miami-Dade County Product Control Approved

Installation/Application
 Fully Adhered Refer to JM for instructions
 Mechanically Fastened Refer to JM for instructions
 Hot-Air Weld Refer to JM for instructions

Installation/Application guides and detail drawings

Size	Rolls per Pallet	Pallet Weight - lb (kg)	Pallets per Truck*	Producing Locations	Coverage
3.25' x 100' (1.0 m x 30.48 m)	18	2420 (1097.7)	17	Pawtucket, RI and Lancaster, SC	325 ft² (30.19 m²)
5' x 100' (1.52 m x 30.48 m)	9	3885 (1733.1)	8		500 ft² (46.45 m²)
6.5' x 100' (1.95 m x 30.48 m)	9	3885 (1733.1)	8		650 ft² (60.38 m²)
10' x 100' (3.05 m x 30.48 m)	9	3885 (1733.1)	8		1000 ft² (92.9 m²)
12' x 100' (3.66 m x 30.48 m)	9	3885 (1733.1)	8		1200 ft² (111.5 m²)
(white only)	9	3885 (1733.1)	8		3920 (362.1 m²)

*Assumes 48' flatbed truck.

Refer to the Safety Data Sheet and product label prior to The Safety Data Sheet is available by calling (800) 922-7777 or www.jm.com/roofing.

ACTION SUBMITTALS



12 ft



Click to close



STANDARD LOCKERS FOR QUALITY & VALUE

FEATURES

- High security saggle point latches are designed for built-in locks with wrap around technology. Includes padlock hump.
- The door frames are formed by overlapping and weld members to form a rigid unitized structure that fully frames the door.
- Standard hinges are full loop design and provide more strength than larger butt type hinges.
- Full loop hinges are mounted through slots in the door and frame to maintain alignment and increase strength.
- Door frames include integral full height 16-gauge door strikes to reinforce door edges.
- One piece doors formed from 16-gauge color 1 steel.
- Three latch points on single tier doors and double and triple tier doors.
- One piece recessed handle pockets add strength to the handle area and eliminate the vulnerable slot formed handles.
- Soft rubber bumpers at door jamb locations cushion door slams.

Single Tier Quiet Lockers

are widely used to provide ample storage for full length garments with shelf space for books, electronics and other articles. Actual height of 37" high = 37-1/2". 48" high = 48-5/8".

Locker Size (per gang)	Locker Size (per gang)
9 x 12 x 18	9 x 12 x 24
9 x 15 x 18	9 x 15 x 24
9 x 18 x 18	9 x 18 x 24
9 x 21 x 18	9 x 21 x 24
12 x 15 x 18	12 x 15 x 24
12 x 18 x 18	12 x 18 x 24
12 x 21 x 18	12 x 21 x 24
15 x 15 x 18	15 x 15 x 24
15 x 18 x 18	15 x 18 x 24
15 x 21 x 18	15 x 21 x 24
18 x 15 x 18	18 x 15 x 24
18 x 18 x 18	18 x 18 x 24
18 x 21 x 18	18 x 21 x 24
21 x 15 x 18	21 x 15 x 24
21 x 18 x 18	21 x 18 x 24
21 x 21 x 18	21 x 21 x 24

Double Tier Quiet Lockers

are designed for short period use, or where short coats and jackets are worn. For overall height, multiply number of openings by height listed. Add 6" to height for logs when desired.

Locker Size (per gang)	Locker Size (per gang)
9 x 12 x 36	9 x 12 x 48
9 x 15 x 36	9 x 15 x 48
9 x 18 x 36	9 x 18 x 48
9 x 21 x 36	9 x 21 x 48
12 x 15 x 36	12 x 15 x 48
12 x 18 x 36	12 x 18 x 48
12 x 21 x 36	12 x 21 x 48
15 x 15 x 36	15 x 15 x 48
15 x 18 x 36	15 x 18 x 48
15 x 21 x 36	15 x 21 x 48
18 x 15 x 36	18 x 15 x 48
18 x 18 x 36	18 x 18 x 48
18 x 21 x 36	18 x 21 x 48
21 x 15 x 36	21 x 15 x 48
21 x 18 x 36	21 x 18 x 48
21 x 21 x 36	21 x 21 x 48

Triple Tier Quiet Lockers

save valuable floor space and are often used in combination with single tier and double tier lockers to make P.E. class lockers.

Locker Size (per gang)	Locker Size (per gang)
9 x 12 x 54	9 x 12 x 72
9 x 15 x 54	9 x 15 x 72
9 x 18 x 54	9 x 18 x 72
9 x 21 x 54	9 x 21 x 72
12 x 15 x 54	12 x 15 x 72
12 x 18 x 54	12 x 18 x 72
12 x 21 x 54	12 x 21 x 72
15 x 15 x 54	15 x 15 x 72
15 x 18 x 54	15 x 18 x 72
15 x 21 x 54	15 x 21 x 72
18 x 15 x 54	18 x 15 x 72
18 x 18 x 54	18 x 18 x 72
18 x 21 x 54	18 x 21 x 72
21 x 15 x 54	21 x 15 x 72
21 x 18 x 54	21 x 18 x 72
21 x 21 x 54	21 x 21 x 72

Multiple Tier Lockers

allow a wide variety of space saving applications. Often used with Lyon single tier and double tier lockers to make P.E. lockers.

Locker Size (per gang)	Locker Size (per gang)
9 x 12 x 12	9 x 12 x 18
9 x 15 x 12	9 x 15 x 18
9 x 18 x 12	9 x 18 x 18
9 x 21 x 12	9 x 21 x 18
12 x 15 x 12	12 x 15 x 18
12 x 18 x 12	12 x 18 x 18
12 x 21 x 12	12 x 21 x 18
15 x 15 x 12	15 x 15 x 18
15 x 18 x 12	15 x 18 x 18
15 x 21 x 12	15 x 21 x 18
18 x 15 x 12	18 x 15 x 18
18 x 18 x 12	18 x 18 x 18
18 x 21 x 12	18 x 21 x 18
21 x 15 x 12	21 x 15 x 18
21 x 18 x 12	21 x 18 x 18
21 x 21 x 12	21 x 21 x 18

HANDLE OPTIONS

Standard
with finger on top, push down and turn clockwise to open. Standard on single tier lockers.

Turn Handle
has built-in padlock attachment, and heavy-duty 3 point locking mechanism that fully engages the frame. Available in single, double, triple tier lockers.

Temper Guard Handle*
has built-in padlock loop and also profile. Available on triple, double, triple tier lockers.

color indicated on drawings

1-800-323-0082 | LYON strongly recommends wall and/or floor anchoring for all locker installations.

*Also see ADA lockers on page 18.

ACTION SUBMITTALS

SHOP DRAWINGS

DEFINITION

- The American Institute of Architects has defined shop drawings as **“diagrams, schedules, drawings, and other types of data prepared specifically by a distributor, supplier, manufacturer, subcontractor, or contractor to show some part of the Work.”**


COORDINATION DRAWINGS

DEFINITION

- We require Coordination Drawings when we need to see how the components provided by two or more different trades are coordinated with each other.

ACTION SUBMITTALS

PROTECTING OUR FILES

- BEFORE we allow the Contractor to use our digital files to prepare Shop Drawings, we protect our files.
 - Our specs incorporate the use of AIA Document C106, Digital Data Licensing Agreement, as the basis for establishing ownership, use and reproduction rights, and procedures for use of Architect's digital files.
- 
- Also include the AIA Document E201, Digital Data Protocol Exhibit, as an attachment to the Owner/Architect Agreement, the Owner/Contractor Agreement to establish protocols for the transfer and use of digital data on a project.

See Josh C.

ACTION SUBMITTALS

SAMPLES

- Samples are "**physical examples which illustrate materials, equipment, or workmanship and establish standards by which the Work will be judged**".
- Samples are for "**SELECTION**" and for "**VERIFICATION**".
- Do not require samples unless it is necessary (\$\$).

- For Samples in which variation in color, pattern, or texture can be expected, multiple sets of range, or multiple units should be requested. This is a designer decision.
- Expensive samples can be returned to the Contractor for use in the project, for example, door hardware.

SAMPLES ARE NOT MOCKUPS

DELEGATED DESIGN SUBMITTALS

Reviewing **delegated design submittals**:

FIRST WE MAKE sure the submittal is complete, and the we **only review** the following:

- That the delegated design is **coordinated** with ours: Dimensions, size, installation, components, finishes, locations in the project, etc.
- That the **calculations** are signed and stamped by an engineer in the applicable discipline and licensed in California.
- That the **proper criteria** as indicated in the Contract Documents were used in the design (for example, wind load, temperature range, etc.)

RISK MANAGEMENT

THE DANGEROUS SDSs (MSDS)

Contractors send SDSs continually, even when not required.

- These forms describe the components of a product and some characteristics, including VOC's. For this reason RMW requires SDSs forms only as LEED submittals.
- WE DO NOT REVIEW SDSs because they contain instructions for protection of personnel installing or handling the product.

MATERIAL SAFETY DATA SHEET

DATE OF PREPARATION: 01/16/13

I. General Information

CHEMICAL NAME & SYNONYM: Synthetic Detergent
CHEMICAL FAMILY: Cleaning Compound, Liquid
PROPER DOT SHIPPING NAME: ZEOFILL INC.
SUPPLIER: 9241 7TH AVE
Hesperia, Ca 92345

TRADE NAME: PET URINE NEUTRALIZER
FORMULA: Proprietary
DOT HAZARD CLASSIFICATION: None
SUPPLIER'S PHONE NUMBER: 1-888-926-4785
24-HOUR EMERGENCY PHONE NUMBER: 1-800-535-5053

II. Ingredients

PRINCIPAL COMPONENTS: WATER
MUTANT BACTERIA STRAIN: OPACIFIER
NONIONIC SURFACTANT: FRAGRANCE

III. Physical Data

BOILING POINT (°F): 212°F
VAPOR PRESSURE (MM HG): >1
VAPOR DENSITY (AIR=1): Complete
SOLUBILITY IN WATER: None (TCO)
APPEARANCE AND ODOR: Opaque white liquid with characteristic odor

IV. Fire & Explosion Hazard Data

FLASH POINT (TEST METHOD): Water, Dry Chemical, CO
AUTO IGNITION TEMPERATURE: NONE
EXTINGUISHING MEDIA: NONE
SPECIAL FIRE FIGHTING PROCEDURES: NONE
UNUSUAL FIRE & EXPLOSION HAZARDS: NONE

V. Health Hazard Data

OSHA-ACGIH THRESHOLD LIMIT VALUE: NONE
CARCINOGEN - NTP PROGRAM: NONE
SYMPTOMS OF EXPOSURE: Skin & Eye Irritation
Medical Conditions Aggravated: Skin, Eyes, Nose, Mouth

VI. Reactivity Data

STABILITY: UNSTABLE
INCOMPATIBILITY-Material to Avoid: NONE
HAZARDOUS POLYMERIZATION: MAY OCCUR
HAZARDOUS DECOMPOSITION PRODUCTS: NONE

VII. Environmental Protection Procedures

WASTE DISPOSAL METHOD: In accordance with Federal, State and Local regulations.

VIII. Special Protection Information

HYGIENIC PRACTICES IN HANDLING & STORAGE: Splash Goggles
PRECAUTIONS FOR REPAIR & MAINTENANCE OF CONTAINERS: None Required
OTHER PRECAUTIONS: None

IX. Special Precautions

SKIN PROTECTION: None
VENTILATION: None

Lower Explosive Limit (LEL): ~100.0
Upper Explosive Limit (UEL): <1
Percent Volatile (%): 7
Evaporation Rate (Water = 1): N/A
Specific Gravity (H₂O=1): N/A
pH: N/A

Do not send back MSDS. The specs say that MSDS will only be received for documentation to be submitted for LEED certification purposes only.

INFORMATIONAL SUBMITTALS

Informational Submittals do not require a responsive action but might require another type of action by the Architect, such as verification.

Some examples are:

- Pre-construction Submittals: Permits, bonds, insurance certificates, etc.
- Certificates and Certifications: To show compliance with standards, i.e., welding certificates, woodworking certificates etc.

- Testing Reports: Pre-construction testing, field testing, product testing on file with manufacturer.
- Construction photographs.
- Meeting minutes.

These submittals do not require approval, they are only for the record, but might require another type of action such as rejection of a materials or assembly.

CLOSEOUT SUBMITTALS

TYPICAL submittals delivered at Substantial Completion are:

- Project record documents
- Operation and maintenance manuals
- Records of staff training
- Warranties
- Commissioning documentation
- Other items transmitted under Project closeout requirements

The Architect reviews the closeout submittals for completeness and forwards them to the Owner.

These submittals do not require approval, but after review, might require rejection for inaccuracy or incompleteness.

MAINTENANCE MATERIALS SUBMITTALS

Maintenance materials submittals include:

- Extra stock materials (attic stock).
- Special tools.
- Spare parts.

ATTIC STOCK MATERIALS have to be ordered and approved by the Owner.

- Please obtain that information to be included in the specs.
- Check the form in Rspace.

The Architect verifies that submittals are correct and handed to the Owner in an orderly way.

SUBMITTALS REVIEW PROCEDURES

- **Simultaneous Transmittal:** Submittals are transmitted at the same time to the Architect and its consultants (not recommended, but it is used in fast-track projects).
- **Sequential Submittal:** Multiple reviewers must review a single submittal.
- Other procedures can be found in the SUBMITTAL REQUIREMENTS section.

- **Contractor's Transmittal:** Requires that submittals are listed and numbered and have been reviewed by the Contractor (GC) and that it has certified this in the transmittal.

RMW Standard contracts state that after the first re-submittal, additional reviews will be considered additional services by RMW.

THE CONSTRUCTION MANAGER'S ROLE

If a CM is involved in the CA procedures, the standard process is that the submittals are received, distributed, gathered, and returned by the CM.

- We should take care that the CM does not change the contractual requirements for reviewing submittals, such as time or the type of response.
- The CM is not liable.
- The CM does not review submittals except for completeness.

The CM's role should be very clearly defined in the Owner-Architect contract and in the Specifications.

SUBMITTALS

T3 AIA Registered Courses | SUBMITTALS



RISK MANAGEMENT

Review only the submittals that:

- Are intended for portions of the contract documented in RMW's documents.
- Are disguised RFI's.
- Are incomplete.
- Have deadlines inconsistent with the documents (specifications) - always take a quick look at the submittals section!
- **DO NOT REVIEW MSDSs or other materials that address "ways and means".**

SUBMITTALS

T3 AIA Registered Courses | SUBMITTALS



RISK MANAGEMENT

Do not review submittals that are for products not specified or labeled as “comparable” in the specifications.

- Products not specified should be submitted as “Substitution Requests”. This requirement is in the contract for construction.
- Return these submittals marked as “submit Substitution Request.”
- There are legal implications when not doing this, as well as “**fee leaks.**”

SUBSTITUTION REQUEST

Substitution Requests are required by the Contract for Construction, therefore they are part of the Work.

We have already spent our fee in selecting the products for the Project; the Substitution Request assigns the cost of researching products which are proposed for substitutions to the Contractor.

718 Third Street
Suite 101
Sacramento, CA 95811
Tel 916.449.1400
www.rmw.com

RMW think
listen
build
speak
learn
architecture & interiors

SUBSTITUTION REQUEST

No. [Number]

project no. [Project Number]
project [Project Name]
[City, State, Zip]

date [Date]
from [Name]
to [Contractor's organization name]
[Address - Street]
[City, State, Zip]
[RMW Representative]

Reasons for not providing the specified item: [Insert text]

The following is required information:

- basis of design product
- specifications reference
- drawing reference
- proposed substitution
- years in the usa market
- manufacturer's representative
- subcontractor
- are the warranties of the proposed product and installer the same as the warranties for the specified product?
- explain warranties differences, if any:
- is the installer required to be certified by manufacturer?
- will the substitution affect other parts of the work? Yes No N/A
- if "yes", explain how: Yes No N/A

Attach comparative product data (data sheets, cut sheets, or other) with differences highlighted or marked. Supporting data attached:

- Drawings
- Product data
- Samples
- Reports
- Other

File: C:\Users\grasmussen\Documents\2015 FORMS\Contract Administration\SAC\SAC SUBSTITUTION REQUEST

THANKS ALL FOR COMING!