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INDEX	DIVISION 1 - GENERAL REQUIREMENTS	SECTION C01040 - COORDINATION	SECTION - C01050: FIELD ENGINEERING
SP1.1	SECTION - C01010: WORK COVERED BY CONTRACT DOCUMENTS	PART I GENERAL	PART I - GENERAL
C01010 C01020 C01030 C01040 C01050 C01300	WORK COVERED BY CONTRACT DOCUMENTS OWNER FURNISHED ITEMS ALTERNATE AND SUBSTITUTION PROCEDURES COORDINATION FIELD ENGINEERING SUBMITTALS	1.1 GENERAL INFORMATION The mechanical and electrical drawings are a part of the Contract Documents and shall be followed as closely as actual construction of the building and the work of the other trades will permit. All equipment and materials shall be installed according to the manufacturer's instructions.	1.1 ACCIDENTS The Contractor shall provide and make available medical supplies and equipment necessary to supply on site first aid to all personnel injured in connection with the work. The Contractor shall report any and all accidents in writing to Insurance Company, Owner and Architect within 24 hours of occurrence. The report shall contain the following information and it shall be the responsibility of the Contractor to have an accident report filled out in triplicate and submitted as required above with (1) Name of Person or Persons and Home Address, (2) Location of Occurrence, (3) Time of Day and Date, (4) Description of Occurrence, (5) Statements of Witnesses, and (6) Signature of Contractor's Superintendent. In addition, if death or serious injuries or serious damages are caused, the accident shall be reported by the contractor to the Architect and to the Owner immediately by telephone or messenger. If any claim is made by anyone against the Contractor or any Subcontractor on account of any accident, the Contractor shall promptly report the facts in writing to the Owner, giving full details of the claim.
SP1.2	LEED REQUIREMENTS (IF APPLICABLE) CONSTRUCTION WASTE MANAGEMENT (IF APPLICABLE)	1.13 STANDARDS, LAWS AND ORDINANCES This work shall be done in strict accordance with the local building codes, National Fire Protection Association, ASTM, U/L, Inc. and other nationally recognized testing or trade association standards.	1.2 QUALITY ASSURANCE Surveyor: Employ experienced Civil Engineer or registered Land Surveyor to establish layout, lines, levels and grades, and check Contractor's placement of batter boards, grades stakes, and other controls, and to verify same from time to time during progress of construction of Work. Engineer or Surveyor shall be registered in the state of this project.
E	SP2.1	1.2 CONTRACTOR RESPONSIBILITY FOR WORK REQUIRED The organization of the Building Specifications into Divisions, Sections and Paragraphs and the arrangement of the Drawings are not intended to control the Contractor in dividing the Work among Subcontractors or to establish the limits and extent of work to be performed by a particular trade. The Contractor alone is responsible for the completion of the entire work as drawn and specified, complete in place and in functional or operating conditions. The Division of the Building Specifications into sections and paragraphs is for convenience only and not for the purpose of limiting or restricting the performance of any portion of the Work to any particular trade.	1.2 Measurements: Before ordering materials or doing any work, verify measurements at site and check same against Drawings. No extra charge will be allowed on account of differences between actual dimensions and measurements shown on Drawings. Submit any differences found to Owner for resolution before proceeding with Work.
C01410 C01510 C01520 C01530 C01570 C01700 C01720 C02000 C02300	TESTING/LABORATORY SERVICES - OWNER SUPPLIED TEMPORARY UTILITIES SECURITY PROJECT IDENTIFICATION & SIGNS EROSION AND SEDIMENTATION CONTROL TRACTOR CLOSOUT PROJECT RECORD DOCUMENTS SITE WORK SUBSURFACE INVESTIGATION	1.3 PERMITS AND FEES Obtain and pay all permits, deposits, fees and inspections necessary for each trade's work. The Contractor shall be reimbursed for all non-refundable costs. Make arrangements for any required inspections by local or state authorities in a timely manner so as not to delay occupancy of the building.	1.3 EXECUTION Inspection: Verify locations of survey control points prior to starting work. Promptly notify Owner of any discrepancies discovered. Survey Control Points: Protect survey control points prior to starting site work; preserve permanent reference points during construction. Make no changes without prior written notice to Owner. Promptly report to Owner the loss or destruction of any reference point or relocation required because of changes in grades or other reasons. Replace dislocated control points based on original survey control.
SP3.1	TERMITE CONTROL CHAIN LINK FENCES AND GATES: SECURITY LANDSCAPING CONCRETE FOOTING/SLAB ON GRADE (SEE STRUCTURAL DRAWINGS) UNIT MASONRY ASSEMBLIES	1.4 ACCESS PANELS Where control or shut-off valves, heating coils or other equipment which will be required to be operated serviced or adjusted is installed above a non-removable ceiling system or behind lurred walls, Mechanical or Electrical Subcontractors shall furnish and deliver access panels as required to the General Contractor. Access panels shall be large enough to make possible the servicing adjustment, operation, removal and/or replacement of concealed equipment, but shall be at least 24" x 24" in ceilings and 16" x 24" in walls. Where required they shall be U/L, Inc. or FM (Factory Mutual) "B" labeled.	1.3 TEMPORARY TOILETS The contractor shall furnish, install and maintain the necessary temporary toilet facilities for all workmen; said toilets shall be placed at the time work starts and maintained until such time as the permanent toilet facilities are put in operating condition. Unless directed otherwise, the temporary toilets shall be of the chemical type and shall be placed and maintained as required. Necessary temporary enclosure shall be provided to accommodate the toilets. The toilets shall be maintained in a sanitary condition and removed together with their contents when directed. These units shall be serviced as required, to include emptying tanks, recharging with a germicidal and deodorizing solution and scrubbing entire interior with a germicidal solution.
SP4.1	C05000 C05050 C05120 C05400 C05514 C06000 C06100 C06170 C06200 C06410	1.5 GENERAL REQUIREMENTS FOR PRODUCT DELIVERY, STORAGE AND HANDLING Deliver materials in manufacturer's original sealed containers. Labels legible and intact identifying brand name and contents. Open containers so as not to destroy labels. Storage Store materials inside vendor cover, stack flat or on edge as recommended by Store materials in dry places, protect from leakage. Do not overload floor system. Handling Do not drag any material across other stored material. Handle with care to avoid damage. Specific requirements as applicable will appear in later Sections.	1.3 TEMPORARY WATER SERVICE The Contractor shall provide temporary water service. Provide all extensions thereof required for work and remove such extensions at completion of work, restoring water piping to condition existing at start of work. Use care to prevent water waste. Maintain valves, connections, hoses, in good condition.
D	SP5.1	1.6 TEST BORINGS Test borings have been made at various locations within the construction area and the results of such borings are available for inspection at the office of the General Contractor. They are not part of the Contract Documents. Boring logs and reports are made available for information only, and the continuity of conditions represented therein are not guaranteed. All conclusions drawn by the Contractor as to existing conditions shall be the result of his own investigations and studies.	1.3 TEMPORARY FIELD OFFICE The Contractor shall provide and maintain a temporary office or trailer on the job site. This office shall be equipped with plant table, plan files, and enclosed filing space for shop drawings, meeting notes, and other pertinent information of importance to the job. Office shall be located on site where directed and removed when work is complete. Provide electric light, and heat connected to utility systems. Move temporary office inside new building when space is adequately enclosed.
C07210 C07464 C07530 C07600	BUILDING INSULATION FIBER REINFORCED HYBRID (RAINSCEEN) SIDING (AS REQD ON ARCH DWGS) THERMOPLASTIC MEMBRANE ROOFING FLEXIBLE AND SHEET METAL FLASHING	1.7 WEATHER CONDITIONS In the event of temporary suspension of work, during inclement weather, the Contractor shall, and will cause his Subcontractors to protect carefully his and their work, and materials against damage or injury from the weather. If, in the opinion of the Architect, any work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his Subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.	1.3 TEMPORARY ELECTRIC SERVICE The Contractor shall provide temporary connection to the local lighting and power supply in accordance with the Utility Company's requirements and shall extend lines to central distribution points not more than 100 feet apart on each floor within the building as directed by the Architect. All appendages including poles, boxes and anchorage shall be installed by the Contractor. Service furnished by the General Contractor to each distribution plant shall be 110 volts, single phase, 60 cycle for light and 208 volts, 3 phase for power, of capacity for the anticipated connected loads, fused in a convenient box. The General Contractor shall also provide general illumination in all storage areas, corridors, toilets and stairwells. Each Subcontractor requiring additional wiring, varied or increased service wiring for his construction needs etc., shall make his own arrangements for same with the Contractor and shall be required to assume the cost of same.
SP6.1	C07620 C07720 C07740 C07920 C08110	1.8 TIME FOR COMPLETION It is hereby understood and mutually agreed, by and between the Contractor and the Owner, that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are ESSENTIAL CONDITIONS of this Contract, and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the Notice to Proceed. The Contractor agrees that said work shall be prosecuted regularly, diligently, and uninterruptedly at such a rate of progress as will insure full completion thereof within the time specified in the contract. It is expressly understood and agreed, by and between the Contractor and the Owner, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.	1.3 TEMPORARY HEATING The Contractor shall provide at his own expense, temporary enclosure, fuel and equipment necessary for heating materials incorporated in his work, for protection of his work before and after building is enclosed, and before permanent heating system can be operated to heat the respective space. After building is enclosed and permanent heating plant is in operation, or when directed, the Owner shall provide, sufficient heating capacity to maintain all enclosed areas at a minimum temperature required to perform the various finishing operations but in no case to be allowed to go below a temperature which would be harmful to previously installed work. Temporary heat will be required when temperature at night falls below 40 degrees F. Use permanent equipment when warranted, before the building is accepted by the Owner. Immediately prior to final acceptance of building, service, repair and rehabilitate all permanent equipment and facilities used for temporary work so that they shall be in perfect condition. The cost of fuel consumed by the permanent plant for temporary heating shall be paid by the Contractor.
SP7.1	C08210 C08320 C08306 C08344 C08411	1.9 GRADES, LINES, LEVELS The general contractor shall employ an experienced, reliable approved surveyor to complete the primary layout work and may utilize a competent field engineer to establish secondary lines and levels. The Contractor may rely upon site survey plot provided by the Owner to be true and accurate. Locate foundations on property as drawings show. Establish and maintain, street lines, curb lines, levels, building lines, column center lines, base lines and bench marks. Lay out partition lines and buck centers on form work and on rough floors for information of all trades. Lines and levels shall be established from existing monuments located near site. Elevations given shall be based on the datum of the premises for which the work is done. Datum reference is noted on drawings. Should doubt arise as to accuracy of lines, levels or surveys established by surveyor, Architect reserves right to call in another surveyor, verify all previous work and establish additional lines, levels, and surveys as necessary to settle all points in question. Expense of such additional survey work shall be borne by Contractor if Contractor's surveyor was in error. The mechanical trades shall be responsible for the layout of the ductwork and piping based on the reference lines and bench marks established by the Contractor.	1.3 PRODUCT INFORMATION General: Submit only pages which are pertinent; mark each copy of standard printed data to identify pertinent products, referenced to Project Manual Section and Article number. Show reference standards, performance characteristics, and capacities; wiring and piping diagrams and controls; component parts; finishes; dimensions; and required clearances. Modifications: Modify manufacturer's standard schematic drawings and diagrams to supplement standard information and to provide information specifically applicable to the work. Delete information not applicable. Copies Required: Submit number Contractor requires, plus two copies which will be retained by Owner.
SP8.1	C08580 C08710 C08800	2. Make notation of any and all discrepancies on the delivery ticket(s). Call delivery carrier and advise him of the problem. Call the Owner's Purchasing Contact and advise of any problems.	1.4 SHOP DRAWINGS With few exceptions, shop drawings will not be required by the Architect or Owner. The General Contractor may require them at their discretion. The Owner, however, will require information, data, specifications, or procedures for all material and specifications of procedures for all materials and equipment to be submitted by the G.C. at closeout.
C	SP9.1	END OF SECTION C01020	END OF SECTION C01050
C09111 C09250 C09310 C09330 C09510	NON-LOAD BEARING STEEL FRAMING GYPSUM BOARD CERAMIC & GLASS TILE QUARRY TILE ACOUSTICAL PANEL CEILINGS	1.1 DESCRIPTION Section includes Alternates and Substitution Submittal Process	1.1 REQUIREMENTS INCLUDED Procedures Schedule of Values - Part of Contract Proposal Shop Drawings Product Data
SP10.1	C09655 C09770 C09910 C10155 C10240 C10265	1.2 ALTERNATE Acceptance: Alternates will be exercised at option of Owner. The contractors are required to use the specified to use the specified materials. Alternate proposals for specified materials will not be received or reviewed. Exception: If there is a supply issue, contact the Owner immediately. Coordination: Coordinate related work and modify surrounding work as required to complete the Work, including changes under each Alternate, when acceptance is designated in Owner-Contractor Agreement.	1.2 PROCEDURES Refer to the Contractor's Contract for required procedures.
SP11.1	C10420 C10523 C10535 C10810 C12390 C12500 C15000 C15100 C16100	1.3 SUBSTITUTION Acceptance: Substitution of material, article or method will be exercised at the option of the Owner. When material, article, or method is specified using name of proprietary product manufacturer, vendor or method only that item will be allowed unless a "substitution" clause is provided in that section. Cost for redesigns due to substituted items are the responsibility of the Contractor. Bidder represents the following in making their request for substitution(s). Has personally investigated proposed product or method and determined it is equal in all respects that specified. Will furnish same guarantee for substitution as for product or method specified. Will coordinate installation of accepted substitution into Work, making design and construction changes to complete Work in all respects following Contract requirements without additional cost to the Construction. Submittal: For substitutions that do not change design intent, submit three (3) copies of complete data set to permit complete analysis of proposed substitutions. Identification including manufacturer name, address and web site Manufacturer literature Samples where appropriate Data relating to impact on construction schedule by proposed substitution	1.4 ALTERNATE PROPOSALS NONE
B	END OF INDEX	1.11 CUTTING AND PATCHING Except as otherwise specified, each subcontractor shall execute all cutting and patching in his work that may be required by others so that the engagements between the various material will be neat and proper. Cutting of any structural portions of the building shall not be permitted except as approved by the Owner. Each subcontractor shall locate and provide sleeves, suitable to the general contractor, for all holes, chases, openings, or block-outs required for the installation of their work. All such openings shall be straight, true, and of proper size. No excessive cutting will be permitted, nor shall openings be located to alter the installation of any structural member from that indicated on drawings. After the work has been installed, all openings shall be carefully patched and fitted around as directed and to the satisfaction of the Owner.	1.4 SHOP DRAWINGS With few exceptions, shop drawings will not be required by the Architect or Owner. The General Contractor may require them at their discretion. The Owner, however, will require information, data, specifications, or procedures for all material and specifications of procedures for all materials and equipment to be submitted by the G.C. at closeout.
A		1.12 BARRICADES AND PROTECTION The Contractor shall provide and maintain at all times during execution of work as required by duly constituted authorities, or as otherwise may be appropriate, to insure safety of workmen, passerby, employees of Owner, and all other persons. Temporary barricades and enclosures, adequately lighted. Barricades and closures for openings as nature of work demands. Barricades, partitions and enclosures, where exposed to public view, shall be of neat design, substantially construction and neatly painted. The Contractor shall have sole responsibility for the erection and proper maintenance at all times, as required by laws and regulations and otherwise by the conditions and progress for the work, of proper safeguards for the protection of property, workmen and the public and shall post signs warning against the dangers created by openings, stairways, falling materials, open excavations and all other hazardous conditions; and the Contractor shall designate a responsible member of his organization on the job whose duties shall include prevention of accidents.	1.4 SHOP DRAWINGS With few exceptions, shop drawings will not be required by the Architect or Owner. The General Contractor may require them at their discretion. The Owner, however, will require information, data, specifications, or procedures for all material and specifications of procedures for all materials and equipment to be submitted by the G.C. at closeout.



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SEAL: THIS DOCUMENT IS NOT FOR CONSTRUCTION! UNLESS THE ARCHITECT OR ENGINEER'S SIGNATURE AND SEAL APPEAR BELOW

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SHEET  
SPECIFICATIONS

SHEET NUMBER  
**A-901**