

1.1 SECTION
INCLUDES

- .1 Submittal requirements.

1.2 SUBMITTAL
GENERAL REQUIREMENTS

- .1 Submit required documentation to Departmental Representative for review as specified in other sections of the Specifications.
- .2 Review submittals prior to submission. Ensure that necessary requirements have been determined and verified, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents.
- .3 Submit with reasonable promptness and in orderly sequence so as not to cause delay in Work. Failure to submit in ample time will not be considered sufficient reason for an extension of Contract time and no claim for extension by reason of such default will be allowed.
- .4 Do not proceed with work until relevant submissions are reviewed and approved by Departmental Representative.
- .5 Notify Departmental Representative, in writing at time of submission, identifying deviations from requirements of Contract Documents and state reasons for deviations.
- .6 Contractor's responsibility for errors and omissions in submission is not relieved by Departmental Representative's review of submittals.
- .7 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Departmental Representative's review.
- .8 Paper originals or alternatively clear and fully legible photocopies of originals are acceptable formats. Facsimiles are not acceptable, except in special circumstances pre-approved by Departmental Representative. Poorly printed non-legible photocopies or facsimiles will not be accepted and be returned for resubmission.
- .9 Make changes or revision to submissions which Departmental Representative may require,
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1.2 SUBMITTAL
GENERAL REQUIREMENTS
(Cont'd)

- .9 (Cont'd)
consistent with Contract Documents and resubmit as directed by Departmental Representative. When resubmitting, notify Departmental Representative in writing of any revisions other than those requested.
- .10 Keep one reviewed copy of each submittal document on site for duration of Work.

1.3 SCHEDULES,
PERMITS AND
CERTIFICATES

- .1 Submit to Departmental Representative, upon acceptance of bid, copy of Work Schedule and various other schedules, permits, certification documents and project management plans as specified in other sections of the Specifications.
- .2 Submit copy of permits, notices, compliance Certificates received by Regulatory Agencies having jurisdiction and as applicable to the Work.