SECTION 01 33 00

SUBMITTAL PROCEDURES
JB Charleston (Dec 2021)

PART 1 GENERAL

1.1 SUMMARY

1.1.1 Submittal Information

The Contracting Officer may request submittals in addition to those specified when deemed necessary to adequately describe the work covered in the respective sections. Each submittal is to be complete and in sufficient detail to allow ready determination of compliance with contract requirements. Units of weights and measures used on all submittals are to be the same as those used in the contract drawings.

1.1.2 Project Type

Contractor's Quality Control (CQC) Manager shall check and approve all items prior to submittal and stamp, sign, and date indicating action taken. Proposed deviations from the contract requirements are to be clearly identified on the JB CHS Transmittal Form 4025.

Include within submittals items such as: Contractor's, manufacturer's, or fabricator's drawings; descriptive literature including (but not limited to) catalog cuts, diagrams, operating charts or curves; test reports; test cylinders; samples; O&M manuals (including parts list); certifications; warranties; and other such required submittals.

1.1.3 Submission of Submittals

Submittals requiring Government approval are to be scheduled and made prior to the acquisition of the material or equipment covered thereby. Pick up and dispose of samples not incorporated into the work in accordance with manufacturer's Safety Data Sheets (SDS) and in compliance with existing laws and regulations.

1.2 DEFINITIONS

1.2.1 Submittal Descriptions (SD)

Submittals requirements are specified in the technical sections. Submittals are identified by Submittal Description (SD) numbers and titles as follows:

SD-01 Preconstruction Submittals

Submittals which are required prior to start of construction (work), including but not limited to:

Certificates of insurance

Surety bonds

Lists of proposed Subcontractors

Lists of proposed products

Project Schedules

Submittal registers

Schedule of prices

Health and safety plans

Work plans

Quality Control (QC) plans

Environmental protection plans

SD-02 Shop Drawings

Drawings, diagrams and schedules specifically prepared to illustrate some portion of the work.

Diagrams and instructions from a manufacturer or fabricator for use in producing the product and as aids to the Contractor for integrating the product or system into the project.

Drawings prepared by or for the Contractor to show how multiple systems and interdisciplinary work will be coordinated.

SD-03 Product Data

Catalog cuts, illustrations, schedules, diagrams, performance charts, instructions and brochures illustrating size, physical appearance and other characteristics of materials, systems or equipment for some portion of the work.

Samples of warranty language when the contract requires extended product warranties.

SD-04 Samples

Fabricated or unfabricated physical examples of materials, equipment or workmanship that illustrate functional and aesthetic characteristics of a material or product and establish standards by which the work can be judged.

Color samples from the manufacturer's standard line (or custom color samples if specified) to be used in selecting or approving colors for the project.

Field samples and mock-ups constructed on the project site establish standards by which the ensuring work can be judged. Includes assemblies or portions of assemblies which are to be incorporated into the project and those which will be removed at conclusion of the work.

SD-05 Design Data

Design calculations, mix designs, analyses or other data pertaining to a part of work.

Design submittals, design substantiation submittals and extensions of design submittals.

SD-06 Test Reports

Report signed by authorized official of testing laboratory that a material, product or system identical to the material, product or system to be provided has been tested in accord with specified requirements. Unless specified in another section, testing must have been within three years of date of contract award for the project.)

Report which includes findings of a test required to be performed by the Contractor on an actual portion of the work or prototype prepared for the project before shipment to job site.

Report which includes finding of a test made at the job site or on sample taken from the job site, on portion of work during or after installation.

Investigation reports.

Daily logs and checklists.

Final acceptance test and operational test procedure.

SD-07 Certificates

Statements printed on the manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that the product, system, or material meets specification requirements. Must be dated after award of project contract and clearly name the project.

Document required of Contractor, or of a manufacturer, supplier, installer or Subcontractor through Contractor. The document purpose is to further promote the orderly progression of a portion of the work by documenting procedures, acceptability of methods, or personnel qualifications.

Confined space entry permits.

Text of posted operating instructions.

Project Updates

SD-08 Manufacturer's Instructions

Preprinted material describing installation of a product, system or material, including special notices and Safety Data Sheet(SDS) concerning impedances, hazards and safety precautions.

SD-09 Manufacturer's Field Reports

Documentation of the testing and verification actions taken by manufacturer's representative at the job site, in the vicinity of the job site, or on a sample taken from the job site, on a portion of the work, during or after installation, to confirm compliance with manufacturer's standards or instructions. The documentation must be signed by an authorized official of a testing laboratory or agency and state the test results; and indicate whether the material, product, or system has passed or failed the test.

Factory test reports.

SD-10 Operation and Maintenance Data

Data that is furnished by the manufacturer, or the system provider, to the equipment operating and maintenance personnel, including manufacturer's help and product line documentation necessary to maintain and install equipment. This data is needed by operating and maintenance personnel for the safe and efficient operation, maintenance and repair of the item.

This data is intended to be incorporated in an operations and maintenance manual or control system.

SD-11 Closeout Submittals

Documentation to record compliance with technical or administrative requirements or to establish an administrative mechanism.

Special requirements necessary to properly close out a construction contract. For example, Record Drawings and as-built drawings. Also, submittal requirements necessary to properly close out a major phase of construction on a multi-phase contract.

Interim “DD Form 1354” with cost breakout for all assets IAW 01 78 00 CLOSEOUT REQUIREMENTS.

1.2.2 Approving Authority

Office or designated person authorized to approve submittal.

1.2.3 Work

As used in this section, on- and off-site construction required by contract documents, including labor necessary to produce submittals, except those SD-01 Pre-Construction Submittals noted above, construction, materials, products, equipment, and systems incorporated or to be incorporated in such construction.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor QC approval. Submit the following in accordance with this section.

SD-01 Preconstruction Submittals

JB CHS Form 4288-R – Submittal Register; G

SD-07 Certificates

JB CHS Form 4288-R – Monthly Submittal Register Updates; FIO

JB CHS Form 4289-R – Monthly RFI Register Updates; FIO

1.4 SUBMITTAL CLASSIFICATION

1.4.1 Government Approval (G)

Government approval is required for extensions of design, critical materials, variations, equipment whose compatibility with the entire system must be checked, and other items as designated by the Government. Within the terms of the Contract Clause SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION, submittals are considered to be "shop drawings."

1.4.2 For Information Only (FIO)

Submittals not requiring Government approval will be for information only and shall be check-marked with an “FIO” on the JB CHS Transmittal Form 4025. Within the terms of the Contract Clause SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION, they are not considered to be "shop drawings."

1.4.3 Designer of Record Approval (DA) – for Contracts with Title II Services

Submittals for Designer of Record Approval shall be check-marked with a “DA” on the JB CHS Transmittal Form 4025.

1.5 PREPARATION

1.5.1 Transmittal Form

Transmit each submittal, except sample installations and sample panels to office of approving authority. Transmit submittals with the JB CHS Transmittal Form 4025, prescribed by the Contracting Officer and standard for the project. On the transmittal form, identify all requirements in paragraph IDENTIFYING SUBMITTALS. Process transmittal forms to record actions regarding sample installations.

1.5.2 Identifying Submittals

When submittals are provided by a Subcontractor, the Prime Contractor is to prepare, review and stamp with Contractor's approval all specified submittals using the provided JB CHS Transmittal Form 4025.

Identify submittals, except sample installations and sample panels, with the following information permanently adhered to or noted on each separate component of each submittal and noted on transmittal form. Mark each copy of each submittal identically, with the following:

a. Date

b. Transmittal Number

c. To: (Reference Section F. of Award Documents - “Ship To Address”)

628 CES/CENM
3110 W. Old Tom Road, B909
JB Charleston, SC 29404

d. From: (Contractor’s Official Business Name and Address)

e. Contract Number

f. Check On (This is a New Transmittal or This is a Resubmittal of [Enter previous transmittal number])

g. Specification Section Number:

h. Project Title and Location:

i. Check One(Transmittal Type: “FIO”, “GA”, “DA”, “CR”, “DA/CR”, “DA/GA”)

j. The "Item No." for each entry on this form will be the same "Item No." as indicated on the submittal register.

k. Description of Submittal Item (*Model Number, Catalog Number, Manufacturer, Nomenclature of Material, etc.*)

l. Submittal Type Code (SD-01 through SD-11).

m. Type of Copies (Indicate "E" For Electronically Submitted or "H-#” for hard copy (replacing “#” with the quantity)

n. Specification Paragraph and/or Drawing Sheet Number Reference

o. If the data submitted are intentionally in variance with the contract requirements, indicate a variation in column g of the JB CHS TRANSMITTAL FORM 4025, and enter a statement in the Remarks block describing the detailed reason for the variation.

p. If the variation causes an impact to time or cost indicate the type of impact in column h of the JB CHS TRANSMITTAL FORM 4025, and enter the associated RFI number in the remarks.

1.5.3 Format for SD-02 Shop Drawings

Shop drawings are not to be less than 8 1/2 by 11 inches nor more than 30 by 42 inches, except for full size patterns or templates. Prepare drawings to accurate size, with scale indicated, unless other form is required.

Drawings are to be suitable for reproduction and be of a quality to produce clear, distinct lines and letters with dark lines on a white background.

Present 8 1/2 by 11 inches sized shop drawings as part of the bound volume for submittals required by section. Present larger drawings in sets.

Include on each drawing the drawing title, number, date, and revision numbers and dates, in addition to information required in paragraph IDENTIFYING SUBMITTALS.

Number drawings in a logical sequence. Contractors may use their own number system. Each drawing is to bear the number of the submittal in a uniform location adjacent to the title block. Place the Government contract number in the margin, immediately below the title block, for each drawing.

Shop drawings requiring a designer of record (DOR) approval shall reserve a blank space, no smaller than 2 inches x 2 inches on the right hand side of each sheet for the DOR stamp.

Dimension drawings, except diagrams and schematic drawings; prepare drawings demonstrating interface with other trades to scale. Use the same unit of measure for shop drawings as indicated on the contract drawings.

Identify materials and products for work shown.

Include the nameplate data, size and capacity on drawings. Also include applicable federal, military, industry and technical society publication references.

1.5.4 Format of SD-03 Product Data and SD-08 Manufacturer's Instructions

Present product data submittals for each section as a complete, bound volume.
Include table of contents, listing page and catalog item numbers for product data.

Indicate, by prominent notation, each product which is being submitted; indicate specification section number and paragraph number to which it pertains.

Supplement product data with material prepared for project to satisfy submittal requirements for which product data does not exist. Identify this material as developed specifically for project, with information and format as required for submission of SD-07 Certificates.

Include the manufacturer's name, trade name, place of manufacture, and catalog model or number on product data. Also include applicable federal, military, industry and technical society publication references. Should manufacturer's data require supplemental information for clarification, submit as specified for SD-07 Certificates.

Where equipment or materials are specified to conform to industry and technical society reference standards of the organizations such as American National Standards Institute (ANSI), ASTM International (ASTM), National Electrical Manufacturer's Association (NEMA), Underwriters Laboratories (UL), and Association of Edison Illuminating Companies (AEIC), submit proof of such compliance. The label or listing by the specified organization will be acceptable evidence of compliance. In lieu of the label or listing, submit a certificate from an independent testing organization, competent to perform testing, and approved by the Contracting Officer.

State on the certificate that the item has been tested in accordance with the specified organization's test methods and that the item complies with the specified organization's reference standard.

Collect required data submittals for each specific material, product, unit of work, or system into a single submittal and marked for choices, options, and portions applicable to the submittal. Mark each copy of the product data identically. Partial submittals will not be accepted for expedition of construction effort.

Submit manufacturer's instructions prior to installation.

1.5.5 Format of SD-04 Samples

Furnish samples in sizes below, unless otherwise specified or unless the manufacturer has prepackaged samples of approximately same size as specified:

Incorporate returned samples into work only if so specified or indicated. Incorporated samples are to be in undamaged condition at time of use.

Recording of Sample Installation: Note and preserve the notation of area constituting sample installation but remove notation at final clean-up of project.

a. Sample of Equipment or Device: Full size.

b. Sample of Materials Less Than 2 by 3 inches: Built up to 8 1/2 by 11 inches.

c. Sample of Materials Exceeding 8 1/2 by 11 inches:Sample of Linear Devices or Materials: 10 inch length or length to be supplied, if less than 10 inches. Examples of linear devices or materials are conduit and handrails.

e. Sample of Non-Solid Materials: Pint. Examples of non-solid materials are sand and paint.

f. Color Selection Samples: 2 by 4 inches. Where samples are specified for selection of color, finish, pattern, or texture, submit the full set of available choices for the material or product specified. Sizes and quantities of samples are to represent their respective standard unit.

g. Sample Panel: 4 by 4 feet.

h. Sample Installation: 100 square feet.

Samples Showing Range of Variation: Where variations in color, finish, pattern, or texture are unavoidable due to nature of the materials, submit sets of samples of not less than three units showing extremes and middle of range. Mark each unit to describe its relation to the range of the variation.

Reusable Samples: Incorporate returned samples into work only if so specified or indicated. Incorporated samples are to be in undamaged condition at time of use.

Recording of Sample Installation: Note and preserve the notation of area constituting sample installation but remove notation at final clean-up of project.

When color, texture or pattern is specified by naming a particular manufacturer and style, include one sample of that manufacturer and style, for comparison.

1.5.6 Format of SD-05 Design Data and

Provide design data on 8 1/2 by 11 inches paper. Provide a bound volume for submittals containing numerous pages.

1.5.7 Format of SD-06 Test Reports and SD-09 Manufacturer's Field Reports

Provide reports on 8 1/2 by 11 inches paper in a complete bound volume. Indicate by prominent notation, each report in the submittal. Indicate specification number and paragraph number to which it pertains. Provide certificates on 8 1/2 by 11 inch paper. Provide a bound volume for submittals containing numerous pages.

1.5.8 Format of SD-10 Operation and Maintenance Data (O&M)

Comply with the requirements specified in Section 01 78 00 CLOSEOUT REQUIREMENTS for O&M Data format.

1.5.9 Format of SD-01 Preconstruction Submittals and SD-11 Closeout Submittals

Comply with the requirements specified in Section 01 78 00 CLOSEOUT REQUIREMENTS for Closeout format.

1.6 QUANTITY OF SUBMITTALS

1.6.1 Number of Copies of SD-02 Shop Drawings

Unless otherwise specified, Submit one electronic copy of submittals of shop drawings requiring review and approval only by QC organization and one electronic copy and one physical copy of shop drawings requiring review and approval by Contracting Officer.

1.6.2 Number of Copies of SD-03 Product Data and SD-08 Manufacturer's Instructions

Unless otherwise specified, Submit one electronic copy of product data requiring review and approval by a QC organization. Submit one electronic copy and maintain one physical copy of product data requiring review and approval by the Contracting Officer. The maintained physical copy will be submitted during closeout phase in a 3-ring binder, tabbed by transmittal number.

Submit in compliance with quantity requirements specified for shop drawings.

1.6.3 Number of Copies of SD-04 Samples

a. Submit one sample of each required item.

b. Submit one sample panel or provide one sample installation where directed. Include components listed in technical section or as directed.

c. Submit one sample installation, where directed.

d. Submit one sample of non-solid materials.

1.6.4 Number of Copies of SD-05 Design Data

Unless otherwise specified, Submit one electronic copy of submittals of design data requiring review and approval by a QC organization. Submit one electronic copy and one physical copy of design data requiring review and approval by the Contracting Officer.

1.6.5 Number of Copies of SD-06 Test Reports

Unless otherwise specified, Submit one electronic copy of test reports requiring review and approval by a QC organization. Submit one electronic copy and maintain one physical copy of test reports requiring review and approval by the Contracting Officer. The maintained physical copy will be submitted during closeout phase in a 3-ring binder, tabbed by Specification Section.

1.6.6 Number of Copies of SD-07 Certificates

Unless otherwise specified, Submit one electronic copy of certificates requiring review and approval by a QC organization. Submit one electronic copy and maintain one physical copy of certificates requiring review and approval by the Contracting Officer. The maintained physical copy will be submitted during closeout phase in a 3-ring binder, tabbed by Specification Section.

1.6.7 Number of Copies of SD-08 Manufacturer's Instructions

Unless otherwise specified, Submit one electronic copy of manufacturer's instructions requiring review and approval by a QC organization. Submit one electronic copy and maintain one physical copy of manufacturer's instructions requiring review and approval by the Contracting Officer. The maintained physical copy will be submitted during closeout phase in a 3-ring binder, tabbed by Specification Section.

1.6.8 Number of Copies of SD-09 Manufacturer's Field Reports Copies

Unless otherwise specified, Submit one electronic copy of manufacturer's field reports requiring review and approval by a QC organization. Submit one electronic copy and maintain one physical copy of manufacturer's field reports requiring review and approval by the Contracting Officer. The maintained physical copy will be submitted during closeout phase in a 3-ring binder, tabbed by Specification Section.

1.6.9 Number of Copies of SD-10 Operation and Maintenance Data

Comply with the requirements specified in Section 01 78 00 CLOSEOUT REQUIREMENTS.

1.6.10 Number of Copies of SD-11 Closeout Submittal

Comply with the requirements specified in Section 01 78 00 CLOSEOUT REQUIREMENTS.

1.7 SUBMITTAL REGISTER

The initial JB CHS ENG Form 4288-R Submittal Register shall be submitted within 45 calendar days after contract award with SD-01 Preconstruction Submittals. This JB CHS ENG Form 4288-R Submittal Register shall have columns (r) "CPM Schedule Activity ID", (s) "Submit By", (t) "Approval Needed By", and (u)"Material Needed By" columns completed at the beginning of the contract.

Prepare and maintain submittal register, as the work progresses. Do not change data which is output in columns (c), (d), (e), (f through p), and (q) as delivered by Government; retain data which is output in columns (a), (b), (h), and (i) as approved. A submittal register showing items of equipment and materials for which submittals are required by the specifications is provided as an attachment. This list may not be all inclusive and additional submittals may be required.

Column (c): Lists specification section or drawing sheet reference in which submittal is required.

Column (d): Lists specification paragraph number in which submittal is required.

Column (e): Lists one principal paragraph in specification section where a material or product is specified. This listing is only to facilitate locating submitted requirements. Do not consider entries in column (e) as limiting project requirements.

Columns (f – g): Lists each submittal type code (SD No. and type, e.g. SD-02 Shop Drawings) required in each specification section.

Column (q): Identifies the submittal review classification code (FIO, GA, DA, CR, DA/CR, DA/GA) as indicated on the JB CHS Transmittal Form 4025.

Thereafter, the Contractor is to track all submittals by maintaining a complete list, including completion of all data columns, including dates on which submittals are received and returned by the Government.

1.7.1 Contractor Use of Submittal Register

Update the following fields with each submittal throughout contract.

Column (a) Transmittal Number: Contractor assigned list of consecutive numbers.

Column (b) Item No: Contractor assigned item number for each entry on the JB CHS Transmittal Form 4025.

Column (v) Date Submitted to Government

Column (w) Government Action Code

Column (x) Date returned to the Contractor

Column (y) Government Review Time (Difference between Column (x) and Column (v)

Column (Z) Remarks

1.7.2 Copies Delivered to the Government

Deliver one copy of JB CHS ENG Form 4288-R Submittal Register updated by Contractor to Government monthly for information only. Submit the updated JB CHS ENG Form 4288-R Submittal Register in .xlsx and .pdf electronic formats. Review the most recent JB CHS ENG Form 4288-R Submittal Register in each Progress Meeting per Specification 01 32 00.

1.8 VARIATIONS AND REQUESTS FOR INFORMATION (RFI)

Variations and Requests for Information (RFI) shall be identified in Column "g" of the JB CHS Transmittal Form 4025. Variations that will not result in a change in price or period of performance will not require a modification to the contract. These variations will be submitted, reviewed, and approved utilizing the JB CHS Transmittal Form 4025.

Any information the contractor may need to execute the contract that cannot be located within the project

documents shall be officially requested via JB CHS Request for Information Form.

Variations that will result in a change in price or period of performance will require a modification in the contract, and thus require the Contracting Officer's review and approval. These variations will be submitted, reviewed, and approved utilizing the JB CHS Request for Information Form (Reference Attachment B – JB CHS REQUEST FOR INFORMATION FORM, MAR 2021).

1.8.1 PROJECT REQUEST FOR INFORMATION (RFI) REGISTER

A sample JB CHS ENG Form 4289-R Project Request for Information (RFI) Register is provided as "Attachment D – JB CHS ENG Form 4289-R Project Request for Information (RFI) Register." This RFI Register shall be used throughout the contract to track information requests and official correspondence between the Contractor and Government. This RFI Register shall be updated and submitted monthly for information only (FIO).

1.8.2 Copies Delivered to the Government

Deliver one copy of JB CHS ENG Form 4289-R RFI Register updated by Contractor to Government monthly for information only. Submit the updated JB CHS ENG Form 4289-R RFI Register in .xlsx and .pdf electronic formats. Review the most recent JB CHS ENG Form 4289-R RFI Register in each Progress Meeting per Specification 01 32 00.

1.9 SCHEDULING

Schedule and submit concurrently submittals within the same specification section. Include certifications to be submitted with the pertinent drawings at the same time. No delay damages or time extensions will be allowed for time lost in late submittals. The baseline project schedule will be reviewed to determine if a submittal was submitted on time with the allowable review period.

a. Coordinate scheduling, sequencing, preparing and processing of submittals with performance of work so that work will not be delayed by submittal processing. Allow for potential resubmittal of requirements.

b. Submittals called for by the contract documents will be listed on the register. If a submittal is called for but does not pertain to the contract work, the Contractor is to include the submittal in the register and annotate it "N/A" with a brief explanation. Approval by the Contracting Officer or Contracting Officer's Representative (COR) does not relieve the Contractor of supplying submittals required by the contract documents but which have been omitted from the register or marked "N/A."

c. All "SD-01 Preconstruction Submittals" from all Specification Sections require Contracting Officer approval and shall account for the 28 calendar day review period.

d. Re-submit the Submittal and RFI registers separately under "SD-07 Certificates" and annotate monthly by the Contractor with actual submission and approval dates. When all items on the register have been fully approved, no further re-submittal is required.

e. Carefully control procurement operations to ensure that each individual submittal is made on or before the Contractor scheduled submittal date shown on the approved "Submittal Register."

f. Except as specified otherwise, allow review period, beginning with receipt by approving authority, that includes at least 21 calendar days for submittals for QC Manager approval, 21 calendar days for Contracting Officer's Representative (COR) approval, and 28 calendar days for submittals for Contracting Officer approval. Period of review for submittals with Contracting Officer and/or Contracting Officer's Representative (COR) approval begins when Government receives submittal from QC organization.

f. For submittals requiring review by fire protection engineer Fire Protection Engineer, allow review period, beginning when Government receives submittal from QC organization, of 42 Calendar Days for return of submittal to the Contractor.

1.10 GOVERNMENT REVIEWING AUTHORITY

When the approving authority is the Contracting Officer and/or Contracting Officer's Representative (COR), the Government will:

a. Note the date on which the submittal was received.

b. Review submittals for approval within the scheduling period specified and only for conformance with project design concepts and compliance with contract documents.

c. Identify returned submittals with one of the actions defined in paragraph REVIEW NOTATIONS and with comments and markings appropriate for the action indicated.

Upon completion of review of submittals requiring Government approval, digitally sign and date submittals. Electronic copies of the submittal will be retained by the Contracting Officer and/or Contracting Officer's Representative (COR) and electronic copies of the submittal will be returned to the Contractor.

1.10.1 Review Notations

Submittals will be returned to the Contractor with the following Submittal Action Codes in column "i" of the JB CHS Transmittal Form 4025:

a. "A – Approved as Submitted" - These submittals authorize proceeding with the work covered.

b. "B – Approved, except as noted. Resubmission not required" - These submittals authorize proceeding with the work covered provided that the Contractor takes no exception to the corrections.

c. "C – Approved, except as noted. Refer to attached comments. Resubmission Required" – These submittals indicate incomplete submittal or noncompliance with the contract requirements or design concept. Resubmit with appropriate changes. Do not proceed with work for this item until the resubmittal is approved.

d. "D – Will be returned by separate correspondence" – These submittals indicate further review/investigation is required beyond reasonable review extent. Do not proceed with work for this item until the review is complete and approved."

e. "E – Disapproved. Refer to attached comments" - These submittals indicate incomplete submittal or noncompliance with the contract requirements or design concept. Resubmit with appropriate changes. Do not proceed with work for this item until the resubmittal is approved.

f. "F – Receipt Acknowledged" – These submittals are typically used For Information Only.

g. "X – Receipt Acknowledged, does not comply with contract requirements, as noted" – These submittals are typically used For Information Only – the Contractor shall correct the deficiency noted in the comments immediately.

h. "G – Other action required (Specify)" – These submittals will be reviewed on a case-by-case basis to determine the impact to the project schedule and cost.

i. "K – Government concurs with intermediate design" – These submittals are typically used for Design-Build Contracts

j. "R – Design submittal is acceptable for release for construction" – These submittals are typically used for Design-Build Contracts

1.11 DISAPPROVED OR REJECTED SUBMITTALS

Contractor shall make corrections required by the Contracting Officer or Contracting Officer's Representative (COR) as noted on the transmittal form. If the Contractor considers any correction or notation on the returned submittals to constitute a change to the contract drawings or specifications; notice as required under the FAR "CHANGES" clause is to be given to the Contracting Officer. Contractor is responsible for the dimensions and design of connection details and construction of work. Failure to point out deviations may result in the Government requiring rejection and removal of such work at the Contractor's expense.

If changes are necessary to submittals, make such revisions and submission of the submittals in accordance with the procedures above. No item of work requiring a submittal change is to be accomplished until the changed submittals are approved.

Identify a resubmittal on a new JB CHS Transmittal Form 4025 and identify the "Transmittal Number" as alphanumeric after the original submittal number.

For Example: If the original submittal was "01", make the resubmittal "01-A"

1.12 APPROVED/ACCEPTED SUBMITTALS

The Contracting Officer's approval or acceptance of submittals is not to be construed as a complete check, and indicates only that the general method of construction, materials, detailing and other information appear to meet the contract requirements.

Approval or acceptance will not relieve the Contractor of the responsibility for any error which may exist, as the Contractor under the Contractor Quality Control (CQC) requirements of this contract is responsible for design, dimensions, all design extensions, such as the design of adequate connections and details, etc., and the satisfactory construction of all work.

After submittals have been approved or accepted by the Contracting Officer, no resubmittal for the purpose of substituting materials or equipment will be considered unless accompanied by an explanation of why a substitution is necessary.

1.13 APPROVED SAMPLES

Approval of a sample is only for the characteristics or use named in such approval and is not be construed to change or modify any contract requirements. Before submitting samples, the Contractor to assure that the materials or equipment will be available in quantities required in the project. No change or substitution will be permitted after a sample has been approved.

Match the approved samples for materials and equipment incorporated in the work. If requested, approved samples, including those which may be damaged in testing, will be returned to the Contractor, at their expense, upon completion of the contract. Samples not approved will also be returned to the Contractor at its expense, if so requested.

Failure of any materials to pass the specified tests will be sufficient cause for refusal to consider, under this contract, any further samples of the same brand or make of that material. Government reserves the right to disapprove any material or equipment which previously has proved unsatisfactory in service.

Samples of various materials or equipment delivered on the site or in place may be taken by the Contracting Officer for testing. Samples failing to meet contract requirements will automatically void previous approvals. Contractor to replace such materials or equipment to meet contract requirements.

Approval of the Contractor's samples by the Contracting Officer does not relieve the Contractor of their responsibilities under the contract.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --